

RTI Uplift Project Steering Committee Minutes

Time and Date	10.00 – 11.00am, Tuesday 15 April 2025
Location	Medium Meeting Room, Level 7, Executive Building, 15 Murray Street

Members	Lydia Horne, Manager Office of the Secretary – DPAC (Chair)
	Michelle Lowe, Director, Office of the Secretary – DoJ
	Heather Neate, Program Manager, RTI - NRE TAS
	Lee Taylor Sergeant - DPFEM
	Jenny Kaldor, General Manager, Legal Services – DoH
	Alison Lander, Director, Secretariat & Legal Services - DSG
	Paula Becker – DECYP
Observers	Gemma Smith, Program Manager – DPAC
	Ellen Thompson, Senior Project Officer – DPAC
Apologies	Bec Ladd, Manager Legal Services – DECYP

1. Welcome, agenda and apologies.

The Chair opened the meeting at 10:05am, welcomed the members and provided an acknowledgement of country.

2. Minutes

The Committee ratified the minutes from the previous meeting and approved to make the minutes available online.

3. Project status update

The Project Manager provided an update on the project, noting that it is on track and within budget.

Members advised that they are progressing with identifying and seeking approval for new routine disclosures.

4. Update on UTAS Modules

The Project Manager gave an update on the progress of the training modules.

The Project Manager advised that UTAS have taken on board the feedback provided from the previous Steering Committee meeting.

The Project Manager advised that the training is being designed to ensure that changes can be made easily to individual parts of content as needed.

A Member raised that the tone of the external review module comes across as adversarial and suggested that it would be an improvement to have the tone be more supportive and less intimidating.

The Project Manager asked Committee Members to provide feedback on the latest modules by 28 April 2025.

5. Other business

No other relevant business was raised.

The meeting closed at 10:58 am.