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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 works  Matters arising:   * Edmund Herring Oval as location of temporary construction power substation and TBM support site * Future Lane Closures on St Kilda Road * Traffic Management |
| 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 |
| 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 |