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| **Date** | Thursday 21 June 2018 | **Meeting No** | 6 |
| **Chair** | Vince Haining | **Time** | 7.30am – 9.30am |
| **Location** | Racecourse Room, Quest Flemington | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * Vince Haining [**Chair**] * Richard Grieg, City of Melbourne * Liam Lenihan, City of Melbourne * Matt Hammond, Kensington Association * David Brown, Kensington Association * Naomi Oosting, Victorian Planning Authority * Alastair Gowing, City West Water * Sam Hurst, Lloyd Street Business Estate representative * Ryan Dam, George Weston Foods | *Apologies*   * Tim Rieniets, Melbourne Seafood Centre * Cameron McLeod, North Melbourne Football Club * Ben Pocock, The Lost Dogs’ Home * Sigi Hyett, Kensington Community Children’s Co-operative * Enid Hookey, North and West Melbourne Association * Matthew Whelan, Citywide Service Solutions | * Gary Taresch, Barwise Street business representative * Nick Theodossi, Nick Theodossi Prestige Cars * Bill Sant, Scalzo Food Industries * Patrick Deasey, Naturelinks * Bryan Irwin, Irwin Stockfeeds * Darren Martin, Chep Pallecon * Dave Kristy, RPV |
| **In attendance** |  |  |
| *Present*   * Clare Robertson, Metro Trains Melbourne * Paul Smith, Western Distributer Authority * Carl Broderick, Transurban * Malcolm Tinkler, CPBJH * Andrew Browne, John Holland * Kathlin Mayer, John Holland * Lucy Mackenzie-Worters, CYP * Denis Joyce, CYP * Kate Walshe, CYP | * Ayllie White, CYP * Stuart Harper, CYP * Avtar Lotay, CYP * Bryanna Miller, CYP * Simon Hooper, CYP * Danielle Koroneos, RPV * Dusk Johnston, RPV | * James Tonkin, RPV * Barry McGuren, RPV * Damian Brizzi, RPV * Andrew Jenkinson, RPV * Jenny Luk, RPV * Will McNamara [**Secretariat**] |

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| 1. | Introductions and Welcome |
|  | Welcome from Vince Haining (Chair) and introductions by attendees.  Matters arising: Nil |
| 2. | Outstanding Actions and Issues Register |
|  | Matters arising:   * The Kensington and Arden Community Reference Group noted the Open Actions and Issues Register. |
| **K6-1** | Advise when (K5-4) the management of cyclist diversions during short term road closures has been addressed. |
| 3. | **Presentation from West Gate Tunnel Project** |
|  | Presentation by Paul Smith, Carl Broderick and Malcolm Tinkler (West Gate Tunnel) on the West Gate Tunnel Project.  Matters arising:   * Vince Haining raised traffic modelling. West Gate Tunnel confirmed that modelling has been undertaken, in particular for the redistribution of traffic in West and North Melbourne. * Matt Hammond queried modelling and monitoring requirements. West Gate Tunnel confirmed monitoring requirements at project completion and will report back to the CRG on construction monitoring. * Vince Haining queried if City of Melbourne will be conducting traffic monitoring into the West Gate Tunnel project. City of Melbourne will report back to the CRG on any project specific traffic modelling. |
| **K6-2**  **K6-3** | Confirm requirements for traffic monitoring during construction of the West Gate Tunnel.  Confirm if traffic monitoring will be conducted in relation to the West Gate Tunnel Project. |
| 4. | Rail Projects Victoria |
|  | Presentation by Andrew Jenkinson (RPV) on Rail Infrastructure Alliance (RIA) Early Works Plan for the Western Portal scheduled for public inspection and comment from Monday 16 July to Friday 3 August\*. Presentation by Barry McGuren (RPV) on Business Support Guidelines for Construction and Resident Impact Mitigation Guidelines. Presentation by Simon Hooper on respite and relocation management.  Matters arising:   * Matt Hammond raised car parking, and site offices and bentonite storage tanks at the 139 Hobsons road. RPV confirmed it is a requirement for all car parking spaces removed from Childers Street to be replaced. * Sam Hurst commented that there are requirements for CYP to maintain access to the business park, and queried if these will be the same for RIA works. RPV confirmed there will be requirements in place and that RPV is working with CYP, City of Melbourne and RIA to ensure consistent management. * Matt Hammond commented that traffic flows in the areas surrounding the Western Portal precinct (Lloyd Street) are a key concern. * Vince Haining raised quality of replacement car parking. RPV confirmed car parks will be sealed, with lighting and delivered to the Australian Standard, including a proportion of Disability and Discrimination Act compliant spaces. * Vince Haining raised precinct speed limits. RPV advised that traffic management plans will be confirmed once the RIA contract has been awarded. * David Brown queried how long Childers Street would need to be closed. RPV advised that the road is expected to be closed for four years and traffic management plans will be confirmed once the RIA contract has been awarded. * Matt Hammond commented contractors should be aware that at 11AM on Sunday in winter that there will 600 people using JJ Holland Park and that safety must be a key consideration, including for those moving between the temporary parking spaces and the park. * Naomi Oosting raised noise and vibration monitoring during works. CYP confirmed that monitoring will be used to validate modelling and inform the management of works, and that mitigation will take place at the source to reduce potential impacts to any sensitive receivers. The management of noise and vibration will be in line with the Project’s Environmental Performance Requirements. * Matt Hammond commented that no offers of respite or relocation had been received by stakeholders during Early Works. John Holland confirmed they had have been working closely with stakeholders regarding both day and night works, notifications have been issued when limits are being reached and that a number of stakeholders have been offered respite. * David Brown raised Environmental Performance Requirements regarding dust. CYP confirmed it will present further information on Environmental Performance Requirements and Environmental Management Framework, including dust management at future meetings. |
| **K6-4**  **K6-5**  **K6-6** | Present precinct traffic management for RIA works.  Present further information on respite and relocation using recent Domain works as a case study.  Present further information on Environmental Performance Requirements and Environmental Management Framework, including dust management.  \***Post meeting note:** Due to the ongoing procurement process for the RIA package of works, the dates for public inspection and comment on the draft RIA Early Works Plan for the western tunnel entrance have been rescheduled. The draft RIA Early Works Plan is now anticipated to go on public display in **late July**. Further updates will be provided once the dates for public display and comment have been confirmed. |
| 5. | Presentation from John Holland |
|  | Presentation by Andrew Browne (John Holland) on current and upcoming works.  Matters arising:   * Matt Hammond raised access to JJ Holland Park. John Holland confirmed an agreement with the City of Melbourne to maintain vehicle access to the Bill Vanina Pavilion via Altona Street for upcoming weekend works (23-24 June 2018), otherwise access to JJ Holland Park will be maintained via Childers Street. * Matt Hammond raised demolition works to remove the foundations for high voltage temporary towers. John Holland confirmed works will take up to a week to complete. * Sam Hurst commented that final agreement hadn’t been reached with CYP on shuttle flow arrangements for the business estate. CYP confirmed it would address any outstanding matters prior to the shuttle flow arrangements commencing in July 2018 and noted that a meeting with the Business Estate body corporate was set up for the following Friday. |
| 6. | Presentation from Cross Yarra Partnership |
|  | Presentation by Stuart Harper and Avtar Lotay (CYP) on refined station designs. Presentation by Denis Joyce (CYP) on current and upcoming works for Arden and Western Portal.  Matters arising:   * Matt Hammond raised soil sampling. CYP confirmed that soil sampling will be conducted progressively as different sections of project land become available. CYP will confirm if soil sampling data will be made public. * Matt Hammond queried the expected noise levels for piling works at the Western Portal. CYP confirmed that four metre piling sheets will be used and only limited pile driving is expected. CYP confirmed modelling has been completed for these activities and would provide expected noise levels to the Kensington Association. * Sam Hurst raised traffic and transport management during stage one of the Childers Street closure. Suggests closing the whole road completely or placing traffic management at the Kensington Rd and Childers St intersection to stop vehicles looking to access public parking on Childers Street from entering the street if parking is full. CYP advised they still need to maintain access to existing car parking along Childers Street, therefore will provide a turning circle for vehicles that turned onto Childers Street by mistake. CYP agreed to consider practical ways to mitigate rat running through Childers Street and the carparks. |
| **K6-7**  **K6-8** | Confirm if soil sampling data can be made public.  Confirm expected noise relating to CYP works at the Western Portal. |
| 7. | Presentation from Metro Trains Melbourne |
|  | Presentation by Clare Robertson (MTM) on Metro Tunnel Project occupations.  Matters arising:   * Matt Hammond expressed dissatisfaction with non-Metro Tunnel works notifications for MTM maintenance and renewal works. Clare Roberston advised her role relates to passenger engagement for the Metro Tunnel and does not cover communications for non-project MTM works. Clare Robertson agreed to raise these concerns with the relevant area within MTM. |
| 8. | General feedback and items for future discussion |
|  | Matters arising:   * Sam Hurst commented that further discussion regarding traffic management will be needed following RIA contract award. * Matt Hammond expressed dissatisfaction with the current format of Community Reference Group meetings, with the view that not enough opportunity was provided for community representatives to raise and discuss issues. * Vince Haining commented that consideration of the current Community Reference Group format would be timely and that members should continue to raise any concerns to be addressed by the project team as part of ongoing stakeholder engagement. |
| **K6-9** | Members to consider the format of Community Reference Group meetings and propose changes along with items for future discussion. |
| 9. | Meeting Close |
|  | Matters arising:   * The next meeting of the Kensington & Arden Community Reference Group is scheduled for Thursday 9 August 2018, 7:30-9:30AM at Quest Flemington. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| K6-1 | Advise when (K5-4) the management of cyclist diversions during short term road closures has been addressed. | CYP | Open |
| K6-2 | Confirm requirements for traffic monitoring during construction of the West Gate Tunnel. | WDA | Open |
| K6-3 | Confirm if traffic monitoring will be conducted in relation to the West Gate Tunnel Project. | City of Melbourne | Open |
| K6-4 | Present precinct traffic management for RIA works. | RPV / RIA | Open |
| K6-5 | Present further information on respite and relocation using recent Domain works as a case study. | CYP | Open |
| K6-6 | Present further information on Environmental Performance Requirements and Environmental Management Framework, including dust management. | CYP | Open |
| K6-7 | Confirm if soil sampling data can be made public. | CYP | Open |
| K6-8 | Confirm expected noise relating to CYP works at the Western Portal. | CYP | Open |