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| **Date** | Wednesday 9 August 2023 | **Meeting No** | 48 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.00am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members and attendees** |  |  |
| *Present*   * Jeni Coutts [**Chair**] * Neil Hutchinson, City of Melbourne * Greg Gilmour, Shrine of Remembrance * Fraser Read-Smith, G12+ * Phil Lukies, Melbourne South Yarra Residents Group * Colin Stuckey, Melbourne Grammar School * Jan Swinburne, The Botanica Apartments * Gary Buck, The Botanica Apartments * Simon Spain, Hallmark apartments * Andrea Coote, The Domain * David Macnish, City of Port Phillip * Karen Baynes, Domain Hill * Petra Glare, Albert Road Clinic | *Present*   * Remy Fowler, CYP * John Goding, CYP * Matt Reid, CYP * Alex Cattanach, CYP * Kate Walshe, CYP * Sarah Robins, CYP * Paula Williams, RPV * Tim Fullerton, RPV * Minh Le, RPV * Martin Alvarez, RPV * Mathew Collum, RPV | *Apologies*   * 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+ * Gary Brennan, Bike Network Victoria * David MacGowan, Royal Domain Tower * Kate Blackwood, Yarra Trams * Trevor Sutherland, Hallmark Apartments * Maree Klein, City of Melbourne * Rob Mair, CYP |

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| 1. | Introduction and Welcome |
|  | Matters arising:   * Jeni Coutts welcomed members to the meeting of the Domain Community Reference Group (CRG). * Jeni Coutts introduced Minh Le (Senior Advisor Stakeholder and Engagement, RPV) to the CRG. * Jeni Coutts announced that John Goding (CYP) will be leaving the project over the next few months. Jeni acknowledged John’s contribution to the CRG over the years and wished him well in the future. Alex Cattanach (CYP) will be taking over as the presenter of the CRG construction updates at future CRG meetings. |
| 2. | Outstanding actions and issues register |
|  | Matters arising:   * In relation to A46-1, RPV advised that the Department of Transport and Planning (DTP) is still waiting for Ministerial approval regarding the tram network planning along Domain Road and St Kilda Road corridor. RPV will continue to provide updates when more information is available. * In relation to A47-1, CYP advised it will present an update on traffic management across the various occupations in the Domain area during today’s presentation. CYP will continue to present updates at future meetings, particularly where there are major changes to work programs or where activities which may be impactful to the precinct. |
| 3. | Presentations from project contractors |
|  | Presentation by John Goding (CYP) and Alex Cattanach (CYP) on construction updates.  Presentation by John Goding (CYP) on completion dates for the civil surface works.  Presentation by Matt Reid (CYP) on the environment update.  Presentation by Remy Fowler (CYP) on the project-wide update.  Presentation by Sarah Robins (CYP) Creative Program update.  Matters arising:   * Karen Baynes (Domain Hill) asked about the plans for the telephone box, which is located outside of Domain Hill, noting that the development plans showed that it would be relocated. Karen noted that the base of the telephone box has been filled in with concrete to make it level with the new paving, resulting in reduced head height inside the box. CYP agreed to follow up to confirm the plans for the telephone box and provide a response to Karen. * Karen Baynes requested a separate meeting with CYP to discuss the plans for the Domain Hill driveway, noting there are concerns from the residents regarding the width of the driveway and the potential for water to run down the ramp. CYP agreed to set up a separate discussion with Karen and relevant CYP personnel. * Colin Stuckey asked about the schemes for the surrounds of the chiller plants on St Kilda Road. CYP advised that the chiller plants will receive a weathered Steel treatment which will be similar to the service shafts. Colin asked whether the surrounds of the chiller plants would contain sound suppression capabilities. CYP confirmed there will be sound insulation installed into the Chiller boxes. * Andrea Coote asked about the species of vegetation which will be planted close to the chiller plants. CYP advised that some of the scrubs have been planted and there will be more planted over the coming months, as well as six trees. CYP agreed to follow up and confirm the number of different species of grass which are planned for the area. * Andrea Coote asked about the pallets of grass stored at the Albert Road Reserve. CYP advised that this turf will be installed along St Kilda Road over the next few days. * Andrea Coote asked about the Domain site rostered days off and working hours. CYP advised that the site shift usually ends at around 3pm on Friday’s. Andrea advised that she has observed the site team finishing works at 2:30pm on Friday’s and raised concerns regarding the speed of progress on site. CYP acknowledged the feedback. * Fraser Read-Smith asked what infrastructure will be installed prior to planting the trees along St Kilda Road and Albert Road. CYP advised that each tree will be contained within a tree pit containing the required volume of soil. CYP will also install the surrounding kerbs and hardscapes prior to installing the trees. Irrigation will also be installed for many of the trees in Albert Road. * Fraser Read-Smith asked when the paving in front of The Domain building will be installed. CYP advised these works will commence towards the end of 2023 to early 2024. * Gary Buck raised concerns regarding the availability of parking close to The Botanica Apartments. Gary also noted that the traffic management team is parking two of its vehicles in Bowen Crescent for most of the day and that people are removing the bollards and parking in the bay between the Bowen Crescent driveway and the work site. CYP acknowledged the feedback and agreed to follow up with the traffic team to see what can be done to improve the parking situation. * Fraser Read-Smith queried the forecasted evening noise levels for the form work and steel fixing in Albert Road. CYP advised that the forecasted peak noise levels take into consideration the occasional banging of tools, however noise levels will be comparable to background noise for the majority of the works. Fraser requested CYP to include timeframes for the forecasted noise data. CYP advised there are only a few concrete pours left to do and each pour takes between 6 and 8 hours to complete. Pours are unlikely to continue past 7pm. * Karen Baynes asked about the anticipated noise levels associated with the driveway breakup at Albert Road, particularly in front of Domain Hill and the intersection with St Kilda Road. CYP agreed to provide the noise data to Karen prior to the next CRG meeting. |
| 4. | General feedback and items for future discussion |
|  | Matters arising:   * The CRG Members thanked John Goding (CYP) for his contribution to the community within the Domain Precinct over the past few years. * David Macnish (City of Port Phillip) raised the need to ensure the project is liaising with the Domain Hill building regarding rubbish collections and access arrangements in the area. * Colin Stuckey (Melbourne Grammar School) asked about the plans for a formal public consultation process on the St Kilda Road tram service (See A46-1). RPV advised it understands that Department of Transport and Planning (DTP) has not yet confirmed when there will be a formal consultation process. RPV and City of Melbourne (CoM) confirmed they will continue to request for further information from DTP. RPV also advised that members of the public can informally provide feedback directly to the DTP. * Petra Glare (Albert Road Clinic) raised the importance of reopening Bowen Crescent as soon as possible, noting that a truck (unrelated to the project) was recently parked across the road blocking traffic for over an hour. * Andrea Coote asked when the South African War Memorial will be reinstated. CYP advised that offsite restoration work will commence over the next few months and the plans are to reinstate the memorial in early 2024. |
| 5. | Meeting Close |
|  | Matters arising:   * Next meeting is Wednesday 13 September 2023. |

**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER** |
| **A48-1** | CYP to advise Karen Baynes what the plans are for the telephone box outside of Domain Hill. | CYP |
| **A48-2** | CYP to confirm the species of grass which will be planted close to the chiller plants. | CYP |