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| **Date** | Wednesday, 6 September 2017 | **Meeting No** | 1 |
| **Chair** | James Tonkin, MMRA | **Time** | 7.30am – 9.00am |
| **Location** | 348 St Kilda Road, Melbourne | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present** James Tonkin [**Chair**]
* Rob Moore
* Eamonn Fennessey
* Rebecca Doherty
* Damain Dewar
* Colin Stuckey
* Christian Lawless
* Christopher Cole
* Kalyan Shrestha
 | * Gary Buck
* Karen Baynes
* Fraser Read-Smith
* Andrea Coote
* John Tabart
* Karen McLeod Adair
* Phil Lukies
* Jamie McBride
* Kathleen Picone
 | *Apologies** Daniel Mulqueen
* Gary Brennan
* Lou Raunick
* Toni Meath
* Jane Pickworth
 |
| **In attendance** |  |  |
| * Malcolm Macintyre
* Daniel Khong
* Michael Kalinowski
* David O’Shaughnessy
 | * Bec Rowe
* Jodie Barrington
* Sarah MacNish
* Alex Keppell
 | * Evan Tattersall
* James Tonkin
* Simon Adams
* Dave Kristy
* Will McNamara [**Secretariat**]
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| 1. | Introductions and Welcome |
|  | Welcome from James Tonkin (MMRA) and introductions from all members.Matters arising: Nil |
| 2. | Presentation from MMRA |
|  | Presentation from Evan Tattersall (MMRA).Matters arising: Nil |
| 3.  | **Presentation from Cross Yarra Partnership** |
|  | Presentation from Malcolm Macintyre (CYP).Matters arising:* Proposed program of works for Domain
* Detailed (station) design process
* Oversite Development
 |
| 4.  | **Presentation from John Holland** |
|  | Presentation from Sarah MacNish (JHG) on service relocations and road network enhancements and Simon Adams (MMRA) on tram worksMatters arising:* Edmund Herring Oval as location of temporary construction power substation and TBM support site
* Future Lane Closures on St Kilda Road
* Traffic Management
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| 5.  | **Management of the Domain Community Reference Group** |
|  | Committee operations.Matters arising:* Purpose
* Independent Chair
* Frequency and timing
* Terms of Reference
* Next meeting in October (TBC)
 |
| 6.  | **Next Steps** |
|  | Key issues for future discussion, agendas and presentations.Matters arising:* Station naming competition update
* Environmental Performance Requirements
* Traffic Management
* Access to buildings and businesses
* Trees
* Building condition reports
* Construction vehicle routes
* Tram routes
* Car parking
* Connection from Domain Station to Botanic Gardens
* Detailed design process
* Development planning process
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| 7.  | **Meeting Close**  |
|  | Closing remarks from James Tonkin (MMRA)Matters arising: Nil |

**ACTION ITEMS**

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| # | ACTION | OWNER |
| 1 – 1 | Circulate copy of MMRA presentation | MMRA |
| 1 – 2 | Prepare 12 month meeting schedule | MMRA |
| 1 – 3 | Circulate Terms of Reference | MMRA |
| 1 – 4 | Update on station naming competition at next meeting | MMRA |
| 1 – 5 | Station design consultation  | CYP |
| 1 – 6 | Link to work notifications for Domain on MMRA website | MMRA |