

## MINUTES

Thursday, 21 November 2019, 11am

Venue: Clarence Valley Chambers in Maclean

<b>Attendance</b>	Glenn Bailey (Chair, Social Futures), Malcolm Britt (Busways) (by phone), Tina Bultitude (CVC), Cr. Jim Simmons (CV Councillor), Howard Avery (Cycling/Active Transport Rep), Kate Collins (NNSWLHD), Warwick Forster (Clarence Valley Community Transport), Ross Chalmers (TfNSW), Dan Griffin (CVC), Robyn Barlow (Clarence Correctional Centre – Serco)
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Item	Discussion	Action
1.	<b>ACKNOWLEDGEMENT OF COUNTRY</b>	
	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.	<b>Apologies</b>	
	Kathleen Porteus (Grafton Taxis)	
3.	<b>Confirmation of minutes</b>	
	<ul style="list-style-type: none"> <li>Meeting minutes from 16 May 2019 confirmed as a true and accurate representation of the previous meeting with a quorum. Moved by Malcolm Britt.</li> </ul>	
4.	<b>Declarations of Interest</b>	
	<ul style="list-style-type: none"> <li>Nil</li> </ul>	
5.	<b>Actions arising from previous minutes</b>	
5.1	<b>Update re development of a safe school ride/walk route in Grafton (progress of parent survey and council actions preventing traffic danger)</b>	
	<ul style="list-style-type: none"> <li>Howard advised the distribution of the parent survey was commencing 21 November to determine support &amp; location of residential crossings in the Grafton Public School vicinity.</li> <li>Jim expressed concern about the delay in addressing the issue of school pedestrian safety and preference for action to be expedited.</li> <li>Noted a new head of roads has commenced within council.</li> </ul>	Howard Avery to share survey outcomes and actions when available and progress of council works responding to actions determined.

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5.2	Busways update re: council works addressing damage to Busways vehicles; and installation of larger font bus stop signage <ul style="list-style-type: none"> <li>• Malcolm confirmed requested council works had been actioned to prevent further damage to Busways vehicles.</li> <li>• Malcolm confirmed larger font signage has been installed in Maclean bus stops.</li> </ul>	
5.3	Maclean High TAFE travel <ul style="list-style-type: none"> <li>• Glenn confirmed Maclean High students will receive free travel on Busways when accompanied by a letter of authorization from the school. Danielle Fisher from the school advised 7 students were travelling to TAFE in Term 3 with 2020 numbers to be confirmed.</li> </ul>	
5.4	Service day at Maclean Civic Hall – transport info stall & feedback <ul style="list-style-type: none"> <li>• Dan advised a Safe Communities Community Projects Officer, Andrea Nikas, will be responsible for co-ordinating the Maclean Service Day.</li> <li>• Regular Service Day commencing February 2020.</li> </ul>	Dan to suggest Andrea contact Glenn to discuss transport information stall and other CVTC ideas (transport board and feedback box).
5.5	Progress update <b>Clarence Youth Action</b> <ul style="list-style-type: none"> <li>• Dan advised recruitment for Clarence Youth Action is ongoing and the challenges of finding youth that are willing and available for the large area of Clarence LGA.</li> <li>• Malcolm shared about his experience meeting a group of students in the Macksville area, hearing about the challenges of isolation that arise with costs of transport, and interest to identify an effective transport model that addresses the needs of youth.</li> <li>• Ross indicated he will also be meeting the students likely before end of year to clarify what they really want. If an effective model can be determined this would be good learning to share with other regions.</li> </ul>	
6.	<b>Development Applications Review</b> No relevant applications to review	
7.	<b>Business arising</b>	
7.1.	<b>Interest from other local Transport Services</b> <ul style="list-style-type: none"> <li>• Mark Ruthven from Ride the Rabbit (0499 806 732) and Suzie Jonklass from Action Shuttle Bus (1800 248 837) are interested in attending a CVTC in 2020.</li> </ul>	Glenn to invite both to next meeting in Maclean.

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7.2	<b>How to make public transport more accessible?</b>	Glenn to share contacts for Ride the Rabbit and Action Shuttle Bus through minutes (refer to 7.1 discussion above)
7.3	<b>CCT transport of NDIS participants in other LGA's</b>	Warwick to send NDIS transport service information to Glenn for circulation as discussed.
7.4	<b>Clarence Correctional Centre Transport Update from Serco Asia Pacific</b>	<p>Glenn to link Robyn with Ross and Malcolm who will collaborate to identify transport need and proposal to TfNSW.</p> <p>Glenn to share goingplaces link and email contacts for CVTC members with Robyn as a resource for local transport information &amp; communication.</p> <p>Glenn to provide Robyn with Our Healthy Clarence contact regarding Mental Health FA and starting point for connecting with possible community partners to address stigma and misperception.</p> <p>Robyn to update CVTC regarding possibility of Serco</p>

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	<p>information regarding the facility for interested local community members including transport providers and community services. Mental Health First Aid Courses were also suggested as useful for the community. Committee suggested Serco partnering with local organisations in terms of delivering community information/ classes such as engaging stakeholders in the Our Healthy Clarence network.</p> <ul style="list-style-type: none"> <li>• Robyn confirmed Serco has a trauma-informed training package that will be delivered to staff and selected Inmates, and that there is a training facility on the grounds outside the secure Centre, and trainers. She agreed to raise this with the Serco Rehabilitation Manager to consider once internal training requirements are met.</li> <li>• Serco confirmed they have facilities and staff to support mental health needs at the centre.</li> <li>• The Committee advised a concern of the community was a significant influx of people, both families of inmates and staff, and this could have a negative impact on health services and transport availability, including school buses for children. Robyn advised that Serco is in the process of recruiting and a good percentage of the Expressions of Interest have been from local people. Whilst Serco will definitely attract some new people into the local community they are finding the quality of local candidates quite good to date. With regards to health services Robyn indicated they have strong lines of communication with local health services and discussions are progressing well. In addition the facility will have health clinics on site including dental clinics that are fully equipped with x-ray machines and other equipment etc. to minimise the burden on local services.</li> </ul>	<p>delivering trauma-informed classes to wider community.</p>
7.5	<p><b>NR Regional Transport Forum</b></p> <ul style="list-style-type: none"> <li>• Noted group interest in attending a Northern Rivers Regional Transport Working Group Forum planned for 3 March 2020 in Lismore.</li> <li>• Agreed to reschedule the forum as the next CVTC meeting.</li> <li>• Noted, for consideration by organiser (Glenn), suggestions for additional items to the proposed Forum agenda were: a presentation on the self-drive trial in Coffs Harbour; and a state government presentation on the youth ride model in Coffs Harbour.</li> <li>• Glenn indicated audio visual internet connection would be available for interested stakeholders unable to attend in person.</li> </ul>	<p>Glenn to contact Ross to clarify if TfNSW Contract Manager or other representative could speak to these additional items.</p> <p>Glenn to distribute calendar invite to CVTC members.</p>
9	<p><b>Conclusion &amp; confirmation of next meeting</b></p>	

Item	Discussion	Action
10	Meeting closed at 12:30pm <b>Next meeting will be at the Northern Rivers Regional Transport Working Group Forum scheduled for 3 March 2020 in Lismore. (Address below.)</b>	

## Meeting Schedule 2020

Meeting Date	Venue
<b>10am – 1pm Tuesday 3 March 2020 (as agreed replaces 20 Feb meeting)</b>	Northern Rivers Regional Transport Forum – 256 Molesworth St, Lismore (Social Futures)
<b>11am – 1pm Thursday 21 May 2020</b>	Maclean Council Chambers - Committee Room
<b>11am – 1pm Thursday 20 August 2020</b>	Maclean Council Chambers - Committee Room
<b>11am – 1pm Thursday 19 November 2020</b>	Maclean Council Chambers - Committee Room