

## Philip Street Communities and Families

### Advisory Group – Meeting Minutes – 25/1/2024



**Time:** 10:15am to 12pm

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

**Meeting Chair:** Kate Dufty

**Apologies:**

Debbie Meier-Cuddy - Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts  
Jakob Humphries – Youth Community Representative  
Cr Desley O’Grady

**Participants:**

Cr Natalia Muszkat  
Kate Dufty – Disability Community Representative  
Maxine Brushe - Senior Community Representative  
Supria Singh – Culturally and Linguistically Diverse Community Representative  
Cecelia Eggmolesse – Indigenous Community Representative  
Shakira Raymond – Communities for Children (GAPDL)  
Christopher Ford - The Salvation Army  
Kylie Lee – Gladstone Regional Council  
Brianna Janson - Gladstone Regional Council  
Jaclyn Iwasaka – Gladstone Regional Council (Secretariat)  
Rebecca Griffin – Gladstone Community and Neighbourhood Centre

**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><b>Meeting open: 10:19am</b>  <b>Acknowledgement of Country</b> – skipped as an acknowledgement had already been made at the beginning of the AGM.</p>	
<p><b>Check In</b> – What is one thing you would like to focus on in 2024?</p>	
<p><b>Minutes &amp; Conflicts of Interest</b>                      Previous minutes accepted by committee.  <b>Moved – Kate</b>  <b>Seconded – Maxine</b></p> <p><b>Conflicts of Interest declared - NIL</b></p>	<p>For Noting</p>
<p><b>Update of recommendations and actions</b>  <b>Update of outcomes and progress of recommendations and actions from previous meetings - Community Development Specialist</b></p> <p><b>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.</b>                      No new updates.</p> <p><b>For Action: Library hot desks and charging station for Precinct Library.</b>                      A hot desk has been ordered. Awaiting the electrician to add a power point to the area, and the arrival of the desk. Kate shared that the original idea for a hot desk was a suggestion from the community that she brought to the committee. Kate is excited to be able to report back to the community about the progress.</p> <p><b>For Action: Touch base with Regional Housing to discuss potential of attending PSP meeting.</b></p>	<p>For Noting</p>

Topic	Action
<p>No new updates.</p> <p><b>For Action: Homelessness round table discussion with GRT.</b></p> <p>It's a housing roundtable, not just about homelessness. There are two subgroups, one that looks at immediate needs, and one that looks at longer term needs. Council presented their draft housing strategy and the members of the roundtable had input into that strategy. The Local Housing Action Plan is currently in draft and will go to a Council Meeting in the coming weeks. The executive team are currently reviewing it. Action marked as complete.</p> <p><b>For Action: Invite organizations who are hiring to attend future meetings as part of the lunch and learns.</b></p> <p>A lunch and learn with The Salvation Army has been scheduled for March. The Secretariat will continue to invite tenants and/or regular hirers to future meetings. The committee will consider if they wish to continue scheduling the lunch and learns to coincide with regular meetings, or if they would like to have them as a separate meeting. Action marked as complete.</p> <p><b>For Action: Arrange a Lunch &amp; Learn about the Welcoming Cities Accreditation</b></p> <p>No new updates.</p> <p><b>For Action: Forward information about the Gladstone First Nations Community Honouring Excellence Awards to the RAP Committee for discussion.</b></p> <p>The Secretariat emailed the First Nations Liaison Officer Gay SIRRIS and she has responded that she will add it to the agenda for the next meeting.</p> <p><b>For Action: Investigate a lock box for out of hours key collection.</b></p> <p>A lock box has been ordered and awaiting installation. It will be installed to the right of the main doors of the Maxine Brushe building, between the door and the hallway that leads to the toilets. This spot was chosen as it is easy to find and is in view of the CCTV cameras. Action marked as complete.</p>	

Topic	Action
<p><b>For Action: Reach out to the NAIDOC Committee to advise of the various spaces that are available for events in 2024.</b></p> <p>Currently liaising with Gay SIRRIS around potential activities for NAIDOC. Nothing has been decided yet. The NAIDOC committee is currently looking for committee members. The Neighbourhood Centre will collaborate with Gladstone Regional Council to run the NAIDOC Expo again this year. There has been talk about a youth event this year. The committee feels that there needs to be more clarity around which events are organized by who.</p>	
<p><b>Homelessness and Safety at the Precinct</b></p> <p>Brianna: In general, we are seeing less homelessness at the Precinct recently. We did have a number of rough sleepers here at one stage, but we are not aware of any currently. We also had people who would stay overnight in the carpark and leave early in the morning, but we have not seen anyone doing that recently either.</p> <p>Maxine: Is that across the region?</p> <p>Brianna: No, just at the Precinct.</p> <p>Chris: The community is currently in a major transition period. We aren't seeing a lot of people accessing Emergency Relief at the moment because they are in transition. In a month's time we should start seeing people come through again, and we will have a better idea of what is to come.</p> <p>Kylie: From a Council perspective, we are aware of people who are living in caravans or cars on roadsides. Council's position is that we move them if we receive a complaint. But that type of activity just moves them to somewhere else. We haven't taken a hard approach on it considering cost of living pressures at the moment.</p> <p>Brianna: We have information packs available through the Neighbourhood Centre for people who are experiencing housing insecurity. But it's important to acknowledge that for some people this is a personal choice.</p> <p>Cr. Muszkat: The reason as to why someone doesn't have a home is often very complex. It's not something we can easily fix.</p> <p>Chris: The Salvation Army is concerned that we are going to see some people become homeless this year that have never experienced homelessness before. They're going to be a new cohort that aren't used to it. We're seeing the early signs coming through emergency relief at the moment. Generally speaking, they are lower income workers who have been ok until now, but with the increase in cost of living, they are struggling, and they are doing what they can, but they are also getting themselves caught up in a lot of debt that ultimately is going to result in homelessness.</p> <p>Brianna: And the availability of rentals at the moment is critical. Even for people with no complex issues, it is difficult to find somewhere to live.</p>	

Topic	Action
<p>Brianna: In regards to safety, at the end of last year we had someone who was staying on site temporarily with a very complex background. There were some safety concerns. The Precinct partners learned a lot from that experience about how we can work together to ensure that the person was receiving the support that they needed.</p> <p>Brianna: Roseberry are looking to run their Homelessness Connect event again this year at the Precinct. So we have reached out to them to see how we can support them to incorporate last year’s learnings, and to offer resources.</p> <p>Chris: Targeting the right cohort is one of the difficulties.</p> <p>Rebecca: Last year there were 3 people attend who identified as being homeless. The other attendees were either at risk or disadvantaged.</p> <p>Cr Muszkat: I think we should explore different ways of reaching people. I would hate to think that service providers are only attending as a ‘tick and flick’ exercise. Maybe we need some capacity building for services to support homeless. Or support for family members.</p> <p>Chris: It’s about getting the right cohort. We saw a few people there who we know aren’t disadvantaged, they were just there for the freebies. And that’s always going to happen.</p> <p>Cr Muszkat: Is it worth doing? That’s my question. Maybe we could put the resources into doing something else, like a Community of Practice around homelessness.</p> <p>Chris: If we had a Community of Practice, it would be something that we could focus on throughout the year, not just one week a year.</p> <p>Cr Muszkat: A Community of Practice can be really valuable. A person can bring an issue to the meeting and everyone can try to solve it together.</p> <p>Rebecca: Roseberry are the ones who have initiated this, and we are supporting them.</p> <p>Cr Muszkat: I think it is worth considering what we can do that could potentially have a greater outcome.</p>	
<b>Resignation of Supria Singh</b>	
<p>The committee expressed their gratitude to Supria for her contributions to the Precinct and wished her well for her new journey.</p> <p>Supria expressed her thanks for the experience and support from the committee.</p>	
<b>Advisory Committee Members Updates/Reports</b>	
<b>Advisory Committee Members</b>	

Topic	Action
<p><b>Disability Community Representative - Kate Dufty</b></p> <p>There are still community members who don't know what happens at the Precinct. The Lunch &amp; Learns will be good so that we can help spread the word.</p> <p><b>Indigenous Community Representative - Cecelia Eggmolesse</b></p> <p>Continue to encourage more FN peoples to use this facility and be involved. PCCC are interested in starting a program for 0-5year olds in Gladstone similar to what they have in Bundaberg. I will connect them to C4C.</p> <p><b>Culturally and Linguistically Diverse Community Representative – Supria Singh</b></p> <p>Similar to Kate, I have been asked about what activities are held at the Precinct.</p> <p>Shakira: It is also potentially a case of people don't know about the Precinct until they need support, and then they start looking for what services are available. For that reason, the question of "what happens at the Precinct" will always be around.</p> <p>Kylie: I think there are little things that we can do. One of the things that I have noticed is that the flags that are out the front of the Precinct, the logos of the tenants are really small, but if the logos were larger, people might notice more. Or we could put advertising on the Council billboard near McDonalds, just a simple "What's on at Philip Street". Maybe we just do a snapshot of some of the bookings, like we do on the Facebook page.</p> <p>Maxine: What about business cards. The advisory committee could distribute them.</p> <p>Cr Muszkat: We did talk about having a community bulletin board at the Maxine Brushe building for flyers and brochures.</p> <p>Brianna: I think we discussed that maintaining it, protecting it from vandalism, and preventing flyers from falling and then littering the Precinct would be challenging, so we moved away from the idea and instead chose to use the big screens to share information.</p> <p>Maxine: The issue with that is that you have to be here to see it. If you have something that you can give to someone, the reach is further.</p> <p>Brianna: We are having a few little wins. Part of our activation strategy was to invite GCCI to run a networking event at the Precinct last year, which went ahead. Following that, they held another networking event here just last week and it was huge. So that was a group of people who are not necessarily coming here for a service.</p> <p>Cr Muszkat: Probably 50% of people come for a service, but the other 50% come for an activity.</p>	

Topic	Action
<p>Jaclyn: The Community Partnerships team were invited to give a presentation about the Precinct at the National Seniors Gladstone branch meeting. They were interested in what is happening at the Precinct. There were about 70 people in attendance. So that is an option as well to get the word out.</p> <p>There has also been feedback from parents with young children that the shade is insufficient at the playground.</p> <p>The Precinct is being used by multiple cultural groups for celebrations – they are requesting a stage for indoor use at the Maxine Brushe. This is for dancing and performances.</p> <p>Cr Muszkat: Is there the option to have a stage available for hire?</p> <p>Kylie: From a safety perspective, transporting and installing a stage is difficult. If we purchase one for Philip Street specifically, storage is an issue.</p> <p>Brianna: There are commercial providers who hire that kind of equipment, and that is why Council is moving away from providing equipment for hire.</p> <p>Cr Muszkat: The groups probably don't know where they can get that type of equipment or what would fit in the space. Perhaps we need to provide more information.</p> <p>Shakira: Could it form a part of the booking process? For example, these are Council's recommended suppliers?</p> <p>Kylie: Council can't recommend a supplier under the Local Government Act. It is expensive to hire a stage.</p> <p>Cr Muszkat: For a larger group, cost might not be an issue. Even if we can't recommend a supplier, we could provide information about the sizing requirements for the space.</p> <p>Kylie: Thanks for the information. I will outwork this with my team.</p> <p><b>Senior Community Representative – Maxine Brushe</b></p> <p>NIL</p>	
<p><b>RECOMMENDATIONS FOR ACTION</b> – Investigate the feasibility of providing information about dimensions for users who may wish to hire a stage.</p>	

Topic	Action
<p><b>Advisory Committee Members Updates/Reports</b></p> <p><b>Councilors</b></p> <p><b>Cr. Muszkat</b></p> <p>I was asked about seating outside of the Maxine Brushe building for people who are waiting for their room to become available, or who want to continue chatting after their activity has finished.</p> <p>Kylie: I have asked Simon to investigate options for this.</p> <p>Brianna: We are also planning to change some of the seating in the playground area to be more accessible.</p> <p><b>RECOMMENDATIONS FOR ACTION</b> – Investigate seating for outside of the Maxine Brushe building</p>	
<p><b>Council &amp; Appointed Members Update/Report</b></p> <p><b>Appointed Members</b></p> <p><b>Gladstone Regional Council – Kylie Lee</b></p> <p>Our Access and Inclusion Action Plan is progressing. The Executive Team are also looking at doing a stage 2 of the Access and Inclusion Action Plan as an Ops Plan item for next year which will look at some of our high traffic parking and open spaces. I’m very excited that that could become another Operational Plan item. The next steps will be to action the items identified in the plan and putting that in our budget for next year.</p> <p>Brianna: Operationally, bookings are currently still low after Christmas. All of the long-term bookings have been inputted, which does take up a lot of the availability at the Maxine Brushe.</p> <p>A disability audit has been completed at the Precinct, and there are a few minor changes that we make. For example, some of the staircases need additional handrails.</p> <p><b>Salvation Army – Philip Street Manager – Chris Ford</b></p> <p>Strategic plans for homelessness – watch this space.</p> <p>We are currently refining financial services.</p> <p>Emerging trend – increased After Pay usage. This is a significant concern.</p>	



Topic	Action
<p>Cr Muszkat: Does the Salvation Army do any sort of advocacy around this?</p> <p>Chris: On a national level, yes. We are seeing people use After Pay to purchase gift cards that they then use to purchase food, which is really concerning.</p> <p>Cecelia: The owner of the secondhand shop in town constantly has people going there pawning things for money. She ended up allowing a couple to pitch a tent in her carpark. She also had someone sleeping around the back of her store. There is no one there anymore.</p> <p>Supria: I think we need more financial literacy programs.</p> <p>Brianna: It's difficult. We have tried to organize these programs in the past and no one has attended.</p> <p>Kate: There is a bit of a stigma involved. I've had a lot of conversations with my community recently. We have always had to work with a low income and have become good at managing our finances, so we aren't feeling the current situation as badly as others. A lot of people who are experiencing this for the first time are having to adapt and relearn, which is hard.</p> <p>Kylie: The Salvation Army have MoneyCare, which provides one on one finance management education, tailored to the individual. Maybe we can promote that service more.</p> <p><b>Communities 4 Children - Project Support Officer - Shakira Raymond</b></p> <p>Programs restarted this week. We are still receiving enquiries about availability across site. We have been sharing the virtual tour with potential hirers which has been helpful for them to be able to see the space.</p> <p><b>RECOMMENDATIONS FOR ACTION</b></p>	
<p><b>Collaboration and Operations Update</b></p> <p><b>Secretariat - Community Development Officer</b></p> <p>The committee reviewed the hire stats for November and December 2023.</p> <p>Brianna: Capacity within the consult rooms is getting quite low. Another psychologist has just become a tenant at the Gumar Building. There is only one room available in the Ngallil building, and 1 or 2 rooms left at the Gumar building.</p>	<p>For Discussion and Decision</p>

Topic	Action
<p><b>RECOMMENDATIONS FOR ACTION - NIL</b></p>	
<p><b>Recommendations from Operations Group to Advisory Secretariat - Community Development Officer</b></p> <p>An Operations Meeting has not been held since the previous committee meeting.</p> <p>There are no new recommendations for the Advisory Committee</p> <p>Brianna: The Precinct Partners have been discussing how the Operations group functions. Currently, we have some tenants that are attending meetings, but not all the tenants are able to attend. We understand that it is a lot to ask of them to attend a meeting once a month. We have decided that Operations meetings will now be non-mandatory for tenants. Instead, there will be a twice-yearly meeting for all tenants and permanent hirers to come together, network, get updates on the Precinct, and discuss any feedback.</p> <p><b>RECOMMENDATIONS FOR ACTION - NIL</b></p>	<p>For Discussion and Decision</p>
<p><b>Recommendations to Council - NIL</b></p>	<p>For Discussion and Decision</p>
<p><b>Check out question – Who has inspired you recently?</b></p>	
<p><b>Check out and close meeting: 12:06</b></p>	<p>For Noting</p>
<p><b>Next Meeting date:</b> Tuesday, March 26, 12pm-2pm  <b>Meeting Chair:</b> Kylie Lee  <b>Location:</b> GRC Smart Room, Philip Street Communities &amp; Families Precinct</p>	

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