

Meeting Minutes

Southern Business Liaison Group (SBLG)

Date	13/09/2022	Time	5.30 - 7.00pm
Chair	Mike Marasco	Meeting no.	5 of 2022
Location	Veneto Club	Minute taker	Jacqueline Weedon

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Cam Giardina (CG)	Cam's Greenaway Auto Repairs
Hudson Brown (HB)	The French Lettuce	Frank Freschi (FF)	Veneto Club
Hannah English (HE)	SPARK	Bruce Plain (BP)	Bulleen Art & Garden
Soula Grouios (SG)	Arthurs Fish & Chips Bulleen	James Hamilton	Spark Environment Manager
Christine Gibbins (CG)	Manningham City Council	Renato Marnich (RM)	NELP
Shondelle Mathews (SM)	SPARK	Andrew Hocking (AH)	NELP

Apologies			
Name	Organisation	Name	Organisation
Alison Tobias (AT)	Alot of Good Stuff	Simon Tsalikidis (ST)	Café Heide
Melissa Reid (MR)	Boroondara City Council	Vanessa Bove (VB)	Manningham City Council
Clare Davey (CD)	Boroondara City Council	Nathan McAvaney (NM)	Topgear Cycles
Nadia Hollins	NELP		

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"> MM confirms that the previous minutes have been read and adopted. Apologies were acknowledged Outstanding items from last meetings are addressed.

Owner	Action
Shondelle Mathews (SM), Hannah English (HE)	<p>Tunnel Program update</p> <ul style="list-style-type: none"> • Site establishment at Bulleen Park oval has commenced however this has been delayed by weather and permits. • Wooden hoarding installation at Trinity Grammar will be painted and co-branded with NELP and Trinity Grammar logos. • Veneto Club will also have co-branded gawk screens once steel barriers are changed over to concrete. • Waiting for permits to enable worker facilities to be built at Bulleen Park Oval. • Carpark on Greenaway St has been closed to enable heavy vehicles to move through safely. • During late September/October three carparking bays will be closed in at the Bulleen Rd shopping strip for nightworks, the bays outside the laundromat will be left open. • Shortly Hannah and Elyse will become the contacts for traders and residents, Shondelle will become the escalation point. • Respite, earplugs and headphones have been offered to the residents near Trinity for tree removal works. • All the businesses of SBLG owners are now listed on the Spark intranet which will start to build awareness with the workforce and marketing support to be provided to ensure community awareness that businesses are open. • Feedback shows main concerns for businesses are noise, dust and vibration. <p>Questions/Responses:</p> <p>FF: Will there be temporary or permanent speed changes along Bulleen Rd? SM: There has been additional 40km signs installed and the 70km speed limit will be reduced to 60km in the future</p> <p>MM: Will you advise the shopping strip business owners of the nightworks? SM: Notification has been delayed during September; October notifications are on schedule.</p> <p>HB: How long will the Bulleen Rd temporary diversion be in place? SM: For the duration of the project.</p> <p>HB: Where will the Veneto Club visitors park? SM: A new carpark is being constructed, access will be in the same area as it is now. The front of the club will be re aligned but we are working with FF and Veneto Club on the new entry point. FF: There will be stages of movement within the club to accommodate stakeholders needs.</p> <p>CG: The current carpark is temporary? SM: No, this will be handed back to Veneto Club FF: Before Spark can take approx. 40% carpark space, they have to provide an offset carpark. CM: That will be permanent? SM: As part of the projects contractual obligation, we need to give back like for like in the available land. FF: There is a master plan being developed to make better use of the available space and bring parking closer to the venue.</p> <p>MM: Have many residents accepted respite? SM: Four properties accepted in the last week. One complaint was received at 9:48pm which was resolved by SM asking the contactor to stop, move further down and continue works.</p> <p>MM: Who is responsible for tree planting and maintenance until they are handed over to council at the end of the project? BP: We have read there will be an improved tree canopy in 2045, but there is no guarantee, we have reservations about this. History shows approximately 80% of trees will be lost so the two trees planted for each one removed doesn't add up. JH: There will be a discussion with the asset owner when the area will be available to be planted and type of access for maintenance. There will be further discussions closer to the end of each package that Spark is responsible for regarding what needs to be delivered and timing of handover once sign off is complete. There is a sustainability and EPR process regarding this to ensure we meet our obligations.</p> <p>BP: Will you be working with the City of Manningham? SM: We are interested in working with their nursery. BP: Is interested in the process and in the future would like to meet with NELP/Spark and Friends of the Yarra Valley Park and get some reassurance outcomes that are</p>

Owner	Action
	<p>stated I the EES report that the improved tree canopy process is credible. AH: A key point is who is accountable for which part of the package meet the promised outcome. The CLGs and BLGs have been formed to make sure the items that are important to you stay on the agenda. BP: The concern is that there are some good outcomes on revegetation and some not. JH: The contractors should be held to account to achieve a good outcome, we can try and step the process out to show. FF: We hope that the accountability is not left to the CLG and BLG. SM: The way the project has been structured is very different to other road projects in that there is a focus on this. BP: A key determinate of the outcome will be who the revegetation work is awarded to. With this precinct it's a key determinant of ambience and character of the area.</p> <p>MM: Thanked SM for her detailed presentation</p> <p>FF: It's very important that customers going past can see shops are open. SM: We are working with construction to install barriers so that workers can be safe but trying to make hoarding going up on the opposite side look more inviting similar to the Watsonia banners. VMS boards can also be used.</p> <p>HB: Where will the barriers be? SM: Opposite side of the road, nothing will change for you, let Hannah know if there are any problems.</p> <p>SG: When will signs go up that the shops are open? SM: They are in the final stages of approvals so hopefully soon.</p> <p>FF: Do you need more information on the stages of works near your businesses? SM: This will be part of the trader support plan that Hannah is currently working on. BP: We have a detailed plan.</p> <p>SG: The area doesn't look inviting, customer feedback is that the area looks dirty.</p> <p>SM: Street sweeping on Bulleen Road and Greenaway Street is being undertaken on a regular basis</p> <p>Group discussion on maintenance and beautification works that Manningham Council needs to address was had.</p> <p>MM: CG will take up the issues discussed that Manningham Council can address? CG: Yes</p>
Renato Marnich (RM)	<p>Trader Engagement</p> <ul style="list-style-type: none"> Free professional photography is open for booking, images become the property of the business. Digital Marketing coaching available. NELP 'Donate Dads Duds' clothing drive came about as a result of the trader impact assessments. <p>Questions/Responses:</p> <p>MM: How will the other business not in attendance be notified of Digital Marketing coaching? RM: I will email businesses tomorrow with the details.</p> <p>CG: Can video be taken as well at the photography sessions? RM: Not at this time.</p> <p>FF: Do the businesses need to have websites to use the images taken? RM: No, the images can be used however the owner wants.</p> <p>FF: Does Watsonia have signage to say the shops are open? RM: Yes SM: These are the gawk screen I was talking about. RM: There is a style guide that must be followed so Bulleen will look very similar AH: VMB signs can be used to show the businesses are operating and potentially generate business as thousands of cars go past.</p>
Andrew Hocking (AH)	<p>Relocation update</p> <p>AH provided an update of the Bulleen Industrial Zone (BIZ) business relocations.</p> <ul style="list-style-type: none"> Seventy-five per cent of the one hundred businesses have vacated. The remaining businesses, who have a solid plan to vacate, have an extension. The NELP Landowner Engagement team (LET) and Department of Transport (DoT) continue to work with the business on-site to relocate.

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	<ul style="list-style-type: none"> SPARK is currently conducting site hazard inspections before demolishing the building site. BIZ demolitions continue throughout the fourth quarter. NELP will inform the businesses of any impact of upcoming demolitions. <p>Questions/Responses:</p> <p>SM: Communication has been passed on, that traders are concerned the demolitions will introduce vermin. Rodents will be dealt with as per the relevant environmental act. HB: Has noticed activity.</p>
Mike Marasco (MM)	<p>Other business</p> <ul style="list-style-type: none"> Please advise SM or AH if you would like a topic added to the agenda. Meeting closed at 7:04pm. Next meeting: Tuesday, 25 October – Veneto Club.

Actions and issues register

No.	Date raised	Action/Issue	Owner	Status	Date closed
SB4-1	2 August	Detailed construction timeline	SPARK	CLOSED – presented at meeting	13.09.22
SB4-2	2 August	Events calendar which includes construction mapping	SPARK	CLOSED – presented at meeting	13.09.22
SB4-3	2 August	Workforce deployment update with area mapping	SPARK	CLOSED – presented at meeting	13.09.22
SB5-1	13 Sept	Bulleen Rd diversion notes to be provided to be sent with minutes	SPARK	OPEN – SM to provide	
SB5-2	13 Sept	Presentation to be arranged regarding tree retention plan	SPARK	OPEN – JH to present at the next meeting	
SB5-3	13 Sept	Plans of the Templestowe Road soccer fields	AH	OPEN – presented at next meeting	