

Minutes

Northern Integrated Transport Plan

Steering Committee Meeting

20 March 2012

12:00-2:00 pm

Venue: Meeting Room, Northern Tasmania Development

Level 1, Cornwall Square Transit

12-16 St John Street, Launceston

Chair: David Spence (DIER)

Attendees: Raoul Harper (Flinders Council), Robert Dobrzynski (Launceston City Council), Des Jennings (Break O' Day Council), Derek Le Marchant (NTD), Judy Davey (DEDTA) – proxy for Bronte Price, Stewart Johnson (TPC), Fiona McLeod (DIER), Troy Crystal (DIER)

Item No	Item	Actions
1	<p>Welcome, Introduction and Apologies</p> <ul style="list-style-type: none">• Apologies were received from Ian Howard (West Tamar Council) and Bronte Price (DEDTA)• Chair welcomed members and gave an overview of some related projects• Agreed that relationship between projects needs to be clarified• Discussion over Nationbuilding 2 project identification and members expressed strong interest in providing input into that process (noted that no Northern projects appear on current TIAC priority list)• Members discussed need to prioritise as a region and Chair commented that DIER still needs to consider projects from a statewide perspective• Work at Bell Bay discussed – members would like further information on this	<p>DIER to provide relationship diagram of policies/plans to members and attach to project plan before next meeting</p> <p>DIER to provide Nationbuilding 2 criteria to members when available</p> <p>DIER to check TIAC project list includes projects in the Northern region</p> <p>DIER to provide more detailed information on proposed Bell Bay project at next meeting</p>
2	<p>Draft Terms of Reference</p> <ul style="list-style-type: none">• Members discussed draft terms of reference and minor alteration to reporting arrangements diagram was requested• Members endorsed the Terms of Reference subject to this change	<p>DIER to update Terms of Reference</p>

3	Project overview	
3.1	<p>Context of plan</p> <ul style="list-style-type: none"> Chair gave an overview of the planned approach including: greater structure agreed upfront, more targeted meetings, out of session consideration of some documents, workshops to discuss strategies and actions, importance of timeframes 	
3.2	<p>Draft project plan</p> <ul style="list-style-type: none"> Members discussed the project plan, including: tasks and timeframes, need to incorporate Nationbuilding 2 into process, how Council plans would feed into the NITP, need for evidence base for projects, need for prospective analysis, potential timing/resource issues, linkages to REDP Members consider NITP to be a priority, and indicated a willingness to assist with tasks/funds as necessary (subject to availability) NITP to include a review of strategies and actions from 2003 NITP, as well as incorporating Council plans Members agreed it would be beneficial to have common criteria for projects across the region to ensure fairer prioritisation Greater Launceston Metropolitan Passenger Transport Plan and Launceston Traffic Review to feed into the NITP Risk register will be monitored at steering committee meetings Members endorsed the project plan, subject to amendments re wording over NITP and Councils, altering timeframes to allow for input into Nationbuilding 2 	<p>DIER to update project plan</p> <p>DIER to develop draft project prioritisation criteria (data requirements)</p>
3.3	<p>Draft consultation strategy</p> <ul style="list-style-type: none"> Members discussed the consultation strategy including how to link with related projects, approach with Minister/Secretary, input into workshops It was agreed that Councils could still approach Ministers etc about specific projects outside this process Members endorsed the draft consultation strategy subject to minor wording changes 	<p>DIER to update consultation strategy</p>

3.4	<p>Working group</p> <ul style="list-style-type: none"> Members discussed the role of the working group and appropriate representation - technical rather than strategic 	<p>NTD to contact Councils and collate a contact list of working group members asap</p> <p>DIER to draft terms of reference for working group</p> <p>DIER to update project documentation to clarify role of working group</p>
4	<p>Status Report – Greater Launceston Metropolitan Passenger Transport Plan</p> <ul style="list-style-type: none"> DIER provided report on status of this project – currently working on project documentation, stakeholder consultation due to start after Easter More detailed report to be provided as project progresses 	
5	<p>Meeting schedule</p> <ul style="list-style-type: none"> Meetings to be scheduled around decision points in advance to help ensure deadlines are met – with reasonable notice to achieve maximum attendance and input 	
6.	<p>Other business</p> <ul style="list-style-type: none"> Greater Launceston plan and specific transport issues discussed – paper expected to be out soon Members noted that documents provided are not confidential unless specified and may be circulated more widely 	