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| **Date** | Tuesday 3 December 2019 | **Meeting No** | 8 |
| **Chair** | Vince Haining | **Time** | 8.00am – 9.30am |
| **Location** | Bill Vanina Pavilion | **Minutes** | Alana Clarke |

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| **Members** |  |
| *Present** Vince Haining [**Chair**]
* Karen Snyders, City of Melbourne
* Sally Cunnington, community representative
* Therese Fitzgerald, Kensington Association
* Matt Hammond, Kensington Association
* Melanie Del Monaco, City of Melbourne
* Deb Wilson, Unison Housing
 | *Apologies** Clive Gartner, Friends of Newell’s Paddock
* Helaine Stanley, The Venny
* Richard Reilly, Kensington & Flemington Junior Sports Clubs
* Bruce Dickinson, Friends of Newell’s Paddock
* Karen Hammarberg, community representative
* Sam Hurst, Lloyd Street Business Estate
* Guilliano Andy, City West Water
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| **In attendance** |  |  |
| *Present** Kim Norton, Cross Yarra Partnership (CYP)
* James Hamilton, CYP
* Jenna Beckett, CYP
* Michael Prebeg, Rail Infrastructure Alliance (RIA)
* Scott Brown, RIA
* Matilda Tonkin, RPV
 | * Tim Fullerton, Rail Projects Victoria (RPV)
* Trent Bridgement, RPV
* Ben Savona, RPV
* Eli Firestone, RPV
* Alana Clarke, RPV
* Shane Brown, RPV
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| 1. | Introduction and Welcome |
|  | Matters arising: * Welcome by Vince (Chair) and introduction of Community Reference Group (CRG) members.
* Therese Fitzgerald asked if the schedule of Rostered Days Off (RDOs) could be shared with the community in future. The project contractor agreed to include this in its newsletter.
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| 2.  | **Outstanding Actions and Issues Register** |
|  | Matters arising:* The CRG discussed the Outstanding Actions and Issues Register.
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| 3. | Community Update and Discussion Items |
|  | Presentation by Jenna Beckett (CYP) on the Intake Substation Development Plan. Discussion led by James Hamilton (CYP), Scott Brown (RIA) and Michael Prebeg (RIA) on issues raised by community members. Presentation by Kim Norton (CYP) and Michael Prebeg (RIA) on communications and engagement. Matters arising: * Therese Fitzgerald asked who the key stakeholders for the Intake Substation are. The project contractor confirmed key stakeholders include Bicycle Network, City of Melbourne, City West Water, Friends of Moonee Ponds Creek, the North and West Melbourne Association, and the Victorian Planning Authority.
* The CRG discussed site amenity. The project contractor confirmed it is looking to extend infill of noise barriers around the gawk screens in the turning bay in front of the South Kensington Station. The noise barriers are being collected for installation today. The project contractor intends to reduce use of the turning bay as a materials laydown area in future. Matt Hammond raised concerns about noise levels during upcoming night works which were not originally scheduled. Matt Hammond passed on a request from the Kensington Association for additional acoustic measures to be installed at site to mitigate this. The Chair agreed the issue of visual site amenity is resolved and raised an action for the project contractor to investigate options to install additional acoustically rated protections at site.
* The CRG discussed dust mitigation. The project contractor confirmed it is monitoring dust levels closely and implementing additional mitigation measures as the weather becomes hotter and drier. This includes having water carts available for mobilising, even on non-active site days, as well as long-term measures like sealant applied to loose surfaces. The project contractor confirmed it appreciates feedback from the community about high dust days and agreed to put a process in place to proactively spray down the site on high wind days. The project contractor confirmed it will apply additional sealant to the site to protect against dust over the end of year shutdown.
* In relation to dust levels in the precinct, City of Melbourne confirmed it has awarded the contract for works on the JJ Holland Park Oval upgrade. City of Melbourne has flagged the importance of dust mitigation with its project team. Additional information will be shared with the community in coming weeks, which will include contacts for questions about dust.
* The CRG discussed flooding in JJ Holland Park. The project contractor confirmed it is investigating the cause, including installing CCTV and exploring the drainage system for issues. The flooding may be attributable to recent drainage system upgrades. City of Melbourne confirmed it is working with the project contractors to investigate the cause and confirmed it is also investigating drainage on Childers Street, as similar ponding has occurred on Childers Street and may be linked. Matt Hammond raised concerns about the temporary fencing arrangement around the flooding and asked whether the water had been tested. City of Melbourne confirmed it is confident the ponded water is rainwater, not groundwater due to its coincidence with weather events and reassured members it is taking community concerns seriously.
* The CRG discussed house cleaning. The project contractor confirmed dust on houses is likely to be surface dust, not bentonite dust, as the bentonite on site is in a slurry form. The project contractor confirmed it is taking all actions possible to reduce generation of dust on site. The project contractor confirmed it is happy to engage with individual residents who feel they are experiencing excessive dust at their homes.
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| **K8-1** | Investigate options to install additional acoustically-rated protections at site.  |
| 4. | Presentation from Project Contractors |
|  | Presentation by Scott Brown (RIA) on current and upcoming works. Presentation by Michael Prebeg (RIA) on traffic and transport.Presentation by James Hamilton (CYP) and Kim Norton (CYP) on tunnelling.Matters arising:* Matt Hammond asked how close the Tunnel Boring Machines (TBMs) will get to houses on Childers Street and Ormond Street and asked for an extended graph of the regenerative noise curve for vibration associated with closer tunnelling than what is currently available. The project contractor agreed to provide closer detail about TBM location in relation to houses and an extended regenerated noise model.
* Matt Hammond asked how long it will take the TBMs to go down Childers Street. The project contractor confirmed the TBM moves approximately 10 metres per day, depending on maintenance requirements and ground conditions. The project contractor confirmed it is likely to take the TBM between four days and two weeks to travel down Childers Street and confirmed it will have a closer estimate as cross-passage construction continues.
* The Chair asked whether TBM vibration output is dependent on ground conditions. The project contractor confirmed ground condition does affect vibration output. Vibration modelling is based on the current best understanding of the ground conditions in the Kensington area and it updated as more understanding of ground structure is gained. The ground in the Kensington area is quite soft, so the vibration output is likely to be lower here than in conditions like the mudstone in Parkville.
* Therese Fitzgerald asked how long it will take to flood the shaft to enable TBM extraction and asked when this is likely to happen. The project contractor confirmed the flooding is scheduled to take place in late January or early February and confirmed the flooding is likely to take two to three days.
* The Chair asked whether the tunnelling engagement designed for directly impacted residents is open to people outside the immediate zone of influence who are interested in learning more. Therese Fitzgerald confirmed she is aware of people outside this zone who are interested. The project contractor thanked Therese for the feedback and confirmed this level of engagement is open to all who are interested.
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| K8-2 | Provide more detail on how close the TBM will be to houses on Childers Street and Ormond Street and provide an extended regenerated noise model for vibration greater than 1.2. |
| 5. | General feedback and items for future discussion |
|  | Matters arising:* Deb Wilson raised the Kensington Community Festival, which is scheduled for 29 March 2020.
* Sally Cunnington raised the CRG meeting dates for 2020. RPV confirmed 2020 calendars are being finalised and will be distributed with the meeting minutes.
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| 6. | Meeting close |
|  | Matters arising:* Next meeting 8.00am-9.30am, Tuesday 11 February 2019 at Bill Vanina Pavilion.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| K8-1 | Investigate options to install additional acoustically-rated protections at site. | CYP | Open |
| K8-2 | Provide more detail on how close the TBM will be to houses on Childers Street and Ormond Street and provide an extended regenerated noise model for vibration greater than 1.2. | CYP |  |