

Philip Street Communities and Families

Advisory Group – Meeting Minutes – 26/3/2024



Time: 12noon - 2PM

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

Meeting Chair: Jakob Humphries

Apologies:

Debbie Meier-Cuddy - Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts
Kylie Lee – Gladstone Regional Council
Cecelia Eggmolesse – Indigenous Community Representative

Participants:

Cr Natalia Muszkat
Kate Dufty – Disability Community Representative
Maxine Brushe - Senior Community Representative
Jakob Humphries – Youth Community Representative
Shakira Raymond – Communities for Children (GAPDL)
Christopher Ford - The Salvation Army
Brianna Janson - Gladstone Regional Council
Jaclyn Iwasaka – Gladstone Regional Council (Secretariat)
Ben Brewer – The Salvation Army (guest speaker)
Vicki Penner – The Salvation Army (guest speaker)

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
<p>Meeting open: 12:10 Acknowledgement of Country – Jakob</p>	
<p>Lunch & Learn – Ben Brewer & Vicki Penner, The Salvation Army Doorways</p> <ul style="list-style-type: none"> • Face to face support • Initial contact - triage • Referrals to internal & external services • Case work – no set framework, based on individual goals, working alongside and equipping people to make the changes themselves <p>MoneyCare Gladstone</p> <ul style="list-style-type: none"> • Capability Program and NILS • Working with Services Australia • Referrals to financial counsellors <p>Food Pantry</p> <ul style="list-style-type: none"> • Currently supported by Council & Dept. of Communities <p>Kingdom Chat</p> <ul style="list-style-type: none"> • Create connection and a sense of community • Building natural supports – community supporting community <p>Video Link: https://www.youtube.com/watch?v=r6AOCnEBC9k</p>	<p>For Noting</p>
<p>Check In – If you could teach a class on one thing, what would it be?</p>	

Topic	Action
<p>Minutes & Conflicts of Interest Previous minutes accepted by committee. Moved – Kate Seconded – Maxine</p> <p>Conflicts of Interest declared - NIL</p>	<p>For Noting</p>
<p>Update of recommendations and actions Update of outcomes and progress of recommendations and actions from previous meetings - Community Development Specialist</p> <p>For Action: Investigate street signage placement to assist visitors to PSP. David Burns street sign should be before the turn to avoid people getting lost or missing the turn off. No new updates.</p> <p>For Action: Library hot desks and charging station for Precinct Library. Library hot desk is in place. Awaiting privacy screens and power point to be installed, but it can be used with a laptop at present. Laptops are available for use through the Neighbourhood Centre. Anyone is welcome to use the space.</p> <p>For Action: Touch base with Regional Housing to discuss potential of attending PSP meeting. No new updates.</p> <p>For Action: Arrange a Lunch & Learn about the Welcoming Cities Accreditation Will schedule for May meeting.</p>	<p>For Noting</p>

Topic	Action
<p>For Action: Forward information about the Gladstone First Nations Community Honouring Excellence Awards to the RAP Committee for discussion.</p> <p>No new updates. Awaiting response from RAP reference group.</p> <p>For Action: Reach out to the NAIDOC Committee to advise of the various spaces that are available for events in 2024.</p> <p>No new updates.</p> <p>For Action: Investigate the feasibility of providing information about dimensions of the meeting rooms for users who may wish to hire a stage.</p> <p>Kate: I am currently planning an event and there are no accessible stages in Gladstone. So, if we are looking to get a stage, I suggest getting an accessible stage or a portable ramp.</p> <p>Brianna: The entertainment center currently needs to hire in a stage when required, which is very expensive. They are looking at getting a more permanent solution.</p> <p>Chris: Are we talking about purchasing a stage?</p> <p>Jaclyn: No. We are talking about providing the dimensions for the space, so that if a group wanted to hire their own stage, they would know what size to get.</p> <p>Chris: If someone was hiring the full room, I wouldn't go any bigger than 9m wide, and 3.5m deep, and 300mil high. With a 300mil height, your ramp would only need to be 4.8m.</p> <p>Bri: Is this something that DCN would be able to advocate to a local supplier to make that equipment available as part of their stock?</p> <p>Chris: It also depends on the flooring they've got. If they've got portafloor, they could do it quite easily. The fold out stage is more complex.</p> <p>Shakira: When groups ask about a stage, does that come through to the bookings team? And then, do the bookings team advertise that we have the amphitheater space available as well?</p> <p>Jaclyn: The process is that people fill in an expression of interest form and submit that form to venue hire. There isn't any questions about a stage on the form, so potentially there isn't the opportunity to have that conversation.</p> <p>Brianna: The amphitheater is a great space, but if its in the middle of summer, or if its raining, it's not ideal.</p> <p>Shakira: Is it accessible?</p>	

Topic	Action
<p>Brianna: Not the stage area.</p> <p>Kate: The green space is, but not the stage. To provide some context, we’re planning a forum event here at the end of April. We have booked out the Maxine Brushe for the event. We would have loved to have had a stage for the panel, but we couldn’t. So that evening we have a concert, and we decided to hold the concert at Yaralla because we couldn’t make this space work. There are likely to be similar forums and conferences in the future. So potentially it needs to be on the agenda for future conversations.</p> <p>Bri: Were Yaralla able to provide an accessible stage?</p> <p>Kate: I don’t think so. It just would have been nice to elevate people a little because the people at the back won’t be able to see the panelists.</p> <p>For Action: Investigate seating for outside of the Maxine Brushe building.</p> <p>Brianna: where specifically were we talking?</p> <p>Jaclyn: Cr. Muszkat was talking about seating for people who are waiting to enter the Maxine Brushe building.</p> <p>Kate: I think she was talking about the amphitheater side.</p> <p>Brianna: We are removing some of the seats in the parkland area and replacing them with half seats to provide wheelchair accessibility, which will mean that we have some bench seats that we could use, but we need to think about where they go, because if we were to put them on the carpark side of the Maxine Brushe, I think that would impinge on your space there.</p> <p>Jakob: I will follow up with Kylie.</p>	
<p>2024 PSP Advisory Committee EOI – Community Development Specialist</p> <p>Jaclyn: I sent everyone an email with instructions on how to apply if you are interested in being on the advisory committee again for the next tenure. The deadline is April 12. If you have any questions, chat to me anytime.</p> <p>Kate: Have the public advertisements gone out?</p> <p>Jaclyn: Yes. They are on Facebook.</p> <p>Brianna: That raises a good question, is that sufficient to reach our audiences?</p> <p>Jaclyn: The Brand and Comms team is following the standard EOI process, but I am not sure what that involves.</p> <p>Chris: I have invited some people to apply.</p>	

Topic	Action
<p>Jaclyn: I have as well. I think word of mouth is powerful. Is there anywhere else that you feel we need to advertise this?</p> <p>Kate: Would it be worth connecting with groups? For example, I will share it at our next DCN meeting. But I am thinking about other groups as well that relate to our identified postions.</p> <p>Jaclyn: I will send it out through the Neighbourhood Center mailing list.</p> <p>Fee Structure for Community Groups/Organisations – Manager Community Partnerships Bri Janson</p> <p>Council is currently reviewing its fees and charges as part of the annual budget process. Any changes will be implemented for the new financial year. As part of this, we are reviewing the charges for the Philip Street Precinct. The team have recommended a change to the security bond, which is currently \$365, but \$350 is consistent with Council’s other facilities.</p> <p>The question has been raised can we have a discount for multiple rooms. Currently, if a not for profit with no paid employees hires all three rooms it would be free for the first 10 hours, but for a not for profit with paid employees, it would be \$10 per room per hour, and private/commercial is \$26 per room per hour, which would be \$78 per hour to hire all three rooms. Do we want to look at bringing down the price, or do we think that is value for money?</p> <p>Chris: I think it’s value for money.</p> <p>Brianna: The other consideration is that when we’ve had groups, for example the CWA who are hosting a conference here over the space of three days, so their hire for three rooms for three days did come to a considerable amount. They got the first 10 hours free, but there were quite a few hours after that. They were able to apply to the Community Donations Fund and were able to seek funding to cover their hire costs.</p> <p>Chris: Is it worth looking at a daily rate? So hypothetically, if it was going to cost \$300 for the day at the hourly rate, we could do a daily rate of \$250.</p> <p>Brianna: Should we look at a reduction after the first day? So, the first day is full price, but the subsequent days are discounted to 75% for a full facility booking?</p> <p>The committee agreed with this proposal.</p> <p>The last question. Currently we require groups to be incorporated in order to get the free hire, if they’re not incorporated, they come in as a private user which is \$26/hr. That is inconsistent with other Council facilities. Our libraries and other community halls have a community rate which you don’t have to be incorporated. I don’t know whether making this change would be devaluing what we are trying to achieve here. I would hate for it to</p>	

Topic	Action
<p>be seen as just a cheap rental, whereas what we are really trying to do here is foster collaboration. Do we want non-incorporated groups to be given that cheaper rate, or do we want to be working with incorporated groups?</p> <p>Maxine: There are a lot of reasons for not being incorporated, particularly for small groups. Where else do they go? In Gladstone, it is really hard to find spaces to go.</p> <p>Brianna: We do have the other Council facilities, such as the libraries, they have that separate fee structure.</p> <p>Maxine Brushe: The majority of groups that I know that are not incorporated are centered in Gladstone. They don't carry insurance for their members.</p> <p>Chris: What's the risk for GRC if someone is not incorporated?</p> <p>Brianna: We currently do it at other community facilities, Philip Street is the exception to the rule.</p> <p>Chris: So the hirer wouldn't have public liability I'm assuming.</p> <p>Maxine: They can have public liability insurance and not be incorporated.</p> <p>Chris: So the risk to GRC is a potential public liability lawsuit. So it comes down to what is Council's appetite for risk.</p> <p>Brianna: I don't think it is about Council's appetite, because we are accepting that at other locations. I think our appetite is that we are happy to accept that. It comes down to what our appetite is as a Precinct. Do we think we would see an influx of less formal groups, would that result in less collaboration?</p> <p>Chris: They would be coming here under the same reasoning, following the same rules and with the expectation of collaboration. As long as they are going to agree to that collaboration part. The other aspect is that GRC have costs involved, and if you have a whole bunch of these small groups that aren't paying, and you have more work to do, you have to fund it somehow.</p> <p>Brianna: To look at somewhere comparable, for example the Boyne Tannum Community rooms, standard cost for community organisations is \$10/hr and for private/commercial is \$21/hr. The difference being that we offer not for profits free for the first 10 hours. It's only not for profits with a paid employee that comes in at the \$10/hr. Do we want to make community organisations the same as the not for profits with paid employees?</p> <p>The committee agreed to this proposal.</p> <p>Brianna: Do we want to continue giving the first 10 hours for free?</p> <p>Chris: Is that 10 hours in one hit?</p> <p>Brianna: It can be spread out across several days.</p> <p>The committee agreed to keep offering the first 10 hours free.</p>	

Topic	Action
<p>Advisory Committee Members Updates/Reports</p> <p>Advisory Committee Members</p> <p>Disability Community Representative - Kate Dufty</p> <ul style="list-style-type: none">A smoker asked where the smoking area is and was told it is up there (Pengelly Street), which is not accessible at all. I know there are laws about how far away from buildings you need to be, etc, but if we are going to have a smoking area, it really needs to be accessible. <p>Brianna: the whole site is designated non-smoking, which is why we don't have anywhere signposted as a smoking area, so it has to be off-site, which is on the footpath.</p> <p>Maxine: Similar to schools and other government buildings.</p> <p>Jaclyn: Could it be that they go offsite to that road (Dave Burns Drive), because that would be more accessible.</p> <p>Brianna: I know people generally tell visitors that you have to go up those stairs, but that is why we have not signposted anywhere.</p> <p>Chris: I know there was a conversation about the look of having everyone up there smoking, so I think there was talk at some stage about making it elsewhere.</p> <p>Brianna: As long as it is off-site it's ok.</p> <ul style="list-style-type: none">My second point is in relation to the site-wide collaboration meeting that was held recently. It is only held in the evening at a certain time. Can I make a suggestion that if this is a rolling thing that some of them be held during the day? <p>Shakira: I would second that. That's been feedback from our building users. It's tricky when staff aren't paid after hours.</p> <p>Brianna: That was why we decided on after hours because we received feedback that Precinct users aren't able to come during hours. Where this has come from, all of our permanent tenants and regular hirers as supposed to attend a monthly operations meeting which is held during the day. We had extremely low attendance. Relationships Australia and The Smith Family were the only hirers who participated outside of the Precinct Partners. So we looked at the model and asked, is it reasonable to expect them to come once a month during working hours. So we changed to once every six months outside of hours. We didn't think an hour once every six months would be too much to ask, but happy to relook at that. But the reason we moved it to outside hours is because no one was attending during hours.</p> <p>Maxine: It's a critical component of the precinct.</p>	



Topic	Action
<p>Brianna: Yes, and its really lacking.</p> <p>Kate: It's not that it's too much to ask, it's that it's inaccessible. Setting it of an evening makes life very challenging when your life depends on taxis. Accessibility is not just ramps. It's thinking about those other things, like whether people are able to get there. Maybe there needs to be an option for people who can't attend during the evening. It's just a suggestion.</p> <p>Brianna: Happy to take that on board. We're not set on any particular model. We wanted to bring people on board for that collaboration journey, which we really weren't getting across site. It's about how can we achieve this. From the meeting, there was some gold. It was great, but I can also acknowledge that there were a lot of people who didn't turn up, so we need to find a model that is going to work for everyone, because if we can make that work, we can achieve what we are trying to achieve here on the Precinct, and actually have people collaborating here, not just using the space.</p>	
<p>Youth Community Representative – Jakob Humphries</p> <ul style="list-style-type: none"> Youth Week is coming up, April 8-12. There are lots of events happening across the region and week. The Youth Council was successful in applying for a sun safe grant, so we have \$5000. We will be doing a stall that young people can come to get out of the heat. We will give out sunscreen and cool merchandise that has been selected for each event. At the skating events there will be stickers that you can stick on your skateboard and patches to sew onto your backpacks, we'll have skateboard deck painting. At the pools, we will have water guns and a gladiator event. It came about because there are some alarming diagnosis rates for melanoma in CQ. Gladstone is 25% higher than the national average, Mt Larcom & Calliope is 34% higher, and Agnes is 57% higher than the national average. We're looking at some long-term solutions as well, but in the short-term, we will offer some shade and help encourage slip-slop-slap behaviours. Youth Council are investigating public art opportunities around the region and a youth-led market stall event. It would be cool to find an alleyway in Gladstone for that event. These are both part of our action plan. At Philip Street here, there is that grey cement retaining wall that would be a good canvas. <p>Brianna: There's also one at Auckland Hill, it might be a little more accessible.</p> <ul style="list-style-type: none"> I've noted some discussions recently around youth crime. There's lots of posts online about cars being broken into. I am mindful of peoples view of young people can be tainted by these. It would be great to do something proactive instead of reactive in that space. As Youth Council, we will see what we can do. There are heaps of ideas, but engaging with young people is difficult, so we are working on how we reach out to them. <p>Maxine: Is there anything in Boyne Tannum during youth week?</p>	

Topic	Action
<p>Jakob: We were going to have an event at the Boyne skate park, but that didn't eventuate.</p> <p>Maxine: Because there was nothing in the last round of youth events either. We need to be cognizant of that. We've got 10,000 people there.</p> <p>Jakob: I agree. I will take that feedback back to the team.</p> <p>Kate: How big is the Youth Council?</p> <p>Jakob: There's 11 of us.</p> <p>Brianna: We have a hugely diverse group this year. Students, a single mum, people working full time, a really diverse group.</p> <p>Senior Community Representative – Maxine Brushe</p> <ul style="list-style-type: none">• The development at Tannum Sands is developing rapidly. It's become a talking point. I've seen the plans. It will be the choice for residential living for the aged in the region. It will be really spectacular.• There are a few new activities for seniors in Boyne Tannum that are being run on a monthly basis which have been really successful. It's been good to see. <p>Jaclyn: Is that the Lions Club morning teas?</p> <p>Maxine: Yes.</p> <p>Brianna: I think they are looking to do a Christmas in July as well. We have referred them to some funding.</p> <p>Maxine: The business owners in Boyne Tannum have really gotten behind it. They're fighting over who's going to do the morning teas.</p> <p>Chris: It's a good problem to have.</p> <p>Maxine: They actually have about 60 people attending each time.</p> <p>Brianna: That's pretty much on par with SHY then.</p>	
<p>RECOMMENDATIONS FOR ACTION –</p>	

Topic	Action
<p>Advisory Committee Members Updates/Reports Councilors</p> <p>RECOMMENDATIONS FOR ACTION –</p>	
<p>Council & Appointed Members Update/Report Appointed Members Gladstone Regional Council – Bri Janson</p> <ul style="list-style-type: none"> • New consult room hirers in the Ngallil building <ul style="list-style-type: none"> ○ Choice, Passion, Life (CPL) hiring on Mondays to do pre-employment work with their clients - possibly looking to extend to Thursdays as well ○ CQ Rural Health doing Counselling Monday to Wednesday ○ Current availability is only Thursdays and Fridays in consult rooms 2 and 4. That will reduce when we have Tax Help come on board. • Hot desk in reception installed - just awaiting privacy screens and power point • Lock boxes have been installed at Maxine Brushe Community Meeting Place for use by repeat hirers who are not able to pick up the key during office hours. We can put their keys in the lock box and give them a code to access the keys. • Site wide meeting for tenants and regular hirers was held on 20 March. Approximately 30 people attended. The aim was to explore what collaboration looks like on site between all users. We had some great outcomes. It was good to reset the scene, in terms of where the precinct has come from, its journey and values, and what we are here to contribute to the community. There were some good conversations around how we can collaborate more. Even some groups that came into the meeting who had never considered collaboration, started to realise the need for collaboration. While we recognise that we still have a way to go, it was a good first step. • Trends through Community and Neighbourhood Centre: <ul style="list-style-type: none"> ○ Most regular enquiries are regarding Emergency Relief (food vouchers, fuel vouchers, food hampers) ○ Seeing an increase in housing and homelessness enquiries • Most common searches through our online community directory: <ul style="list-style-type: none"> ○ Community Corrections 	

Topic	Action
<ul style="list-style-type: none"> ○ St Vincent de Paul ○ Justice of the Peace ○ Cornerstone Program <p>Salvation Army – Philip Street Manager – Chris Ford</p> <ul style="list-style-type: none"> ● Continuing to see people presenting with financial issues in particular relating to After Pay, however as the laws have recently changed we are expecting to see changes soon. ● All other programs are continuing as normal. ● Kingdom Chat – becoming more and more invaluable to what we are doing. We are seeing more people engaging. Open invitation for anyone to come along and chat to people. Most of the people who attend are really lonely and just want someone to talk to. ● We are continuing to partner with CQ Uni along with the Community Partnerships team on the loneliness project. That’s gaining momentum. ● New project for antenatal care for vulnerable women that aren’t seeking antenatal support that has come out of the Social Plan. Hopefully will start before the end of the year. We have secured some funding and sponsors. Hoping to get a pack together, so that every new mum will have a baby bath which they will return at the end of the year so that it can be sanitized and given out to someone else. It will also include a starter pack and resource book which provides details about all the services that are available in Gladstone – to be developed in collaboration with CfC. The challenge will be in making sure that these go to vulnerable mums. We know that women aren’t accessing antenatal health due because of the referral issues. So we are working with GRT to bring about systems change so that you don’t need to go to a GP to get a referral. You can go directly to the antenatal clinic. That’s the long-term strategic part to it. ● New tenant at Gumar building – Gladstone Women’s Health starting from July – hiring two consult rooms ● Only one consult room for 2 days a week remaining ● In the Gumar building consult rooms we have The Smith Family, Regional Housing, three Psychologists, and then we will have Women’s Health. So that’s great news that inside of 4 years we have pretty much filled both the Gumar and Ngallil buildings. <p>Brianna: When we had a meeting with the CEO of Gladstone Women’s Health and we spoke about collaboration across site and cross-referrals, she was overjoyed. They have a large space premises already, so they are looking to bring some discreet programing here and are looking at what would best be suited for out here. Hopefully it will bring about further collaboration.</p> <p>Chris: we are looking at referral pathways and how we can possible incorporate women’s health into our existing systems being mindful of rules around privacy.</p>	

Topic	Action
<ul style="list-style-type: none"> Site-wide meeting for tenants and regular hirers was good. It was great to see people understanding what collaboration is and having conversations about how we can collaborate more. <p>Maxine: It probably needs to be every six months, because people change regularly.</p> <p>Brianna: Programs change as well. The QAL retirees said they are opening up their group for anyone senior who wants to come along.</p> <p>Communities 4 Children - Project Support Officer - Shakira Raymond</p> <ul style="list-style-type: none"> Shade umbrella installation now complete Strong Communities are running a play and connect school holiday activity which is open to all community on 9th April We have a group of young people volunteering at the Nutchee building doing tasks such as program prep, binding workbooks, making gift bags, etc. It has been nice to engage with young people. We asked them if they had ever been to the Precinct before and what they thought the facility was. One of the young people thought it was a driving school. So, we have been able to explain to them about the activities that happen here and empower them with some knowledge. We attended the site-wide meeting and agree it was an amazing meeting. There were conversations around collaborative grant writing and referral pathways. It was good to see our aspirations come to fruition. I am going to push for all our building users to attend the next one. I understand the feedback around the time of the event, but it would be great to see more groups attend. <p>Brianna: Maybe we look to do one during the day and one after hours in the future to accommodate for the various user’s needs.</p> <p>Shakira: One of the users also suggested having the option to join online.</p> <ul style="list-style-type: none"> After the last Advisory meeting, I had a conversation with aunty Cecelia who let me know that PCCC had approached the Elders group in Gladstone about a First Nations playgroup. We have since made contact with PCCC, and they are planning to run some pop-up playgroups. We let them know that we can potentially make the Nutchee building available and that they would have access to all the resources and offered to help where we can. It seems like the first one will be in early May and that they will rotate around to several different venues, they don’t want to commit to one space at this stage. Nutchee building users: <ul style="list-style-type: none"> Some users have recently reduced their activities at our facilities, so we do have some availability <p>Brianna: is that in your play space or in your consult rooms?</p>	

Topic	Action
<p>Shakira: Both. Wakai Waian no longer use our consult room on Mondays. Family Capacity building is no longer happening in the play space which frees up Monday, Tuesday, and Friday afternoons. And Southern Cross Family Daycare playgroup isn't happening anymore on a Thursday morning. But P2P have recently started their MyTime program which looks like it will run fortnightly on a Tuesday afternoon.</p> <ul style="list-style-type: none"> There has been positive feedback about the NAN playgroup that happened out a Boyne Island this term. Strong Communities are looking at taking their Baby NAN program out there next term. I think the group is already full. <p>RECOMMENDATIONS FOR ACTION</p>	
<p>Collaboration and Operations Update Secretariat - Community Development Officer The committee reviewed the hire stats for January and February 2024.</p> <p>RECOMMENDATIONS FOR ACTION - NIL</p>	<p>For Discussion and Decision</p>
<p>Recommendations from Operations Group to Advisory Secretariat - Community Development Officer There are no new recommendations for the Advisory Committee</p> <p>RECOMMENDATIONS FOR ACTION - NIL</p>	<p>For Discussion and Decision</p>
<p>Recommendations to Council - NIL</p>	<p>For Discussion and Decision</p>
<p>Check out question – If the Precinct had a mascot, what would it be?</p>	

Philip Street Communities and Families

Advisory Group – Meeting Minutes – 26/3/2024



Topic	Action
Check out and close meeting: 2:12PM	For Noting
Next Meeting date: Thursday, May 9, 12pm-2pm Meeting Chair: Kylie Lee Location: GRC Smart Room, Philip Street Communities & Families Precinct	