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| **Date** | Wednesday 30 April 2025 | **Meeting No** | 61 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.00am |
| **Location** | Online | **Minutes** | Jemma Erickson |

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| **Members and attendees** |  |  |
| Present   * Jeni Coutts [Chair] * Fraser Read-Smith, The Domain * Colin Stuckey, Melbourne Grammar School * Andrea Coote, The Domain * Karen Baynes, Domain Hill * Jan Swinburne, The Botanica Apartments * Petra Glare, Albert Road Clinic * Ingrid Perronnet, City of Port Phillip * Neil Hutchinson, City of Melbourne | Present   * Dan Young, CYP * Minh Le, MTPO * Paula Williams, MTPO * Tim Fullerton, MTPO * Martin Alvarez, MTPO * Jemma Erickson, MTPO * Teresa Scalise, CYP | *Apologies*   * Richard Henley, Hallmark Apartments * Simon Spain, Hallmark apartments * Dean Nightingale, G12+ * Carla Granozio, Melbourne Girls Grammar School * Andrew Bennett, South Yarra Residents Association * Michael Butcher, Melbourne South Yarra Residents Group * Phil Lukies, Melbourne South Yarra Residents Group * Richard Greig, City of Melbourne * Maree Klein, City of Melbourne * Jamie McBride, Domain Road Traders * Gary Brennan, Bike Network Victoria * Clare Hart, Royal Botanic Gardens * Maraika vanWessem, Royal Botanic Gardens * Sarah Robins, CYP * Nick Anagnostou, 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). |
| 2. | Outstanding actions and issues register |
|  | Matters arising:   * In relation to A55-1, updates are provided in today’s presentations. MTPO is continuing to monitor signal phasing and timing of the east-west crossing to Anzac Station on St Kilda Road in collaboration with Yarra Trams. A trial to improve light sequencing and increase green-light time for pedestrians has been agreed in principle, however MTPO will undertake additional consultation with City of Melbourne (CoM) and City of Port Phillip (CoPP) prior to actioning the change. MTPO noted the trial would ideally take place after Park Street closures have ceased. * In relation to A59-3, discussions are ongoing in relation to the handback of Edmund Herring Oval (EHO) from CYP to CoM. * In relation to A59-5, CoPP is awaiting a quote for installation of additional skateboarding deterrents in two areas. CoPP is exploring alternative means of discouraging skateboarders from using the stepped area, as tactile deterrents cannot be installed on steps due to the potential trip hazard. * In relation to A60-1, CYP advised it has completed top dressing on select areas of the ground surrounding the South African Soldiers Memorial as agreed with CoPP. Andrea Coote, Fraser Read Smith and Karen Baynes advised some uneven areas remain. Andrea Coote and Karen Baynes also raised concerns with maintenance of grass in the area. CYP and CoPP agreed to follow up and provide an update on any further rectification plans. * In relation to A60-2, the CRG agreed to combine further updates with **A59-5**. * In relation to A60-3, CYP confirmed an audit has been completed and all signage is in place. * In relation to A60-4, MTPO confirmed portable toilets have been removed. Bus drivers now share toilets used by Yarra Trams staff. * In relation to A60-5, CoPP confirmed it has been advised that the relevant trees are self-supporting and do not require securing to stakes. * In relation to A60-6, MTPO advised this is expected to be distributed in May 2025. |
| 3. | Presentations from project contractors |
|  | Presentation by Dan Young (CYP) on the works update.  Presentation by Paula Williams (MTPO) on the maintenance responsibility map.  Presentation by Minh Le (MTPO) on the Rail Infrastructure Manager Transfer.  Presentation by Minh Le (MTPO) on the Announcement of artwork at Domain Road entrance  Presentation by Minh Le (MTPO) on the Activities and exercises day at Anzac Station 22 April 2025.  Presentation by Dan Young (CYP) on the Project-wide update.  Matters arising:   * Domain CRG attendees raised concerns in relation to maintenance of plants:   + Karen Baynes raised dead plants resulting from foot traffic through the garden space during re-grading of the pedestrian walkway ramp on the corner of St Kilda Road and Albert Road. CYP advised the footpath will remain open while handrail works are underway which will prevent foot traffic through the planted area. CYP agreed to review previous dead plants with CoPP and provide an update to Karen prior to the next CRG.   + Andrea Coote raised sparse planting below tree canopies. CYP requested Andrea provide additional information about the specific location of concern, however noted there are some areas where plants have not been placed below tree canopies as it has been determined they are unlikely to survive in this position.   + Fraser Read-Smith noted implemented planting does not appear as dense as indicated in initial design plans. CoPP to confirm if planting density is considered to have been achieved. MTPO noted necessary time for plants to become established may be a factor in density.   + Jan Swinburne raised concerns with weeding and maintenance of plants in various locations, including external to the Botanica, Hallmark, and in the central median between chiller buildings. CoPP agreed to follow up maintenance of these areas. * In relation to the additional kerbing and line marking on Albert Road, Karen Baynes advised public vehicles continue to park across the line markings, though the kerb has indeed stopped vehicles from forming two lanes turning into St Kilda Road. CoPP advised it does not intend to mark the driveway but is currently scoping the implementation of “No Standing” signs, which is currently with the CoPP traffic team is working on. * Fraser Read-Smith requested “No Standing” signs are installed at the recently implemented passing bay to prevent use for parking. CoPP confirmed the matter has been raised by MTPO previously and CoPP is implementing the requested signage. Fraser Read-Smith notes that the passing bay is working well. * Karen Baynes raised unsatisfactory maintenance and cleaning to the Anzac Station tram platform. MTPO agreed to raised the matter with Yarra Trams for consideration. * Jan Swinburne requested clarification on changes to the Maintenance Responsibilities Map, particularly the removal of a responsibility key for the central median strip on Albert Road. MTPO confirmed the key was removed due to nuances involved with maintenance responsibilities in the median strip, as the responsible party is determined by the asset type rather than location in this area. This will be reflected in the one-pager of MTP contacts to be provided by MTPO (**A60-6**). * Fraser Read-Smith raised graffiti on the retaining wall on the retaining wall opposite The Domain. * Andrea Coote requested a maintenance schedule be provided with the Maintenance Responsibilities Map. Jeni Coutts noted the schedule should be seasonal to account for the variety of conditions affecting maintenance needs. * Karen Baynes raised a telephone box outside Domain Hill was vandalised by individuals later seen to target glass panes at Anzac Station tram platforms and asked if the station is monitored via CCTV. MTPO confirmed CCTV at the tram platforms is controlled and maintained by Yarra Trams. MTPO requested Karen provide additional information about the incident, including dates, to assist with follow-up of the matter. * Andrea Coote requested an update on the Anzac Station retail tenancies. MTPO confirmed an update will be available in the next CRG meeting. Neil Hutchinson (CoM) requested the platform tenancy also be included in this update. * In relation to recent station activities and exercises on 22 April 2025, Colin Stuckey asked what scenario was being simulated. MTPO advised the scenario included an emergency evacuation from inside the tunnel. MTPO confirmed this is separate to Mass Evacuation Exercises (MVEs) discussed in the previous combined CRG meeting. |
| A61-1 | CYP and CoPP to provide an update on CRG concerns around maintenance of plants, including weeding, replacement of dead plants, and plant density. |
| A61-2 | MTPO to raise concerns around unsatisfactory maintenance and cleaning to the Anzac Station tram platform with Yarra Trams. |
| A61-3 | MTPO to provide a maintenance schedule with the Maintenance Responsibilities Map. |
| A61-4 | MTPO to provide an update on retail tenancies at Anzac Station, including the platform tenancy. |
| 4. | General feedback and items for future discussion |
|  | Matters arising:   * Colin Stuckey asked when EHO is expected to be available for public use. CoM advised it cannot provide a timeline until discussions with MTPO and CYP have been resolved. * Andrea Coote requested an update on the Metro Tunnel opening date. MTPO confirmed the Metro Tunnel remains on track to open in 2025. * Petra Glare requested that CoPP consider additional opportunities for “No Standing” signs along Albert Road south when placing signage for the passing bay. Andrea Coote requested parking officers be assigned to the area more frequently. |
| **A61-5** | CoPP to consider opportunities for “No Standing” signs along Albert Road south (in addition to those being implemented at the passing bay). |
| 5. | **Meeting Close** |
|  | Matters arising:   * The next meeting will occur on 20 August 2025. |

**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER** |
| **A61-1** | CYP and CoPP to provide an update on CRG concerns around maintenance of plants, including weeding, replacement of dead plants, and plant density. | CYP/CoPP |
| **A61-2** | MTPO to raise concerns around unsatisfactory maintenance and cleaning to the Anzac Station tram platform with Yarra Trams. | MTPO |
| **A61-3** | MTPO to provide a maintenance schedule with the Maintenance Responsibilities Map. | MTPO |
| **A61-4** | MTPO to provide an update on retail tenancies at Anzac Station, including the platform tenancy. | MTPO |
| **A61-5** | CoPP to consider opportunities for “No Standing” signs along Albert Road south (in addition to those being implemented at the passing bay). | CoPP |