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| **Date** | Wednesday, 24 January 2018 | **Meeting No** | 4 |
| **Chair** | James Tonkin (Acting) | **Time** | 7.30am – 9.00am |
| **Location** | Garden Room, Seasons Botanica  348 St Kilda Road | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * James Tonkin, MMRA [**Acting Chair**] * Rebecca Doherty, City of Port Phillip * Colin Stuckey, Melbourne Grammar School * Karen Baynes, Domain Hill * Andrea Coote, The Domain * Tony Evans, GusTax Consulting * Robert Brunner, G12+ * Michelle Land, Yarra Trams * Emmy McKenzie, Yarra Trams * John Goding, CYP * Kate Walshe, CYP * Bec Rowe, John Holland * Megan Crockford, Beon Energy * Ayllie White, Tunnels & Stations * Linda Cantan, MMRA * Maggie Baron, MMRA * Neil Hutchinson, City of Melbourne | * Damian Dewar, City of Port Phillip * Jane Pickworth, Albert Road Clinic * Gary Buck, The Botanica Apartments * Karen McLeod Adair, Hallmark Apartments * Michael Butcher, Melbourne South Yarra Residents Group * Ted Phillips, Yarra Trams * Stefan Hanke, CYP * Dave Glossop, CYP * Rob Mair, CYP * Sarah MacNish, John Holland * Simon Adams, MMRA * Hannah Martin, MMRA * Luis Narvaez, MMRA * Will McNamara, MMRA [**Secretariat**] | *Apologies*   * Eamonn Fennessy, City of Melbourne * Daniel Mulqueen, Shrine of Remembrance * Christian Lawless, Melbourne Girls Grammar School * Toni Meath, Mac Robertson Girls High School * Kaylan Shrestha, VicRoads * Christopher Cole, Royal Botanic Gardens * Gary Brennan, Bicycle Network Victoria * Alfred de Bruyne, The Domain * Lou Raunick, G12+ * John Tabart, G12+ * Sarah Potter, Entrecote * Jamie McBride, Domain Road Traders * Simon Howe, EPA |

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| 1. | Introductions and Welcome |
|  | Welcome from James Tonkin (Chair).  Matters arising:   * The Subcommittee discussed the Metro Tunnel Public Communications Campaign for upcoming road and lane closures. * The Subcommittee NOTED the outstanding actions register. * The Subcommittee discussed the South African Soldiers Memorial. Removal of the memorial has been completed. It will be stored, restored and reinstated. |
| 2. | Presentation from John Holland |
|  | Presentation by Bec Rowe (John Holland) on road and network enhancements.  Matters arising:   * Gary Buck raised traffic management for Queens Lane and Bowen Crescent, including queuing time of up to 10 minutes. John Holland will investigate with the traffic management team and provide a response. * Michael Butcher raised truck routes and driver behaviour during Early Works. John Holland briefed contractors and drivers on routes to site, however, there were some instances when drivers were confused between Domain Road and Domain Street. CYP will be utilising a digital superintendent system to track trucks. |
| 3. | **Presentation from Beon Energy** |
|  | Presentation by Megan Crockford on current and upcoming works.  Matters arising: Nil |
| 4. | Presentation from Yarra Trams |
|  | Presentation by Ted Phillips (Yarra Trams) on Park Street tram works.  Matters arising:   * Tony Evans raised Park Street tram extension. Tram works will connect Kings Way to Clarendon Street. Replacement buses will be used during disruption. * Karen Baynes raised construction vehicle access and parking on Park Street. The noisiest work will be completed during the day. Night works are required to minimise network disruption. * Michael Butcher raised safety at the Fawkner Park Tram Stop and proposed improved signage and installation of flashing lights. An independent road safety audit was completed during design and again in December/January. Yarra Trams, VicRoads, City of Melbourne and MMRA will consult and provide feedback. * Andrea Coote raised noisy works taking place after notified hours. Tram poles are currently being installed. Some of the information on the hotline was incorrect. Night works are required after the last service with noisy works to be completed early on in the evening. * Gary Buck commented that the number of notifications currently being distributed was not efficient and proposed a monthly update that includes all the information in a single notice. |
| 5. | Presentation from Cross Yarra Partnership |
|  | Presentation by Stefan Hanke (CYP), Kate Walshe (CYP), Dave Glossop (CYP), Sarah MacNish (CYP) and John Going (CYP) on Development Plan submission, EPR management and 2018 construction program, traffic arrangements and truck routes.  Matters arising:   * The CRG discussed EPR compliance and the process for managing non-conformance. * The CRG discussed Bowen Lane access to St Kilda Road via Albert Road and Kings Way. * The CRG discussed the early availability of Community Reference Group presentations. |
| 6. | Next steps |
|  | Matters arising: Nil |
| 7. | Meeting Close |
|  | Closing remarks from James Tonkin (Chair).  Matters arising: Nil |