



# **INCLUSIVE COMMUNITY ADVISORY COMMITTEE**

## **REPORT**

WEDNESDAY 4 DECEMBER 2019 AT 9.09 AM

TOWNSVILLE STADIUM

## Advisory Committee Members >>

Councillor Colleen Doyle	Committee Chair, Townsville City Council
Councillor Margie Ryder	Townsville City Council
Councillor Russ Cook	Townsville City Council
Rachel Baker	Defence Community Organisation
Teresa Hudson	Community Information Centre
Sheree Bugden	Mission Australia
Judy Rabbitt	Zonta Club of Australia Metro Inc
Rachel Cook	The Youth Network
Reverend Bruce Cornish	Townsville Central City Mission
Lynne Derry	The Challenge Games/NQ Autism Support Group
Cayley Downey	Unlock the Lachs
Barbra Smith	North Queensland Primary Health Network
Anne Franzmann	Queensland Human Rights Commission
Velma Gara	Torres Strait Islander Community Member
Julie Fraser	Diversicare
Shane Harris	Volunteering North Queensland
Johanna Kodoatie	Townsville Multicultural Support Group
Peter Monaghan	Centacare North Queensland
Vicki Trevanion	Townsville Region Committee on the Ageing
Scott Stidston	Spinal Life Australia
Susan Wilkinson	Inclusion Agency Queensland

### Non-member ICAC:

Jessica Ward	Meeting Facilitator, Community Safety Officer, Community Engagement, Townsville City Council
Rebecca Pola	Community Development Officer – Recovery, Community Engagement, Townsville City Council
Julie McTaggart	Team Leader Community Development – Community Development, Community Engagement, Townsville City Council

## ACKNOWLEDGEMENT OF COUNTRY

The Townsville City Council would like to acknowledge the Bindal and Gurambilbarra Wulgurukaba peoples as Traditional Owners of the land on which our Council operates. We pay respect to Elders past, present and future and value the traditions, culture and aspirations of the first Australians of this land. We acknowledge and hold in great significance the valuable contribution that Traditional Owners have made and continue to make within the Townsville Community.

## Goals and Objectives of Townsville City Council >>

### Corporate Plan >>

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#### Goal 1 - A Prosperous City

Deliver a strong and innovative economy for Townsville with sustainable growth and support for local jobs and businesses.

Objectives that identify our strategic intent:

- 1.1 Support local businesses, major industries, local innovation and employment growth.
- 1.2 Promote our economic and geographic strengths and market Townsville as a vibrant destination for commerce, education, research, tourism, entertainment and lifestyle.
- 1.3 Plan, support, provide and advocate for infrastructure and investment that supports innovation, residential and economic growth.
- 1.4 Maximize opportunities for economic growth by building and maintaining effective partnerships.

#### Goal 2 - A City for People

Enhance people's experience of Townsville as a liveable and vibrant city by providing services that support the growth of an inclusive, knowledgeable, active, safe and healthy community.

Objectives that identify our strategic intent:

- 2.1 Provide services and local infrastructure that meet community expectations, support growth and provide for the needs of our community.
- 2.2 Improve the liveability of Townsville and encourage active and healthy lifestyles by providing accessible public facilities and community infrastructure.
- 2.3 Improve the vibrancy of Townsville by supporting the community's access to, and participation in, a range of artistic, cultural and entertainment activities.
- 2.4 Enhance community knowledge of and access to council services to improve community wellbeing, health and safety.

#### Goal 3 - A Clean and Green City

Create a sustainable future for Townsville through the protection, maintenance and enhancement of our unique, natural and built environment.

Objectives that identify our strategic intent:

- 3.1 Plan, design and deliver sustainable development and support this by actively managing the natural environment and increasing green infrastructure, at both a city, suburb and place level.
- 3.2 Develop and implement long term solutions for the management of water and waste that are socially, financially and environmentally sound.

#### Goal 4 - A Simpler, Faster, Better Council

Transform the Townsville City Council into a simpler, faster and better council that is easy to work with, and for, and gains community trust by being transparent and managing its resources.

Objectives that identify our strategic intent:

- 4.1 Provide customer-focused services that meet the expectations of our community in a dynamic and adaptive manner.
- 4.2 Ensure that council's plans, services, decisions and priorities reflect the needs and expectations of the community.
- 4.3 Be a valued and committed employer who provides a productive, inclusive and respectful environment for staff and the community.
- 4.4 Improve financial sustainability and provide value and accountability to the community for the expenditure of public funds.
- 4.5 Ensure that public funds are expended efficiently and that council expenditure represents value for money whilst supporting the local economy.

## **Inclusive Community Advisory Committee**

### Purpose of the Inclusive Community Advisory Committee

The Inclusive Community Advisory Committee (ICAC) purpose is to be a peak body of community representatives to provide advice to Council on current and emerging social and community planning needs and opportunities, policy matters and to promote community leadership through a 'collective impact' approach.

The Inclusive Community Advisory Committee has been established in accordance with section 264 of the *Local Government Regulation 2012* ("the Regulation").

### ICAC Member interaction with media:

Media (TV or newspaper agencies) may be in attendance at meetings and may wish to speak with committee members. It is important to be aware that as a member of the ICAC you are representing and speaking on behalf of your organisation. We would advise that you seek confirmation as to your organisation's media policies, and inform the Meeting Facilitator if you have any issues / concerns.

### 5.8.6 Audio or video recording of a meeting – as per Townsville City Council, Code of Meeting Practice

Only authorised persons may make an audio or video recording of a meeting in accordance with Section 35 of Local Law No. 1 (Administration) 2011.

A person is authorised to make an audio or video recording of the meeting if the Chairperson consents to the recording being made. A record of the Chairperson's consent made in the minutes of the meeting (or the report of a committee meeting) is "written consent" for the purposes of Section 35 of Local Law No. 1 (Administration) 2011.

**REPORT****INCLUSIVE COMMUNITY ADVISORY COMMITTEE****DATE****Wednesday 4 December 2019****PRESENT**

Councillor Colleen Doyle	Committee Chair, Townsville City Council
Councillor Russ Cook	Townsville City Council
Councillor Margie Ryder	Townsville City Council
Sheree Bugden	Mission Australia
Reverend Bruce Cornish	Townsville Central City Mission
Lynne Derry	The Challenge Games/NQ Autism Support Group
James Wong	North Queensland Primary Health Network (Proxy for Barbra Smith)
Anne Franzmann	Queensland Human Rights Commission
Velma Gara	Torres Strait Islander Community Member
Shane Harris	Volunteering North Queensland
Johanna Kodoatie	Townsville Multicultural Support Group
Judy Ribbett	Zonta Club of Australia Metro Inc
Scott Stidston	Spinal Life Australia
Robyn Moore	Townsville Region Committee on the Ageing (Proxy for Vicki Trevanion)

**Non -member ICAC:**

Jessica Ward	Meeting Facilitator, Graduate Indigenous Community Planning and Development Officer, Community Development, Townsville City Council
Julie McTaggart	Team Leader Community Development – Community Development, Community Engagement, Townsville City Council
Nikki Karswell	Community Programs Officer, Community Development, Townsville City Council

**GUESTS**

Sally Butler	Principal Inclusive Communities, Townsville City Council
Stacey Stafford	Feros Care
James Wong	North Queensland Primary Health Network
Ramla Muhammed	Volunteer, Townsville Multicultural Support Group
Yoon Sandi Kyaw	Volunteer, Townsville Multicultural Support Group
Catharina Helweg Rasmussen	Volunteer, Townsville Multicultural Support Group
Jacinta Stewart	Engagement Consultant, APM
Anna Nicholls	Zonta Club of Townsville Metro

**APOLOGIES**

Susan Wilkinson	Inclusion Agency Queensland
Rebecca Pola	Community Development Officer – Recovery, Townsville City Council

**NOT PRESENT**

Rachel Baker	Defence Community Organisation
Rachel Cook	The Youth Network
Margaret Robertson	Community Information Centre
Cayley Downey	Unlock the Lachs
Julie Fraser	Diversicare
Gerard Byrne	Centacare North Queensland
Peter Monaghan	Centacare North Queensland
Vicki Trevanion	Townsville Region Committee on the Ageing
Rebecca Pola	Community Development Officer – Recovery, Community Engagement, Townsville City Council
Andrew McGill	Community member

### **Opening of meeting**

The Chair opened the meeting at 9.09am

### **Acknowledgement of Country**

The Meeting Facilitator provided the Acknowledgement of Country.

### **Disclosure of Interests**

The Meeting Facilitator read the Belcarra Statement, reminding the Councillors of their obligations for disclosing conflicts of interest and material personal interests for items on the agenda.

There were no conflicts of interest or material personal interests declared.

### **Announcements**

The Chair, Cr Colleen Doyle advised she has publicly announced she will not be re-contesting in the Local Government election in March 2020. She expressed sincere appreciation to the Committee and highlighted its achievements and recommended the work of the Committee must continue.

### **Apologies and Leave of Absence**

Susan Wilkinson, Inclusion Agency Queensland and Rebecca Pola, Townsville City Council were noted as apologies.

### **Welcome of Guests**

The Meeting facilitator welcomed guests and noted James Wong, North Queensland Primary Health Network as a proxy for Barbra Smith.

### **Membership Update**

There was no membership updates.

### **Confirmation of minutes of previous meeting**

The Committee confirmed the minutes of the previous meeting held on 2 October 2019 to be a true record.

## Correspondence

The Meeting Facilitator provided an overview of recent correspondence received in relation to this Committee including information on the following items:

- Townsville and Me Survey - Chance to Win \$100 Voucher – 03/10/2019
- Queensland Women's Week 2020 - grants now open – 15/10/2019
- Information Linkages & Capacity Building (ILC) grants workshop – 06/11/2019
- Position Vacant: Project Coordinator, Regional Employment Training 06/11/2019
- Changing Lives, Changing Communities Invitation Flyer with link to register – 06/11/2019
- Celebrating Reconciliation Small Grants – 06/11/2019
- Action Plan – 06/11/2019
- Cores Suicide Intervention Training – 07/11/2019
- Silver Level Housing Video/mini documentary – 07/11/2019
- Suncorp's Storm Ready Streets campaign – 11/11/2019
- Anti-theft Number plate screw event – 11/11/2019

## Action Register Update

The Meeting Facilitator provided an update on the Action Register.

- 85 items in total
- 5 open items

See Attachment 1 – Inclusive Community Advisory Committee Agenda Submission and Meeting Action Register.

## Agenda items

### Action Register – Update on outstanding items

The Meeting Facilitator provided an overview on the Action Register and provided an update on the following items:

3.3.1 Identify & promote actions occurring in our community that promote diversity & inclusiveness.

**Action:** CALD working group to continue working in this space, possibility of looking into a grant that could allow Townsville Multicultural Support Group to access an app and provide to new CALD community members

Research was conducted on various apps by the Meeting Facilitator. All current apps identified have a subscription fee (most were around \$10 per month). The app named *Transliter* has been recommended as being the most fit for purpose, however, is also on a subscription basis. The Meeting Facilitator reinforced that members have previously agreed they will link in and share with other community groups in an effort to get it out there in the broader community.

## 1.5 Advocate for Silver Level Accreditation into new homes

Meeting Facilitator provided update on the correspondence sent out to committee members of the Silver Level Housing video for dissemination among members contacts and networks.

### 1.2.1 Increase understanding as to the needs of Townsville's non-English speaking background community in accessing literacy, numeracy and English as a second language learning to determine potential opportunities for support.

The Working Group met on 15 November 2019, and discussed outcomes from survey, community consultation and community fun and learning day and identified areas for opportunities. A summary of the discussions was as follows:

- Discussions with TCC marketing to discuss possibility of second push with survey.
- A meeting to be held with TAFE QLD with the TCC Team Leader of Community Engagement for discussions around identified gaps and possible opportunities around classes, cultural training, outreach, childcare and apprenticeships
- Contact to be made with the Asylum Seekers Resource Centre (Melbourne) and resources being sourced for future planning to occur to work towards training for new migrant and refugee families to better understand role of genders in Australia and the benefits of supporting each other; and
- Possibility of continued community meetings to be attended by community leaders and active members to keep everyone up to date with current and emerging issues and opportunities etc.

**Action:** *The Meeting Facilitator discuss further options available with the marketing team.*

## Recovery Update

- Julie McTaggart, Team Leader Community Development (*in Rebecca Pola's absence*) provided a brief update on Recovery and summarized two major projects currently underway where Townsville City Council is working with external partners on an ongoing basis in relation to people with disabilities and disaster preparedness.

Key details of the projects were as follows:

- Disaster Information Project - this study is looking at information provided to people (in different languages, formats and access) in areas in disaster season on preparedness and recovery; and
- Disability inclusive and Disaster Resilient Queensland Project with the University of Sydney, Queensland Disability Network and Community Services Industry Alliance and State government to launch phase one of the project titled Disability-Inclusive Disaster Risk Reduction (DIDRR) Framework and Toolkit. Phase two will progress in early 2020.

The Committee also shared information relating to other associated events and training that is happening within the community.



## **Item 1. Presentation – Queensland Human Rights Act 2019**

Anne Franzmann, Queensland Human Rights Commission provided a presentation relating to *Queensland Human Rights Act 2019*. The Committee was advised that the Act was passed earlier in 2019 and will be fully functional in January 2020 and the Commission is currently in awareness phase.

Key points were as follows:

- Main objectives
- What rights are protected by the legislations?
- What does this mean in practice?
- Public entities with responsibilities under the Human Rights Act
- What do we mean by ‘proper consideration’?
- Responsibilities of courts and tribunals
- Responsibilities of Queensland Parliament; and
- Dealing with human rights complaints

<p><b>Action:</b> <i>The Meeting Facilitator to organise for Anne Franzmann, Queensland Human Rights Commission to conduct training relating to the Queensland Human Rights Act 2019.</i></p>
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### **Advisory Committee Forum**

The Chair provided an overview of the Townsville City Council Advisory Committee Forum 2020 and explained the concept and expected timing.

The Committee agreed the Forum will highlight achievements and outcomes, establish connections and linkages with the work of Council, other agencies and committees and ensure the ongoing relevance for the Committee into the future.

The Committee broke into small groups to reflect and workshop ideas with a view to inform the agenda for the upcoming Forum, and to review the advisory committee over the past term.

Feedback will be combined by the Meeting Facilitator and Committee champions will be sought from the Inclusive Community Advisory Committee to present at the Forum.

<p><b>Action:</b> <i>The Meeting Facilitator to send a date claimer invite to members, once a date has been decided upon</i></p>
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### **Other Business**

The Chair thanked the meeting facilitator and Committee members for their input over the last year and wished everyone a safe and happy Christmas.

**Next meeting – TBA**

**Agenda items due – TBA**

**Venue –TBA**

The Chair declared the meeting closed at 11.20am.

**COUNCILLOR C DOYLE**  
**CHAIR**

**Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 10 of 20**

1	<b>Carry-Over</b> past term: Agenda Notification	Lighting in Laneways/Bikepaths	Repair or Replace lighting in Laneways and Bikepaths to assist in the reduction of possible crime, graffiti attacks, substance abuse, possibility of personal injury by falling over etc. Also assist in public safety with bikes and walkers in darkened areas around Ross River	Lighting repaired. Additional Lighting provided	Included on February 2013 ICAC agenda	11/2/2013 spoke with Wayne Freedy - identified spots - Weir to Nathan St & lane behind KingPin. Matter to be managed as operational - Safety Assessment Audit Framework process. 11/2/2013 - allocated Community Planning & Development Officer for 2012/2013 financial year action; MARCH 2013 UPDATE all community safety assessments on hold until further notice by Council. December 2014 - ICAC Chair to follow up with Councils Infrastructure - no outcome achieved. 4/6/15 ICAC Facilitator to contact Council's Security Officer re: strategies employed since 2013 e.g. CCTV. 06 Dec 2016 taken through ICAC and item handed over to CSAC committee for investigation (outside this committee's TOR).	ICAC chairperson	
2	<b>Carry-Over</b> past term: Meeting Action 19/02/15	Invitees for the April 2015 ICAC meeting	That representatives from NDIS be invited to the next ICAC Meeting (April 2015)	nil	nil	ICAC Meeting Facilitator to make contacts and forward on invitation. Did not occur for the April 2015; aim for the June 2015 meeting. 4/6/2015 - ICAC Chair suggested to keep this item on hold whilst ICAC Facilitator scopes further information. NDIA representatives invited to upcoming ICAC meeting mon 6 Feb 2017 to give presentation to new committee as requested at December 2016 ICAC meeting. - 6/12/2017 NDIS representatives attended the committee meeting and the members raised and discussed their experiences and issues. ICAC committee resolved for item to be further actioned with a new working group to be actioned as part of a new item below.	ICAC Meeting Facilitator	
3	<b>Carry-Over</b> past term: Agenda Notification -	1. Poster Boards CBD 2. NFP using the big TV screen to advertise.	Item 1. Can the Council place around the CBD and suburbs Public Notice boards for posters and flyers. We want people to come to the city but there is no where to put posters and advertise events. Item 2.Can not-for-profit groups use the big TV screen to advertise events and activities?	"Is it possible? Obviously there is a cost. Can we start with the city? "Full Throttle Theatre could monitor the Boards in the city and remove outdated posters and flyers, keep them looking tidy. "Sunday Markets are a great opportunity to advertise on the big TV. What is entailed in organising this? Who is in charge of it and can we make it happen? Full Throttle has been trying to get this happening for years and we always hit a dead end.	Operational - referral to internal TCC. 1. Marketing and Communications 2. Venues	ICAC Meeting Facilitator to follow up with internal TCC referrals. Update 21 Dec 2017 ICAC Facilitator returned information through ICAC meeting on 6 Dec 2017. The committee want to find out more about the potential use of big screen and other existing advertising opportunities. ICAC faciliator has obtained instructions re use of big screen, potential to present to ICAC as a possible online events toolkit for not for profit community groups and individuals to utilise. Facillitator to take back through ICAC on 6 Feb 2017 to gauge interest and ideas.  <b>8/12/2015</b> benching on community-led opportunities to occur in 2016 by the Community Planning & Development Unit. On agenda as part of the 'events toolkit' item for ICAC 6 Feb 2017. Update 2017 - events toolkit currently on hold.	ICAC Meeting Facilitator	3.3.2
4	<b>Carry-Over</b> past term: Agenda Notification	Beach Access Mats for Wheelchair Bound Persons	Request from Cr Eddiehausen to add item to agenda.	Agenda Item at October 2015 Meeting	October 2015 Meeting	Discussed and supported by ICAC members - no further action for ICAC. Matter being managed by Cr Eddiehausen and operational staff. Taken through ICAC again at Dec 2016 meeting. Committee resolved for item to be further actioned as part of new item 5 below.	ICAC Meeting Facilitator	1.1.1

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 11 of 20

5	Agenda Notification OR Meeting Action	Beach Mats and supportive chairs, Strand Park	Request from community member re the implementation of a beach mat and supportive chairs at the stinger net at Strand Park next to Picnic Bay Surf Lifesavers. A similar project as the Gold Coast City Council and the Burleigh Heads Lifesaving Club to enable all abilities to swim in our ocean. Unlock the Lachs would like to assist with funding, coordination and consultation to ensure that special needs family in our local community are able to share happy memories of a day at our beautiful Strand together and embrace all abilities	Adopt a similar plan as outlined in Gold Coast City Council in their minutes of Meeting dated Thursday 9 June. To obtain quotes for beach mat and supportive chairs and consult with Picnic Bay Surf Lifesavers for the agreement to the plan. To obtain approval from Townsville City Council for all required permits etc.	Agenda item at 6 Dec 2016 meeting. Guest presentation by Cayley Downey Unlock the Lachs.	Supported by ICAC members. Working group to be established. <b>4/12/2017</b> - Members requested an update on the status of the Beach Mats and confirmation that they will be ready and in place prior to the Commonwealth Games in 2018. ICAC Meeting Facilitator to obtain internal update and return information to the committee by email. <b>February 2018 meeting</b> - Update on project provided by TCC Infrastructure & Operations Division - see meeting minutes. Next step - TCC Infrastructure & Operations to arrange product user-testing opportunities. <b>April 2018 update</b> - Product user testing occurred 13/4/2018. <b>June 2018 update</b> - anticipated installation and use from August 2018. Continued to be tracked as part of the ICAC Action Plan process.	ICAC Meeting Facilitator	1.1
6	Agenda Notification	Promoting well-being - body, mind, spirit, people, place and planet	Request from committee member for the Wheel of Wellbeing to be used to teach simple techniques for promoting people's wellbeing by focussing on six areas - body, mind, spirit, people, place and planet. It provides a direct approach to promoting mental health and wellbeing through positive action.	Could be a potential project for ICAC to support as a great way to promote community wellbeing	Agenda item at 6 Dec 2016 meeting. Guest presentation about topic by Alison Fairleigh, Townsville Suicide Prevention Network. Also TCC sport and rec team provided an overview of sport and rec initiatives already occurring that are aimed to improve community health and wellbeing.	<b>September 2019</b> - Information including links sent out to ICAC members including information for an upcoming Wheel of Wellbeing Intensive Training. Supported by ICAC members, the links that relate to the Wheel of Wellbeing to be forwarded to the committee members AND the committee consider how this wheel of wellbeing initiative can be further promoted. <b>2018</b> - Revisit opportunity and connection with originator. <b>December 2018</b> - Continuing to be explored.	ICAC Meeting Facilitator	3.3.1
7	Agenda Notification	Crime Issues and Improving community Health and Wellbeing	1. Reduce crime rate in Townsville. Much talk about people moving interstate due to high crime and high unemployment in Townsville. 2. Focus on health and wellbeing (bought up at orientation) - many areas overseas, streets are closed to encourage everyone to walk, young and old (at least once a month and increase gradually).	1. <del>Reopen Boat Camp - link youth (previously closed due to change of government) - Promote neighbourhood watch - develop posters and send to all householders - Encourage family street parties - celebrate multicultural events each month - Break down barriers - empower/motivate youth - provide tacks, take ownership - Connect with Local M.R to take this up further - 2. for Health and Wellbeing - good to experiment - street has to be wide, one way, bikes on one side and walkers on the other.</del>	Agenda item at 6 Dec 2016 Meeting.	This item has been referred to CSAC as it related to crime, however the items for <b>focusing on health and wellbeing and street activation</b> will continue to be championed by ICAC members. This will link with <b>Neighbour day and neighbourhood party kit</b> rejuvenation and events toolkit to support community events. Activation links to committee recommendation made 6 Feb 2017 for funding for neighbourhood events (refer meeting recommendations). <b>2018</b> - Continue to connect with health, wellbeing and street activation element in considerations of Priority Area 3 of the ICAC Action Plan.	ICAC Meeting Facilitator	3.11 3.12 3.13
8	Agenda Notification	Crime Reduction through community service initiatives	Request from Community member: Qld Corrective Services supervises persons throughout Qld who are ordered by the courts to perform unpaid community service and are on reparation orders. Corrective Services would like to discuss with council where they stand in supporting the provision of community service workers with community based projects that council manage across the region. Offenders who are on reparation orders can be a great asset in providing the local community with various benefits ie. parks/gardens beautification, cemetery beautification, graffiti removal, recycling projects to name a few. Research suggests that more meaningful projects that demonstrate key benefits for the community can lead to a reduction in recidivism and completion of community service hours are more likely. Probation and parole are committed to sourcing more meaningful activities for the offenders and giving back to community as part of their reparation.	Support for the provision of community service workers within the council. Dedicated projects specifically designated for community service workers on reparation orders. Opportunities for offenders to give back to community in a positive way.	Agenda item at 6 Dec 2016 meeting.	Agreed by committee members that council should investigate opportunities for unpaid community service workers to be utilised on Council projects. Recommendation written into report for CCD in Feb.	ICAC Meeting Facilitator	

**Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 12 of 20**

3	Agenda Notification	Employment Opportunities for persons with disability	Needs to be awareness around lack of employment opportunities for persons with disability. Should there be a conference for the business community. My response to this was that the business community don't have the time to spend all day at a conference, but possibly something short and to the point could be useful. Since the disability conference, I have been thinking about this question quite a bit. An idea I had was to have breakfast meetings and invite various business members to come along and hear about how they could be part of something exciting, pioneering, for the Townsville community. I feel it could be very helpful to have a number of Emma's clients come and speak about their involvement with Emma and how they as a business have benefited. I am wondering if this is a good idea, and any other suggestions to make?	Open to ideas from the committee.	Included on Feb 6 2017 ICAC Agenda, rolled over to 4 April 2017 meeting.	A working group to form to start the discussion and organisation on a pilot program for a breakfast to educate and discuss employment opportunities with local businesses.	ICAC Meeting Facilitator	
10	Agenda Notification	Events toolkit	CP&D Officers have identified a need for an easily accessible events toolkit to help community plan, develop and deliver local community led events in council's public spaces. A toolkit/information is required that is up to date and easily accessible, to assist groups to run good events that achieve their desired purpose.	Does the ICAC support the idea of such a toolkit and do they have any suggestions on things that it should include or on how it should look. Would the committee like to be kept involved if a toolkit is approved to be developed.	To be included on upcoming agenda.	Held over for further discussion for the next committee meeting. - Councillor M Ryder advised Townsville Enterprise will have an Events toolkit available on their public website within 2 weeks. Councillor C Doyle reminded the committee that Council's 'What's On Townsville' webpage can also be used to promote events.  <b>2018</b> - identification of existing Events Toolkits to be explored and provided to ICAC members. <b>February 2018 meeting</b> - Events toolkit - Cr Ryder confirmed that there is an existing Events Toolkit available at Townsville Enterprise Website. <b>Action:</b> Meeting Facilitator to circulate link to the Townsville Enterprise - Events Toolkit information.	ICAC Meeting Facilitator	
11	Agenda Notification	Reaffirmation as Townsville as a Refugee Welcome Zone (TMSG)	July 2009: Townsville City Council declared itself a Refugee Welcome Zone at a public ceremony. 2017 - Reaffirmation by the council highlights the significant development of Refugee Settlement in Townsville since 2009. Townsville is now welcoming more than 200 Refugees annually. The support of the council, local community and local services has been integral to that progress. TMSG as the lead settlement service has been responsible for coordinating support across the city. Reaffirmation provides an opportunity for the council to be a role model of a city where people who seek refuge from war and who seek a life of hope and peace are welcomed. Reaffirmation can assist in raising the profile of Townsville as a city and attract due recognition from peak bodies and governments as a regional service that demonstrates collaborative efforts supported by the Council. Reaffirmation by the Council in line with TMSG's 25 years of service celebration can influence an increased profile needed in business to engage with newly arrived people in their desire for sustainable employment. Reaffirmation by the City during Refugee Week (18-25 June 2017) could bring national attention to the city.	Presentation by TMSG followed by Discussion. Facilitation of due protocols and discussions with and participation with Indigenous Leaders re the request. Recommendation of support by ICAC to the council. Indication of offers by ICAC members to recommend and support a public event in partnership with TCC during Refugee Week which will feature 'good news stories' by locally settled people.	To be included on April agenda (held over due to being out of time on Feb meeting).	Council Doyle to investigate a suitable time to present the reaffirmation of Townsville as a Refugee Welcome Zone	Chair	4.11

### Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 13 of 20

12	Agenda Notification	Social connectedness, Engagement and economic participation of refugees and migrants: facts and challenges (TMSG)	To promote CAMS program and require support to achieve the objectives and work plan - social connectedness, engagement and economic participation of Australia, Queensland and Townsville as a Multicultural Society. Work plan of CAMS program: 1. Improving opportunities for CALD women to connect with each other and mainstream community groups. 2 Facilitating knowledge re CALD economic livelihoods (service community development focus) 3. Social connection through conversation (enabling development of English Conversational opportunities for CALD people are unable to make necessary social connections due to pre arrival experiences, lack of confidence and english literacy. 4 Facilitating connections between mainstream services, community groups and CALD groups in line with the vision of a multicultural society. TMSG roles in promoting the notions. Facts and Challenges. Testimonial from one CALD member. How ICAC is able to assist, facilitate and accelerate the CAMS program in particular for improving the CALD social connectedness, social engagement and economic participation?	To identify and map with ICAC community groups enabling to offer friendship in a supportive atmosphere to the CALD with limited English speaking skills; to provide supports in relation to facilitating the CALD in developing their life skills such as gardening, cooking, sewing/handicraft, cleaning, music/art and storytelling to be their potential pop up businesses; to encourage the CALD in participating in any activities organised by Council as well as ICAC meetings (at least as an observer capacity); to share information directly with the CALD by attending activities organised by TMSG, if possible	Included on Agends 6.2.17	The ICAC Meeting Facilitator forward information on the CAMS Program activities to the committee members.	ICAC Meeting Facilitator	4.11
13	Agenda Notification	Neighbour Day and Neighbourhood Party Kit	TCC CP&D Officer discuss with ICAC about upcoming Neighbour Day 'friendliest neighbour competition' promotional event. Neighbour Day is Australia's annual celebration of community, bringing together the people next door, across the street or on the next farm for a beer, a barbie, or just a cuppa. Held on the last Sunday in March each year. The TCC Neighbourhood party kit has been identified as a complimentary project and is a natural fit with Neighbour Day initiative. Therefore we would like to invite the Chair and members of ICAC to be part of the promotional event planned for March 3rd 2017. In particular to promote and reactivate the Neighbourhood Party Kit. This promotional event will include Relationships Australia and other very neighbourly organizations (such as Conservation Volunteers, Life Without Barriers - Casserole Club) and community groups running Neighbour Day activities as an opportunity to	Community Planning and Development (CP&D) presented consideration to the ICAC Chair and members of ICAC to discuss the opportunity to piggy-back onto the Neighbour Day promotional event and be involved in the reactivation of the Neighbour Party Kit. CP&D invite the chair of ICAC to announce the winners of the 'friendliest neighbour competition' on March 3rd and for ICAC members to join in. Event Name: Neighbour Day - Friendliest Neighbourhood Competition Presentation Event. Event time and Date Friday 3rd March 2017 (tentative). Location: Bulletin Square, Flinders Street, Townsville CBD, Time 10am to 12pm (presentation 10.30am).	agenda item 6/2/2017.	ICAC facilitator sent out an email with the link to the Neighbourhood Party Kit and asked for feedback on the kit and for organizations to promote the event. A committee recommendation was put forward by the group with will be listed below as a new item 18.	ICAC Meet Facilitator	3.21
14	Agenda Notification	Short Story Competition	Idea for a Townsville Short Story Competition. For different age groups and abilities? Maximum 2000 words? Each story, fiction, non-fiction, must encapsulate the inclusive aspects of Townsville, prize to be won, work to be spread via social media etc, everyone to be included, highlights the community perception of inclusivity here in Townsville.	I would like to hear a discussion on the visibility of a competition like this and decide if this is something we could run this year.	To be included on upcoming April 2017	Working group to be established in collaboration with the potential oral history project agenda item to seek interests from school to be involved.  <b>2017</b> - Conversations have commenced with an interested school.	ICAC Meeting Facilitator	2.4
15	Agenda Notification	Potential Oral History Project	ICAC could be a vehicle to promote a cross-generational story-telling/oral history project. Would a large project involving various individuals and community groups and community volunteers. The goal of the project would be to create inclusion through sharing life histories and local history/stories.	Idea sought from committee about the potential of this project. Seek support for ICAC to be part of a potential community led working group. Would be a community led project, could be eligible for support through TCC's grants program (on application) or other grant funding opportunities.	To be included on upcoming agenda April 2017	Working group to be established in collaboration with the potential short story project agenda item to seek interests from school to be involved.  <b>2017</b> - conversation with identified school has commenced.  <b>2018</b> - Aboriginal and Torres Strait Islander Oral History Project connected to Councils Community Groups Built to Last - Yarnin on Common Ground work. Reconsideration of approach - connecting to ICAC AP 2.4 Generation connection. Tracking of this discussion will continue under the ICAC Action Plan.	ICAC Meeting Facilitator	2.4

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16	Agenda Notification	TCC to become White Ribbon Workplace Accredited	I would like to see Townsville City Council become White Ribbon Workplace Accredited	I would like this item to be approved so that the White Ribbon Workplace Accreditation Process can start as it will take at least 2 years for the process to be completed. Therefore at this meeting I would like to see a time frame put in place to start this process with certain goals reached along the way to ensure we are on	To be included on upcoming agenda date TBC	To do some further investigations on what it entails to become apart of the organisation and to organise a speaker from White Ribbon to come and talk to the group.	Cr Cook	4.15
17	Meeting Action	NDIS workshop	Main issues raised by Committee faced while dealing with NDIS	A collaborative working group to hold a workshop with suitable NDIS representatives and interested ICAC members	To be organised in March	To collate a list of issues and restrictions that ICAC members are experiencing with NDIS and facilitate a workshop to find pathways to overcome the main issues.	ICAC Meeting Facilitator	
18	Committee Recommendation for council	TCC to provide funding for suspected neighbourhood	To be discussed at the next Council meeting.	Council to consider funding within the 2017/18 budget for council suspected neighbourhood parties.	To be added to the report to Council as an Officers recommendation.	Council to discuss the consideration to providing funding within 2017/18 budget for council suspected neighbourhood parties	ICAC Meeting Facilitator	
19	Meeting Action	Queensland Building Plan consultation session	distribute the Queensland Building Plan consultation session and survey information to the committee members			Email Queensland Building Plan to committee members and for committee members to provide input.	ICAC Meeting Facilitator	1.1.3
20	Meeting Action	Group Share Point	Facilitator to investigate setting up a group share point such as Google Group to allow committee members to share information in between meetings	a group share point is established for ICAC		<b>August 2019 - COMPLETE - Action</b> for 2020 to be moved into newly established group in form of SharePoint <b>June 2019 - Action</b> pending on this item to investigate setting up a group share point such as Google Group to allow committee members to share information in between meetings <b>February 2018 meeting - Action:</b> Meeting Facilitator to investigate. <b>May 2018 update - moving to trial OneDrive from August ICAC meeting</b>	ICAC Meeting Facilitator	
21	Agenda Notification	Deaf Services Queensland	The Youth Network has been doing work with Deaf Services Queensland over the last 3 years to make sure that our youth activities are accessible for the Deaf and Hard of Hearing community. To have a representative from Deaf Services Queensland to come to the next meeting and present the work they do and how we can move forward collaboratively on this issue.	I would like to see a working group set up our of ICAC to see how your activities are accessible for the Deaf and Hard of Hearing community can happen across all community events in townsville.	To be included on upcoming agenda 4/6/2017	Recommendation was sent to Council to consider and was approved to investigate the options of including a more Deaf inclusive service at Council events	ICAC Meeting Facilitator	
22	Agenda Notification	The Village Community Centre	At The Village in Oonoonba we have an 1800m2 building that will be purchased and converted into a community facility. We are running a series of community consultations over the coming months culminating in an Open Day in July. We are seeking input from individuals, organizations and businesses regarding the scope of services and activities that can be offered from this space ensuring it is considerate and inclusive of the local community needs.	* Site visits scheduled by individuals to showcase the space and its possibilities		Information to be sent out to the committee members and members encouraged to go to the open day and partake in an inspection of the building.	ICAC Meeting Facilitator	
23	Agenda Notification	Accessibility in Townsville	*Council recognises accessibility as a priority problem in Townsville and is seeking assistance from ICAC to develop a collaborative response to this issue	Nominations from ICAC to form part of the working group. *Advice regarding additional working group membership from external organisations. *Advice regarding what the scope of the working group		Working groups to be established and committee to include accessibility on the ICAC Action Plan	ICAC Meeting Facilitator	1.1
24	Agenda Notification	White Ribbon Accreditation	White Ribbon representative from Brisbane to address Committee to outline WR Work Place Accreditation process followed by Q & A from members.	At conclusion and after further discussion I would like to know if committee is willing to support process or not.	Held over till August meeting		Cr Cook	4.15
25	Agenda Notification	Townsville Sign	Sign to be placed in a prominent location in Townsville, Grant from the Commonwealth Games, 10 letters to represent different communities in Townsville	Looking to have suggestions for which 10 groups best collectively describe "Townsville". Groups must be overarching/holistic (ie "Sporting" as opposed to "The Cowboys", "Defence" as opposed to "The 3RAR")		Committee gave suggested groups for the letters of the signs and suggest contact persons for each community group to represent.	TCC - HUPU	1.1.4

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26	Agenda Notification	Race youth Revolution Community Engagement	To come to ICAC to discuss the upcoming event and opportunities for the group to participate.			information to be sent out to the committee	ICAC Meeting Facilitator	
27	Agenda Notification	Townsville City Bus Hub	Council to come and talk about the upcoming project and any opportunities the group has to get involved and give feedback		Held over to August meeting		ICAC Meeting Facilitator	1.1.4
28	Meeting Action	Race youth Revolution Community Engagement	To send around contact details for Sarah Staunton to the members and circulate Race Youth Revolution flyer.			Facilitator to send around Contact details to the committee	ICAC Meeting Facilitator	
29	Meeting Action	The Village Community Centre	To circulate The Village Flyer and powerpoint presentation to members.			Facilitator to send around The Village Flyer and powerpoint to the committee	ICAC Meeting Facilitator	
30	Meeting Action	Accessibility in Townsville	That the Committee consider including accessibility as a priority action on the ICAC action plan; and That the Committee consider creating a working group that can help identify the gaps in our community that Council can fill			The Committee agreed to include accessibility as a priority action on the ICAC Action Plan. That ICAC Meeting Facilitator to email the Committee the details for the working group to allow Committee members to consider their interest in being a part of the working group	All comitee members	1.1
31	Meeting Action	NDIS - Changing Lives, Changing Communities	Update on the latest NDIS workshop			Facilitator to send around the update as time did not permit to give an update.	ICAC Meeting Facilitator	
32	Agenda Notification	wheelchair accessibility on Flinders street	Majority of pubs and Shops in Townsville City and Flinders st specifically, are not wheelchair accessible. Discriminates against anyone who has an electric chair, or chair to big to handle the steps, in most cases this is just one step		Topic to be adressed outside of the ICAC forum and redirected to appropriate department as it is a legislative planning matter.		ICAC Meeting Facilitator	
33	Meeting Action 11/08/17	Townsville City Bus Hub	Invite project team back to present an update at the next ICAC meeting.			Invite project team back to present an update at the next ICAC meeting. Rob Kent, Senior Project Manager, Major	ICAC Meeting Facilitator	1.1.4
34	Meeting Action 11/08/17	White Ribbon Accreditation	Recommendation be put to Council to consider and investigate becoming White Ribbon Accredited			Recommendation be put to Council to consider and investigate becoming White Ribbon Accredited Workplace.	ICAC Meeting Facilitator	4.1.4 4.1.5
35	Meeting Action 06/10/17	Festival 2018 - Commonwealth Games Arts Festival	Chair recommended that General Manager Venues and Cultural Services, Jeff Jimmieson be invited to present on the Festival 2018 - Commonwealth Games Arts Program at the next ICAC Meeting. The Chair noted that information could be provided prior to allow the committee to provide feedback.			General Manager Venues and Cultural Services , Jeff Jimmieson be invited to present on the Commonwealth Games 2018 at the next ICAC Meeting 4 December 2017. <b>Postposed until early 2018 however ICAC Members to be invited to public briefings in December 2017.</b>	ICAC Meeting Facilitator	
36	Meeting Action 06/10/17	Townsville City Bus Hub	That the Inclusive Community Advisory Committee and the Arts and Culture Advisory Committee be included as key stakeholders in the engagement process for the Bus Hub development.			Rob Kent, Senior Manager, Major Projects has accepted this recommendation. He will keep the ICAC members informed about the consultation process via the ICAC Facilitator.	ICAC Meeting Facilitator	1.1.4
37	Meeting Action 06/10/17	Townsville City Bus Hub	The Chair recommended that Rob Kent, Senior Manager, Major Projects engage in communication with the Chamber of Commerce in relation to the Bus Hub. Kimberley Williams, ICAC Member is a Board Member of the Chamber of Commerce.			ICAC Facilitator will provide Kimberley Williams' contact details to Rob Kent.	ICAC Meeting Facilitator	1.1.4
38	Meeting Action 04/12/2017	Silver Level Housing standards project	<b>COMMITTEE RECOMMENDATION FOR COUNCIL'S CONSIDERATION:</b> 1. ICAC Committee recommends that Council work collaboratively with Martin Locke and others within the building industry as part of collaboration (not a legislation project) to promote and introduce Silver Level Housing standards to the broader community.  2. ICAC Committee recommends that Council consider and investigate how to embed and encourage principles of Silver Level Housing standards within Council planning and development processes.	Recommendation for consideration to Council	noted in minutes	<b>Closed</b> - progress and updates to be tracked against the ICAC Action Plan.  submitted to February 2018 Community and Cultural Development standing committee.  <b>February 2018</b> - endorsed at the February 2018 Full Council meeting. Update - Committee recommendation for Council's consideration #1 Partnership discussion with Martin underway; Update - Committee recommendation for Council's consideration #2 - Internal Council discussions underway .	ICAC Meeting Facilitator	1.5



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39	Meeting Action 04/12/2017	Inclusive Community membership invitation	<b>COMMITTEE RECOMMENDATION FOR COUNCIL'S CONSIDERATION:</b> 3. ICAC Committee seeks Council's endorsement for Martin Locke to be invited to join the Inclusive Advisory Committee for the remainder of the current term of membership.	Recommendation for consideration to Council	noted in minutes	submitted to February 2018 Community and Cultural Development standing committee	ICAC Meeting Facilitator	
40	Flyer Minute Action 6/12/2017	Inclusive Community membership invitation	<b>COMMITTEE RECOMMENDATION FOR COUNCIL'S CONSIDERATION:</b> 4. ICAC Committee seeks Council's endorsement for Carley Downey from Unlock the Lachs to be invited to join the Inclusive Advisory Committee for the remainder of the current term of membership.	Recommendation for consideration to Council	noted in minutes	submitted to February 2018 Community and Cultural Development standing committee	ICAC Meeting Facilitator	
41	Meeting Action 04/12/2017	CBD Boundaries	Members sort clarification on CBD Boundaries	To support informing ICAC Action Plan deliverables	request noted	Information to be sourced and provided to ICAC members via email	ICAC Meeting Facilitator	
42	Meeting Action 04/12/2017	Accessible connectivity	Members requested clarification as to extent of accessibility assessment conducted for connectively approaches within Council Priority Development Area	To support informing ICAC Action Plan deliverables	request noted	Information to be sourced and provided to ICAC members.  <b>2018</b> - to form part of information and consideration associated with User Experience Audit project. This item will continue to be progress tracked as part of the ICAC Action Plan.	ICAC Meeting Facilitator	1.15
43	Meeting Action 04/12/2017	Harmony Day funding 2018 (Federal funding)	Members requested information as to the outcome of Federal Funding for Harmony Day 2018	To support informing ICAC Action Plan deliverables	request noted	Information to be sourced and provided to ICAC members via email	ICAC Meeting Facilitator	
44	Meeting Action 04/12/2017	2018 Meeting format	Members suggested return of 'general business' section to meetings	Provide opportunity for short updates relevant for sharing prior to next meeting but arose post agenda submission closing date	request noted	<b>2018</b> - investigate opportunity for members to share information via a sharepoint or dropbox (virtual means), with a information table at each meeting (tangible means).  <b>Refer to Action Item 20</b>	ICAC Meeting Facilitator	
45	Meeting Action 5/2/2018	Beach Mats powerpoint	Members requested circulation of the Powerpoint as part of the meeting minutes	Support information sharing	request noted	Attached PPT to February meeting minutes	ICAC Meeting Facilitator	
46	Meeting Action 5/2/2018	Location of Water Chairs	Members requested updated as to the location of the existing 2 Water Chairs		request noted	<b>May 2018</b> - water chairs provided to local pool. Connection made with Accessible Beaches project and Unlock the Lach.	ICAC Meeting Facilitator	
47	Meeting Action 5/2/2018	ICAC Action Plan	<b>Committee Recommendation for Council consideration:</b> The Inclusive Community Advisory Committee seeks Councils endorsement of the Inclusive Community Advisory Committee Action Plan 2018-2020.	Endorsement by Council	noted in minutes	Agenda for Community & Cultural Development Advisory Committee.  March Update - endorsed by Community & Cultural Development Advisory Committee. Waiting Full Council meeting.  May Update - endorsed by Council. <b>ACTION COMPLETED</b>	ICAC Meeting Facilitator	
48	Meeting Action 5/2/2018	Pedestrian Wayfinding Strategy	Members requested copy of strategy as a means to provide information/support ICAC Action Plan - User Experience Audit project	<b>Action:</b> Meeting Facilitator to send out the Townsville Waterfront - Pedestrian Wayfinding Strategy	noted in minutes	Distribution of Wayfinding Strategy	ICAC Meeting Facilitator	1.15
49	Meeting Action 5/2/2018	CBD Economic Activation	Members interested to increase knowledge on economic activation approaches within the CBD	<b>Action:</b> Meeting Facilitator to invite Slade Muckray, Economic Activation Officer, Future Cities to future ICAC meeting in response to Committees interested to increase knowledge of economic activation approaches within the CBD. <b>ACTION:</b> Wayde Chiesa to provide CBD Activation presentation to be distributed to ICAC Members	noted in minutes	Arrange invitation to future meeting <b>July 2018 update</b> - Councils Senior CBD Activation Officer to attend August ICAC meeting. <b>August 2018</b> - Wayde Chiesa presented to group. Presentation to be circulated. <b>Item closed</b>	ICAC Meeting Facilitator	1.12

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50	Meeting Action 5/2/2018	City Image Advisory Committee	Members interested to learn about the City Image Advisory Committee	<b>Action:</b> The ICAC Members showed interested and requested further information about the City Image Advisory Committee.	noted in minutes	<b>April 2019</b> – Presentation occurred at the April meeting. <b>COMPLETED.</b> <b>January 2019 Update:</b> Presentation organised for ICAC at the April 2019 meeting. Arrange information sharing opportunity <b>2013/2018</b> - email invitation forwarded to City Image Advisory Committee Meeting Facilitator - RSVP received to attend June ICAC meeting <b>May 2018 Update</b> - attendance postponed to August due to full June meeting agenda <b>July 2018 Update</b> - attendance postponed to October due to full June meeting agenda <b>September 2018 Update</b> - attendance postponed due to full October meeting agenda	ICAC Meeting Facilitator	1
51	Meeting Action 5/2/2018	ICAC Membership	Thais Solana (Proxy for Shane Harrid from Volunteering North Queensland) requested to become an ICAC member as she can represent other organizations and committees.	<b>Action:</b> Meeting Facilitator will send out application information to Thais Solana.	noted in minutes	Arrange application form	ICAC Meeting Facilitator	
52	Meeting Action 5/2/2018	ICAC Membership	Kimberley Williams requested change of representing from KLP Family Law to Chamber of Commerce and Sers's Women's Shelter.	<b>Action:</b> Meeting Facilitator to confirm need for organization identified notification to endorse Kimberley's representation change.	noted in minutes	Arrange application form	ICAC Meeting Facilitator	
53	Meeting Action 5/2/2018	ICAC profile	Strengthen ICAC by raising the public profile of Advisory Committees on different forms of media.	<b>Action:</b> Deliverable within ICAC Action Plan, Meeting Facilitator in discussion with Public Affairs Team.	noted in minutes	<b>May 2018 update</b> - conversation initiated - will continue	ICAC Meeting Facilitator	4.2.2
54	Meeting Action 3/4/2018	Publications regarding physical accessibility	1.4.1 Support creation of publications that promote and inform the community about physical accessibility.	<b>Action:</b> Committee to research their individual organisational areas for	noted in minutes	Agenda for June 2018 ICAC meeting - completed	ICAC members	1.4.1
55	Meeting Action 3/4/2018	Literacy and Numeracy	1.2.1 Increase understanding as to the needs of Townsville's non-English speaking background community	<b>Action:</b> Committee to consider the above points of discussion in relation to	noted in minutes	Agenda for June 2018 ICAC meeting - completed	ICAC members	1.2.1
56	Meeting Action 4/6/2018	ICAC Subgroup - Cycling without Age initiative	3.3.1 Identify and promote actions occurring in our community that promote diversity and inclusiveness	<b>Action:</b> Alison Fairleigh and Gerard Byrne to form a sub group (of ICAC) to connect to the Cycling without Age initiative. Alison Fairleigh will be the connection point from ICAC to Cycling without Age. Councillor C Doyle to work with sub group. <b>Action:</b> Cr Cook to provide Mario a connection to the Queensland Police Service.	noted in minutes	<b>June 2019 - ACTION</b> facilitator to distribute Cycling without age initiative contact information to the committee <b>COMPLETE - UPDATE COMPLETE April 2019 - Action Reopened:</b> An update on this project occurred at the April 2019 meeting. A request for a presentation to be made at a future ICAC meeting. <b>July 2018 update</b> - Alison Fairleigh to provide update at the August 2018 ICAC meeting. <b>August 2018</b> - Mario Romeo attended a Cycling without age Australian conference, they are hoping to have a bike imported to Townsville around Nov/Dec.	ICAC Meeting Facilitator	3.3.1
57	Meeting Action 4/6/2018	ICAC Subgroup - Grant opportunities	3.3.1 Identify and promote actions occurring in our community that promote diversity and inclusiveness	<b>ACTION:</b> Councillor M Ryder and Cayley Downey to form a sub group (of ICAC) to assist members of ICAC identify grant opportunities available to the community.	noted in minutes	<b>September 2019</b> - Item closed, no further actions. <b>July 2019</b> - Update requested from Cr. Ryder and Cayley Downey, waiting on response. <b>July 2018 update</b> - Cr Ryder/Cayley Downey to provide update at the August 2018 ICAC meeting <b>September 2018 update</b> - August meeting noted Cr	Cr Ryder Cayley Downey	3.3.1
58	Meeting Action 4/6/2018	Letter of acknowledgement to Townsville Aboriginal and Islander Health Services	Councillor C Doyle suggested ICAC send a letter of acknowledgment to the Townsville Aboriginal and Islander Health Services congratulating them on their recent national award. The Committee agreed.	<b>ACTION:</b> ICAC to send a letter of acknowledgment to the Townsville Aboriginal and Islander Health Services congratulating them on their recent national award.	noted in minutes	Completed	ICAC Meeting Facilitator	
59	Meeting Action 6/08/2018	Sub Group for Reporting line to Tcc Open Space Planner Department	Request for the development of a sub group from ICAC for a reporting line to Open Space Department in relation to the consultation of refurbishment of parks	<b>ACTION:</b> Steve Palmer to provide a list of parks being refurbished for circulation at ICAC	noted in minutes	<b>August 2019</b> - Contact made with Officer from TCC Open Spaces, awaiting information on progression <b>June 2019</b> - Steve Palmer no longer with TCC, seeking alternative contact. <b>September 2018 update</b> - list being collated <b>November 2018 update</b> - list being collated <b>December 2018</b> - update - list being collated	ICAC Meeting Facilitator	
60	Meeting Action 6/08/2018	Removal of tactile indicators	It was reported that tactile indicators have been left behind after the removal of the crossing on Sir Leslie Thiess Drive in front of The Ville. There are concerns that a person with vision impairment could still think that a crossing remains in that location	<b>ACTION:</b> TCC to follow up in relation to the tactile indicators at this location	noted in minutes	<b>September 2018 update</b> - list being collated	ICAC Meeting Facilitator	

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61	Meeting Action 6/08/2018	Information on bush tucker trails in Townsville	A request for information to be provided bush tucker trails in Townsville for circulation to ICAC group.	<b>ACTION:</b> Steve Palmer to provide information on Townsville Bush tucker trails	noted in minutes	<b>August 2019</b> – Information received and disseminated at August meeting - <b>COMPLETED</b> <b>June 2019</b> – Steve Palmer no longer with TCC, seeking alternative contact. <b>September 2018</b> update - list being collated <b>November 2018</b> update - list being collated <b>December 2018</b> – update – list being collated	ICAC Meeting Facilitator	
62	Meeting Action 8/10/2018	Cycling Without Age	ICAC representative change	<b>ACTION:</b> Interested ICAC members wishing to join the Cycling Without Age Steering Group can obtain contact details from Alison Fairleigh or the ICAC Meeting Facilitator.	noted in minutes	Standing opportunity.	ICAC membership	
63	Meeting Action 8/10/2018	Beach Chairs	Use and storage of accessible beach chairs	<b>ACTION:</b> Councillor C Doyle, Cayley Downey and Scott Stidston to have further conversations in relation to a booking system and liaise with the lifesavers regarding storage of beach chairs.	noted in minutes	Being resolved external to ICAC	Cr Doyle Cayley Downey	
64	Meeting Action 8/10/2018	Member contact	Member contact	<b>ACTION:</b> ICAC Meeting Facilitator to send message to Martin Locke.	noted in minutes	Completed	ICAC Meeting Facilitator	
65	Meeting Action 8/10/2018	Gondwana Children's Choir	Councillor C Doyle discussed and promoted the Gondwana Children's Choir.	<b>ACTION:</b> The Community Development Officer to distribute information on the Gondwana Children's Choir to members.	noted in minutes	Completed	ICAC Meeting Facilitator	
66	Agenda Submission	Connecting Communities	Presentation on Connecting Communities		Invitation to present in 2019	<b>August 2019 - Connecting Communities information shared with ICAC. Funding past due date - to forward through any future opportunities.</b> <b>June 2019 - Presentation Completed - ACTION</b> distribute information on the connecting communities service and the social support funding - <b>PENDING</b> <b>January 2019:</b> Invitation to be extended to a 2019 ICAC	ICAC Meeting Facilitator	
67	Agenda Submission	Aplins Weir Park Renewal	Engage with the committee in relation to the renewal of Aplin's Weir Park	Consult on inclusive play equipment to complement the existing liberty swing and wheelchair accessible toilet	Agenda item for ICAC meeting 3/12/2018	<b>December 2018</b> - Consultation occurred at park.	ICAC Meeting Facilitator	4.2.2
68	Agenda Submission	Orange Sky	Presentation on Orange Sky and work within the Townsville community	Creating connections within the Townsville community	Invitation to present in 2019	<b>September 2019</b> - Orange Sky unable to present at this time Invitation to be extended to a 2019 ICAC meeting	ICAC Meeting Facilitator	
69	Agenda Submission	Townsville City Council	Presentation on Central Park and Dean Park Concept Plans	Raise awareness of community engagement regarding the concept plans	Agenda item for ICAC meeting 3/12/2018	Completed	ICAC Meeting Facilitator	1.1.4
70	Meeting Action 3/12/2018	Central park and Dean park information	Email further information, weblinks and contact details to ICAC members	<b>ACTION:</b> The CSAC ICAC Meeting Facilitator advised that further information on the project will be provided to Committee members via email, including Yael's contact details.	noted in minutes	Completed - email forwarded to members 17/12/2018	ICAC Meeting Facilitator	1.1.4
71	Meeting Action 3/12/2018	Aplins Weir Park Renewal	Onsite consultation arrangements	<b>ACTION:</b> ICAC Meeting Facilitator to arrange (with Council's Project Management team) and email Committee members a time/date for onsite visit for consultation with the community in relation to the Aplin's Weir Park Renewal project.	noted in minutes	Completed - email forwarded to members 5/12/2018 and 10/12/2018. Onsite consultation occurred Thursday 13/12/2018	ICAC Meeting Facilitator	4.2.2
72	Meeting Action 3/12/2018	Jo Lynam	Letter of Support	<b>ACTION:</b> It was RESOLVED that ICAC provide a letter of support to Jo Lynam to assist with her application for grant funding for the Jigsaw project. MOTION CARRIED.	noted in minutes	<b>April 2019</b> – A letter of support was provided to this project and was sent to Jo Lynam on the 8/04/19. <b>COMPLETED</b> <b>January 2019 Update:</b> Information received from Jo Lynam, draft letter being considered. <b>December update</b> - awaiting further information from Jo Lynam	ICAC Meeting Facilitator	3.3.1

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73	Meeting Action 3/12/2018	ICAC Meeting Facilitator with TMSG	ICAC Action Plan deliverable 1.2.1	<b>ACTION:</b> Working Group to discuss deliverable outputs	noted in minutes		ICAC Meeting Facilitator with TMSG	1.2.1
						<b>November 2019 - Working group discussed further actions</b>		
74	Meeting Action 3/12/2020	ICAC Meeting Facilitator	ICAC Action Plan - Council deliverable updates	<b>ACTION:</b> Due to meeting time constraints, the ICAC Meeting Facilitator advised that an update on this agenda item will be provided to the Committee via email.	noted in minutes	<b>COMPLETED</b>	ICAC Meeting Facilitator	
75	Meeting Action 3/12/2021	ICAC Meeting Facilitator	Presentation request	<b>ACTION:</b> ICAC Meeting Facilitator to arrange presentation by Mentally Health City project manager for 2019	noted in minutes	<b>June 2019 - Presentation completed ACTION meeting facilitator to distribute information on project - COMPLETED April 2019 - A request for a presentation will be sent to attend a ICAC meeting as soon as possible. December 2018 - Invitation for presentation to be sent in 2019.</b>	ICAC Meeting Facilitator	3.3.1
76	Agenda Submission		Presentation request	<b>ACTION:</b> ICAC Meeting Facilitator to arrange presentation by TCC rep at the April 2019 meeting	Agenda Item for ICAC meeting 3/04/19	<b>April 2019 - Presentation was held at the April meeting. COMPLETED. January 2019: Invitation given and accepted for presentation to occur at ICAC April meeting.</b>	ICAC Meeting Facilitator	
		Liveability project						
77	Meeting Action		Update request	<b>ACTION:</b> ICAC Meeting Facilitator to provide update on how this program went.	Agenda Item for ICAC meeting 5/06/19	<b>August 2019 - Update provided at August meeting, no further action required - COMPLETED April 2019 - Meeting facilitator to contact project coordinator to get update on how it went and deliver back to the committee at meeting in June 2019.</b>	ICAC Meeting Facilitator	
		Hearing Bus						
78	Meeting Action		Links to Action Plan	<b>ACTION:</b> ICAC Meeting Facilitator to look at how Social Housing links back to the action plan and areas for further consideration.	Agenda Item for ICAC meeting 5/06/19	<b>April 2019 - Meeting Facilitator to update the committee with any links at June 2019 meeting.</b>	ICAC Meeting Facilitator	
		Social Housing						
79	Meeting Action		Presentation Request	<b>ACTION:</b> ICAC Meeting Facilitator to arrange presentation by TCC rep Donna Jackson on this study for the June 2019 meeting.	Agenda Item for ICAC meeting 5/06/19	<b>June 2019 - UPDATE COMPLETE - ACTION distribute Navability video PENDING April 2019 - Meeting Facilitator to organise the presentation on this topic for the next ICAC meeting on the 5 June 2019</b>	ICAC Meeting Facilitator	
		Navability Study						

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80	Meeting Action	Community Village Model	Formation of a working group	<b>ACTION:</b> ICAC Meeting Facilitator to arrange a working group meeting for this deliverable.	request noted	<b>August 2019</b> - Working group meeting organised for Friday 2 August. <b>June 2019</b> - Working group held at June meeting. Working group meeting to be scheduled for July 2019. <b>April 2019</b> - Meeting Facilitator to organise a working group meeting and send out to the Committee for attendance.	ICAC Meeting Facilitator	2.1.1
81	Meeting Action	Recovery Group	Presentation Request	<b>ACTION:</b> Team Manager Community Engagement to support the coordination of a recovery forum	Noted in minutes	<b>November 2019</b> - Planning commenced for Advisory Committee Forum <b>June 2019</b> - Conversations still being had in relation to forum. <b>April 2019</b> - Meeting facilitator to coordinate with Team Manager on date for forum.	Team Manager Community Engagement ICAC Meeting Facilitator	
82	Agenda Submission	NQ Autism Project	Information Share	<b>ACTION:</b> Update request added to June agenda <b>ACTION:</b> Meeting facilitator to distribute information on the project.	Noted in minutes	<b>June 2019</b> - Update provided, information circulated by facilitator - <b>COMPLETED</b>	ICAC Meeting Facilitator	
83	Meeting Action	Translation Apps	Information sharing	<b>ACTION:</b> Research into the availability of a translation app to assist the CALD and wider community in communication.  <b>ACTION:</b> Facilitator to circulate ICAC Action Plan, ICAC members to provide any feedback on open items,  <b>ACTION:</b> Meeting Facilitator to share link to the Silver Level Housing video for ICAC members to share on social media.	Noted in minutes	<b>November 2019</b> - Facilitator researched different Apps that can be downloaded to phones for translations and will feed back information in December meeting <b>October 2019</b> - noted in minutes to be actioned. <b>November 2019</b> - Facilitator distributed Action Plan at current standing to all ICAC members for feedback at December meeting. <b>October 2019</b> - Meeting facilitator to circulate Action Plan to ICAC to provide feedback on outstanding action items <b>November 2019</b> - Facilitator shared public video with ICAC for personal use. <b>October 2019</b> - Meeting facilitator to circulate link to Silver Level Housing Project to ICAC for distribution to networks and to share on social media to ensure continued coverage.	ICAC Meeting Facilitator	1.2.1
84	Meeting Action		Information Sharing and Feedback		Noted in minutes			
85	Meeting Action		Action Plan		noted in minutes			
		Silver Level Housing standards project	Information Sharing/Promotion				ICAC Meeting Facilitator	1.5