

22 March 2022

# Meeting Minutes

## Bulleen Industrial Zone (BIZ) Business Liaison Group Meeting

|          |                |              |               |
|----------|----------------|--------------|---------------|
| Date     | 22/03/2022     | Time         | 5.30 - 7pm    |
| Chair    | Mike Marasco   | Meeting no.  | 2 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         |
| Joe Mustica (JM)      | MFJ Construction        | Cam Giardina (CG)       | Cam's Greenaway Auto Repairs |
| Frank Vassilacos (FV) | Manningham City Council | Jane McIntosh (JMc)     | Department of Transport      |
| Cassie Jovan (CJ)     | North East Link Project | Amanda Whittenbury (AW) | North East Link Project      |
| Andrew Hocking (AH)   | North East Link Project | Nadia Hollins (NH)      | North East Link Project      |

| Apologies         |              |                 |                         |
|-------------------|--------------|-----------------|-------------------------|
| Name              | Organisation | Name            | Organisation            |
| Jodi Crocker (JC) | Wonder Pies  | Bryan Yeow (BY) | 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 | CLOSED  | JMc, is working with the State Revenue Office (SRO) to provide details to resolve individual cases and a process to address future issues<br><br>Business to contact their DoT case manager if they have land tax issues |
| 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 | Ongoing | JMc to contact CG to work through the valuation and rental payment.  |
| 4   | BY to contact DM directly about his rental bill issue.  | BY    | ASAP     | CLOSED  | Covid Rental relief claim has now been processed, JMc to confirm outcomes with DM.<br><br>JMc has contacted DM and resolved the issue.   |
| 5   | Consideration if Spark attend meetings in the new year.   | All   | 08/02/22 | CLOSED  | Revisit in the coming months.<br><br>The offer is available for members and to contact AH if interested.   |
| 6   | AH to provide further information about the Spark employment and training program.  | AH    | 22/03/22 | CLOSED  | As per minutes   |
| 7   | AH to invite the NELP Senior Adviser for Careers and Skills to present the BIZ training and employment program.                                 | AH    | 22/03/22 | CLOSED  | As per minutes   |
| 8   | NH to contact JM to confirm his attendance at the next meeting.   | NH    | ASAP     | CLOSED  | NH confirmed that JM will be in attendance.  |

## Key discussion points/decisions

| Owner   | Discussion   |
|---|--|
| Mike Marasco (MM), Chair  | <p><b>Welcome and outstanding business</b></p> <ul style="list-style-type: none"> <li>MM welcomes the group, presenters, shares apologies and previous minutes.</li> <li>MM reviews the outstanding actions.</li> </ul>  |
| Andrew Hocking (AH), NELP<br><br>Cassie Jovan (CJ), NELP<br><br>Amanda Whittenbury (AW), NELP | <p><b>Business and employee support program (BESP)</b></p> <ul style="list-style-type: none"> <li>CJ and AW introduce themselves and discuss the Skills and Jobs program.</li> <li>SJC team are based at Watsonia and Bulleen hubs. They can provide business owners and employees the following support: information on free training programs to upskill, skill assessments, career and training advice, resume writing, and access to free counselling services.</li> <li>The program collaborates with training providers to support the workforce requirements and create a skilled workforce. The training providers will offer various Government-funded free training options, e.g., traffic management, white card, trenching and shoring, forklift licences and certificates in further career pathways. You can select up to three free training courses up until 30 June 2022.</li> <li>The SJC team are working with Spark Consortium, which is currently seeking new employees to join their workforce over the life of the project. SJC team will match potential candidates who are registered to the Spark job vacancies.</li> <li>Contact Careers and Skills directly via email: <a href="mailto:sjc@northeastlink.vic.gov.au">sjc@northeastlink.vic.gov.au</a> to organise a meeting with CJ and AW</li> </ul> <p><b>Questions/Responses:</b></p> <ul style="list-style-type: none"> <li><b>MM: the two businesses that the SJC team have been working with, how has that come about?</b> CJ: We are currently working with about seven BIZ businesses. AH, and David Peace (DP) have helped support and introduce the SJC team to the businesses and via word of mouth from other BIZ businesses.</li> <li><b>MM: there are two categories of businesses in the BIZ prescient: acquired businesses and those that will remain. Is the SJC support offered to all businesses?</b> CJ: yes, SJC has a broad set of offerings and are happy to assist all businesses.</li> <li><b>MM: how does the SJC support service get out to the BIZ businesses?</b> AH: DP and I will go out to the BIZ business and talk to them about these services. AH would like the BIZ BLG members to speak to the BIZ businesses about the SJC offerings. AH can then contact those businesses if they are interested.</li> <li><b>AH: CJ, have you found that the businesses will reach out when it is closer to the settlement dates?</b> CJ: yes, the SJC team have found that on other projects and that the business will seek support when they are closer to the end date or after their settlements.</li> <li><b>MM: I would like the SJC team to provide SJC information for the BIZ via newsletter.</b> CJ to provide AH SJC information. AH and JM to work together to provide the information for the upcoming BIZ newsletter.</li> <li>MM thanked CJ and AW for presenting the Skills and Jobs program.</li> </ul> |
| Jane McIntosh (JMc), DoT  | <p><b>DoT update</b></p>   |

- JMc updated Action No:1 to the group on the land tax assessments and notices. The notices of land acquisition are registered to the Titles office and then passed to the State Revenue Office (SRO). The SRO lodge and records the land acquisition registration. This process did not happen, and therefore the owners are still receiving land tax assessments and notices. DoT lodged individual assessments as an issue occurred and have now lodged all acquisitions to SRO. SRO will send out the amended assessment and notices. DoT will work with the SRO on behalf of the business. If any businesses still have issues, please contact their DoT case managers or JMc to lodge a request to update their records with the SRO.
- JM was acquired a year ago, and he was required to pay the land tax bill otherwise face further penalties. JMc to contact JM to work through the issues and organise reimbursement.
- MM has asked JMc to provide AH with information regarding the land tax issue for the newsletter.
- It was noted that 40% of Bulleen businesses have settled to date.
- The end date of July is fast approaching. It important that the BIZ Businesses to update their DoT case managers and lawyers to discuss their case and if they require any assistance to relocate as soon as possible.

#### Questions/Responses:

- **JM contacted his case managers two weeks ago to advise about the delay in relocating to his new premises until 30 September due to soil contamination and other issues.** JMc, noted that DOT is receiving some similar requests. DoT understands JM has a plan in place with supporting evidence, and that JM has updated his case manager. There should not be issues given JM's relocation progress.
- DoT is working closely with NELP to consider extension requests that have been made by businesses. Although NELP has a very tight program, DoT can work with the businesses if there is a solid relocation plan with supporting evidence.
- **AH, business closure, does not mean you have to close your business?** JMc, no, we do not restrict trade, we assist with compensation accordingly, which includes loss of trading.
- **AH, can a business choose to change their business closure to relocation compensation, if they find a suitable premises?** JMc, it is a case-by-case conversation. The business must have the conversation with their solicitor and their DoT case manager to work on a solution.
- **CG, because some of the businesses are closed, I have seen an increase in rubbish dumping, graffiti which may promote squatters and damage to BIZ businesses.** AH to contact DoT Property to organise an increase in security around the Bulleen Precinct.
- MM thanked JMc for her DoT update.

Mike Marasco  
(MM), Chair

#### Other business

- MM would like to discuss how this group would like to operate as we get closer to July at the next meeting.
- FV, will go back to the business team at Manningham City Council and share the SJC offerings and how they can advertise this more broadly to the business community. AH and FV to discuss further.
- MM asked FV to provide a Manningham City Council business representative for the future (end of April) Southern Business Liaison Group meetings. FV to give a representative name to AH.

- FV, would like to offer the Bulleen Precinct businesses to advertise any changes to their businesses in the Manningham Matters newsletter to inform the community. FV discuss further with AH.
- CG said he has not been provided with the \$500 Manningham Council funding. FV to follow-up with the council business support team and get back to CG.
- MM, thank everyone for their attendance.

Next meeting, 3 May 2022.

## Actions – new

| No. | Action  | Owner   | Due      | Status | Update |
|-----|---|---------|----------|--------|--------|
| 1   | AH and JM to work together to provide the information for the upcoming BIZ newsletter.      | AH      | ASAP     |        |        |
| 2   | JMc to contact JM to work through land tax issues and organise reimbursement                | JMc     | ASAP     |        |        |
| 3   | JMc to provide AH with some information regarding the land tax remedy for the newsletter.   | JMc     | ASAP     |        |        |
| 4   | AH to contact DoT Property to organise an increase in security around the Bulleen Precinct. | AH      | 03/05/22 |        |        |
| 5   | SJC offering and how to promote information to the Manningham newsletter.                   | AH & FV | ASAP     |        |        |
| 6   | FV to provide a representative name for the SBLG.   | FV      | 10/04/22 |        |        |
| 7   | Advertising the Bulleen precinct businesses.  | AH & FV | ASAP     |        |        |
| 8   | FV to follow-up Manningham Council funding for CG.  | FV      | ASAP     |        |        |