

## Philip Street Communities and Families

### Advisory Group

### Meeting Agenda – 12/05/2022



**Time: 12noon to 2pm**

**Location:** Maxine Brushe Community Meeting Place, Philip Street Communities and Families Precinct, Hall 1

**Meeting Chair:** Supria Singh

**Secretariat:** Emily Costello

**Minutes Taker:** Michele Battisson

#### **Attendees:**

Lee Griffith, Manager Engagement & Partnerships proxy for Kylie Lee, General Manager Community Development & Events, Gladstone Regional Council

Christopher Ford, Precinct Manager The Salvation Army

Lorna McGinnis, Gladstone Region engaging in action Together

Orla Smyth, Gladstone Region engaging in action Together

Kate Dufty

Shakira Raymond, Project Support Officer/Administration, Communities for Children, GAPDL

Cecelia Eggmolesse

Cr Muszkat

**Apologies:** Cr O'Grady;

#### **Advisory Committee Principals of Working Together**

- ***Valuing diversity – exploring each other's motivations, values, and underlying interests to build understanding and appreciation of the added value that comes from diversity***
- ***Building equity – sharing equal rights to be at the table and valuing all contributions***
- ***Being open – respecting and trusting each other and handling information with care and respect***
- ***Ensuring mutual benefits – decision to be made with integrity and transparency and in the best interests of the partnership and its overarching goals***
- ***Being courageous – being bold to tackle the many unknowns in relation to complex issues to achieve breakthrough results.***

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Time	Topic	Action
12noon – 12.05pm	<b>Meeting open 1:05pm</b> Acknowledgement of Country	For Noting
12.05pm - 12.10pm	<b>Check In</b> How will you live the Advisory Committee Principals of Working Together at today's meeting? Lee – being brave in conversations and in tackling issues Supria – being courageous Cecilia – being open with information and care and respect Cr Muszkat – be open Shakira – being open Kate – valuing diversity Chris – ensuring mutual benefits	For Noting
12.10pm - 12.25pm	<b>Presentation – Gladstone Region Engaging in Action Together (GRT)</b> Presentation by Lorna McGinnis attached to these minutes.  A discussion was had by the Committee around the presentation by GRT, main topic being homelessness and housing. <b>Recommendation:- Move a recommendation that we invite GRT to hold a specific conversation around the alignment with GRT &amp; Philip Street and opportunities to share data and collaborate.</b> <b>Moved by:-</b> Lee Griffiths <b>Seconded by:-</b> Kate Dufty	For Noting



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12.25pm - 12.30pm	<p><b>Minutes &amp; Conflicts of Interest</b></p> <p><b>Conflicts</b> – standard ones only</p> <p>Kate Dufty advised she was in working group of Gladstone Region engaging in action Together (GRT) – group decided no conflict to declare.</p> <p><b>Minutes</b> – passed by all</p> <p><b>Moved by:-</b> Kate Dufty</p> <p><b>Seconded by:-</b> Supria Singh</p>	For Noting												
12.30pm – 12.45pm	<p><b>Update of recommendations and actions</b></p> <p>Community Development Officer</p> <p>Update of outcomes and progress of recommendations and actions from previous meetings.</p> <p>Due to limited time left for this meeting the Committee were requested to review document and feed anything back to Lee Griffiths or Emily Costello.</p> <p>Supria Singh queried the following requesting update:-</p> <table border="1" data-bbox="342 890 1850 1217"> <tbody> <tr> <td data-bbox="342 890 517 1034">10/03/2022</td> <td data-bbox="517 890 669 1034">For action</td> <td data-bbox="669 890 1176 1034">The Operations Group to explore and source training for the Advisory Committee members regarding diversity in its many forms.</td> <td data-bbox="1176 890 1480 1034">Advisory Committee to Operations Group</td> <td data-bbox="1480 890 1648 1034">Operations Group</td> <td data-bbox="1648 890 1850 1034">Neighbourhood Centre Co-ordinator/TSA Receptionist</td> </tr> <tr> <td data-bbox="342 1034 517 1217">10/03/2022</td> <td data-bbox="517 1034 669 1217">For action</td> <td data-bbox="669 1034 1176 1217">The Operations Group to explore and source training for all precinct users/hirers and service provider regarding diversity in its many forms.</td> <td data-bbox="1176 1034 1480 1217">Advisory Committee to Operations Group</td> <td data-bbox="1480 1034 1648 1217">Operations Group</td> <td data-bbox="1648 1034 1850 1217">Neighbourhood Centre Co-ordinator/TSA Receptionist</td> </tr> </tbody> </table> <p>Lee Griffiths advised these were tasked to the Neighbourhood Centre Co-Ordinator. He will request an update and report back.</p>	10/03/2022	For action	The Operations Group to explore and source training for the Advisory Committee members regarding diversity in its many forms.	Advisory Committee to Operations Group	Operations Group	Neighbourhood Centre Co-ordinator/TSA Receptionist	10/03/2022	For action	The Operations Group to explore and source training for all precinct users/hirers and service provider regarding diversity in its many forms.	Advisory Committee to Operations Group	Operations Group	Neighbourhood Centre Co-ordinator/TSA Receptionist	For noting
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<p>12.45pm – 1.15pm</p>	<p><b>Advisory Committee Members Reports</b>                      Advisory Committee Members</p> <ul style="list-style-type: none"> <li>- <b>Kate Dufty - Disability Community Representative</b>                              No report presented</li> <li>- <b>Supria Singh - Culturally and Linguistically Diverse Community Representative</b>                              No report presented</li> <li>- <b>Cecelia Eggmolesse - Indigenous Community Representative</b>                              No report presented</li> </ul> <p>1. Booking procedures for Philip Street hire rooms discussed.                      Lee Griffiths advised streamlining of system in progress, the Business Improvement Team will come in to review and provide advices on the system.                      Idea noted: an online calendar be created for community to access and view availability of rooms.                      Lee Griffiths advised he will explore this idea.</p> <p><b>Recommendation: - Advisory Committee recommends the room booking system process improvement work is made a priority i.e.. online</b></p> <p><b>Moved by:</b> - Cr Muszkat  <b>Seconded by:</b> - Supria Singh</p> <p>2. Concerns expressed and discussion had by committee regarding the maintenance of grounds and grass of Precinct.  <b>Recommendation: - to Council to ensure that the gardens and lawns are maintained to a standard that the precinct can be proud of. This is essential to ensure that they present well to the community and are in keeping with the site values being a welcoming and safe environment.</b></p> <p><b>Moved by:</b> - Christopher Ford  <b>Seconded by:</b> - Cecelia Eggmolesse</p>	<p>For Information and Discussion</p>



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	<p>3. Discussion around events in the greenspace, stage and playground areas.</p> <p><b>Recommendation:</b> - to explore acquiring a portable modular stage for use by community groups in the Maxine Brushe Community Meeting Place.</p> <p><b>Moved by:</b> - Cecelia Eggmolesse</p> <p><b>Seconded by:</b> - Supria Singh</p> <p>4. Discussion around issues of elderly and disabled access to Maxine Brushe Community Meeting Place</p> <p><b>Recommendation:</b> - that the Operations Group explore the difficulties of site accessibility including the elderly, people with a disability who are disembarking/embarking buses and walking distances to enter the Maxine Brushe Community Meeting Place.</p> <p><b>Moved by:</b> - Cr Muszkat</p> <p><b>Seconded by:</b> - Kate Dufty</p> <p>5. Discussion around availability of microphone and speaker system and/or smart room capabilities in hire rooms of the Maxine Brushe facility</p> <p><b>Recommendation:</b> - Recommendation to explore conversion of the Maxine Brushe Community Meeting Halls rooms into Smart Rooms with the technology to support online attendees.</p> <p><b>Moved by:</b> - Supria Singh</p> <p><b>Seconded by:</b> - Shakira Raymond</p> <p>6. Discussion around possibility of installation of community noticeboard &amp; brochure board in the kitchen of the Maxine Brushe facility</p> <p><b>Recommendation:</b> - to investigate a brochure rack and corkboard/magnetic style noticeboard on the hallway wall in Maxine Brushe Community Meeting Place</p> <p><b>Moved by:</b> - Kate Dufty</p>	



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	<p><b>Seconded by:</b> - Supria Singh</p>									
<p><b>1.15pm – 1.30pm</b></p>	<p><b>Council &amp; Appointed Members Update/Report</b>                      Appointed Members                      - Captain Chris Ford - Salvation Army – Philip Street Manager</p> <p><b>Philip Street Communities and Families Precinct Advisory Committee Community Member Report</b></p> <table border="1" data-bbox="344 687 1715 799"> <tr> <td data-bbox="344 687 528 762"><b>Report by</b></td> <td data-bbox="528 687 1070 762">Captain Chris Ford</td> <td data-bbox="1070 687 1258 762"><b>Date of meeting</b></td> <td data-bbox="1258 687 1715 762">12<sup>th</sup> May 2022</td> </tr> <tr> <td data-bbox="344 762 528 799"><b>Location</b></td> <td colspan="3" data-bbox="528 762 1715 799">Maxine Brushe Community Meeting Place, Philip Street Communities and Families Precinct</td> </tr> </table> <p><b>1. Community Member Report</b></p> <p>Gumar building has been very busy over the March and April period. With over 400 interactions with community members. This can be broken down to 160 people seeking Welfare support, 50 seeking general information, 110 seeking financial assistance, and 80 seeking case work. NLS loans are still very popular as of the end of last week had over 55 applications being processed. Case work is steadily increasing as well.</p> <p>On Good Friday evening The Salvation Army and the Gladstone Christian Leaders Network held an overnight prayer vigil. This saw 180 people attend the Precinct from 6pm to 6am. For many people this was their first time at the Precinct.</p> <p>We did see a small drop in numbers during the week that the Federal government gave out the \$250 low-income bonus to offset the increasing cost of living. However, that money is now largely spent, and our numbers have returned back to normal.</p> <p>Referrals have come from Nutchee and Ngallil buildings and we have referred to Nutchee building as well. Further to collaboration on site The Salvation Army bus is now being used by Shy group to transport their folk to and from the Precinct. Thank you to Councillor Muszkat for the referral. This is a free service offered by the Salvos to help groups increase their connection to their programs. We currently looking into funding for the bus to ensure this service can remain free into the future.</p> <p>As of Tuesday 12<sup>th</sup> April 2022, we welcomed our first Consult room partner, Lynette Pullen Psychology, who will be working from the Gumar building every Tuesday and Wednesday. Lynette will be interacting with the Precinct, and we are looking forward to</p>	<b>Report by</b>	Captain Chris Ford	<b>Date of meeting</b>	12 <sup>th</sup> May 2022	<b>Location</b>	Maxine Brushe Community Meeting Place, Philip Street Communities and Families Precinct			<p>For Information and Discussion</p>
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	<p>creating referral pathways to her service. Further to Lynette, Mental Health training is taking place at the Precinct every second month in the Gumar building smart room. The Mental Health Network are now holding regular meetings once month in the Gumar Smart Room.</p> <p>We continue to see increasing numbers of people at risk of homelessness in the LGA. The numbers are slowing. We suggest that this is as most community members have found accommodation, however, we expect an explosion in the coming months as people’s leases come to an end.</p> <p>We have had a number of community members comment about the grounds and in particular the long grass. They have indicated that it appears the Precinct is unkept or not occupied.</p> <p><b>2. Community member recommendations</b></p> <p>Recommendation to Council to ensure that the gardens and lawns are maintained to a standard that the precinct can be proud of. This is essential to ensure that they present well to the community and are in keeping with the site values being a welcoming environment.</p> <hr/> <p>Appointed Members</p> <ul style="list-style-type: none"> <li>- Shakira Raymond – Communities for Children</li> </ul> <p><b>Philip Street Communities and Families Precinct Advisory Committee Community Member Report</b></p> <table border="1"> <tr> <td><b>Report by</b></td> <td>Captain Chris Ford</td> <td><b>Date of meeting</b></td> <td>12<sup>th</sup> May 2022</td> </tr> <tr> <td><b>Location</b></td> <td colspan="3">Maxine Brushe Community Meeting Place, Philip Street Communities and Families Precinct</td> </tr> </table> <p><b>New Nutchee Building Users</b></p> <p>Summit Place Psychology – booking for every Wednesday starting April 20<sup>th</sup>.</p> <p><b>Site Visits</b></p>	<b>Report by</b>	Captain Chris Ford	<b>Date of meeting</b>	12 <sup>th</sup> May 2022	<b>Location</b>	Maxine Brushe Community Meeting Place, Philip Street Communities and Families Precinct			
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	<p>01/04/2022 – Community Member enquiring about the different meeting/consult rooms in each building. Enquired about how to book the rooms and was referred to the GRC Bookings page.</p> <p>04/04/2022 – Kelly Haidle – Centre for Play Therapy. Dropping by to see what the Nutchee Building looks like and to introduce herself in person as we have met previously through email. Kelly is interested in guest speaking at playgroups as she is a big believer of soft entry introductions.</p> <p>13/04/2022 – Cameron Hope – Canteen. Participated in a regional trip, meeting local services, and promoting their own services.</p> <p><b>New Features/Services</b></p> <ul style="list-style-type: none"> <li>• Strong Communities School Holiday programs (each Wednesday of this school holidays).</li> <li>• Baby NaN – Strong Communities 0-2 years playgroup, every Monday within the school term, starting 9<sup>th</sup> May.</li> </ul> <p><b>Trends</b></p> <p>Over the last month we have seen a trend in enquiries for Family Contact Centres or an agency that might provide supervised visits or child custody handovers.</p> <p>Still seeing a trend in playgroup enquiries and early years activities in place of no childcare places available.</p> <p>Increase in demand for support for expecting parents/parents of newborns who may not present regularly to antenatal appointments/post baby check-ups. CfC were able to provide Safe Sleep Space to professionals working in this space to help with this.</p> <p>Increase in the community not being able to access their GP when they become unwell or in prompt time to have required tests run, resulting in no scripts or script delays. There is no Bulk Billing medical centre in Gladstone except for Nhulundu Health Service. Alternatively, Tannum Sands Family Practice will bulk bill, however it is hard for many families to travel out there. We have been made aware of the Instant Consult website – Online Consultations starting at \$35.</p> <ul style="list-style-type: none"> <li>- Lee Griffiths - Gladstone Regional Council – Manager Engagement &amp; Partnerships as proxy for General Manager Community Development &amp; Events</li> </ul> <ol style="list-style-type: none"> <li>1. Micro-library – will be operational late June/ early July.</li> <li>2. Data/stats collation will be consistent across the Precinct as of next Monday 16<sup>th</sup> May to capture housing enquiries/concerns; referrals and cross referrals amongst services at the precinct will also be captured.</li> <li>3. Christopher Ford spoke regarding evaluation and consultants engaged – Rogers Consulting have been engaged for evaluation. A meeting is scheduled for June to commence this work. Currently we are also working with another partner</li> </ol>	



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	<p>to do the train the trainer component and program logic – to design a specific process and evaluation. Timeline of completion September/August 2023.</p> <p><b>Q’s to Committee Members, Community Development Specialist &amp; Manager Engagement &amp; Partnerships: -</b></p> <ol style="list-style-type: none"> <li>Christopher Ford confirm that the psychologist (Lynette Pullen) will be working from The Salvation Army building. Yes, self-referrals are accepted and yes she is NDIS registered.</li> <li>Kate requested reports to be attached to the minutes please.</li> </ol>					
<p><b>1.30pm – 1.45 pm</b></p>	<p><b>Collaboration and Operations Update</b></p> <ul style="list-style-type: none"> <li>Manager Engagement &amp; Partnerships                             <ul style="list-style-type: none"> <li>Service Mix</li> <li>Organisations on site</li> <li>Month past and month forward booking summary</li> </ul> </li> </ul> <p>Secretariat summerised bookings increase percentage etc.</p> <p><b>Note for next meeting:</b>– Thursday 9 June-we are reviewing the frequency of these meetings.</p>	<p>For Information and Discussion</p>				
<p><b>1.45pm – 1.50pm</b></p>	<p><b>Recommendations from Operations Group to Advisory</b></p> <p>Community Development Specialist</p>	<p>For Discussion and Decision</p>				
<p><b>1.50pm – 1.55pm</b></p>	<p><b>Recommendations to Council</b></p> <p>Community Development Officer</p> <ul style="list-style-type: none"> <li>Recap of recommendations made during the meeting</li> </ul> <table border="1" data-bbox="524 1163 1715 1326"> <tr> <td data-bbox="524 1163 707 1326">12/05/2022</td> <td data-bbox="707 1163 860 1326">For action</td> <td data-bbox="860 1163 1415 1326">Move a recommendation that we invite GRT to hold a specific conversation around the alignment with GRT &amp; Philip Street and opportunities to share data and collaborate.</td> <td data-bbox="1415 1163 1715 1326">Advisory Committee to Advisory Committee</td> </tr> </table>	12/05/2022	For action	Move a recommendation that we invite GRT to hold a specific conversation around the alignment with GRT & Philip Street and opportunities to share data and collaborate.	Advisory Committee to Advisory Committee	<p>For Discussion and Decision</p>
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PHILIP STREET  
COMMUNITY PRECINCT

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1.55pm – 2pm	<p><b>Check out and close meeting</b></p> <ul style="list-style-type: none"> <li>- Name one great contribution made today by another Advisory Group member.</li> </ul> <p>Lee – thank you for the number of recommendations from members which come directly from community            Kate – thank you for bringing up access problems to MB</p> <p>Secretariat requested assistance from the Committee to advocate for their vacant positions – the Youth rep (aged 18-25yrs) and Senior rep (aged over 55yrs)            Kate suggested that some of the people at the recent ABCD training may be quite interested in these positions.</p> <p><b>Meeting closed 2:25pm</b></p>	For Noting				
<p><b>Next Meeting Date: 10 June 2022   12noon to 2pm</b></p> <p><b>Meeting Chair: Cr Natalia Muszkat</b></p> <p><b>Location: Maxine Brushe Community Meeting Place, Hall 1</b></p>						

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Report – Salvation Army

