

25 July 2023



Meeting Minutes

Southern Business Liaison Group

Date	25/07/2023	Time	5:30pm - 7:30pm
Chair	Mike Marasco	Meeting no.	5 of 2023
Location	Veneto Club	Minute taker	Jacqueline Weedon

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Tom McCann (TMc)	Spark
Alison Tobias (AT)	Alot of Good Stuff	Hudson Brown (HB)	The French Lettuce
Christine Gibbins (CG)	Manningham City Council	Julia Rogerson (JR)	Spark, Sustainability Advisor
Andrew Hocking (AH)	NELP	Bruce Plain (BP)	Bulleen Art & Garden
Renato Marnich (RM)	NELP	Frank Freschi (FF)	Veneto Club
Ivan Zarezkij (IZ)	Spark, Senior Communications Advisor: Manningham	Josh Ribarich (JR)	NELP, Stakeholder Relations and Communications Advisor
Shondelle Mathews (SM)	Spark, Manager: Community Engagement	Cam Giardina (CG)	Cam's Greenaway Auto Repairs

Apologies			
Name	Organisation	Name	Organisation
Nic Morton (NM)	NELP	Hayley Bester (HB)	Spark
Andrea Lomdahl (AL)	Boroondara City Council	Simon Tsalikidis (ST)	Café Heide
Ben Harnwell (BH)	Manningham City Council	Nathan McAvaney (NM)	Topgear Cycles
Soula Grouios (SG)	Arthurs Fish & Chips Bulleen		

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Actions – previous

No.	Date raised	Action/Issue	Owner	Status	Date closed
SB4-1	13 June	NM to follow up and inform group of the planning and the positioning of Bulleen Road alignment	NELP	OPEN - NM to update group at 25/07 meeting. Deferred to next meeting on 5 September	
SB4-2	13 June	IZ to follow up and inform group of SPARK employee numbers and timeline in the area. To be attached and circulated with the minutes	IZ	CLOSED- IZ to share estimates in the July SBLG meeting. Update provided and action closed.	25.07.23
SB4-3	13 June	AH to convene offline separately with Council, SPARK, South Business Representatives and other interested Bulleen businesses on impacts and issues (signage, parking permits). Report back at the next meeting	AH	CLOSED - AH to provide update at meeting to be held on 25 July. Update provided and action closed.	25.07.23

Key discussion points/decisions

Owner	Action
Mike Marasco (MM)	<p>Welcome and introductions</p> <ul style="list-style-type: none"> Acknowledged apologies Welcomed Alison Tobias back to the group Introduced guest Julia Rogerson from Spark Confirmed previous meeting minutes read and adopted Actions: SB4-1 Carried over to next meeting. Actions SB4-2 & SB4-3 were closed
Tom McCann (TMc) Julia Rogerson (JR)	<p>Presentation covering overview of Manningham and Bulleen site activities using drone footage, 8 week work lookahead</p> <p>Overview of Manningham and Bulleen site activities</p> <p>FF: Is the North part of the project running on time? TMc: Works on track to launch the TBMs in 2024.</p> <p>Presentation covering sustainability goals, implementing initiatives such as biodiesel hybrid generators and solar light towers</p> <p>BP: What is being done to enhance biodiversity in the area? JR: This can be discussed at a future meeting - potentially the SGA meeting that is planned.</p> <p>CG arrived at 5:40pm TMc left at 5:45pm JR left at 5:55pm</p>
Renato Marnich (RM)	<p>Presentation on Melbourne Innovation Centre Digital Solutions Program</p> <p>FF: What is this trying to address? RM: It provides businesses with digital mentoring to help give them the skills to grow their brand online via a website or social media. Businesses need to apply and have a conversation with them to ensure it is suitable to meet their goals. MM: How do businesses find out about these offers? RM: We look at who is most impacted via Trader Impact Surveys and make the offer to those businesses first then move on to the lesser impacted ones. All impacted businesses have the opportunity to participate.</p>
Mike Marasco (MM)	<p>Other business</p> <p>Bulleen Trader Meeting was held on 20 July with Traders (HB,SG),Spark, NELP and Manningham Council (MC) representatives. Main points are: dust and dirt on Bulleen Rd, lighting, worker parking and the area doesn't look 'open for business'. The Bulleen 'Open for Business' strategy includes a marketing plan, MC support and impact mitigation for the area. FF: Concerns the</p>

Owner	Action
Renato Marnich (RM) Shondelle Mathews (SM) Ivan Zarezkij (IZ)	<p>construction outside the Veneto Club has led people to believe we're not open. Would like to see more cleaning onsite. SM: The team are currently working on Veneto Club signage to go on the concrete barriers. HB: Some flow on effects from Veneto Club's impacts are shared with other traders. For example; used to supply an average of two cakes a month for functions to Veneto Club, this is now one every three to four months. Also struggle with keeping the exterior of business clean. AT: Note that the trucks are not obeying the signs, speeding and coming up of Banksia Park the wrong side. SM: There are currently three separate lots of work going on in the park, which makes it difficult to determine who the trucks belong to but we'll investigate installing directional signage. AH: Acknowledges that perception is everything, issues need to be raised as they occur and we all need to work together to support the actions being taken. We can use our resources to help promote the business under 'Bulleen Open for Business'. CG: MC can also help spread the message as we send out a newsletter which goes to residents each quarter and a bi-monthly email which residents who have subscribed receive. SM: Ivan is also working on some promotional ideas with our workforce and local residents to support the traders. IZ: The photography and mentoring offers are tools available to help support traders.</p> <p>HB: Is an improved cleaning schedule being worked on a result of my cleaning complaint? IZ: We have control measures in place to help mitigate dust, when the tolerances have been exceeded we look at ways to remediate the issue. We are looking at reducing dust at the source and are not getting many exceedances from the dust monitors. HB: Follow up on query regarding asbestos across the road*. SM: The substance is still being tested. We take all necessary precautions until we can confirm what has been found. HB: Query regarding Manningham Council's street cleaning schedule? IZ: We are cleaning the street multiple times per day. AH: Can we investigate whether there is a haul road to go in? SM: The former Bulleen industrial zone will be changing considerably.. SM: IZ is working on getting the concrete barriers removed and replaced with timber hoarding as these are a sightline issue, we are trying very hard to put things in place to assist with these types of issues. AH: These items could be included in construction updates.</p> <p>FF: As you come off Bulleen Rd there is loose crushed rock, trucks that are exiting are dropping soil as they go through. MM: Impact mitigation is critical, can we respond to issues within the next week. SM: We are doing what we can to mitigate issues and Veneto Club are provided regular updates daily with the ongoing works in the area. All other works are provided in coordination meetings and planned with Veneto Club.</p> <p>Spark Community Engagement</p> <p>HB: Will a new trader survey be done? IZ: Not at this stage</p> <p>CG: What is the voucher for the 'Spend and Win and Bulleen' competition? IZ: They are a pre paid Visa card that we encourage winners to spend in the local area. In future we hope to use vouchers from local traders. We can work with traders to develop flyers for their business.</p> <p>MM: CG can you please explain some of the Council initiatives available for traders? CG: There is the Digital Accelerator Program. Businesses can also be featured on Councils 'Find your Local' Instagram page and Manningham Matters magazine. We are also looking at launching a 'Find Your Local' campaign in October and we encourage businesses to join this activity.</p>
Mike Marasco (MM)	<p>Other Business</p> <p>Next meeting 5 September 2023</p> <p>Thanked SBLG members and presenters and closed the meeting at 6:40pm</p>

Actions – new

No.	Action	Owner	Due	Status	Update
SB5-1	Spark to develop fact sheet to assist answering customer queries re: work site opposite French Lettuce	SM	17/10/23	OPEN	SM working on

No.	Action	Owner	Due	Status	Update
SB5-2	Directional signage to be installed for Spark trucks leaving Banksia Park	SM	17/10/23	CLOSED	We have spoken to AT and explained its owned by Parks Victoria, we have requested further signage.
SB5-3	North site update to be given at next meeting	SM	5/09/23	OPEN	Ivan and Shondelle both on leave over August, this is to be pushed out to the next meeting when Shondelle can come and present
SB5-4	Spark to investigate schedule of cleaning of Bulleen Road	SM	5/09/23	CLOSED	This has been completed and an email was sent to Hudson with cleaning schedule. Twice a day 6 days a week. Hudson has confirmed he can see the difference.

Actions – Short Term

No.	Date Raised	Action	Owner	Status	Update
SB7-3	21 March	CL to provide CD further detail of the Trinity Lake dewatering.	Spark	CLOSED	Response provided by NELP on 28 April
SB4-1	13 June	NM to follow up and inform group of the planning and the positioning of Bulleen Road alignment	NELP	OPEN	NM to update group at 25/07 meeting Deferred to next meeting September 5
SB4-2	13 June	IZ to follow up and inform group of SPARK employee numbers and timeline in the area. To be attached and circulated with the minutes	Spark	CLOSED	IZ to share estimates in the July SBLG meeting. Update provided; action closed.
SB4-3	13 June	AH to convene offline separately with Council, SPARK, South Business Representatives and other interested Bulleen businesses on impacts and issues (signage, parking permits). Report back at the next meeting	NELP	CLOSED	AH to provide update at meeting to be held on 25 July. Update provided and action closed

Actions – Long Term

No.	Date Raised	Action	Owner	Status	Update
SB7-3	13 Dec 22	NELP to provide a summary of the business EPRs audit once released.	SPARK	ONGOING	NELP will present once audit has been released.

Future Presentations

Scheduled Date	Date Raised	Topic	Owner	Update
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Additional information

* IZ responded to HB queries via email on Wednesday 2 August