

Philip Street Communities and Families

Advisory Group – Meeting Minutes – 13/07/2023



Time: 12noon to 2pm

Location: Ngallil, Philip Street Smart Room, Philip Street Communities and Families Precinct

Meeting Chair: Captain Chris Ford

Apologies: Cr Desley O’Grady
Cecelia Eggmolesse – Ordinary Member

Participants: Kylie Lee – Gladstone Regional Council
Brianna Janson - Gladstone Regional Council
Melissa French – Gladstone Regional Council
Cr Natalia Muszkat
Kate Dufty – Ordinary Member
Supria Singh – Ordinary Member
Maxine Brushe - Ordinary Member
Shakira Raymond – Communities for Children
Chris Ford -The Salvation Army
Jakob Humphries – Ordinary Member / Gladstone Regional Council
Michele Battisson – Gladstone Regional Council (minute taker)

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 |
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| <p>Meeting open: 12noon</p> <p>Acknowledgement of Country – Melissa French</p> | |
| <p>Check In Q: tell us about a practice you use to keep yourself mentally & emotionally healthy?</p> <p>Kate Dufty– big believer in self-care – do practices every day, balancing looking after the body, heart and head</p> <p>Cr Muskat – get away from the ‘day to day’ routine</p> <p>Supria Singh – in bed by 9pm - every morning and evening a prayer - practice gratefulness - talk to mum every day</p> <p>Maxine Brushe – take 15 minutes each morning to appreciate the quiet, let the mind stop and meditate</p> <p>Shakira Raymond – good sleep - walk without shoes and ‘Brooklyn 99’</p> <p>Christopher Ford – playing with our puppy and quiet time in the morning</p> <p>Jakob Humphries – giving my car a good clean</p> <p>Kylie Lee – every 2 months I practice crystal healing therapy - realigning chakras and deep meditation</p> <p>Melissa French – going to bed early to get a good night’s rest</p> | |
| <p>Minutes & Conflicts of Interest</p> <p>Previous minutes accepted by committee.</p> <p>Moved – Kate</p> <p>Seconded – Supria</p> <p>Question: The Operations Group Meeting, regular hirers were invited to attend, is this happening?</p> <p>Update - Brianne Janson: Some partners of our collaborators are attending and it has been very productive having these partners there. Not all partners are attending so we strongly encourage them to come along. We are going to reach out through our Neighbourhood Centre Co-ordinator to the reoccurring hirers of the Maxine Brushe Community Meeting Place, asking for their feedback prior to these meetings so that the Co-ordinator can pass this information onto the Operations Group.</p> <p>Conflicts of Interest declared - NIL</p> | <p>For Noting</p> |

| Topic | Action |
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| <p>Update of recommendations and actions</p> <p>Update of outcomes and progress of recommendations and actions from previous meetings - Community Development Officer</p> <p>Re-cap and update of those from March meeting:</p> <p>ACTION: Advisory Committee to meet with GCOTA to see how we can support. Option for disability housing options in Retirement Village adjacent to PSP</p> <p>Currently in progress. Since update given to the Committee last month unfortunately Seniors Citizens were available to attend Advisory Committee meeting, but since that point we've opened up the Expression of Interest for the land at Dave Burns Drive which closes on the 2nd August, 2023. That will determine who is interested in applying for that land. That will then go through Council.</p> <p>ACTION: Investigate options for kitchen ovens and cooking utensils, appliances that are tested and tagged in the MB buildings for hirers to use</p> <p>Confirmed as finalised.</p> <p>ACTION: Investigate street signage placement to assist visitors to PSP. Dave Burns Street sign should be before the turn to avoid people getting lost or missing the turn off.</p> <p>No update in relation to the signage for Dave Burns Drive.</p> <p>Currently working with Simon regarding updating the onsite navigational signage providing direction to the actual entrance for the Maxine Brushe Community Meeting Place, and also to highlight where ramp access is as well.</p> <p>ACTION: MH (Waiki Wain Healing) worker at Nutchee building - what security measures are in place, is Nutchee building most appropriate area? Work out bet service fit and better communication</p> <p>Confirmed as finalised.</p> <p>ACTION: Are computers going to be available in the Precinct library such as available in the Gladstone Library.</p> <p>Confirmed as finalised.</p> | <p>For Noting</p> |

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| <p>Recommendations from Operations Group to Advisory Secretariat - Community Development Officer</p> <p>NIL</p> <p>RECOMMENDATIONS FOR ACTION - NIL</p> | |
| <p>Advisory Committee Members Updates/Reports</p> <p>Advisory Committee Member</p> <p>Disability Community Representative - Kate Dufty</p> <ul style="list-style-type: none"> - Today when arriving at The Precinct, the loading zone and closer car parks were all full with Council trucks. Kylie Lee actioned immediately sending email notification to appropriate Council Department ?????? - Reporting back to Committee with feedback from the Disability Committee regarding the use of the spaces here at The Precinct. Two things have come up: <ol style="list-style-type: none"> 1. a person in a wheelchair or using a walking aid have to go all the way around to access the greenspace, playground and community garden, there's no direct access up to the carpark etc for their return trip meaning they have to go the whole way around again to return. 2. The furniture in the BBQ area down at playground is very inaccessible, not made for wheelchairs as there is no area to pull in at the end of the table to join into the group. The furniture at East Shores is designed for disabled access, having a section of the attached seating 'cut out' for access. - Last month a lot of us were really excited when the main library on Goondoon Street were streaming Sydney Writers Festival, quite a few of us registered to attend these sessions which were then cancelled last minute with no one being notified of the cancellations. It can be very challenging to attend this type of event, a friend of Kate's advising her that she uses these events to help her with her severe mental health problems in order to get out and be involved. Considering our strategy around social isolation and wellbeing, I felt what happened needed to be raised and brought to awareness. - Have been doing research into Regional Disability Expos which have been held throughout Qld recently. There is a formular/structure that Council's can sign up to for these. It would be really lovely to see something like that happen here and it could be a good encouragement to get people to come to The Precinct also. Springability was an event which used to happen here but hasn't really been happening since COVID. It was a community lead program and note it's not happening again this year. Could conversations be had whether Springability is a consideration moving forward or whether we look to getting Disability Expos happening, or even combining these events. - Kylie Lee advised she has sent an email to our Philip Street partners asking their teams to not park in the loading zones, so we'll outwork that matter. - Kylie has asked Simon to investigate the purchase of some accessible park furniture, potentially outside the front of the Maxine Brushe Community Meeting Place and in the part area down near the BBQ's. | |

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| <p>- Kylie Lee advised she has asked the question about the streaming cancellations, etc and will come back to Kate as a priority on that one.</p> <p>Advisory Committee Member Culturally and Linguistically Diverse Community Representative – Supria Singh</p> <ul style="list-style-type: none">- A reported trend of late for everybody, not just the Culturally and Linguistically Diverse Community, is given migration is happening more and more, lately we are seeing a significant increase of queries regarding assistance for childcare. So families moving here, the children are not old enough for school they are wanting to know about daycares and most of them are full. What can we do about this? Kylie Lee advised we will provide that information to Gladstone Region Engaging in Action Together (GRT) as a trend who are collecting that data. Kylie requested Supria collate further data such as frequency, ages etc to be passed onto GRT.- Discussion around an update regarding childcare provider training and the early childhood certification. There were difficulties with getting RTO's to get onboard for placement, but they now have something worked out and will be making contact participants this week. Shak advised that the list of participants interested is full and they also have a wait list. Wendy Morris, Kate Dufty and a few others have been working with Qld Community Alliance and one of the issues which has been raised in community conversations has been childcare and we have just finished a report based on those conversations, policies and solutions and this report will be presented to Mayor Matt and supporters on the 26th July at Wards Brewery. Lea of Southern Cross Family Daycare continue to host family daycare playgroup each Thursday, having chats to families in attendance about becoming a home daycare providers as an option to fill the gap. Is there still same requirements for home family daycare providers in terms of certification? It has changed as of 1st July, previously you just had to be studying to provide the service, we now believe it's changed and you have to be certified. <p>Advisory Committee Member Shakira Raymond - Communities 4 Children - Project Support Officer</p> <ul style="list-style-type: none">- Shade for outdoor plays pace – Four cantilever umbrellas have been sponsored by Australian Gas Infrastructure Group (AGIG) to shade the outdoor area. The umbrellas arrived onsite 12/07/2023 and will be assembled ready for use 16/07/2023 (this Sunday).- CfC changes as of July 1, 2023 staffing numbers have been reduced from 1 FTE & 2 PTE down to 1 FTE and 1 PTE. We will be calling out for volunteers to assist our staff around the Nutchee building.- As a Department of Social Services directive, CfC staff can no longer providing in-depth client intake and assessment, there will be formal notice coming out soon that will include the best place/person to refer to. | |



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| <ul style="list-style-type: none">- Term 3, 2023 playgroups are re-commencing this week in the Nutchee Building. This term we have seen the loss of Strong Communities' Nurture and Nutrition supported playgroups in Gladstone due to funding restraints. Current playgroups run in the Nutchee Building are: Monday Multicultural Hub, hosted by Strong Communities' Stronger Together team Tuesday Little Steps Multicultural Playgroup, hosted by Integreat Qld Thursday Family Day Care Playgroup, hosted by Southern Cross Family Day Care Friday Little Steps Multicultural Playgroup, hosted by Integreat Qld All other regular programs and services that operate within the Nutchee Building are ongoing.- Building hire enquiry – Lifestyle Training and Therapy Solutions (LTTs) – occupational therapists and/or psychologists. The team has been informed of availability in the Nutchee Building and have been given a contact to explore hiring space in the Gumar building. <p>Advisory Committee Member</p> <p>Youth Community Representative – Jakob Humphries</p> <ul style="list-style-type: none">- Update on Youth council<ul style="list-style-type: none">-Making ground on some of the things that came from the youth summit - Environment employment equity and discrimination-Project leads of each of these so there's a youth voice at the table for each-Really excited about social issues, a combination of all topics raised – activate spaces for young people, will conduct an audit of available spaces throughout the region-Youth Council take into consideration what the things are that young people need to assist the transition from youth to young adulthood.- Attended PCYC last week for youth matters- Goal – supporting young entrepreneurs in the region – Gladstone Chamber of Commerce & Industry (GCCl) and business owners to be mentors for young people – could do young peoples expo, mkt style where young people and businesses come together It was noted that there's lots of opportunity to do expo or something, especially in Boyne/Tannum area – there used to be one held, but not done now for about 20 years. Kate invited Jakob to encourage the youth along to the Launch Day on 26th July, advising it would be good to have youth perspective there. <p>Cr Muszkat left the meeting at 12:57pm</p> | |

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| <p>Advisory Committee Member</p> <p>Senior Community Representative – Maxine Brushe</p> <ul style="list-style-type: none"> - Much of the same, nothing new. - Aged Care - knows positive news is on the horizon and can't wait for these outcomes. <p>Kate confirmed housing to be one of the 3 pillar issues in the report – “encourage anyone to come along to the event, the more people there to reinforce the report the more chance of making positive change”.</p> | |
| <p>Advisory Committee Members Updates/Reports</p> <p>Councilors</p> <p>No updates</p> | |
| <p>Council & Appointed Members Updates/Report</p> <p>Appointed Members</p> <p>Gladstone Regional Council – Manager Community Partnerships – Brianna Janson</p> <ul style="list-style-type: none"> – Orange Sky - onsite and seeing an increase in their usage, 3-4 people per shift coming – hoping to tap into statistics so we can see those as well, overtime. – Homelessness Connect – coming to The Precinct 10th August 10:00am-2:00pm <p>Salvation Army – Philip Street Manager – Chris Ford</p> <ul style="list-style-type: none"> - During July school holidays we dropped down in numbers, which is normal - NILS loans going as per last month's update – have had to put a cap on this one now <p>Good stories from NILS – clients have come in through conventional assistance pathway, then go to NILS and are now no longer on that welfare cycle</p> <ul style="list-style-type: none"> - CASEWork – going strong and now have a trainee - Youth Outreach Service – case managed youth service for ages 10/12 through to 18 years – have planned for a manager and 2 full time case workers within this service. | |

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| <ul style="list-style-type: none"> - Working on homelessness services to see what can be developed around casework – planning for 2 full time case workers – timeframe very early August for update - Youth work – Sunset Skate is happening from 3:30-5:30pm every Thursday at PCYC Age group currently attending 8-19years, 30-50 attendees Good successes, very positive – addressing first nation with Elders attending on the Thursday to do engagement work, Salvos providing food Good news story - 1st nation person approached elders for help – Salvos are now trying to have elders go that further step and work with the parents of children who are not feeling safe to go home Bri added that Elders want to see this program much broader, eventually to other hotspots, happening on a regular basis also – food + next stage of Elders becoming involved is bringing more youth in - working well, very successful. Chris – big shout out to Aunty Gay, very instrumental in bringing all this together <p>Gladstone Regional Council - Kylie Lee - General Manager Community Development & Events</p> <ul style="list-style-type: none"> - World Community Development Conference attended by Kylie Lee and then Activating Community Development Specialist, Melissa French – Kylie spoke about The Precinct. The interest in our precinct and the collaborative model was very great, presentation being very well received. Community housing Australia reached out immediately after the presentation and will be putting in an EOI for the vacant land here at the precinct. Bundy, Rocky and Mackay are very interested in this collaborative model. | |
| <p>Collaboration and Operations Update</p> <p>GRC Community Development Officer</p> <ul style="list-style-type: none"> - Service Mix - Organisations on site - Bookings update <p>RECOMMENDATIONS FOR ACTION – NIL</p> | |

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| <p>Recommendations from Operations Group to Advisory</p> <p>Tracker – for information only</p> <ul style="list-style-type: none"> - There was a graffiti incident onsite last week in the Maxine Brushe Community Meeting Place toilets, being flooded and vandalised. - Council providing 1 full time laborer, and 1 part time laborer - across all community precincts <p>Interviews are happening tomorrow for positions</p> <ul style="list-style-type: none"> - Evaluations and system data – consultants have come back to us and there’s 1 more component to move forward, then it will go to Council for adoption - The site wide induction goes to pilot very soon <p>This online induction will be done for general hirers as well as anyone involved onsite here at The Precinct</p> <p>RECOMMENDATIONS FOR ACTION - NIL</p> | |
| <p>Recommendations to Council</p> <p><u>Disability and Inclusion Action Plan</u>. The Manager Community Partnerships Team, Brianna Janson, will head this up with the General Manager sponsoring it. This plan commenced 1 July 2023 and we have a year to undertake it with a project budget of \$50,000.</p> <p><u>Community Profiles</u> available on Council website - 9 profile areas across the Gladstone Region to access.</p> <p>The Community Profiles combine information from ten years of Census data, as well as data sourced from Gladstone Region Engaging in Action Together and Council. They will support us to understand the needs of our communities and customers, and to enhance the way we deliver our services and plan for the future. The Community Profiles are also a great tool for future residents of our beautiful region, showcasing a range of information including age, socioeconomics, housing, religion, household structures, community assets and much more. There is also a community snapshot for each area for a great one-page summary.</p> <p>Bri to follow up a NHC rep to start attending the</p> | |

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| <p>Check out Q: What is your goal for the remainder of 2023?</p> <p>Kylie Lee – work goal is to review strategic intent of portfolio, workplans and focus for our community space</p> <p>Kate Dufty – presently going through process for moving house, will get that done and dusted so can move next year – practice patience</p> <p>Supria Singh – to be more calm</p> <p>Maxine Brushe – get in my caravan and go away, hopefully from Adelaide to Darwin - and the start of a retirement village here at the precinct</p> <p>Shakira Raymond – striving for better health and happiness</p> <p>Christopher Ford – get to the other side of Christmas</p> <p>Jakob Humphries – can't wait to get into strategic work with Kylie – starting own business, car detailing</p> <p>Melissa French – more health and active</p> | |
| <p>Check out and close meeting: 1:50pm</p> | |
| <p>Next Meeting date: 14 September 2023, 12pm-2pm</p> <p>Meeting Chair: Captain Chris Ford</p> <p>Location: Philip Street Communities & Families Precinct</p> | |