

Philip Street Communities and Families

Advisory Group – Meeting Minutes – 10/11/2022



Time: 9:45am-11:30am

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

Meeting Chair: Chris Ford

Apologies: Cr Desley O’Grady

Participants: Kate Dufty – Ordinary Member
Cecelia Eggmolesse – Ordinary Member
Supria Singh – Ordinary Member
Maxine Brushe - Ordinary Member
Shakira Raymond – Communities for Children
Chris Ford -The Salvation Army
Cr Natalia Muszkat
Kylie Lee - Gladstone Regional Council
Emily Costello – Gladstone Regional Council
Skye Starr – Gladstone Regional Council

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.**

Topic	Action
Meeting open: 9.47am	
Acknowledgement of Country – Chris Ford	
New Committee Member – Welcome Welcome to Maxine Brushe, new member of the Advisory Committee representing the seniors community (55+ years of age).	

Topic	Action
<p>Minutes & Conflicts of Interest Previous minutes accepted by committee. Moved – Kate Dufty Seconded – Supria Singh</p> <p>Conflicts of Interest declared - NIL</p>	<p>For Noting</p>
<p>Update of recommendations and actions Community Development Specialist – Emily Costello</p> <p>Update of outcomes and progress of recommendations and actions from previous meetings.</p> <ul style="list-style-type: none"> - Operations group were unable to meet in October so cannot provide specific updates at this meeting. - Inclusion & Diversity training was held last week for precinct staff and advisory committee members. Thank you to the Salvation Army. <p>1st birthday has been progressed and led by the Community Partnerships team - 3/12/2022, 9am-12noon</p> <ul style="list-style-type: none"> - Requesting for advisory committee members to attend and provide support at the Philip Street stall, if available - Salvation army will be manning the BBQ. Chris is to collect an additional cooler room from Rockhampton. We will not need to hire another cooler room for the day. - Aunty Cecelia has requested that we include a member of each area to provide Welcome to Country. Contact Cecelia to discuss further. <p>Youth Summit – Update with recommendation</p> <ul style="list-style-type: none"> - The report from the Youth Summit is still in draft stage and will be brought to the next committee meeting once it has been endorsed. - A member of the youth council will be assigned to sit on the advisory committee. They will be onboarded in January 2023. We’re looking at different ways to have the youth involved and share their voice if they aren’t able to physically attend the meeting. <p>RECOMMENDATIONS FOR ACTION - NIL</p>	<p>For Noting</p>

Topic	Action
<p>Advisory Committee Members Reports</p> <p>Advisory Committee Members</p> <p>Disability Community Representative - Kate Dufty</p> <ul style="list-style-type: none">- In conversations with Supria, it has been brought to our attention that children with a disability cannot play at the precinct playground. Requesting for the Precinct to include a play area/items with accessible equipment for all.- Kylie advised that she has been in contact with an external park specialist and conversations have already begun. <p>Indigenous Community Representative - Cecelia Eggmolesse</p> <ul style="list-style-type: none">- Attended an elders meeting with PCCC a few weeks ago, they are going to hold an elders workshop for PCCC. Cecelia has encouraged Daniel to look at having it at the Precinct. <p>Culturally and Linguistically Diverse Community Representative - Supria Singh</p> <ul style="list-style-type: none">- Have heard positive comments from parents talking while at the precinct for workshops/events etc. They are happy that they have a safe space where they can interact with adults, let the kids play in a well lit and open area and not have to worry about the kids playing. <p>Senior Community Representative – Maxine Brushe</p> <ul style="list-style-type: none">- Has heard a lot of positive comments from all walks of life regarding the safety of the precinct and how open the area is. <p>RECOMMENDATIONS FOR ACTION</p> <p>ACTION: Kylie Lee to invite playground specialist to inspect the PS playground and suggest appropriate all abilities playground infrastructure.</p> <p>ACTION: Add feedback Supria has provided to the annual report “Parents are to be able to come to the precinct, interact with adults, let the kids play in a safe, well lit area and not have to worry.”</p>	

Topic	Action
<p>Council & Appointed Members Update/Report</p> <p>Appointed Members</p> <p>Salvation Army – Philip Street Manager – Chris Ford</p> <ul style="list-style-type: none">- The Christmas Program has begun and is very busy, 160 appointments were being made weekly. There has been a high number of no show rates (60-70%). Unsure of why the no show rate is so high as the process hasn't changed from previous years. TSA have slowed the interview rate down and that has helped to reduce the no show rate- Currently there are 72 approved supported families for the Christmas Program with another 80 interviews just completed.- NILS is going well, have just finished doing an outreach at Boyne Valley- Chris has attended 6 days training as a representative for SPSP (Gladstone Region Together). He had the opportunity to meet Senior Policy Advisor of DFS and Policy Advisor of Prime Minister Cabinet – both advised they're incredibly impressed with the precinct and indicated they would like to get senior bureaucrats to attend in 2023.- DFS indicated they would be open to provide funding to fill identified gaps. It has been suggested that the committee discuss this further in the January meeting.- Has been approached by an optometrist at OPSM, she is also part of a charity. They are looking at hosting a wellbeing day at the Precinct. Chris and Kylie have suggested that the precinct host a wellbeing day, so not only OPSM attend but other organisations can as well. Cecelia has requested to touch base with the wellbeing team at Nhulundu and for Gay to be involved in promoting. Potential transport for the wellbeing day - Gidarjil, Mission to Seafarers, Rotary Club. This to be looked into in quarter 3, 2023. <p>Shakira Raymond - Communities 4 Children - Project Support Officer</p> <ul style="list-style-type: none">- Passing on community concerns that have been raised:<ul style="list-style-type: none">- Deliver drivers are unable to park in loading zone (outside MB) as cars have been parked there. Wendy will raise with operations group- It is starting to get quite hot and there are no shade sails at C4C- Site visit from Red dress Scheme and Paula from QLD Health. Paula is hoping to run a mother's mental health program at Philip Street in February.- Funded playgroups have undergone a reduction in numbers of attendees (15 families) at any one session of playgroup in Gladstone. Purpose of this is for each session to be accurate to what a supported playgroup is.- Membership Launch Event was a success, 3x memberships have come through. Sponsorship document attached to meeting minutes for further information.	

Topic	Action
<ul style="list-style-type: none">- Ongoing community enquiries as to what the Precinct provides. People are surprised by the number of services that access the Philip Street Precinct- Trends - Childcare placements and the need for Occasional Care, demand increase in supervised visitation and family contact centre, increase in presentations of perinatal natal and post-natal depression and mental health, housing and tenancy issues, child/teenager perpetrators of DFV, kindy information requests.	
<p>Gladstone Regional Council – General Manager Community Development & Events - Kylie Lee</p> <ul style="list-style-type: none">- As part of the first Birthday celebration the library will officially open (previously had a soft opening).- Playtime at the precinct is going really well.- Council Capital investment update: have completed 1st and 2nd stage of consultation to the footpath between Stockland and Philip Street Precinct. Council are looking for funding for the program- Carrie Morris from Community Hubs & Partnership has nominated the precinct to host the QLD Plan and Ambassadors Council meeting 14/15 December. Maxine has been invited to attend to discuss how the precinct was evolved, the working group to now the completed precinct- Kylie has been working on the recruitment strategy for Manager Engagement & Partnerships. Community Partnership Superstar video was viewed during the meeting.	
<p>RECOMMENDATIONS FOR ACTION</p>	
<p>ACTION: Secretariat to include Strategic opportunity analysis in January meeting agenda.</p>	
<p>ACTION: Investigate the progress of the shade sail for Communities for Children.</p>	
<p>RECOMMENDATION: Recommendation to ensure the PS Annual Report is made publicly for the community.</p>	

Topic	Action
<p>Collaboration and Operations Update Secretariat - Community Development Specialist Service Mix/Fair Use Policy</p> <ul style="list-style-type: none"> - Projections and reporting statics of Maxine Brushe Meeting Place shared for October, November and projected December 2022 - Program support team are creating a master spreadsheet for the statistics - Fair Use Policy has been approved by committee members – this will only affect Dungeon & Dragons and U3A. <p>RECOMMENDATIONS FOR ACTION Based on our review we are proposing that:</p> <ul style="list-style-type: none"> - Not for profit organisations with no paid staff (free bookings) - Can use the Maxine Brushe Community meeting place have a maximum of 12 hours a week of room hire free of charge - Any bookings that go over 12 hours a week will incur a charge of \$10 per hour per room, which is the same as a NFP group with paid staff <p>Moved – Kylie Lee Seconded – Kate Dufty</p>	<p>For Discussion and Decision</p>
<p>Recommendations from Operations Group to Advisory Secretariat - Community Development Specialist</p> <p>RECOMMENDATIONS FOR ACTION Operations Group to explore Wellbeing Day Precinct wide event – commence planning in Q3 2023.</p>	<p>For Discussion and Decision</p>
<p>Recommendations to Council Secretariat - Community Development Specialist</p> <p>-</p>	<p>For Discussion and Decision</p>

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<p>Check out question – what is one thing you are hoping to do over the Christmas period?</p> <p>Kate & Shakira: Rest, relax, recharge</p> <p>Supria & Maxine: To be with family</p> <p>Natalia: To take one day at a time</p> <p>Kylie: Embrace being a kid again and going to all the theme parks</p> <p>Cecelia: Spent time with family and eat lots of good food</p> <p>Chris: Spending time at home and resting</p>	
<p>Check out and close meeting:10.55am</p>	For Noting
<p>Next Meeting date: 2 February 2023, 12pm-2pm</p> <p>Meeting Chair:</p> <p>Location: Philip Street Communities & Families Precinct</p>	