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|  **Date** | Wednesday 6 February 2019 | **Meeting No** | 12 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.30am |
| **Location** | Garden Room, Seasons Botanic Gardens | **Minutes** | Alana Clarke |

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| **Members and attendees** |  |  |
| *Present** Jeni Coutts [**Chair**]
* Karen Baynes, Domain Hill,
* Gary Buck The Botanica Apartments
* Andrea Coote, The Domain
* Michael Butcher, Melbourne South Yarra Residents Group
* Jane Pickworth, Albert Road Clinic
* Fraser Read-Smith, G12+
* Andrew Bennett, South Yarra Residents Association
* Gary Brennan, Bicycle Network Victoria
* Trevor Sutherland, Hallmark Apartments
 | * Bernadene Voss, City of Port Phillip
* Lili Rosic, City of Port Phillip
* Rebecca Doherty, City of Port Phillip
* Neil Hutchinson, City of Melbourne
* Blythe Chidgey, CYP
* John Goding, CYP
* Rob Mair, CYP
* Mark Parker, CYP
* Jack Aimes, CYP
* David Glossop, CYP
* Shane Brown, RPV
* Vanessa Williams, RPV
* Paula Williams, RPV
* Marisa Supple, RPV
* Alana Clarke [**Secretariat**]
 | *Apologies** Colin Stuckey, Melbourne Grammar School
* Christopher Cole, Royal Botanic Gardens
* John Phillips, Melbourne Grammar School
* Christian Lawless, Melbourne Girls Grammar School
* Daniel Mulqueen, Shrine of Remembrance
* Toni Meath, Mac Robertson Girls High School
* Lou Raunick, G12+
* Sarah Potter, Entrecote
* Jamie McBride, Domain Road Traders
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| 1. | Welcome and Metro Tunnel Update |
|  | Matters arising:* The Community Reference Group (CRG) discussed changes to the Terms of Reference.
* The CRG discussed the Outstanding Actions and Issues Register.
	+ The CRG raised the importance of the design development process and opportunities for community consultation. CYP agreed to provide a timeline for design development, noting any community engagement. **D8-1, D10-2, and D10-5** relate to the precinct legacy arrangements and are now represented in **D12-1**.
	+ The CRG discussed dust mitigation (**D10-1**) and the presence of dust on buildings. CYP confirmed that it has implemented significant dust mitigation measures on site in line with feedback from the community and lessons learned from the management of other sites. The CRG expressed concern that the dust mitigation measures are not adequately preventing the accumulation of dust on buildings and requested that CYP contribute to cleaning costs. CYP confirmed that it is not proposing to contribute to cleaning costs at this time, as it is meeting its air quality Environment Performance Requirements (EPRs). CYP confirmed it is committed to applying and continually improving comprehensive mitigation measures at the source of the dust.
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| D12-1 | Present on precinct legacy arrangements, including the South African Soldiers Memorial, plant species in the newly developed green wedge, and any changes to the Development Plan design. |
| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by John Goding (CYP) on current and upcoming works. Presentation by David Glossop (CYP) on environment monitoring.Matters arising:* The CRG discussed tram realignment works. CYP confirmed that occupations for tram realignment works are scheduled for late August 2019 and will be subject to usual site rules such as reversing buzzers in place of beepers.
* Michael Butcher queried the use of Domain Road as a secondary truck route. CYP confirmed that Domain Road is only intended for use during a short period in February 2020 when St Kilda Road is inaccessible. CYP confirmed that dust mitigation during this phase is a priority.
* Michael Butcher raised the truck tracking system, commenting that he had observed a project truck on a road that was not part of an approved route. CYP confirmed it received notification through the tracking system and resolved the route diversion with the driver. CYP encouraged the CRG to continue reporting their observations. CYP agreed to present an update on truck tracker performance.
* Gary Buck requested that future presentations include comparisons of the noise model and the noise monitoring results. CYP agreed to include this for future presentations.
* Gary Buck raised works activities that produce long stretches of ongoing noise near the impact threshold. CYP confirmed that it monitors high noise activities closely and is engaging with the community on the impacts of these works.
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| **D12-2** | Present an update on truck tracker performance.  |
| **D12-3** | Slides on noise monitoring results to also note how this compares to the modelling in future presentations.  |
| 3. | Presentation by Rail Projects Victoria |
|  | Presentation by Marisa Supple (RPV) on EPR management. Matters arising: * Gary Buck raised subcontractors and EPR accountability. CYP and RPV confirmed that all project works are subject to the EPRs.
* The CRG discussed RPV oversight of out-of-hours exceedances. RPV confirmed that it has access to all monitoring data and out-of-hours works permits, and is able to determine instances of exceedances on this basis.
* Gary Buck raised noise from generators. CYP confirmed that has received a complaint about generator noise and confirmed the complaint is being actioned.
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| 4. | Albert Road Reserve pop-up park consultation |
|  | Presentation by Mary Parker (CYP) and Jack Aimes (CYP) on the Albert Road Reserve pop-up park proposal.Matters arising:* Andrea Coote raised monitoring of behaviour in the proposed park. CYP confirmed that it has liaised with the City of Port Phillip to ensure that the area will be adequately monitored.
* Andrea Coote raised the proposed activation program and queried whether the community would have the opportunity to give feedback on the program. CYP confirmed that the community will be consulted on the activation program but clarified that current consultation is focused on the physical design of the park.
* The CRG discussed trees with reference to the artist's impressions of the park. CYP confirmed that the trees depicted in the impression will be potted and will be removed with the rest of the park at the end of the project. CYP confirmed that no existing trees will be removed for the purpose of building the park.
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| 5. | General feedback and items for future discussion |
|  | Matters arising:* Karen Baynes raised the establishment of the Major Transport Infrastructure Authority. RPV confirmed the change and confirmed that RPV still exists as a project group.
* Michael Butcher raised station design, stating that he feels the canopy design is inconsistent with the heritage look of the broader precinct.
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| 6. | Meeting Close  |
|  | Matters arising: * The next meeting of the Community Reference Group is scheduled for 7.30am-9.30am, Wednesday 20 March 2019, in the Garden Room at the Seasons Botanic Gardens.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| D12-1 | Present on precinct legacy arrangements, including the South African Soldiers Memorial, plant species in the newly developed green wedge, and any changes to the Development Plan design. | CYP | Open |
| D12-2 | Present an update on truck tracker performance. | CYP  | Open |
| D12-3 | Slides on noise monitoring results to also note how this compares to the modelling in in future presentations. | CYP | Open |