

Meeting Notes

Purpose of Meeting	WBONI Community Liaison Group (North)		
Project	Western Brisbane Transport Network Investigation	Project No	Q199706
Prepared By	WBONI	Phone No	(Toll free) 1800 636 896
Place of Meeting	Geebung-Zillmere RSL Club	Date	20 September 2007
		Time	7:00 PM
Present	CLG members, WBONI team, Government representative and facilitator.		
Apologies			

ACTION ITEM	Who?	When?
1) Introductions and role of WBONI CLG	Noted	
<ul style="list-style-type: none"> - CLG members and WBONI team members introduced themselves to the group. - The purpose of the WBONI CLG is to: <ul style="list-style-type: none"> - Involve the community in the investigation. - Gather feedback and suggestions to enable the delivery of optimal investigation outcomes. - Increase community understanding about the investigation. - Effectively respond to emerging community issues and concerns. - Meeting notes methodology endorsed by the CLG: <ul style="list-style-type: none"> - Meeting notes will be taken by the WBONI team and distributed to the CLG members via email. - CLG members will have seven (7) days to respond with comments. It was agreed that CLG members were to indicate their satisfaction with the meeting notes, via email to the WBONI team, for faster publication on the website. - Disputed sections will be withheld from public display and raised for further discussion at the next meeting. ■ CLG meetings will not be taped. 	Noted	
2) Draft Charter		
<ul style="list-style-type: none"> ■ Media liaison process accepted by the CLG: <ul style="list-style-type: none"> - No member can speak to media on behalf of CLG. 	Noted	

- Members may speak to media as individual citizens.

- A concern was raised regarding whether the CLG groups are representative of the whole community within the investigation area.

Response: WBTNI advised that the CLGs are one facet of the investigation's community engagement program. CLG members should not feel as though their involvement in a CLG is a burden.

WBTNI advised that a robust selection process was applied to ensure the CLGs represented a balanced snapshot of the wider community.

WBTNI also advised that other communication activities included workshops; public displays at shopping centres; briefings with elected representatives; newsletters; fact sheets; website activity and online communication; advertising; media relations etc.

- A request was raised as to whether members' contact details could be circulated within the CLG.

Response: WBTNI will not proactively distribute the contact details of any CLG members due to privacy issues. Should members wish to exchange their contact details, they are free to do so.

3) Overview and Update

- A question was posed as to why the WBTNI Terms of Reference are still in draft form.

Response: The WBTNI Draft Terms of Reference received significant community interest and have now been finalised.

To release the document in final format, it must first be agreed to by the relevant minister to become official.

The WBTNI team were due to brief the Minister for Transport on Monday 10 September however, this meeting was postponed following the Premier's resignation.

The WBTNI team are now waiting for an opportunity to brief the new Ministers and ratify the Terms of Reference. Once approved, they will be posted on the website for public view.

- A question was raised as to whether the timetable within the draft Terms of Reference has changed due to the recent cabinet reshuffle.

Response: The WBTNI team are committed to achieving the dates outlined in the Draft Terms of Reference. Any impacts resulting from the recent cabinet reshuffle should only influence internal timings.

- A question was raised regarding whether WBTNI has already conducted a traffic flow needs analysis.

Response: WBTNI has a computerised traffic model to forecast how various needs and options combine.

- Traditional land ownership was raised as an important issue to be considered in the investigation. Noted

Response: WBTNI acknowledges this is a very important matter and it has been noted.

- A question was posed as to whether the investigation will be focusing directly on the two western bypass options as outlined in the Draft Terms of Reference.

Response: WBTNI is looking at regional zones only and where people want to travel.

- A request was made for transport node information and the 'in scope / out of scope' slides to be supplied to the CLG. WBTNI 27.09.07

Action: Supply the above mentioned information to the CLG via email.

- A point was raised that the Draft Terms of Reference document is very broad and easy to misinterpret.
 - CLG feedback such as this is encouraged.
- A question was raised regarding how the public would know the CLG was in place to represent them. Concerns were raised that the CLG members are not elected representatives.

Response: WBTNI advised that the CLG members are not asked to represent and pass information to the wider population in isolation.

WBTNI communication team has a wide range of consultation channels to ensure the public is informed and can provide feedback on the investigation. Channels include public displays, workshops, newsletters, website, briefings to Council committees on request, advertising, etc.

CLG members are encouraged to inform WBTNI if they believe that any channels are not working.

CLG members are asked to be a further link between WBTNI and the community and ensure that people are aware of the investigation, the website and feedback channels.

- A question was posed regarding when a member of the public makes a comment to a CLG member. Clarification was required as to whether the CLG member brings the comment to the meeting or refers the community member to the WBTNI communication team.

Response: The WBTNI team has no set rules regarding this process. If the community member contacts the WBTNI team directly they can be registered as an interested stakeholder for future correspondence, invitations to workshops etc.

- A question was posed regarding whether WBTNI will offer sponsorships for CLG members to attend relevant conferences and forums to learn from what is happening in other states. WBTNI Next meeting

Response: This is something that has not yet been considered. The WBTNI team will take this on board for consideration.

- A question was posed as to whether CLG members can nominate another person to attend meetings in their place. Noted

Response: Yes, if a CLG member is unable to attend, CLG members are encouraged to nominate a proxy from the group they represent.

The WBTNI team also understands that this may not always be possible, as in the case of individual residents.

4) **Date and topics for next meeting**

WBTNI 04.10.07

- A tentative date of Wednesday 31 October was set as the date of next meeting. The venue is yet to be confirmed. This meeting date is pending Ministerial briefing and venue availability.

- Meeting closed 9.00pm.