

8 February 2022

Meeting Minutes

Bulleen Industrial Zone (BIZ) Business Liaison Group Meeting

Date	8/02/2022	Time	5.30 - 7pm
Chair	Mike Marasco	Meeting no.	1 for 2022
Location	Bulleen Office	Minute taker	Nadia Hollins

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Bruce Plain (BP)	Bulleen Art & Garden
Bryan Yeow (BY)	Department of Transport	Cam Giardina (CG)	Cam's Greenaway Auto Repairs
Andrew Hocking (AH)	North East Link Project	Nadia Hollins (NH)	North East Link Project

Apologies			
Name	Organisation	Name	Organisation
Jodi Crocker (JC)	Wonder Pies	Frank Vasilacos (FV)	Manningham City Council
Joe Mustica (JM)	MFJ Construction	Jane McIntosh (JMc)	Department of Transport

Actions previous

No.	Action	Owner	Due	Status	Update
1	JMc, to provide State Revenue Office contact details / point of contact to share with the individual business on tax advise including land tax.	JMc	12/10/21	Pending	JMc, is working with the State Revenue Office (SRO) to provide details. JMc, is working with the SRO for a BIZ businesses land tax solution process. JMc is working with the SRO to provide details of a direct SRO contact for the businesses. DoT is working with their lawyers to correct the land tax issue via the SRO.
2	BY to update BIZ BLG of the business who have settled to date.	BY	08/02/22	Ongoing	As per minutes
3	BY to provide rental payment advise to CG.	BY	08/02/22	Closed	BY notes that this will be assessed as part of the formal claim process now that the claim has been received.
4	BY to contact DM directly about his rental bill issue	BY	ASAP	Pending	Covid Rental relief claim has now been processed, JMc to confirm outcomes with DM.
5	Consideration if Spark attend meetings in the new year.	All	08/02/22	Ongoing	Revisit in the coming months.

Key discussion points/decisions

Owner	Discussion
Mike Marasco (MM), Chair	<p>Welcome and outstanding business</p> <ul style="list-style-type: none"> MM welcomes the group, shares apologies and previous minutes. MM reviews the outstanding actions.
Andrew Hocking (AH), NELP	<p>Business and employee support program (BESP)</p> <ul style="list-style-type: none"> AH update on business and employee support program. RK has move to a new position with the Bush Fire Recovery in a similar role supporting business. AH will oversee the business and employee support program. The business support offers are still available.

	<ul style="list-style-type: none"> • Spark and BIZ employment and training programs. <ul style="list-style-type: none"> ○ AH will provide more information to the BIZ BLG and broader BIZ regarding the Spark employment and training programs as information becomes available. ○ The BIZ employee support program connects BIZ workers with skills training, career advice, and employment and career pathways. ○ Q: CG, who pays for these programs? The Government will pay for a range of training and industry program offerings. All BIZ businesses are eligible.
Bryan Yeow (BY), DoT	<p>DoT Update</p> <ul style="list-style-type: none"> • Some businesses are still receiving land tax assessments and notices. The issue is with the SRO. DoT is currently working with their lawyers to fix the land tax issues with the SRO. <ul style="list-style-type: none"> ○ Q: MM, if businesses do receive a land tax notice, what do they do? Our lawyers will advise DoT what action to take. Then, DoT will advise the businesses. • Over one third of Bulleen businesses have relocated to date. Businesses are strongly encouraged to speak with their case manager at DoT and their lawyer to discuss their case and raise issues which may be preventing them from relocating. <ul style="list-style-type: none"> ○ Q: BP, what is the process if the business fails to find a suitable relocation property in the timeline? DoT will look at your case, and if everything possible has been done to find an appropriate relocation, the BIZ business has no choice but to settle with a closure claim. ○ Q: BP, what is the final date? The 22 July 2022 is the date of possession. Businesses need to speak with their DoT case manager and lawyer to advise them of their situation. ○ Q: CG, some of the BIZ businesses are to settle in May, is it possible for them to settle later seeing that some businesses are settling later? The business needs to speak with their lawyer and their DoT case manager to advise them of their plans. ○ Q: MM, JM has settled and is relocating to another property, and his challenge is that he will not be ready to move until after July. His DoT case manager is talking about processes and constraints. What can he do about that? For a smooth transition, JM must provide DoT with a clear plan, e.g., where you are relocating and a detailed time frame with a program. DoT is required to give this plan to the Project to seek approval for the extension. DoT cannot guarantee anything unless the Project approves. ○ BIZ BLG members agreed that DoT updates on the progress of the businesses that have settled to date would be ongoing action at each meeting. • CG has not heard from DoT about their rental payments and asked that BY follow up. BY, has now received the claim from CG solicitor and any rental payments will now be considered as part of the claim process. • JMc has spoken to DM, and he has applied for rental relief and is with the department ready to be processed. • MM stressed that it is essential that all representatives come to BLG meetings fully prepared and make best endeavours to close the loop on any outstanding actions before each meeting.
Mike Marasco, MM	<p>Other business</p> <ul style="list-style-type: none"> • BIZ BLG agreed that Spark to be present at the meetings closer to the closure deadline.

- AH spoke about the recruitment for the Southern Business Liaison Group. Spark will be a member of this group, including businesses in the precinct. First meeting is scheduled for mid-March.
- NH to contact JM to confirm his attendance at the next meeting.
- MM, thank everyone for their attendance.

Next meeting, 22 March 2022.

Actions – new

No.	Action	Owner	Due	Status	Update
1	AH to provide further information about the Spark employment and training program.	AH	22/03/22		
2	AH to invite the NELP Senior Adviser for Careers and Skills to present the BIZ training and employment program.	AH	22/03/22		
3	NH to contact JM to confirm his attendance at the next meeting.	NH	ASAP		