

5 September 2023



Meeting Minutes

Southern Business Liaison Group

Date	5/09/2023	Time	5:30pm - 7:30pm
Chair	Mike Marasco	Meeting no.	6 of 2023
Location	Veneto Club	Minute taker	Jacqueline Weedon

Attendees

Attendees			
Name	Organisation	Name	Organisation
Mike Marasco (MM)	Independent Chair	Tom McCann (TMc)	Spark, Project Manager
Michael Hobbs (MH)	NELP, Manager, Stakeholder Relations and Communications - South	Andrew McGlade (AM)	NELP, Stakeholder Relations and Communications Advisor, South
Shondelle Mathews (SM)	Spark, Manager Community Engagement	Joe Piasecki (JP)	Spark, Social Procurement Manager
Christine Gibbins (CG)	Manningham Council	Bruce Plain (BP)	Bulleen Art & Garden
Renato Marnich (RM)	NELP, Trader Engagement Specialist	Frank Freschi (FF)	Veneto Club
Ivan Zarezkij (IZ)	Spark, Senior Communications Advisor: Manningham	Nic Morton (NMo)	NELP, Senior Stakeholder Relations and Communications Advisor
Jaimie Ledwidge (JL)	Laing O'Rourke	Ross Jennings (RJ)	CEO, Small Business Mentoring Services

Apologies			
Name	Organisation	Name	Organisation
David Hobson (DH)	Small Business Mentoring Services	Hayley Bester (HB)	Spark
Andrea Lomdahl (AL)	Boroondara City Council	Hudson Brown (HB)	The French Lettuce
Clare Davey (CD)	Boroondara City Council	Nathan McAvaney (NM)	Topgear Cycles

Soula Grouios (SG)	Arthurs Fish & Chips Bulleen	Cam Giardina (CG)	Commercial Property Owner
Alison Tobias (AT)	Alot of Good Stuff		

Actions – previous

No.	Date raised	Action/Issue	Owner	Status	Date closed
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Key discussion points/decisions

Owner	Action
Mike Marasco (MM)	<p>Welcome and introductions</p> <ul style="list-style-type: none"> Acknowledged apologies Introduced guests Joe Piasecki and Ross Jennings Confirmed previous meeting minutes read and adopted Actions: SB5-1 closed
Tom McCann (TMC)	<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>
Shondelle Mathews (SM)	<p>FF: Where the asphalt is close to the headwall is that the final alignment of Bulleen Rd, are the road headers dug by a TBM? TMC: No, these are a SEM tunnel NMo: We will have more information on the final alignment in the next meeting FF: What will happen to Bridge Street in the final configuration? TMC: This intersection is undergoing a detailed design process in consultation with Council and Department of Transport. Currently, the design shows the slip lane to Templestowe Road will be removed, you will be able to turn left and right into Bridge Street from the intersection on Manningham Rd. SM: There will be more information to come on this, and we will keep you updated as the design for this area progresses During the construction phase there will also be long-term changes to the existing traffic arrangements in the area from early next year. You will receive more information about these traffic changes later this year.</p>
Ivan Zarezkij (IZ)	<p>Spark Trader Engagement presentation including 'Bulleen Open for Business' examples</p> <p>MM: Hudson has requested an update on Austin St parking CG: There have been night time lighting audits in February and July this year. The inspection in February found that there was a tree that required trimming and a light from trimming required and a light from United Energy out. The July inspection found that there were no issues with the lighting and it meets Councils expectation. The traffic team are still working on the parking restrictions, I will follow this up.</p> <p>Presentation on draft proposal for Bulleen Open for Business marketing campaign, including hoarding, posters, social media tiles and example vouchers/giveaways.</p> <p>MM: What work is being done with traders in the North? IZ: They have their own Traders Association which has it's their own brand and most of the trader support has built on this. RM: They have 'open for business' hoarding but as they sit in between the tunnels and north package their branding is different. As Bulleen sits in the tunnels package only this should be easier to coordinate. RJ: SBMS can also help implement and develop this. CG: What is the timeframe for the branding to be finalised? IZ: We are hoping to launch this with a community activity before the end of the year. CG: We would be keen to work with you and help promote this. We have a Manningham Matters magazine that goes out to residents but unfortunately has a long lead time. We will also be launching a Find Your Local campaign in October, we will be asking people to create a reel showing their perfect day in Manningham which we can promote. We can hold the space for you if you would like to be in the December magazine.</p>
Joe Piasecki (JP)	<p>Presentation on Spark Social Procurement including social impact</p>

Owner	Action
	<p>FF: Are there opportunities other than traffic management for disadvantaged job seekers? JP: Traffic management can be used as an entry point but there are real possibilities for them to have a career SM: We recently have some trainees that have become qualified supervisors. FF: How many apprentices have been brought on to the project? JP: Approximately 100 have been brought on (not all fulltime equivalents) FF: Are these jobs open to all genders? JP: Yes MM: How to get the message out about these opportunities? SM: We are working on a number of programs to engage with schools etc. MM: These could be advertised in the Council newsletters as well. CG: Is preference given to local business as part of the program? JP: The procurement team will look at the local businesses but for Spark to meet their Social commitments we need to be able to prove we are spending money with Victorian Aboriginal and Social Enterprise businesses. SM: If we are doing something locally we will try and work with local business wherever possible.</p> <p>TMc left at 5:55pm JP left at 6:35pm</p>
Michael Hobbs (MH)	<p>Presentation on Eastern Freeway Upgrades including overview of works, timeline to date, managing impacts and UDLP introduction</p> <p>FF: Will the timber noise walls be replaced? MH: They will be replaced where required to bring up to standard. SM: Will there be a reduced speed limit at the Eastern Freeway access point? MH: Yes, there will be reduced speed at access points and between Burke Rd and Tram Rd, this will cause very minor delays for motorists. FF: For the Doncaster Road underpass, will you need to go up and then across to get to Koonung Creek? MH: Yes, there will be some long term detours and we are working with Council and key stakeholders on this. FF: Will the Koonung Creek wetlands be preserved? MH: They will be reconstructed.</p>
Renato Marnich (RM)	<p>Presentation on Small Business Mentoring Services offer and an example of a trader video.</p> <p>MM: Do you work closely with RM and IZ? RJ: Yes MM: How do you pick mentors? RJ: We match traders with mentors who have expertise in the requested field. MM: Once the three NELP sessions are used, what happens? RJ: We can continue to mentor them as agreed with NELP/trader</p>
Mike Marasco (MM)	<p>Other Business</p> <p>Next meeting 17 October</p> <p>Thanked SBLG members and presenters and closed the meeting at 7:15pm</p>

Actions – Short Term

No.	Date Raised	Action	Owner	Status	Update
SB4-1	13 June	NM to follow up and inform group of the planning and the positioning of Bulleen Road alignment	NELP/Spark	OPEN	Spark to present to group on Bulleen Road diversion at next meeting
SB5-3	25.09.23	North site update to be given at next meeting	SM	OPEN	Ivan and Shondelle both on leave over August, this is to be pushed out to the next meeting. Deferred to next meeting. Ivan to present
SB6 -1	05.09.23	RM & IZ to Liaise with Manningham Council re: Manningham Matters Magazine and other opportunities and report back at next meeting	IZ/RM	OPEN	

No.	Date Raised	Action	Owner	Status	Update
SB6 -2	05.09.23	CG to contact HB directly and update him o the Austin St carpark and pending restrictions	CG	OPEN	

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.	NELP	ONGOING	NELP will present a summary of the IEA report at next meeting

Actions – Trader Support

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	CLOSED	SM working on Fact sheet provided to HB
SB6-1	Spark to arrange cleaning of Veneto Club banners on Bulleen Rd	SM	17/10/23	CLOSED	Cleaning conducted on on 13/9

Future Presentations

Scheduled Date	Date Raised	Topic	Owner	Update
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Additional information

HB: Provided positive feedback (via email) regarding the outcome of the cleaning request made at the previous SBLG meeting

SM: Announced this will be her last SBLG meeting as she is moving to work on the north side of the program

MM: Acknowledged that Andrew Hocking has left NELP and thanked him for his efforts in the Bulleen industrial zone

MM: Thanked Shondelle for her contribution to the SBLG and responsiveness to issues and queries

FF: Thanked Shondelle for her enthusiasm and approachability