Meeting Minutes



Community Consultation Meeting- Mirvac Aspect Industrial Estate

Date:	15 D	ecember 2023	Time:	1:00pm	Location:	Microsoft Teams Virtual Meeting		
Client: Mirvac								
Attendees		Alanna Ryan (SLR), Alexandra Chung (Mirvac), Carl Vincent (ErSed), Chee Hui Chan (Mirvac), David Gardiner (WEM), Kym Dracopoulos (Mirvac), Maurice Pignatelli (OptimE) Samuel McDonald (SLR), Scott Sugandi (Mirvac), Susan Paul (Mirvac) 0 Community Members in Attendance						
Regrets								
Chairper	son	Alanna Ryan (SLR)						

Item	Discussion Notes	Action By/Owner
Acknowledgement of Country	Alanna Ryan – Acknowledgement of Country.	
Project Introduction– Key Personnel	Alanna Ryan – Introduction of Key Personnel. Noted: no community members in attendance.	
Presentation Overview	Alanna Ryan – Overview of presentation.	
Previous Meeting Actions	Alanna Ryan – Previous meeting actions: Nil	
Project Introduction – Site and Context	Alexandra Chung – Introduction to the location, site and context of the project referring to the figure on the slide.	
Project Overview– Planning Approval Status	Susan Paul – Overview of Planning Approval Status as per slide.	
Construction Works – Overview	David Gardner – Infrastructure overview including primary activities as per slides: Kerb and guttering. Service road installation. Estate fencing. Landscaping works. Infrastructure works construction is free of safety incidents.	
Progress Photographs of the site	David Gardner – Explanation of progress photographs as per slides,	
Construction Works – Renders and warehouse overview	Chee Hui Chan – Overview as per slides, progress photos for Warehouses 1, 3 and 9.	
Environmental Representative – Maurice Pignatelli (OptimE)	Maurice Pignatelli – Environmental Representative Report as per slides: Inspections consistent with EMPs. Project performance – minor issues. Rectification occurred quickly. Maurice Pignatelli Numbers of inspections per menth as	
Inspections and Audits	Maurice Pignatelli – Numbers of inspections per month as per slide.	

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Inspections and Audits	Carl Vincent – Inspections as per slide.				
Environmental Performance	Carl Vincent – Update as per slide: There have been no complaints or non-compliances.				
General Business	Nil				
Set Tentative Date for Next Meeting	The next meeting is scheduled for 15 March 2024.				
Meeting Closed 1:23pm					
Meeting Actions	Nil				