

2 May 2024



Meeting Minutes

Northern Business Liaison Group

Date	2/05/2024	Time	5:30pm - 7:30pm
Chair	Jeni Coutts	Meeting no.	3 of 2024
Location	Watsonia RSL	Minute taker	Katy Sylvia

Attendees

Attendees			
Name	Organisation	Name	Organisation
Jeni Coutts (JC)	Independent Chair	Adrian Carter (AC) Acting Senior Advisor, Communications and Stakeholder Relations, North	NELP
Shondelle Mathews (SMa) Manager, Community Engagement	Spark	Jim Needham (JN) Communications and Stakeholder Relations Manager, North	NELP
Peng Li (PL) Construction Manager	Spark	Katy Sylvia (KS) Senior Advisor, Communications and Stakeholder Relations	NELP
Renato Marnich (RM) Trader Engagement Specialist	NELP	Matt Guest (MG) General Manager	Watsonia RSL
Jacqueline Weedon (JW) Community Partnerships Advisor	NELP	Hannah English (HE) Senior Trader Engagement Advisor	Spark
Kim Norton (KN) Communications and Stakeholder Relations Lead	AMA	Steve Denton (SD) Interface Zone (Watsonia) Construction Manager	AMA
Sarah Maguire (SM)	Watsonia Traders Association	Jaip Ramichandra (JR) Construction Traffic Lead	AMA
Gail Carland (GC)	AMA	Hesham Mobarek (HM)	Watsonia Pharmacy/ Watsonia Traders Association

Sign up for updates
northeastlink.vic.gov.au



Attendees			
Name	Organisation	Name	Organisation
Traffic Communications Manager			
Brett Kavanagh (BK) North Zone (M80) Construction Manager	AMA	Paul Raworth (PR) South Zone (Greensborough) Construction Manager	AMA
Apologies			
Name	Organisation	Name	Organisation
Karen Leeder (KL) Manager City Futures	Banyule City Council	Jeremy Richards (JR)	Watsonia Optical/Watsonia Traders Association
Tania Treasure (TT) Economic Development & Tourism Lead	Nillumbik Shire Council	Colin Brooks MP (CB)	Member of Parliament
Yvette Stanfield (YS)	Macleod Traders Association	Kate Zisos (KZ)	Spark

Key discussion points/decisions

Owner	Action
Jeni Coutts	<p>Welcome and introductions</p> <ul style="list-style-type: none"> Introduced new presenters and guests Actions 7.4 and NB241-1 closed <ul style="list-style-type: none"> JN commented on timeframe issue with RSL ANZAC day support. AMA noted traffic management and VMS around slip lane will be installed. AMA & Spark noted they were working together to provide the RSL with brochure holders
Hannah English (HE) Peng Li (PI)	<p>Spark Construction Update</p> <ul style="list-style-type: none"> - Spark gave a construction update of work areas including Watsonia TBM launch area, the acoustic shed at Winsor Reserve, the Vent Tunnel work area, and the Lower Plenty Road interchange work area. - Spark gave an update on trader engagement support for the month of April, including: <ul style="list-style-type: none"> - a review of the most common enquiries to the Contact Centre - strategies utilised to support the Watsonia RSL for ANZAC Day events - high level overview of 1:1 trader support in the Watsonia area - Local childcare centre support and incursion planning - NEL discussed the Tunnel Boring Machine Naming Competition start <p>Presentation included works updates on Watsonia, Lower Plenty, Tunnels and community interactions.</p>
Steve Denton (SD) Kim Norton (KN)	<p>M80 Ring Road Update</p> <p>AMA discussed:</p> <ul style="list-style-type: none"> - the processes used to minimise traffic disruptions - how the project undertakes live monitoring of traffic - communications, marketing and advertising used to disseminate information about traffic disruptions - weekly e-mail traffic alerts (and the ability to register to receive regular traffic disruption updates)

Owner	Action
	<p>M80 construction update:</p> <ul style="list-style-type: none"> - Discussed completed construction activities from April and upcoming construction works in May, including: <ul style="list-style-type: none"> - earthworks and bulk excavation - additional road signage installation - construction of slip lane into site for bulk excavation - on-road barrier installation progress - bridge structure works such as piling - site compound establishment including temporary signalised intersection near AK Lines Reserve. - Upcoming Hurstbridge rail line occupation - commuter car park completion in Frensham Reserve - site establishment in the Watsonia Station car park - installation of temporary sound barriers - Gabonia Reserve site compound establishment progress - Utility investigations along Watsonia Road and what that means for construction program - Reviewed construction progress photographs
Renato Marnich (RM)	<p>Presentation on NELP Trader Support</p> <ul style="list-style-type: none"> - NEL gave an update on trader engagement strategies including free business photography, digital jobs program from Jobs, Skills, Industry and Regions (see 'Additional Information' for how to access)., - NEL gave an update on the North East Community Fund, including Greener North East application closure and details and the wider fund opening later in the year. <p>ACTION: Renato Marnich to arrange separate M80 and NBLG informational meeting to detail out construction sequencing for traders</p> <ul style="list-style-type: none"> - Trader engagement for previous works and upcoming engagement strategies - Highlighted the most common enquiries and number of enquiries and complaints
	<p>Other Business</p> <p>-No other business</p> <p>Open Forum</p> <ul style="list-style-type: none"> - HM requested to meet separately with M80 team to understand new construction - HM asked to have further conversations around the Watsonia Station Carpark and requested early engagement - HM asked when the UDLP feedback will be released <ul style="list-style-type: none"> - AMA answered it will be in the second half of this year; AMA noted that the UDLP for the Watsonia Station carpark will be lead after the overarching UDLP feedback is received. - Watsonia RSL expressed gratitude for the ANZAC Day support from Spark. <p>Next meeting 6 June 2024</p> <p>Thanked NBLG members and presenters and closed the meeting at 7pm</p>

Actions – Short Term

No.	Action	Owner	Due	Status	Update
2.2	RSL Courtesy Bus driver reports green light at Yallambie Rd travelling toward Lower Plenty Road difficult to see	SM	02.05.24	CLOSED	SM to report back on outcome of discussions with DTP
2.3	JN to seek a contact for MM to engage with re: RSL advertising ANZAC Day activities at Watsonia Station.	JN RM	02.05.24	CLOSED	

No.	Action	Owner	Due	Status	Update
2.4	KN to advise if a VMS can be put before the slip lane coming from Lower Plenty to show people how to access Watsonia Shops	KN	06.06.24	CLOSED	Reassigned to KN. KN to discuss further with AMA Traffic Team and provide update prior to next m
2.5	KN to provide brochure holders to the RSL to display project works notices and brochures for members to take	KN	06.06.24	OPEN	KN and HE noted Spark & AMA working together to provide brochure holders.
2.6	HE to provide display stand as per Bulleen Plaza to RSL	HE	06.06.24	OPEN	See action 2.5 update.
2.7	RM to arrange separate M80 and NBLG informational meeting to detail out construction sequencing for traders	RM	06.06.24	OPEN	

Actions – Long Term

No	Owner	Topic	Status
1.5	WTA	WTA to work with Banyule Council on the possibility of getting electronic message boards installed	BCC met with WTA 06.07.23. The Committee will investigate some options and provide options ASAP. 21.09.23: ON HOLD - Will revisit Q1 2024
7.5	JN	JN to advise when the details for any planned Watsonia Station car park upgrades will be known	

Future Presentations

Scheduled Date	Date Raised	Topic	Owner	Update
Q4	16.03.23	Presentation on parking solution for southern end of Watsonia shopping strip	RM	NELP Traffic Team is working on this and there will be a presentation to this group when information is available.
2024	09.11.23	Timeline of works for M80 completion to be presented	JN	Will be presented once UDLP approved

Additional information

Department of Job, Skills, Industry and Regions – Digital Jobs; <https://djsir.vic.gov.au/digital-jobs/businesses>