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| **Date** | Tuesday 8 June 2021 | **Meeting No** | 26 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.00am |
| **Location** | Zoom | **Minutes** | Megan Ferrer |

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| **Members** |  |
| *Present** Jeni Coutts [**Chair**]
* Nic Thomas, local resident
* Malcolm Ninnis, local resident
* Graham Hoy, South Yarra Residents Association
* Jonathan Forbes, local resident
 | *Apologies** Tom Howgate, local resident
* Ruth Speedy, Toorak Road South Yarra Business Association
* James Robinson, local resident
* Paul Bellette, Café Republic
* Christopher Blain, South Yarra Village Residents Group
* Kathy Dalton, local resident
* Tennessee Leeuwnburg, local resident
* Nadia Ford, City of Stonnington
* Gillian Fraser, local resident
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| **In attendance** |  |
| *Present** Michelle Cunnington, Department of Transport (DoT)
* Sara Parmar, Yarra Trams
* Rob Mair, Cross Yarra Partnership (CYP)
* Jordan Turner, CYP
* Jarrod Wadsworth, CYP
* Tom Betts, Rail Infrastructure Alliance (RIA)
 | * Zaid Diego, RIA
* Dean Valentic, RIA
* Remy Fowler, RIA
* Dane Hartog-Burnett, Rail Projects Victoria (RPV)
* Matilda Tonkin, RPV
* Stephanie Makin, RPV
 | * Ash Panjwani, RPV
* Sarah Haines, RPV
* Lillian Smith, RPV
* Sebastian Immaraj, RPV
* Mathew Collum, RPV
* Megan Ferrer, RPV [Secretariat]
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| 1. | Welcome and introduction |
|  | Welcome and introductions from Jeni Coutts (Chair). Matters arising: * Jeni Coutts welcomed members to the Community Reference Group (CRG).
* Jeni welcomed Remy Fowler (RIA) who will be taking over the CRG briefings from Tom Betts (RIA). Jeni thanked Tom for his contribution to the South Yarra CRG over the past months.
* Jeni also welcomed Jarrod Wadsworth (CYP Senior Project Engineer for the Eastern Portal) who will be presenting on CYP construction updates at future CRG meetings. Jeni thanked Neil Bracken (CYP) for his contribution to the CRG during the tunneling phase of works.
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| 2. | Outstanding Actions and Issues  |
|  | Matters arising: * Tom Betts (RIA) provided an update on track noise. RIA is currently investigating the rail ‘squeal’ noise which began around the start of December 2020. RIA confirmed it will present an update on the outcome of the investigations at the next CRG meeting.
* The CRG discussed the Outstanding Actions and Issues Register.
* In relation to S24-4, RIA is continuing with works on the footpath near Arthur Street and has started works for the pocket park. RIA is working with City of Stonnington on handover arrangements. The South Yarra Siding Reserve substation works are ongoing, with RIA expecting the majority of the Siding Reserve to be reinstated and potentially open in early 2022. RIA advised that the tree and shrub planting at Siding Reserve, along with the establishment of an ongoing maintenance program will commence regardless of when the opening date will be. RIA and CYP continue to work around access points on William Street bridge for the rail tunnel fit out works. RIA and CYP will continue to provide updates to the CRG.
* Nic Thomas raised the issue of leaves accumulating along Osbourne Street. Malcolm Ninnis advised that the issue is ongoing and required regular street sweeping, particularly in the areas of gutters where cars are parked, and street sweepers cannot access. CYP confirmed it will follow up on the issue.
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| 3. | Presentation from Project Contractors |
|  | Presentation by Tom Betts (RIA), Dean Valentic (RIA), Jarrod Wadsworth (CYP) and Rob Mair (CYP) on current and upcoming works at the Eastern Portal. Presentation by Tom Betts (RIA) on communications and traffic/transport changes. Presentation by Tom Betts (RIA) on environmental management. Matters arising:* CYP advised works at Eastern Portal will continue into 2022, including concrete pours and fit out works. CYP advised that the majority of these works will take place during normal construction hours and residents will be notified prior to any out of hours works.
* Jonathan Forbes asked about the timing of the construction of the egress building once the retrieval shaft works have been complete. CYP advised it will provide an update to the CRG on the expected timing at the next meeting.
* In relation to noise and vibration monitoring data, Jonathan Forbes provided feedback that the experienced noise levels have remained at the same level over the past few months. Nic Thomas raised that he has received complaints from residents on Osbourne Street about vibrations. RIA and CYP confirmed that they are aware of the vibration complaints and have been in contact with a number of residents.
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| 4. | Upcoming Tram Stop Upgrade Works |
|  | Presentation from Michelle Cunnington (DoT) and Sara Palmer (Yarra Trams) on the upcoming tram stop upgrade works.Matters arising: * The CRG discussed the upcoming tram stop upgrade works and the implementation of a trial ban on right turns into Yarra Street from Toorak Road:
	+ Yarra Trams confirmed that notifications were sent out to the community, including residents and local businesses in the form of letters and emails.
	+ Graham Hoy asked if consideration was given to installing a permanent pedestrian crossing between Yarra Street and Toorak Road. Graham raised concerns around traffic and pedestrian visibility issues. DoT advised there will be a temporary pedestrian crossing in place from 18 June 2021 at the Yarra Street and Toorak Road intersection to support vehicles turning into and out of Yarra Street.
	+ Yarra Trams advised that there will be no access into Osborne Street for the first couple of days of works. There will be traffic management in place for those who require access into and out of Osborne Street. Jeni Coutts requested Yarra Trams to prepare a notification on specific access arrangements for Osborne Street to residents affected in the area. Yarra Trams agreed to circulate a notification following the meeting.
	+ Nic Thomas raised concerns in relation to bikes not being able to turn left into Yarra Street from Toorak Road considering that the street is a designated bike route. Nic also raised the need for two-way cycle routes to be maintained on Osbourne Street, Toorak Road and Yarra Street. DoT advised that cyclists may turn left into Yarra Street but must dismount upon entry. DoT acknowledged the feedback and confirmed it will pass it on to its projects team.
	+ Jonathan Forbes asked about the long-term access to Osborne Street. DoT confirmed there will be no restrictions to Osborne Street in either direction. DoT also confirmed that from Osborne Street, traffic will move into a single lane until the tram stop is completed. Jonathan also raised concerns around traffic issues with entering into Osborne Street from Toorak Road. DoT advised this is not within the project scope, however, the removal of right-turns into Yarra Street from Toorak Road should help to assist traffic flow along Toorak Road.
	+ DoT advised traffic modelling will be conducted throughout the one-year trial period and community feedback will take place from 18 June 2021. At the end of the trial period, the data will be shared with City of Stonington Council to determine the next steps.
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| 5. | General feedback and items for future discussion |
|  | Matters arising: Nil |
| 6. | Meeting close |
|  | Matters arising:* The next meeting will be held at 7:30am on 13 July 2021.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | **ACTION / ISSUE** | **OWNER**  |
| **S26-1** | RIA to present an update on the outcome of the investigations into the ‘rail squeal’ track noise which began around the start of December 2021.  | RIA |
| **S26-2** | CYP to provide an update on the timing of the construction of the egress building following the completion of the retrieval shaft works have been complete.  | CYP |