

MINUTES

Thursday, 21 February 2019, 11am

Venue: Clarence Valley Chambers in Maclean

Attendance:	Glenn Bailey (Chair, Social Futures), Malcolm Britt (Busways), Tina Bultitude (CVC), Warwick Forster (Clarence Valley Community Transport), Ross Chalmers (TfNSW), Dan Griffin (CVC), Cr. Jim Simmons (CV Councillor).
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Item	Discussion	Action
1.	ACKNOWLEDGEMENT OF COUNTRY We acknowledge the Traditional Custodians of these lands on which we are meeting and pay tribute and respect to the Elders past, present and future.	
2.	Apologies Kathleen Porteus (Grafton Taxis), Carolyn Ardler (PHN), Kate Collins (NNSWLHD), Howard Avery (Cycling/Active Transport Rep)	
3.	Confirmation of minutes <ul style="list-style-type: none"> Meeting minutes confirmed as a true and accurate representation of the previous meeting minutes. Moved by Ross Chalmers. 	
4.	Declarations of Interest <ul style="list-style-type: none"> Nil 	
5.	Matters arising from previous minutes	
6.1	Review of CVTC Constitution <ul style="list-style-type: none"> Tina confirmed council had now amended item 7.2 Committee Scope to "Point to Point Transport (under 13 seats)". 	
6.2	Country Passenger Transport Infrastructure Grant Scheme Update <ul style="list-style-type: none"> Tina advised 2017 CPTIGS funding was exhausted in December 2018. Please note the commencement date for 2019/2021 round for CPTIGS funding applications is yet to be confirmed. Ross recommends best to document identified needs in preparation for when TfNSW advises applications will be available. 	

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6.3	Discussions with Council regarding safe ride/walk route and drop off zone	<ul style="list-style-type: none"> Deferred Howard's update to group of any progress as he is an apology at this meeting. 	
6.4	Healthy Towns Maclean Transport Background Paper	<ul style="list-style-type: none"> Carolyn shared a copy of the paper just prior to CVTC meeting which was distributed to committee members (please find attached). Further and extensive discussion noted in item 7.2 below. 	
7.	Business Arising		
7.1	Development Applications Review	<ul style="list-style-type: none"> No relevant applications to review 	
7.2	Transport themes emerging from Healthy Towns Maclean Transport Background Paper	<ul style="list-style-type: none"> General discussion in response to the paper content covered: (1) creation of larger signs in bus shelters subject to TfNSW signage standards ; (2) possibility of council exploring digital signage that is interactive via touch screen through commercial arrangements and/or council considering use of CPTIGS funding; (3) transporting secondary school children to TAFE – Clarence Community Transport has the resources however would require funding. Justification needed by clarifying how many students need this service to determine viability. (4) CVTC contributing to “transport board” through updating the local transport guide including all relevant websites and making available at the proposed Service NSW Centre in Maclean. Agreed the feedback box mentioned in the paper would be useful for CVTC receiving input on current transport matters. (5) increasing number of taxi's could be challenging due to likely commercial viability concern that relates to overall demand across the day/week in Maclean. Clarence Community Transport car might be possible to meet peak demand times however funding would be required. Go Buggy or Uber could be more commercially viable. (6) successful uptake of PCYC Safe Driving Program for learner drivers in Maclean. (7) possibility of youth transport needs being addressed by a 'Youth Advisory Committee'. 	<p>Glenn to write to Busways requesting increase of font size in the Maclean bus shelter.</p> <p>Dan to update CVTC in May regarding reality of digital signage.</p> <p>Glenn to follow up with Carolyn regarding potential number of students requiring transport to TAFE and implementation of 'transport board'.</p> <p>Glenn to arrange editing update to “Clarence Valley Transport Guide”</p>

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	<ul style="list-style-type: none"> (8) suggestion that Clarence Community Transport engage young people in employment. (9) suggestion to establish focus groups to identify transport issues and create solutions. 	
7.3	<p>Transport Information Day and other potential CVTC activity</p> <ul style="list-style-type: none"> Group agreed updating the Clarence Valley Transport Guide would be a worthwhile information activity rather than a specific transport information day at this stage. Noted updating the guide would be really useful for the “transport board” at the proposed Maclean Service Centre. Discussed and noted requested edits of the transport guide including embedding live links to transport providers listed in the downloadable pdf via www.goingplaces.org.au Dan spoke on behalf of Allira Newton from council regarding youth transport needs. Highlighted a ‘Youth Advisory Committee’ model used elsewhere (Walgett and Coonamble Council) that empowers youth to take on responsibility for allocating funding to support youth activities through being auspiced by an NGO. Suggested this might be best supported through a ‘Clarence youth action team’ through engagement data collected for the council ‘Integrated Strategic Plan’. 	<p>Glenn to arrange Social Futures Communications team to update CV transport guide and accordingly goingplaces website and printing of new guides for distribution at the May meeting.</p> <p>Dan update at next meeting to confirm if a ‘Clarence youth action’ group can be supported through the engagement activity determined by the ‘Integrated Strategic Plan’.</p>
8	Business without notice	
8.1	<p>Taxi Transport Subsidy Scheme (TTSS)</p> <ul style="list-style-type: none"> Noted the TTSS has been extended indefinitely and has increased from \$30 to \$60 for each one way journey. There will be no limit to transport vouchers an eligible person can utilise. Disability Discrimination Act (DDA) compliant bus stops required by 2022. 	Dan following up timelines for ensuring DDA compliant bus stops in the Clarence.
9	Conclusion & confirmation of next meeting	
10	<p>Meeting closed at 1pm</p> <p>Next meeting will be on Thursday 16 May 2019 at 11am Venue: Maclean Council Chambers</p>	



Clarence Valley Transport Committee

S355 Committee of Council

Meeting Schedule 2019 – All meetings will commence at 11.00 am

Meeting Date	Venue
Thursday 16 May	Maclean Council Chambers - Committee Room
Thursday 15 August	Maclean Council Chambers - Committee Room
Thursday 21 November	Maclean Council Chambers - Committee Room