

## MINUTES

Thursday, 21 May, 11am

Venue: Online (due to social distancing requirements)

<b>Attendance</b>	Glenn Bailey (Chair, Social Futures), Malcolm Britt (Busways), Howard Avery (Cycling/Active Transport Representative), Shirley Kelly and Carole Isaacs (Connect You Too – Clarence Community Transport), Dan Griffin (CVC), Denise Alexander (Clarence Correctional Centre – Serco), Arnab Roy and Steve Finnan (TfNSW Rural and Regional Planning), Penny Sutton and Chantel Ensby (TfNSW Road User Safety Team).
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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>	
	Cr. Jim Simmons (CV Councillor), Kate Collins (NNSWLHD), Ross Chalmers (TfNSW), Robyn Barlow (Clarence Correctional Centre – Serco), Djaan Jarrett (North Coast Primary Health Network (NCPHN) – Aboriginal Health), Mark Ruthven (Rabbit Ride Share)	
3.	<b>Confirmation of minutes</b>	
	<ul style="list-style-type: none"> <li>Meeting minutes from 21 November 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 shared overview including past near misses and ongoing risk to students and community. Hoping to reduce car traffic through encouraging walk - ride active transport.</li> <li>Described survey results as affirming parental support for safer walk/ride access to school.</li> <li>Jim has been encouraging council staff to update Howard.</li> <li>Awaiting council action on pedestrian crossings location being confirmed as next step towards installation.</li> </ul>	Howard Avery to provide update at August CVTC

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	<ul style="list-style-type: none"> <li>• Dan commented GM and internal council support for strategic action to make roads safer for children.</li> <li>• Meeting next week at council to discuss funding options for establishing crossings and ongoing maintenance.</li> </ul>	Dan to update CVTC in August
5.2	<p><b>Update regarding Service day at Maclean</b></p> <ul style="list-style-type: none"> <li>• Glenn advised Andrea Nikas (Safe Communities Community Projects Officer) from council last advised service centre in Maclean is likely to be open from mid 2020. Confirmed okay to have a local transport information board and transport feedback box located in the building for the public. Feedback would be passed on to the CVTC.</li> <li>• Dan explained the building is being refurbished and is located at 1 McNaughtan Place, Maclean. It will also be used by practitioners aligned with social, health and well-being purposes including a room for hourly hire. The centre will also help address some of the needs identified in the Healthy Towns Maclean Transport Background Paper (which has been emailed as an attachment).</li> </ul>	Dan to provide progress update to CVTC in August
5.3	<p><b>Progress update on Clarence Correctional Centre Transport</b></p> <ul style="list-style-type: none"> <li>• Please see item 7.3 below.</li> </ul>	
6.	<p><b>Development Applications Review</b></p> <ul style="list-style-type: none"> <li>• No relevant applications to review.</li> <li>• Noted general discussion regarding the challenges transport services may have if they need to access inside some of the over 50's lifestyle and affordable housing estates being established in Grafton and Maclean areas. For example Clarence Community Transport sometimes have difficulty collecting passengers within estates when using a 22 seater bus. Noted that some estates are considered private and this can mean that adequate provision for bus access or public transport services is not required in a development application other than provision for a bus stop outside the estate.</li> <li>• The TfNSW 16 Cities Project in Grafton may look at transport needs to such lifestyle estates.</li> </ul>	
7.	<p><b>Business arising</b></p>	
7.1.	<p><b>Introductions from guests and existing members</b></p> <ul style="list-style-type: none"> <li>• Shirley Kelly/Carole Isaacs – Connect You Too (Trading as Clarence Community Transport) (A new manager will be recruited most likely by August 2020.)</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Arnab Roy/Steve Finnan – TfNSW Rural &amp; Regional Planning &amp; Development (Will be consulting with local stakeholders through the TfNSW transport improvement project in Grafton.)</li> <li>• Penny Sutton/ Chantel Ensby – TfNSW Road User Safety Team (Penny very interested to attend CVTC ongoing and particularly keen to encourage active transport options in the area, such as in Grafton where it is quite flat.)</li> <li>• Djaan Jarett – NCPHN – Aboriginal Health Coordinator (Left meeting early due to technical issues. Welcome to contact him if he can be of any assistance to CVTC. Interested in transport to improve health outcomes for community.)</li> </ul>		
7.2	<p><b>Transport Information promotion activity for Clarence Valley – adapting to COVID 19.</b></p>	<ul style="list-style-type: none"> <li>• Group agreed that for promoting transport information in the current financial year, researching current school routes and making that information as accessible as possible through <a href="http://www.goingplaces.org.au">www.goingplaces.org.au</a> would be a good activity satisfying social distancing requirements.</li> <li>• Next financial year agreed to focus on the Jacaranda Festival in November for promoting public transport and will plan accordingly at the August CVTC.</li> <li>• Glenn advised the Clarence Valley transport guide has now been updated and is available on <a href="http://www.goingplaces.org.au">www.goingplaces.org.au</a> which will have a focused promotion through email networks.</li> </ul>	<p>Glenn to research and update school route information on goingplaces website</p> <p>CVTC plan transport promotion for Jacaranda Festival at August meeting</p> <p>Glenn to initiate email promotion of updated Northern Rivers transport guides and goingplaces website</p>
7.3	<p><b>Clarence Correctional Centre (CCC) Transport Update from Serco Asia Pacific</b></p>	<ul style="list-style-type: none"> <li>• Denise Alexander (CCC Deputy General Manager – Female Custody) spoke in absence of Robyn Barlow.</li> <li>• Denise understood from Robyn that the CCC was awaiting a response from TfNSW to advise if a public transport bus route between Grafton and the facility would be granted.</li> <li>• Arnab shared his understanding that TfNSW (through feedback they provided to the Department of Planning, Industry and Environment) are in fact currently awaiting a response from Serco regarding recommended revisions to the Sustainable Transport Plan (STP) for the facility on themes such as minimising single occupancy vehicle use and a strategy to determine transport demands for people locally and further afield (visitors and staff).</li> </ul>	<p>Carry over from November 2019 meeting to August 2020 CVTC: Robyn to update CVTC regarding possibility of Serco delivering trauma-informed classes to wider community.</p> <p>Denise taking the question of response to current TfNSW STP queries on notice. Will update the CVTC via email.</p>

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	<ul style="list-style-type: none"> <li>Noted CVTC concern about health and safety outcomes for family members arriving on the late-night train to Grafton who wish to visit CCC. General discussion acknowledging that economic disadvantage is a barrier for some people accessing transport. For example, a taxi fare from Grafton to CCC could be in the vicinity of \$80.</li> <li>Noted concern for safety conditions on the existing road to access the facility from Grafton.</li> <li>Denise indicated the CCC ramp up is likely to have 90 people moved to the facility per week for 6 months. Visiting hours will be from Wednesday to Sunday. 500 to 600 staff will be employed over a 7-day roster for the facility.</li> <li>Denise confirmed the CCC is willing to promote information about local transport providers. Please post hard copies of promotional material to: Glen Scholes, General Manager, 313 Avenue Road, Livadia, 2462)</li> </ul>	<p>Transport providers can post hard copies of promotional material to CCC via General Manager</p>	
<p><b>7.4</b></p>	<p><b>Overview of TfNSW Transport Improvement Planning activity for Grafton</b></p>	<ul style="list-style-type: none"> <li>The 16 Cities Project focuses on transport improvement actions for regional cities across NSW which honours an election commitment. The project consists of several stages.</li> <li>Tweed improvements were recently completed and Port Macquarie consultation is current.</li> <li>Consultation with local transport providers and stakeholders in Lismore and Grafton cities will commence in the coming months with initial “quick wins” the immediate goal this year. However, a more holistic phase of consultation and a thorough decision-making process will occur thereafter.</li> <li>South Grafton buses and transport as far as Yamba plus local public and school routes will be included in the project for Grafton.</li> <li>Arnab and Steve and other planning colleagues are in the process of speaking to CVTC stakeholders and others in Grafton city.</li> </ul>	<p>Arnab to communicate with Glenn regarding establishing connections to local stakeholders</p> <p>Arnab to provide progress update at August CVTC</p>
<p><b>7.5</b></p>	<p><b>NR Regional Transport Forum and the NR Transport COVID 19 Zoom Meeting</b></p>	<ul style="list-style-type: none"> <li>The Northern Rivers Regional Transport Working Group Forum held on 3 March 2020 in Lismore successfully brought over 30 transport stakeholders from working groups across the seven local government areas of the region. A key observation was the benefit of the sharing and networking between local councils, NSW Health, transport providers, community representatives, and other stakeholders.</li> <li>In response to the significant impact of COVID 19 on transport providers the Transport Development Project (facilitated by Glenn) organised an online meeting for over 40 stakeholders to describe the challenges and gain insights into how to best adapt service delivery to the social distancing requirements.</li> </ul>	

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8	<b>Business without notice</b>	
	<p><b>Connect You Too update on “hub and spoke” transport model and NDIS transport outside Clarence Valley</b></p> <ul style="list-style-type: none"> <li>Noted from Shirley and Carole that Warwick was unsuccessful in creating a ‘point to point’ hub and spoke model of transport service for the lower Clarence River area to facilitate better access to transport.</li> <li>Noted that although Clarence Community Transport were granted LGA funding in Lismore, Richmond and Kyogle to transport NDIS recipients, they were unable to use the funds due to limited logistical capacity.</li> <li></li> </ul>	
9	<b>Conclusion &amp; confirmation of next meeting</b>	
	Meeting closed at 12:30pm	<b>Next meeting will be on 20 August 2020. Pending NSW Health Order updates the meeting will be held in Maclean (address below) or via Zoom online.</b>

## Meeting Schedule 2020

Meeting Date	Venue
<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