

# Meeting Minutes

## Community Reference Group (CRG)

**Subject:** December Yan Yean Road Upgrade CRG meeting

**Date:** Monday 6 December 2021 **Time:** 6.30pm-8pm

**Location:** Online Microsoft Teams meeting

**Meeting number:** 8

**Chair:** Charlotte Claney

**Minute-taker:** Tessa Windisch

### Attendees

Attendees (Name/Organisation)	Apologies (Name/Organisation)
Barbara Marshall (BM)	Grant Hollins (GH)
Charlotte Claney (CC), MRPV	John Yeomans (JY)
Fu-Ho Chung (FC), MRPV	Kelvin Bennetts (KB)
George Barratt (GB)	Mark Jackson (MJ)
Jo Jamieson (JJ)	Paige Krygger (PK) MRPV
Pam Hoyne (PH)	Tony Nesci (TN)
Richard Wilson (RW)	
Tessa Windisch (TW), MRPV	
Tori Harvey (TH), MRPV	

### Actions – previous

#	Action	Update
5.1	Advise group of Bannons Lane intersection treatment outcome	The technical note has now been finalised for the Bannons Lane intersection. Several alternative design options were explored, including an option to form a crossroad with localised access back to golf course car park. Redevelopment of the archery field

#	Action	Update
		<p>is outside the scope of works so this option will not be adopted. The outcome is that the current design (left-in/left-out into Yarrambat Park Golf Course) will be adopted. The proposed wide road shoulder along Yan Yean Road near Bannons Lane will also be extended, providing safer access for residents in this area.</p> <p><b>Action 5.1 closed.</b></p>
6.1	MRPV to bring up east/west traffic movements at the next Nillumbik Council coordination meeting and contact BM with update prior to updating the rest of the group at the next meeting	<p>MRPV have raised this matter with Nillumbik Shire Council. A formal response from Council has yet to be provided. BM asked if monthly coordination meetings are with Councillors or Council officers. FC confirmed these meetings are with Council officers.</p> <p>BM stated that she spoke to the Councillor for Sugarloaf to discuss the impact of the project. BM was surprised Council have not responded yet due to the high level of interest from the Hurstbridge traders.</p> <p><b>Action 6.1 closed.</b></p>

### Key discussion points

Agenda item	Discussion summary
<b>Item 1 – Welcome &amp; apologies</b>	CC welcomed all to the meeting and introduced TW as the minute taker for the meeting. PK and JY as apologies. KB, TN, MJ and GH absent.
<b>Item 2 – Confirm the agenda</b>	CC confirmed agenda. No new discussion items to add to other business. Outstanding actions addressed and closed out.
<b>Item 3 – Project update</b>	<p>FC provided a project update:</p> <ul style="list-style-type: none"> <li>We're currently working to obtain environmental and planning approvals required and finalising the reference design for Stage 2 of the Yan Yean Road Upgrade.</li> <li>As expected, the changes in the design exhibited in the EES and recommendations contained in the Minister's Assessment have resulted in changes to the scope and proposed design of the project.</li> <li>MRPV is currently working to address these recommendations to ensure the best outcome for road users, the local community and the surrounding environment.</li> <li>This work is continuing, and we'll know more about the timing of construction once environmental and planning approvals have been obtained and the reference design finalised.</li> <li>In terms of next steps for the project, we'll finalise environmental and planning approvals, refine the reference design and continue critical design and engagement with key stakeholders to finalise the EES outcomes.</li> <li>BM asked how significant are the changes from the design exhibited in the EES? FC responded that the key design changes are around access, particularly at the Bridge Inn Road intersection. The team is refining the design and are looking at opportunities to improve access to the Doreen Business Precinct in the reference design, which will see additional U-turns and turning lanes. As previously mentioned, there was a desire to extend the wide shoulder approaching Bannons Lane. This has now been incorporated into the design. We've also spent some time exploring access improvements to local schools and Yarrambat Park.</li> <li>BM stated that tree removal was a big concern in the community and wants to know how many trees will be removed? TH responded that as part of the reference design MRPV will undertake further investigations to understand the required extent of tree removal. We'll adhere with the environmental framework and will avoid and minimise vegetation removal, where possible. The</li> </ul>

Agenda item	Discussion summary
	<p>land, planning and environment team will work closely with the project team and our technical advisors to ensure we minimise our impact on the environment.</p> <ul style="list-style-type: none"> <li>• RW asked what construction time frames looked like? FC responded that this will be informed by when MRPV receives planning approvals and the reference design finalised.</li> <li>• We'll provide the community with an update on the project and next steps once further development work has been completed.</li> </ul> <p>CC provided a CRG update:</p> <ul style="list-style-type: none"> <li>• In our Terms of Reference for this CRG we noted that a review of the CRG, including membership will be undertaken in mid-2021 at the conclusion of the EES process for the project.</li> <li>• We have recently undertaken this review and determined that now is the right time to pause this group as we transition this project into the next phase and as such tonight will be our last meeting.</li> <li>• We'll likely look to reconvene another CRG group to steer the group through the pre-construction and early construction works phases of the project.</li> <li>• Similar to the process in setting up this group, we'll likely put out an Expression of Interest next year. All are encouraged to re-apply if interested.</li> <li>• An enormous thank you to everyone for their input over the past 18 months, your contributions have been incredibly valuable to the development of the project and have genuinely contributed to ensuring this project delivers the best outcome for road users, the local community, and the surrounding environment.</li> </ul>
<p><b>Item 4 – Land, Planning and Environment update</b></p>	<p>TH provided a Land, Planning, and Environment update:</p> <ul style="list-style-type: none"> <li>• In terms of the next land, planning, and environment steps for the project, we'll focus on finalising the Environmental Management Framework (EMF), including the refinement of Environmental Performance Requirements in accordance with the Minister's Assessment. To do this, we'll consult with Councils on the EMF and obtain endorsement by the regulator, which is DELWP.</li> <li>• We'll also finalise the Cultural Heritage Management Plan (CHMP).</li> <li>• We'll review the design as it progresses to further refine environmental impacts. This will help to inform secondary consents including species impacted under the Flora and Fauna Guarantee Act 1988 and obtaining offsets for native vegetation under the Planning and Environment Act 1987.</li> <li>• We'll then develop a number of plans based on the reference design (once developed), including the Fauna Management Plan (FMP).</li> <li>• We'll draft the project specific environmental specification to ensure the objectives of the EMF and all statutory requirements are achieved during construction.</li> </ul>
<p><b>Item 5 – Other business</b></p>	<ul style="list-style-type: none"> <li>• CC asked if anyone would like to raise any pressing issues.</li> <li>• MRPV have reviewed the design and a wide road shoulder will now provide safe access to residents near Bannons Lane. The design has been updated to reflect this, so residents in the area will be able to reverse their caravans into their properties from Yan Yean Road.</li> <li>• JJ asked if there was an update on the recommendation of installing traffic lights at the Yarrambat Park entrance. FC responded that the solution that MRPV ended up adopting in the design was installing collapsible bollards, which can assist during an emergency. This decision was made following consultation with the local CFAs and emergency services.</li> <li>• BM asked if the traffic issue at Laurie Street was addressed? CC responded that this was passed onto Council as is a local road issue that is not part of the scope of the Yan Yean Road Upgrade.</li> <li>• PH asked if there was an update on seed collection? TH responded that earlier this year a level five arborist collected seed for the Studley Park Gum. This is currently being stored by the arborist. When we have more information on construction timeframes, we can move forward with propagating these seeds. This tree is a hybrid and grows quickly.</li> </ul>
<p><b>Item 7 – Close</b></p>	<p>CC thanked the group for their time and local knowledge while participating in the CRG. The group collectively thanked CC, TH and FC for their hard work on the CRG.</p> <p>All wished the group and their friends and families a safe and happy holidays.</p> <p><i>Meeting concluded at 7.20pm</i></p>