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| **Date** | Wednesday 16 June 2021 | **Meeting No** | 31 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 8.45am |
| **Location** | Zoom | **Minutes** | Sam Mills |

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| **Members and attendees** |  |  |
| *Present** Jeni Coutts [**Chair**]
* Karen Baynes, Domain Hill
* Petra Glare, Albert Road Clinic
* John Bartels, City of Port Phillip
* Neil Hutchinson, City of Melbourne
* Fraser Read-Smith, G12+
* Andrea Coote, The Domain
* Jan Swinburne, local resident
* Gary Buck, The Botanica Apartments
* Michael Butcher, Melbourne South Yarra Residents Group
* Colin Stuckey, Melbourne Grammar School
* Kate Blackwood, Yarra Trams
 | *Present** Rob Mair, CYP
* Jordan Turner, CYP
* John Goding, CYP
* James Hamilton, CYP
* Andreas Mindt, CYP
* Sarah Robins, CYP
* Martin Alvarez, RPV
* Paula Williams, RPV
* Rethi Scaife, RPV
* Tim Fullerton, RPV
* Mathew Collum, RPV
* Sam Mills, RPV [Secretariat]
 | *Apologies** David MacGowan, Royal Domain Tower
* 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
* Sara Parmar, Yarra Trams
* Trevor Sutherland, Hallmark Apartments
* Lili Rosic, City of Port Philip
* Gary Brennan, Bike Network Victoria
* Neil Hutchinson, City of Melbourne
* Greg Gilmour, Shrine of Remembrance
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| 1. | Introduction and Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the meeting of the Community Reference Group (CRG).
* RPV shared the recent CRG survey results. Seventy per cent of respondents had a preference for online meetings to remain, noting the convenience and flexibility of this format. Thirty percent valued the face-to-face format providing access to CYP’s technical team, which may still be achieved through an annual or bi-annual CRG meeting, alongside CYP’s 1-1 meetings with residential buildings when matters of significance arise. RPV advised that all face-to-face meetings will be on hold until October 2021 due to the current COVID-19 restrictions and it will continue to assess CRG members preferences with regard to the meeting format.
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| 2. | Outstanding actions and issues register |
|  | Matters arising: * The CRG discussed the Outstanding Actions and Issues Register, including:
* In relation to D24-1, The CRG discussed the consultation phase for the Development Plan Amendment. CYP advised that it will be holding briefings with key stakeholders and will report back to the CRG on this action.
	+ Fraser Read-Smith raised the purpose and intended outcomes of the upcoming briefings with impacted stakeholders, including whether there is an opportunity for residents to really influence changes to the Development Plan Amendment. CYP advised that the purpose of the briefings is to inform the most affected stakeholders about the Development Plan Amendment and its impacts on individual buildings. CYP advised that residents will have the opportunity to provide feedback on the design during the public consultation process.
	+ Fraser Read-Smith raised the limited number of public carparking spaces on Albert Road which may cause future issues for residents and tradespeople accessing residential buildings. Fraser raised concerns that previously provided feedback from residents, associated with the number of carparking spaces, had not been considered. CYP acknowledged the concerns raised regarding the reduction of carparking spaces and confirmed that the design team has identified opportunities to increase carparking spaces and made some changes, although the parking allocation will not return to the current levels.
	+ Karen Baynes asked why the City of Melbourne (CoM) isn’t carrying more of load in station parking (i.e. Taxi ranks on the Domain Road side). CYP advised it will look into this, but there is limited opportunity to create additional carparking due to existing infrastructure. City of Port Phillip advised that it is undertaking a Domain Precinct Parking Review within the next financial year and it will provide an update on this at a future CRG meeting.
* RPV provided an update on the Wells and Park Street intersection signalisation. RPV advised that it expects works to commence in July 2021 and impacted residents will be issued a notification prior to the start of works.
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| 3. | Presentation from project contractors |
|  | Presentation by Andreas Mindt (CYP), John Goding (CYP) and Rob Mair (CYP) on tunnelling and construction update. Presentation by John Goding (CYP) on the Anzac Station works update.Presentation by James Hamilton (CYP) on environment update.Presentation by Sarah Robins (CYP) on the Creative Program.Matters arising: * Andrea Coote asked if the Metro Tunnel Project (MTP) was experiencing any supply issues resulting from shortages caused by COVID-19. CYP advised that the MTP has only been minimally impacted by the shortages, although it is continuing to monitor the situation.
* Fraser Read-Smith asked about anticipated noise levels resulting from cutting activities associated with the D-Wall demolition works. CYP advised it will be using concrete wire sawing as in previous works, which doesn’t result in as high noise levels as hammering. After wire sawing is complete, CYP will be using an excavator hammer and hand jack hammer. At most, two machines will be operating simultaneously in sequences with pauses in-between.
* Fraser Read-Smith asked about the removal of rubble following the D-Wall demolition works. CYP confirmed there is no night-time work planned for the demolition works. CYP has not yet procured a demolition contractor, but the approach is usually to load rubble into skip bins and then remove it from the site. CYP confirmed there will be noise associated with this process. The crane used to lift the skip will be similar to the one currently on site, with no alarm (beeping) noise associated with the pivoting of the crane. CYP advised that weekly email updates will continue to be sent to inform people of works.
* Colin Stuckey asked about the recent completion of tunnelling and where this milestone is in terms of the original MTP program. CYP advised that the tunnel program has finished a couple of weeks ahead of schedule.
* Michael Butcher asked about the Domain Road Tram and the contract which requires the tram line to be restored and raised the impact which COVID-19 will have on the demand for trams. RPV advised that DoT needs to release its Concept of Operations to determine tram routes and timetables, however the contract states that they will reinstate the tram line from Domain Road as it was pre-MTP. RPV clarified that CYP will create the tram connection into Domain Road, however the detailed configuration of tram routes and timetables has not yet been confirmed. RPV advised that it expects to be able to provide an update to the CRG towards the end of 2021.
* Karen Baynes asked about noise modelling for the removal of rubble and raised that this is a concern for residents at Domain Hill. CYP advised it is going back to its subcontractors to secure a solution to mitigate noise and dust impacts, including looking at the method of loading the rubble and the timing of the works. CYP advised that it has not awarded the contract yet but will continue to look at noise and dust mitigation.
* Karen Baynes asked about the operation of the temporary substation at Edmund Herring Oval. CYP advised that the substation is likely to be de-commissioned in mid-to-late 2023.
* Fraser Read-Smith raised the recent delays in CYP issuing the stakeholder Noise and Vibration Reports. CYP apologised for these delays and confirmed it will take action to make sure the reports are issued the week prior to CRG meetings.
* Fraser Read-Smith asked if noise modelling of the tram box D-wall breakout works was based on just one excavator. CYP confirmed the modelling was based on just one excavator initially. It will then get an understanding of productivity rates as well as noise to determine if it can add a second machine. CYP advised that there will be a CRG meeting held in between stages 1 and 2 of these works to receive feedback from the CRG on the modelling.
* Andrea Coote reported positive feedback on the recent dog grooming event.
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| 4. | General feedback and items for future discussion |
|  | Matters arising: * Karen Baynes raised concerns reported by residents about the squealing sound emitted from trams. Yarra Trams confirmed it will escalate the feedback and advised that wet weather can wash away the product used to stop the noise; therefore it may need replacing. Yarra Trams to look into this.
* Andrea Coote thanked the project for the level of communication provided to the community and during CRG meetings.
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| 5. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30-9.30am 11 August 2021.
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**NEW ACTIONS AND ISSUES**

*No new actions recorded.*