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| **Date** | Wednesday 16 February 2022 | **Meeting No** | 35 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 8.45am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members and attendees** |  |  |
| *Present** Jeni Coutts [**Chair**]
* Tom Mason, City of Port Phillip
* David Littlewood, City of Port Phillip
* Neil Hutchinson, City of Melbourne
* Maree Klein, City of Melbourne
* Karen Baynes, Domain Hill
* Petra Glare, Albert Road Clinic
* Fraser Read-Smith, G12+
* Michael Butcher, Melbourne South Yarra Residents Group
* Andrea Coote, The Domain
* Colin Stuckey, Melbourne Grammar School
* Trevor Sutherland, Hallmark Apartments
* Gary Buck, The Botanica Apartments
* Jan Swinburne, The Botanica Apartments
 | *Present** Rob Mair, CYP
* Jordan Turner, CYP
* James Hamilton, CYP
* Sarah Robins, CYP
* John Goding, CYP
* Paula Williams, RPV
* Dowar Haidary, RPV
* Sebastian Immaraj, RPV
* Rethi Scaife, RPV
* Tyson Garlick, RPV
* Mathew Collum, RPV [Secretariat]
 | *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+
* Phil Lukies, Melbourne South Yarra Residents Group
* Gary Brennan, Bike Network Victoria
* David MacGowan, Royal Domain Tower
* Greg Gilmour, Shrine of Remembrance
* Kate Blackwood, Yarra Trams
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| 1. | Introduction and Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the meeting of the Domain Community Reference Group (CRG).
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| 2. | Outstanding actions and issues register |
|  | Matters arising: * Jeni Coutts confirmed that there are currently no outstanding items on the actions and issues register.
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| 3. | Presentation from project contractors |
|  | Presentation by John Goding (CYP) and Jordan Turner (CYP) on the construction update.Presentation by Jordan Turner (CYP) on the tunneling update. Presentation by John Goding (CYP) on the construction look ahead.Presentation by James Hamilton (CYP) on environment. Presentation by Sarah Robins (CYP) on the Creative Program. Matters arising: * In relation to the upcoming service investigation works on Albert Road (19 & 26 February 2022), Karen Baynes raised concerns about the closure of the turn from St Kilda Road into Park Street, given that residents of the Domain Hill building use Park Street to drive south. CYP advised that service investigation works on Park Street in March are separate from service investigation works taking place on Albert Rd in February, and Domain Hill residents as well as the Hallmark building, will receive a notification ahead of each set of works which will provide information on the traffic management.
* Jeni Coutts raised the opportunity to organise a CRG tour of a completed section of the tunnel. CYP confirmed it has in principle approval to organise a tour over the coming months and more information, including potential dates, will be provided to the CRG when available.
* Colin Stuckey advised that Melbourne Grammar School has attended a number of meetings with CYP on the upcoming temporary d-wall removal works, which is anticipated to cause a considerable degree of disruption to the school. Colin advised that the school is considering installing temporary classrooms to move the students away from the noise. Andrea Coote asked about the period of time that Melbourne Grammar School is planning to relocate classrooms. Colin advised that it is expecting the relocation to be in place from April to September 2022, however discussions with CYP are ongoing.
* Karen Baynes asked why the demolition of the acoustic shed has been delayed since residents were previously told the work would be completed sometime in January or February 2022. Karen advised that residents of Domain Hill building vacate their building depending on the timing of the works. CYP advised that the completion of north box works was linked to the commencement of the acoustic shed demolition and the ongoing COVID-19 situation resulted in the loss of large chunks of workforce, which in turn led to delay and meant that disassembly and demolition started later than planned.
* Trevor requested CYP to include dates relevant to each different building on the timeline for surface works sequencing. CYP confirmed it plans to include more detailed information regarding dates of upcoming activities within its weekly email lookahead, which is sent out to building managers. CYP advised that this weekly lookahead can be shared with residents. Trevor asked whether CYP could issue a full 10-week lookahead. CYP confirmed it will consider how it could provide a longer term lookahead but noted that the future dates are indicative and will likely change depending on the progress of other works.
* Michael Butcher raised there have been workers traveling to and from Edmund Herring Oval (EHO) on loud motorbikes, particularly early in the morning on Domain Rd. CYP advised it is aware of the issue and previously installed a sign and encouraged workers to use the trucking routes during toolbox sessions. CYP agreed to undertake a refresher with its site teams to raise awareness of the impacts on nearby residents, as well as request its traffic team on the site entrance to remind workers.
* Michael Butcher asked whether there has been any change to completion date for the entire project given the shipping and supply issues globally resulting from the COVID-19 pandemic. CYP advised that works progress is different at each precinct, however the sites in the east (Domain and South Yarra) have not had any major disruptions relating to the supply change. CYP advised that the biggest impacts have resulted from positive COVID-19 cases and close contacts restricting access to the workforce. CYP currently expects the project completion date to be consistent with the publicly stated end date.
* The CRG discussed the Development plan Amendment approval process:
	+ CYP advised that the Development plan Amendment has been approved by the Minister for Planning on 15 February 2022.
	+ CYP advised it is developing renders of the design which will be presented to the CRG at either the next meeting or at a separate session.
	+ Colin Stuckey asked about the process of responding to people who provided comments on the Development Plan Amendment. CYP advised that although not part of the formal Development Plan Amendment process, CYP will be issuing a response to those who made a submission once the approval from the Minister for Planning has been reviewed.
	+ Fraser Read-Smith asked about the purpose of the letters CYP will issue to those who made a submission on the Development Plan Amendment. CYP advised that the letters will acknowledge the submission, provide information about the approved design and formally close out the process.
	+ Trevor Sutherland asked about Heritage Victoria’s response to the Development Plan Amendment in relation to bicycle parking and trees. CYP advised that the bicycle parking component has been passed on to the Design Team to update. CYP advised that an arborist is going to review the design and determine appropriate protection measures for each tree. CYP then submits a Tree Reinstatement Plan to Heritage Victoria which will include information about maintenance.
* The CRG discussed construction noise impacts on residents and noise modelling data presented by CYP for upcoming activities:
	+ Fraser Read-Smith, Andrea Coote and Karen Baynes raised significant concerns around construction noise impacting residents living in the buildings surrounding the site, including loud jackhammering, use of the large crane and a high pressure hose up to 11:30pm at night on weekdays, as well as on weekends. Fraser raised the need for more supervision of subcontractors and to raise awareness of noise impacts on residents. Fraser believes that NV6 (external airborne construction noise targets) is repeatedly not being complied with. Fraser also raised the need for better use of the crane during normal working hours rather than in the evening. CYP acknowledged the construction noise impacts on residents during the start of 2022 and advised it is actively working to raise awareness of the Environmental Performance Requirements across the site. CYP also apologised for the jack hammering, which it did not have a permit for and was stopped as soon as it was reported, and raised as an environmental incident. CYP confirmed it is looking at specific mitigation measures which can be implemented to minimise the noise impacts. CYP gave an overview of NV6 compliance and how the project models and monitors works between 6-10pm against background noise when no works are undertaken, to ensure that it complies with this EPR.
	+ Gary Buck raised the need for more accurate dates for noisy and impactful works to allow residents to make plans. CYP confirmed it is currently developing the program for future works which will be provided to residents.
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| 4. | General feedback and items for future discussion |
|  | Matters arising: * Karen Baynes raised that a footpath has developed on the verge parallel to St Kilda Road. Karen requested CYP consider implementing wayfinding to discourage people from walking along this area, noting the Formula 1 event will be taking from 8-10 April 2022. CYP confirmed it will follow up and consider what can be done, including the possibility of implementing additional signage.
* Karen Baynes raised the Telstra telephone box outside of the Domain Hill building and asked whether public telephones would be provided inside the new station. CYP confirmed that the current plans show that the Telstra telephone box will remain in its current location. CYP agreed to follow up on whether phones will be provided in the station and get back to Karen.
* Gary Buck raised the ongoing tram track works which are occurring late at night and in the early hours of the morning outside of the Botanica Apartments. RPV confirmed it will follow up with Yarra Trams.
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| 5. | Meeting Close  |
|  | Matters arising: * Next meeting: 30 March 2022 at 7.30am - 9am.
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**NEW ACTIONS AND ISSUES**

*Nil.*