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| **Date** | Wednesday 5 May 2021 | **Meeting No** | 30 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 8.50am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members and attendees** |  |  |
| *Present*   * Jeni Coutts [**Chair**] * Karen Baynes, Domain Hill * Petra Glare, Albert Road Clinic * John Bartels, City of Port Phillip * Neil Hutchinson, City of Melbourne * Fraser Read-Smith, G12+ * Andrea Coote, The Domain * Jan Swinburne, local resident * Gary Buck, The Botanica Apartments * Michael Butcher, Melbourne South Yarra Residents Group * Colin Stuckey, Melbourne Grammar School * Greg Gilmour, Shrine of Remembrance * Kate Blackwood, Yarra Trams | *Present*   * Rob Mair, CYP * Jordan Turner, CYP * John Goding, CYP * James Hamilton, CYP * Andreas Mindt, CYP * Sarah Robins, CYP * Martin Alvarez, RPV * Sarah Haines, RPV * Paula Williams, RPV * Rethi Scaife, RPV * Tim Fullerton, RPV * Mathew Collum, RPV [**Secretariat**] | *Apologies*   * David MacGowan, Royal Domain Tower * Christian Lawless, Melbourne Girls Grammar School * Toni Meath, Mac Robertson Girls High School * Sarah Potter, Entrecote * Jamie McBride, Domain Road Traders * Clare Hart, Royal Botanic Gardens * Dean Nightingale, G12+ * Andrew Bennett, South Yarra Residents Association * Clifford Samson, local resident * Marilyn Wane, G12+ * Phil Lukies, Melbourne South Yarra Residents Group * Sara Parmar, Yarra Trams * Trevor Sutherland, Hallmark Apartments * Lili Rosic, City of Port Philip * Gary Brennan, Bike Network Victoria |

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| 1. | Introduction and Welcome |
|  | Matters arising:   * Jeni Coutts welcomed members to the meeting of the Community Reference Group (CRG). * Jeni advised that RPV will be rolling out a survey to CRG members over the next few weeks. The survey will focus on members preferences for the format of future meetings. |
| 2. | Outstanding actions and issues register |
|  | Matters arising:   * The CRG discussed the Outstanding Actions and Issues Register, including:   + In relation to D24-1, the CRG discussed the timing of the consultation phase for the Development Plan Amendment for the Domain Precinct. CYP advised that it is targeting between August and October 2021 to commence the public consultation and display period. CYP advised that prior to the public display period, it is aiming to present the design to individual community stakeholders. Michael Butcher asked whether the above ground Anzac Station design and its compatibility the heritage of the area, and the chiller containers design would be included within the design. CYP advised that both issues will be addressed as part of the development plan amendment process. CYP advised that all comments made during the public consultation period will go to the Minister for Planning for consideration prior to the final approval of the design.   + Andrea Coote requested CYP to provide details of the design briefs which have been provided to the contractor/s who will manufacture the chiller plants and canopy. CYP agreed to follow up on the request and try to provide Andrea with details of the current timelines for manufacturing.   + Karen Baynes asked whether the previously provide comments on the design by the community have been taken into consideration in the design amendment, particularly with regard to road access and potential flooding. CYP confirmed that all feedback provided during the initial consultation phase has been considered within the design alongside the technical requirements, including how the precinct deals with floodwater. Gary Buck suggested that as part of the next Development Plan Amendment presentation, CYP highlight all of the changes which have been made in response to community feedback.   + In relation to D27-1, CYP advised that the Tunnel Boring Machine (TBM) works have completed on Monday 3 May 2021. CYP will provide an update on noise and vibration monitoring during today’s presentation. |
| 3. | Presentation from project contractors |
|  | Presentation by Rob Mair (CYP) on the works look ahead.  Presentation by Andreas Mindt (CYP) and Rob Mair (CYP) on tunnelling and construction update.  Presentation by John Goding (CYP) on the Anzac Station works update.  Presentation by James Hamilton (CYP) on Environment Update.  Presentation by Sarah Robins (CYP) on the Creative Program.  Matters arising:   * Gary Buck asked about the expected noise levels from the substation at Edmund Herring Oval (EHO). CYP advised that the site will continue to operate at its current level, although there will likely be less demand for electricity which may reduce noise. CYP confirmed it will continue to monitor noise at the site and provide an update at the next CRG meeting. * Colin Stuckey asked about the process to remove the TBMs. CYP advised that the process to demobilise and decommission the TBMs has commenced and the components will be returned the manufacturer. * Gary Buck asked about the process to remove the rubble from the sacrificial tunnel demolition works. CYP advised that the rubble is currently being removed and is expected to be completed by around 25 May 2021. CYP advised that the temporary diaphragm wall between the north box and south box will be demolished in June 2021. CYP will inform residents prior to the works. * Michael Butcher asked about the future use of EHO and how this will impact truck movements in the precinct. CYP advised that EHO will be used as a storage area for the building and fit out trades, including a series of shipping containers which will be used for electrical, plumbing and ventilation components. CYP advised that access has been reinstated across the top of the shrine box which provides the opportunity to receive deliveries via St Kilda Road. Each delivery driver will receive a set of instructions detailing acceptable routes and workplace traffic plans. CYP acknowledged that there will be a challenge in managing the truck routes taken by multiple companies, however the situation will continually be monitored actions will be taken if required. CYP also advised that the actual fit out of the tunnels will take place from the Eastern Portal. CYP noted that the majority of deliveries will be scheduled for just-in-time deliveries and therefore will not need to be stored at EHO. * Michael Butcher asked when the Anzac Station works are expected to be completed. CYP advised that the station fit out works are expected to commence in July/August 2021, later works will include the tram alignment switch, Albert Road Entrance, landscaping works, rebuild Domain Road and the construction of the Domain Road tram stop. Works will likely continue for another 3 years. * Gary Buck raised the very noisy street sweeper which operates up until 8pm, noting that the vehicle is stationary for prolong periods of time while it is still operating and making noise. CYP acknowledge the challenge in managing mud tracking and road safety, particularly after a rain event. CYP confirmed it will provide the feedback to its team onsite. * Fraser Read-Smith asked about the permits required to undertake works up until 10pm. CYP advised that for any works outside of standard hours, an out-of-hours works permit is required. For unavoidable works (defined under the Environmental Performance Requirements (EPRs)) the Independent Environmental Auditor will review and decide whether to issue a permit. For Non-unavoidable works, CYP staff go through a process of planning the works, identifying expected impacts and mitigation measures, before providing approval for the works. * The CRG discussed the process for informing residents about upcoming events, including the dog grooming activity on 15 May 2021 and Australia’s Biggest Morning Tea charity fundraiser on 27 May 2021. Andrea Coote and Gary Buck advised that the current process is working well. * Karen Baynes thanked CYP for its quick response to install anti-vandalism signage at the Windsor Oak tree and CCTV at the Albert Road park following the issues raised at a previous CRG meeting. * Andrea Coote raised the increasing concerns from residents with regard to safety once the Anzac Station opens. Andrea highlighted a previous presentation that The Domain had received from Victoria Police and asked whether there could be something similar for the group. Gary Buck asked that CYP’s design presentation to talk to the safety and security aspects which have been considered as part of the station design during the consultation phase for the Development Plan Amendment. CYP acknowledged the opportunity and confirmed it will consider including these aspects within the presentation. |
| 4. | Wells and Park Street Signalisation |
|  | Presentation by Paula Williams (RPV) on the Wells and Park Street Signalisation.  Matters arising: Nil |
| 5. | General feedback and items for future discussion |
|  | Matters arising:   * The CRG Members thanked the project for organising the recent Domain Precinct site tour for the community. |
| 6. | Meeting Close |
|  | Matters arising:   * The next meeting of the CRG is scheduled for 7.30am-9.30am, 16 June 2021. |

**NEW ACTIONS AND ISSUES**

*No new actions recorded.*