

Philip Street Communities and Families

Advisory Group – Meeting Minutes – 17/02/2023



Time: 10am to 12noon

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

Meeting Chair: Captain Christopher Ford

Apologies: Cecelia Eggmollesse

Participants: Kylie Lee, Wendy Morris as proxy for Shakira Campbell, Maxine Brushe, Kate Dufty, Supria Singh, Cr Desley O’Grady, Cr Natalia Muszkat, Brianna Janson, Jakob Humphries (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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| Meeting open Acknowledgement of Country Councillor O’Grady paid respects to Uncle Richard Johnson and request a minutes silence be observed in his honor. <ul style="list-style-type: none">- Welcome- Introduction to Manager Community Partnerships, Bri Janson | |
| Check In <ul style="list-style-type: none">- What have you been working on since we last met? Advisory discussed items and private projects they have been working since the last Advisory Committee Meeting. | |
| Minutes & Conflicts of Interest Minutes from previous meeting noted and passed. Minutes from AGM noted and passed. Amendment to Supria Singh’s quote for inclusion in the annual report, - Moved Kate Dufty, Seconded Kylie Lee | For Noting |

| Topic | | | | | | | Action | |
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| Update of Recommendations and Actions | | | | | | | For noting | |
| - Update of outcomes and progress of recommendations and actions from previous meetings – Community Development Specialist | | | | | | | | |
| 10.11.22 | For action | Recommendation for Kylie to invite Playground specialist to inspect the Philip Street Playground and suggest appropriate all abilities playground infrastructure. | Advisory Group to Operations Group | Operations Group | Precinct Infrastructure Improvements | GM CD&E | | In progress |
| 10.11.22 | For action | Secretariat to include Strategic opportunity analysis in January meeting agenda. | Advisory Group to Operations Group | Operations Group | Governance | CD Specialist | | Complete |
| 10.11.22 | For action | Investigate the progress of the shade sail for Communities for Children. | Advisory Group to Operations Group | Operations Group | Precinct Infrastructure Improvements | Maintenance Specialist | | Complete |
| 10.11.22 | For action | Recommendation to ensure the PS Annual Report is availability publicly and visibility is supported through promotions of the report. | Advisory Group to Operations Group | Operations Group | Brand & Communications | CD Specialist | | In progress |
| 10.11.22 | For action | Based on our review we are proposing that: | | Operations Group | Operating Model | CD Specialist | Complete | |

| Topic | | | | | | | Action |
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| | | Not for profit organisations with no paid staff (free bookings) 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 | Advisory Group to Operations Group | | | | |
| 10.11.22 | For action | Operations Group to explore Wellbeing Day Precinct wide event - commence planning in Q3 2023 | Advisory Group to Operations Group | Operations Group | Precinct Activation | The Salvation Army & GM CD&E | In progress |
| Advisory Committee Members Reports Advisory Committee Members <ul style="list-style-type: none"> - Kate Dufty - Disability Community Representative Discussed opportunities regarding the – Year of Accessible Tourism and establishment of the Disability Community Network. - Requested the upcoming leadership event hosted by Ruby Lawler is noted in the Operations Group tracker. - Cecelia Eggmolesse - Indigenous Community Representative – not in attendance - Supria Singh – Culturally and Linguistically Diverse Community Representative – no update provided - Maxine Brushe - Seniors Community Representative Recently hosted a tour of the Precinct with members of the Mater auxiliary. Received excellent feedback and is looking to invite other seniors for similar tours. | | | | | | | For Information and Discussion |
| Council & Appointed Members Update/Report Appointed Members Captain Chris Ford - Salvation Army – Philip Street Manager <ul style="list-style-type: none"> ▪ Grant to fund solar panels on Gumar building roof– they would then seek to fund a new financial advisor role | | | | | | | For Information and Discussion |

| Topic | Action |
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| <p> <ul style="list-style-type: none"> ▪ Upcoming Wellbeing Day was discussed looking to offer on a one off basis -OPSM – free consults and lenses, GP bulk billing services a few days a week, Australian Dental Association – provide dentist appointments and fit out space, Hairdresser </p> <p>Wendy Morris - Communities 4 Children</p> <ul style="list-style-type: none"> ○ AGIG successful 25k funding for 3/4x shades – purchasing umbrellas and are mobile. Hazard mitigation – training staff on how to erect/pull down shades. ○ Term 1 Programs commenced, 1 or 2 standard bookings every week. Refer to Nutchee Building Schedule. ○ Psychology service specialising in Aboriginal/Torres Strait Islander. Self referral process and no GP referral required. ○ Southern Cross Family Daycare – Thursday morning booking in playroom space to connect staff. ○ Barefoot Bowls – 21 March @ Gladstone Bowls Club – networking event. ○ C4C memberships slowly growing. ○ Waikai-Waian Healing have booked consult room every Monday starting 27th Feb (2x clinicians on site). ○ Nourish Baby <p>Trends:</p> <ul style="list-style-type: none"> ○ Need for childcare ○ Housing and tenancy issues ○ Playgroup enquiries have increased as school term has returned. <p>Kylie Lee - Gladstone Regional Council – General Manager Community Development & Events</p> <p>Youth Council - Nominate Jakob for Advisory Committee member</p> <p>Precinct Activation:</p> <ul style="list-style-type: none"> • Initial stages of development of the Philip Street Communities and Families Precinct Activation Plan • Sport and Active Living Expo- developing the expressions of interest for stallholders, stallholder deeds and marketing CAP • Strong Steps to Club Success- will commence after feedback from clubs at Sport and rec Forum (24 March) • Preparations underway by First Nations Liaison Officer and NHC Co-ordinator for NAIDOC Expo (more info to come) <p>Community Development</p> <ul style="list-style-type: none"> • Welcoming Cities Accreditation | |

| Topic | | | Action |
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| <p>Established</p> <p>An Established Welcoming City has taken action towards becoming a more connected and cohesive community.</p> <p>Established Welcoming Cities have cemented their status as a key member of the network and driver of cultural change. They have a clear assessment of their current position.</p> | <p>Self Assessment</p> <p>Criteria and indicators of Category 1.0 (Leadership) are met and verified by Welcoming Cities</p> | | |
| <ul style="list-style-type: none"> • Ask for Angela- collaboration with Gladstone Women’s Health and discussions with Gladstone District Liquor Accord around those interested in a potential trial of the Angela Safety App • Developing Community Leaders project – to be delivered by Blue Wren Connections in partnership with GRT. Program supported through the BBRF and by GRC. Alignment to the Capacity initiative of the CD Strategy and Action plan. • Exploring potential partnership for a funding application to a grant with the Department of Communities in partnership with CQ University’s Office of Social Innovation | | | |
| <p>Collaboration and Operations Update Secretariat - Community Development Specialist</p> | | | <p>For Information and Discussion</p> |
| <ul style="list-style-type: none"> • Advisory Committee Annual Report <ul style="list-style-type: none"> • Report is about committee members not precinct. • Add comment from Supria. • Present to Council endorsement 7 March, feedback due 23 February. • Maxine Brushe – missing “trust and reciprocity” in Culture section. Collaboration section “collaborative effort”. • Kylie Lee – value in making it more current? Add more highlights and Maxine’s appointment. • Youth Representative Update | | | |

| Topic | | | | Action |
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| <ul style="list-style-type: none"> • Service Mix - Refer to booked hours spreadsheet. Report this information as more of a trend report (summary of spreadsheet) | | | | |
| Recommendations from Operations Group to Advisory Secretariat - Community Development Specialist Nil to note | | | | For Discussion and Decision |
| Recommendations to Council Secretariat - Community Development Specialist | | | | For Discussion and Decision |
| 17.02.22 | For action | Recommendation to invite GRC Strategic Projects Specialist, Erickson Noakes to attend the next Advisory meeting to provide update on GCOTA MOU and the report they have prepared. | Advisory Group to Operations Group | |
| 17.02.22 | For action | Capture Ruby Lawler event in Operations tracker to keep this event in mind for discussion about opportunities | Advisory Group to Operations Group | |
| 17.02.22 | For action | Recommendation for secretariat to prepare a report to Council to appoint Jakob Humphries to the PS Communities and Families Precinct Advisory Committee Youth Representative. Supported by Advisory Committee. | Advisory Group to Operations Group | |
| 17.02.22 | For action | Recommendation to include an agenda item to invite Councillors to provide an update to the Advisory Committee | Advisory Group to Operations Group | |
| 17.02.22 | For action | Recommendation to circulate the Gladstone Health Plan to the Advisory Committee | Advisory Group to Operations Group | |
| 17.02.22 | For action | Review centralised booking approach in March and bring report back to the Advisory Committee at next meeting | Advisory Group to Operations Group | |



| Topic | Action |
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| <p>Check out and close meeting</p> <ul style="list-style-type: none">- What is your biggest take away from today's meeting? Advisory Committee members discussed key takeaways from today's meeting. | <p>For Noting</p> |