

13 December 2022



Meeting Minutes

Southern Business Liaison Group (SBLG)

Date	13/12/2022	Time	5:30 – 7:30pm
Chair	Mike Marasco	Meeting no.	7 of 2022
Location	Veneto Club	Minute taker	Nadia Hollins

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Cam Giardina (CG)	Cam's Greenaway Auto Repairs
Frank Freschi (FF)	Veneto Club	Bruce Plain (BP)	Bulleen Art & Garden
Melissa Reid (MR)	Boroondara City Council	Andrew Hocking (AH)	NELP
Renato Marnich (RM)	NELP	Carolyn Petrovic (CP)	NELP
Nic Morton (NM)	NELP	Simon Black (SB)	SPARK
Ivan Zarezkij (IZ)	SPARK	Jacob Cesaro (JC)	SPARK
Malan Dhruve (MD)	SPARK	Jennifer Trucchi (JT)	NELP

Apologies			
Name	Organisation	Name	Organisation
Nathan McAvaney (NM)	Topgear Cycles	Simon Tsalikidis (ST)	Café Heide
Hudson Brown (HB)	The French Lettuce	Soula Grouios (SG)	Arthurs Fish & Chips Bulleen
Alison Tobias (AT)	Alot of Good Stuff	Christine Gibbins (CG)	Manningham City Council
Shondelle Mathews (SM)	SPARK	Vanessa Bove (VB)	Manningham City Council

Key discussion points/decisions

Owner	Action
Mike Marasco (MM)	<p>Welcome and introductions</p> <p>MM welcomed the Southern Business Liaison Group (SBLG) attendees.</p> <ul style="list-style-type: none"> All attendees introduced themselves, their positions, and the business or community they represent.

Owner	Action
	<ul style="list-style-type: none"> MM confirms that the previous minutes have been read and adopted. Apologies were acknowledged. Outstanding items from last meetings are addressed.
<p>Malan Dhruve (MD), Simon Black (SB), Jacob Cesaro (JC), Ivan Zarezkij (IZ)</p>	<p>Tunnel Program update</p> <p>MD, Project Manager gave an overview of the construction site establishments and upcoming works.</p> <ul style="list-style-type: none"> Site establishment continues at the Manningham site with a bentonite plant, site offices and installation of silos. Demolition works are on their way of the vacant buildings in the Bulleen Industrial Precinct and will continue into 2023. Mobilisation and commissioning of D-wall rigs and cranes including the Diaphragm wall construction advancing into the next eight weeks. Night works with traffic management to facilitate utility, survey pavement investigation and service proving. FF: How many sites have not signed up to be demolished? AH: All the remaining businesses have a plan and schedule to be vacated by 30 December. Bulleen site establishment and facility construction is continuing with flood water issues being worked through. Trinity site is preparing the bentonite plant, and the diaphragm wall construction for cut and cover works. Night works of tree removal around Marcellin College will be completed soon and will continue into Carey Grammar. Soil removal and replacement from Bulleen Park oval to make way for Bulleen Road diversion. <p>Questions/Responses:</p> <ul style="list-style-type: none"> FF: do you think it will delay the program with the replacing and then removal of 186,000T of soil? MD: we are still on track, and we will have strategies to ramp up if we have to in the new year. NM: will the bentonite plant and the silos at the Trinity site be the same size as the Manningham site? MD: yes, the footprint will be the same. CG: how thick are the walls? MD about 600mm wide. CG: is that to stop the water table coming into the works area? MD: No, it is used to make the boxed walls that support the tunnel construction for the cut and cover. JT: Why was that methodology used? MD: It is economical and environmentally acceptable for shallow excavation, opening the ground surface, and excavating to the required depth faster. It is about 4 to 4.5 meters under the ground. <p>JC, Sustainability Advisor for SPARK spoke about the SPARK sustainability strategy initiatives, how they monitor and audit success during construction.</p> <ul style="list-style-type: none"> The key initiatives include, using 100% green power, lower embodied carbon such as concrete, using the Urban Heat Island strategies to increase the tree canopy by 2045, recycling concrete and timber collected and then being treated for reuse on the project, social procurement, and local jobs. <p>Questions/Responses:</p> <ul style="list-style-type: none"> FF: where are you sourcing the non-potable water? JC: We are currently working with our partners, Yarra Valley Water and the Department of Environment, Land, Water and Planning (DELWP), about accessing portable water sites that are for construction use. We don't use any water from creeks and rivers. The used water from the Tunnel Boring Machine (TBM) is treated for sewerage use. Still, we would like to use it at a higher level and recycle it back through the TBM instead of using freshwater. BP: Increasing tree canopy by 2024 is an important objective. Who will be responsible

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	<p>for maintaining those trees after the completion of the project? JC: the UDLP includes a landscape contractor to keep the vegetation and trees beyond the project. NELP and SPARK to confirm the maintenance obligations and timelines.</p> <ul style="list-style-type: none"> ○ BP: What are the consequences for not meeting the maintenance contract standards? JC: For the contractor, there is a financial cost. BP: is it a substantial cost? SB: we will get back to the members about the information that is available to share publicly. <p>SB spoke about the bus stop closure of the Bus Route 903 on Manningham Road.</p> <ul style="list-style-type: none"> • The closure of the bus stop at Bridge Street/Manningham Road (both directions) will not be serviced from Friday, 2 December 2022, due to the construction works. Passengers can use the bus stop 200m away at Bulleen/Manningham Roads. <p>IZ gave an overview of the business support offering, Trader Impact Assessment results and future support to assist the traders.</p> <ul style="list-style-type: none"> • IZ spoke about the support initiatives setups for the local business to be SPARK preferred suppliers e.g., using two local health providers for injured site workers, a local gym, social media campaign training by a professional photographer and partnering with Manningham City Council to utilise their business support programs. • IZ gave an example of the breakdown of the Trader Impact Assessment questions and their results. From those questions, the top four concerns are traffic disruptions, restricted customer and staff access, construction impacts and the perception that their area is a no-go zone. • SPARK will conduct a worker buying behaviours survey to help understand how the workers shop in the local area to help promote and develop new opportunities for the local traders such as promotions at our worksites and precinct marketing plan. <p>Questions/Responses:</p> <ul style="list-style-type: none"> ○ FF: What did you mean about leaving a legacy? IZ: to make sure the businesses are left better equipped when we go for the benefit of the traders. For example, a productive area where people go shopping, network with other businesses, work with the local council, using their new photography and social media skills to promote their business further for longevity. ○ MM: Were the four trader impact concerns the same in Watsonia? e.g., no-go zone IZ: yes, the same four concerns. ○ CP: Are there any opportunities for activation to get more involved? IZ: yes, will be driven by the needs of the businesses. <p>SB shared the end-of-year shutdown period for construction from Friday, 12 December, to Friday, 6 January. For any inquiries, please get in touch with 1800 105 105.</p>
Jennifer Trucchi (JT)	<p>Managing our environmental performance</p> <p>JT, Environmental Management System Manager for NELP, discussed how NELP has set up an environmental management system to ensure that all our environmental requirements are met across the project are placed and checked thoroughly.</p> <ul style="list-style-type: none"> • NELP was required to prepare an Environmental Management Framework (EMF) to provide a transparent framework to manage the environmental effects and meet the statutory requirements of the Project. Environmental Performance Requirements (EPRs) define the minimum environmental outcomes that must be achieved during delivery of the Project. • The draft EES and EMF was placed on public exhibition in early 2019 and following public exhibition and Ministerial assessment process, the final EMF was approved by the Minister in February 2020. • NELP has prepared an Environmental Management System (EMS) and other documentation to deliver the EMF and has commenced entering project contracts with its Project Delivery Partners to deliver the Project in accordance with project approvals including the requirements of the EMF and EPRs. • The NELP EMF includes 110 EPRs from the EES process that define the minimum environmental outcomes the project must achieve during the design, construction, and operation of the project and to mitigate planned and potential impacts.

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	<ul style="list-style-type: none"> • The Environmental Management Framework also requires an Independent Environmental Auditor (or IEA) to be engaged to review and audit the project to verify that EPRs and project approval conditions are being met. • The EMF also requires that NELP carries out regular reporting to the Minister of Planning to report that the project works are being carried out in accordance with the EMF and EPRs. These reports are published on NELP’s project website and made publicly available to the community. <p>Questions/Responses:</p> <ul style="list-style-type: none"> ○ FF: Are the auditors a separate company within NELP or outside of NELP? JT: Outside and independent from NELP. ○ FF: Are the monitoring reviews onsite review? JT: Yes, that is correct. ○ BP: The business has no specialised resources compared to the builder when we complain? Does the auditor hear those complaints? JT: The IEA review and investigate complaints and the complaints process as part of the audits. ○ AH: If you believe that the EPRs are not being met and you have a rationale for that, you can register your complaint with NELP and SPARK, and as part of the process, it will be examined. If you are still not satisfied, you can raise again. As part of the audit the complaint, response and any ongoing issues will be considered by the auditor. ○ MM: Does the IEA visit the affected business? ○ FF: I believe that this process is between the State and the builder not the complaint maker. ○ AH: The auditor’s role is to review all the complaints. Some complaints may be in regard to the EPRs and the auditor will review these and the response from NELP and contractors ○ SB: JC mentioned the Infrastructure Sustainability Council (ISC) rating also uses a scoring methodology in working with the community and employs an independent auditor to review that SPARK is required to manage. ○ MM: If the community are unaware of what is expected of them, concerning complaints, where do they go with those complaints? ○ JT: The Contractors and NELP have a contractual obligation to comply with everything in the management plans. ○ AH: If you have a complaint, you should contact the contractor to sort the issue at the first point, and if you don’t believe satisfactorily addressed, then you call 1800 105 105 to place a formal complaint. ○ FF: Who receives those six-monthly summary reports? JT: the Minister for Planning and then are published on the NELP website summarising the results and contractor’s performance. ○ JT: There will be three IEA’s engaged, one for Enabling Works, one for the Central Package and one for the four freeway alliances. ○ MM: When the business EPRs are being audited, can we organise to discuss them simultaneously to understand what is involved? JT: We will also invite SPARK to provide feedback on their performance specifically to the businesses. ○ MM: The auditor questions the contractor and their performance but not ask the businesses for their feedback. BP: The trades may need help understanding what an EPR is. MM: We need to ensure that the businesses are comfortable with the process. BP: The businesses are reliant on NELP to help support them. JT: The impacts must be minimised, then have an understanding what an EPR is. AH: Businesses need to know there are rules and regulations to help support them and the businesses and how to access the support when required.
Andrew Hocking (AH)	<p>Relocation update</p> <p>AH provided an update of the Bulleen Industrial Zone (BIZ) business relocations.</p>

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	<ul style="list-style-type: none"> Ninety per cent of the one hundred businesses have vacated. The ten remaining businesses have a solid plan to vacate by 30 December. The NELP Landowner Engagement team (LET) and Department of Transport (DoT) continue to work with the business on-site to relocate. BIZ demolitions continue throughout the first quarter in 2023. AH, would like to acknowledge that it has been a very difficult time for the businesses since 2017 and he wanted to thank them for their corporation in relocating.
Mike Marasco (MM)	<p>Other business</p> <ul style="list-style-type: none"> MM would like to thank all members for their contributions and hope you have found the meetings rewarding to have your say. Finally, I would like to wish you all and your families a Merry Christmas. Next meeting: Tuesday, 7 February – Veneto Club. Meeting closed at 7:45pm.

Actions and issues register

No.	Date raised	Action/Issue	Owner	Status	Date closed
SB5-2	13 Sept	Presentation to be arranged regarding tree retention plan.	SPARK	ONGOING – SPARK will present once the UDLP has been approved by the Minister for Planning.	
SB5-3	13 Sept	Plans of the Templestowe Road soccer fields.	NELP	ONGOING – NELP will present once approved by the Minister for Planning.	
SB6-1	25 October	CG will follow up with further information for the Austin Street carpark lighting	MCC	OPEN – CG will provide update at next meeting.	
SB7-1	13 Dec	NELP and SPARK to confirm the vegetation and tree maintenance obligations and timelines.	NELP/ SPARK	OPEN –	
SB7-2	13 Dec	What are the consequences for not maintaining the landscape contract standards?	SPARK	OPEN –	
SB7-3	13 Dec	NELP and SPARK to provide a summary of the business EPRs audit once released.	NELP/ SPARK	OPEN –	
SB7-4	13 Dec	NELP and SPARK to provide feedback on the EPRs process during the business audit period.	NELP/ SPARK	OPEN –	