

Meeting Minutes

Southern Business Liaison Group Meeting (SBLG)

Date	26/04/2022	Time	5.30 PM to 7.00 PM
Chair	Mike Marasco	Meeting no.	1 of 2022
Location	Bulleen Hub	Minute taker	Nadia Hollins

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Cam Giardina (CG)	Cam's Greenaway Auto Repairs
Soula Grouios (SG)	Arthurs Fish & Chips Bulleen	Hudson Brown (HB)	The French Lettuce
Nathan Mc Avaney (NM)	Topgear Cycles	Frank Freschi (FF)	Veneto Club
Andrew Hocking (AH)	NELP	Nadia Hollins (NH)	NELP

Apologies			
Name	Organisation	Name	Organisation
Alison Tobias (AT)	Alot of Good Stuff	Bruce Plain (BP)	Bulleen Art & Garden
Simon Tsalikidis (ST)	Café Heide		

Key discussion points/decisions

Owner	Action
Mike Marasco (MM)	<p>Welcome and introductions</p> <p>MM welcomed the Southern Business Liaison Group (SBLG) attendees and introduced agenda items.</p> <ul style="list-style-type: none"> All attendees introduced themselves, their positions, and the benefits and value of being part of this group. The group spoke about their concerns, potential opportunities and how NELP and the contractor can minimise the impacts during construction. SBLG meetings will be held every 6 weeks, and members will be invited before each meeting.

Owner	Action
Andrew Hocking (AH)	<p>Who is who at NELP?</p> <p>AH gave an overview of the North East Link Program (NELP) and its packages.</p> <ul style="list-style-type: none"> • North East Link Project forms a part of the Major Transport Infrastructure Authority (MTIA). MTIA use the branding "Victoria's Big Build" as its public face. • An overview of the organisational structure of NELP was shown highlighting senior leadership positions and people. • NELP is broken up into five package areas due to the size and complexity of Central, North, South, East and Enabling Works. The disciplinary teams have people with the skills and expertise to deliver a specific work package. NELP Executive Leadership Team sits among those teams. • Copy of presentation including the NELP organisation chart will be shared to members. • Members contact list was shared amongst the members. NH to update the list as per actions.
Andrew Hocking (AH)	<p>Terms of Reference and Code of Conduct.</p> <p>AH and MM spoke to the members about the SBLG Terms of Reference.</p> <ul style="list-style-type: none"> • Members were asked to read and sign the Code of Conduct.
Andrew Hocking (AH)	<p>North East Link Program packages</p> <p>AH provided an overview of the project and its packages and timeline.</p> <ul style="list-style-type: none"> • Spark consortium was appointed as the tunnels package partner who will provide a more detailed design and manage construction. • Urban Design Landscape Plans (UDLP's) for the North East Link Tunnels and North East Trail from Watsonia to Bulleen will be on exhibition for 21 days in early May. • Project Information Hubs are located at: Bulleen Hub, 7A Kim Close, Bulleen and Watsonia Hub, 17 Watsonia Road, Watsonia. • Skills and Jobs Centre (JSC) will connect locals to work on the NELP project, which has created 10,000 jobs. The JSC will help you access free TAFE training, apprenticeships, career counselling service, resume development, and employment pathways. In addition, the JSC supports the acquired Bulleen business and another business affected by the construction of the NELP. <p>Questions/Responses:</p> <ul style="list-style-type: none"> ○ FF: how much traffic will come off Bulleen Road once the project is built? AH: I will come back to you. I will ask Tony, the Principal Transport Advisor. ○ CG: I am concerned about how many people will take the option of not paying the tolls and still driving on Rosanna Road. ○ FF: how big is the Tunnel Boring Machine (TBM)? AH: 15 meters in diameter. ○ CG: what is the total length of the tunnel? AH: 6.5 km of twin three lane tunnel and a total of 11 km of new roadway. ○ FF: Can you explain what will happen here in the second half of 2022? There are TBMs to assemble that will take time for the workers. AH: a lot of prework needs to be completed beforehand. The Business Industrial Zone – (BIZ) business buildings will need to be demolished first, including inspections, removing the underground services (gas, water, electrical) and dangerous materials, e.g., asbestos. The compound groundwork will start end of 2022. The tunnel work will begin in early 2023. ○ SG: why are the businesses closing now when the project does not start until later this year? AH: we set a deadline for the businesses in 22nd July 2022. Some businesses have relocated early, and some are waiting to relocate. Each business has its own unique circumstance, and we work through these with them. Demolishing will start next month. Spark wants to begin the work in the third quarter of 2022.

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	<ul style="list-style-type: none"> ○ CG: are there any updates of what this land (BIZ) will be used for? AH: the UDLP's will answer that question and be presented at our next meeting. ○ AH: made mention that the SBLG members can use the Bulleen Hub for any business meetings. ○ FF: what does the JSC offer to affect businesses? AH: the JSC can help affected businesses with various services, including free upskilling training, e.g., forklift, white card, traffic management, etc. If you would like to access the free JSC service, please talk with me, and I can help arrange a meeting with the JSC team.
Mike Marasco (MM)	<p>Matters raised with chair</p> <ul style="list-style-type: none"> • MM provided a summary of the raised feedback for the SBLG members individual meetings. • MM shared a handout of the 10 initial concerns or needs raised in the discussions: <ul style="list-style-type: none"> - carparking, particular need Manningham City Council to monitor overstays - impact on daytime trade - for pedestrian safety, need a crossing from childcare centre near Heide to shops opposite - dust and noise - contractor's trucks parking outside of shops - signage to advise public traders are still operating - flashing signs re access - BLG to distribute/email a monthly information bulletin to all traders - access issues to be forewarned - set up a system with contractors for pre order of food. • Members shared an open discussion of their ideas, impacts and concerns. • MM suggested that an SBLG create a newsletter, which you can share amongst the traders or the groups you represent every two to three months. The newsletter will inform others of the SBLG, who are in this group, and share the information raised at these meetings. <p>Questions/Responses:</p> <ul style="list-style-type: none"> ○ CG: rubbish is a big concern at the front of the shopping centre and Bulleen Road. ○ CG: can the carpark opposite Greenaway Street have access to turn right? ○ MM: Manningham City Council representative will be at our next meeting, and we can ask them to answer the questions at the next meeting.
Andrew Hocking (AH)	<p>Environmental Management Framework of 21 July 2021</p> <p>AH provided the purpose of the Environmental Management Framework (EMF).</p> <ul style="list-style-type: none"> • Members were provided with a copy of the Environmental Performance Requirements (EPR's) as part of the EMF. • MM asked members to become familiar the EPR's, especially, Section 5. Business (B) (page 40 – 44). <ul style="list-style-type: none"> ○ B1 – Spark to prepare and implement a Business Disruption Migration Plan (BDM). ○ B4 – Minimise disruption to businesses from land acquisition and temporary occupation. The Minister was adamant that BAAG would continue to operate throughout construction. Spark are already meeting with BAAG and working through the BDM plan and layouts to enable BAAG to continue operating through the construction. ○ B6 – Minimise access and amenity impact on businesses. Construction workers are not to reduce the parking available to shoppers and traders in shopping areas. ○ The contractors are responsible for the EPR's.
Mike Marasco (MM)	<p>Other business</p> <ul style="list-style-type: none"> • UDLP's and Trader Engagement Specialist to present at the next meeting.

Owner	Action
	<ul style="list-style-type: none"> Next SBLG meeting May 24, 2022. Veneto Club.

Actions and issues register

No.	Date raised	Action/Issue	Owner	Status	Date closed
SB1-1	26 April	Contact List to include AH, MM and NH details	NH	CLOSED – sent with invite and minutes	02/05/22
SB1-2	26 April	Bulleen Road Traffic after construction of the NELP	AH	OPEN –	
SB1-3	26 April	Rubbish concern at the front of the shopping centre and Bulleen Road.	MCC	OPEN –	
SB1-4	26 April	Carpark opposite Greenaway Street to have access to turn right?	MCC	OPEN –	