



INCLUSIVE COMMUNITY ADVISORY COMMITTEE REPORT

FRIDAY 6 OCTOBER 2017 AT 9.25AM

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
Linda Blair	Community Information Centre
Sheree Bugden	Mission Australia
Rachel Cook	The Youth Network NQ
Reverend Bruce Cornish	Townsville Central City Mission
Lynne Derry	The Challenge Games/NQ Autism Support Group
Alison Fairleigh	North Queensland Primary Health Network
Julie Fraser	Diversicare
Velma Gara	Torres Strait Islander community member
Shane Harris	Volunteering North Queensland
Johanna Kodoatie	Townsville Multicultural Support Group
Elizabeth Kutuzov	Willows State School Chaplain
Peter Monaghan	Centacare North Queensland
Sandra Moore	Department of Communities, Child Safety and Disability Services
Wilfred Reuben	Department of Aboriginal and Torres Strait Islander Partnerships
Vicki Trevanion	Townsville Region Committee on the Ageing
Scott Stidston	Spinal Life Australia
Susan Wilkinson	Inclusion Agency Queensland
Kimberley Williams	KLP Family Law
Karissa Camron	Zonta Club of Townsville Metro Inc
Anne Franzmann	Anti-Discrimination Commission Queensland

Non-member ICAC support role:

Julie McTaggart	Meeting Facilitator, Community Development Officer, Townsville City Council
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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.

TOWNSVILLE CITY COUNCIL
INCLUSIVE COMMUNITY ADVISORY COMMITTEE
FRIDAY 6 OCTOBER 2017

Goals and Objectives of Townsville City Council >>

Corporate Plan >>

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 Friday 6 October 2017****ITEMS 1 to 3****PRESENT**

Councillor Colleen Doyle	Committee Chair, Townsville City Council
Councillor Russ Cook	Townsville City Council
Rachel Baker	Defence Community Organisation
Linda Blair	Community Information Centre
Sheree Bugden	Mission Australia
Rachel Cook	The Youth Network NQ
Reverend Bruce Cornish	Townsville Central City Mission
Julie Fraser	Diversicare
Shane Harris	Volunteering North Queensland
Sandra Moore	Department of Communities, Child Safety and Disability Services
Scott Stidston	Spinal Life Australia
Kimberley Williams	KLP Family Law
Rukiye Apaydin	(Proxy for Johanna Kodoatie) Townsville Multicultural Support Group
Karissa Cameron	Zonta Club of Townsville Metro Inc
Julie McTaggart	Meeting Facilitator, Community Development Officer, Townsville City Council
Jessica Ward	Community Planning and Development Cadet, Townsville City Council

GUESTS

Rob Kent	Senior Project Manager, Major Projects, Townsville City Council
Dean Warren	Transitcare

APOLOGIES

Councillor Margie Ryder	Townsville City Council
Susan Wilkinson	Inclusion Agency Queensland
Vicki Trevanion	Townsville Region Committee on the Ageing
Velma Gara	Torres Strait Islander community member
Alison Fairleigh	North Queensland Primary Health Network
Elizabeth Kutuzov	Willows State School Chaplain
Peter Monaghan	Centacare North Queensland
Anne Franzmann	Anti-Discrimination Commission Queensland

NOT PRESENT

Wilfred Reuben	Department of Aboriginal and Torres Strait Islander Partnerships
Lynne Derry	The Challenge Games/NQ Autism Support Group

Opening of meeting

The Chair, Councillor C Doyle opened the meeting at 9.25am.

Apologies and Leave of Absence

Apologies were noted.

The Chair, Councillor C Doyle noted the General Manager Community Engagement, Stephen Beckett was unable to attend the meeting.

ICAC Membership Changes

The resignation of Jeremy Audas (Mental Illness Fellowship NQ) was noted.

The Chair noted Alison Fairleigh will no longer be representing Townsville Suicide Prevention Network on the Committee however Alison will remain on the Committee as a representative for North Queensland Primary Health Network.

The Chair recommended Anne Franzmann (Anti-Discrimination Commission Queensland) be appointed as a new Committee member. The Committee provided their support.

The Chair welcomed and introduced the new manager for Volunteering North Queensland, Shane Harris to the Committee.

Acknowledgement to Country

The Community Planning and Development Cadet provided the Acknowledgement to Country.

Confirmation of minutes of previous meeting

The Committee confirmed the minutes of the previous meetings held on 6 February 2017, 7 June 2017 and 11 August 2017 to be a true record.

Business Arising from the Minutes

Action Register – Update on outstanding items (ICAC Meeting Facilitator)

See Attachment 1 – ICAC Agenda Submission and Meeting Action Register.

The ICAC Meeting Facilitator provided an update on the ICAC Agenda Items and Meeting Action Register.

White Ribbon Workplace Accreditation

The Chair, Councillor C Doyle and Councillor R Cook provided an update on the White Ribbon workplace accreditation which included the following information:

- The recommendation to consider and investigate progressing with a White Ribbon workplace accreditation will progress to the Community and Cultural Development Committee and Ordinary Council meetings in October;
- The cost of \$25,000 is to be considered in the 2018/19 budget;
- Councillor Cook is on the White Ribbon Committee in Townsville; and
- White Ribbon Day is on 25 November.

Updates from other Advisory Committees

Community Safety Advisory Committee

Councillor R Cook provided an update on the Heatley Park safety audit.

Arts and Culture Advisory Committee

The Chair, Councillor C Doyle provided an overview on the following matters from the Arts and Culture Advisory Committee:

- Lendlease presentation on Elliot Springs; and
- Festival 2018 - Commonwealth Games Arts Festival.

The Chair recommended the General Manager Venues and Cultural Services, Jeff Jimmieson be invited to present the Festival 2018 - Commonwealth Games Arts program at the next Committee meeting. The Chair noted the information could be provided prior to allow the Committee to provide feedback.

The Committee discussed and requested an update on the Townsville Sign. The Chair provided an update and noted the sign is required to be completed for the Commonwealth Games.

The ICAC Meeting Facilitator provided an update on the Regional Arts Development Fund (RADF) Capacity Building Workshops held recently and the RADF funding round coming up soon.

Agenda Items

Item 1. Update - Townsville City Bus Hub Project

Rob Kent, Senior Project Manager Major Projects, Townsville City Council provided an update on the Townsville City Bus Hub Project which included the following information:

- Bus Hub is intended to reactivate the City and give a central point of entering and leaving the City for persons using public transport;
- Design consultant appointed;
- Layout and design concepts; and
- Engagement process.

The Committee raised questions in relation to the CBD Utilities Project and the Bus Hub Project. The Senior Project Manager provided information in relation to both projects.

The Chair, Councillor C Doyle noted Kimberly Williams is a board member of the Chamber of Commerce and recommended Rob Kent engage in communication with the Chamber of Commerce in relation to the Bus Hub.

Committee Actions:

1. That the Inclusive Community Advisory Committee and the Arts and Cultural Advisory Committee be included as key stakeholders in the engagement process for the Bus Hub.
2. That the ICAC Meeting Facilitator will provide Kimberley William's contact details to Rob Kent.

Item 2. Work Connectable Project

Dean Warren, Branch Manager, Transicare provided information on the Work Connectable Project which included the following information:

- Project launch occurred on 13th September;
- Topic Employment Pathways for people with disabilities;
- Project aims to give people with disabilities a job;
- Project started with one person and was successful; and
- The aim is to find five jobs for people with disabilities within 12 months.

The ICAC Meeting Facilitator recommended the project be added to the ICAC Action Plan so support from ICAC for the project can be identified and endorsed.

The ICAC Meeting Facilitator adjourned the meeting for morning tea at 10.46am.

Sheree Bugden vacated the meeting during morning tea.

The ICAC Meeting Facilitator reconvened the meeting at 11.00am.

Item 3. Workshop for ICAC Strategic/Action Plan

The ICAC Meeting Facilitator tabled copies of the latest Draft ICAC Action Plan and notes from the ICAC orientation session at the meeting.

The ICAC Meeting Facilitator noted the four focus areas:

- Pathways to inclusion;
- Family connections;
- Community connections; and
- Collaborative services.

The ICAC Meeting Facilitator and Chair, Councillor C Doyle requested the Committee review the Action Plan and provide statements and deliverables for each focus area.

The Committee reviewed the Action Plan and noted the following topics should be added as deliverables:

- Infrastructure;
- Education and training;
- Develop an inclusive employment framework; and
- Media campaign about inclusion.

Julie Fraser tabled copies of the Diversicare - Diversity and Inclusion article (Multicultural Advisory Service Issue 03 October 2017) at the meeting and encouraged all members to read the article.

The Chair closed the meeting at 12.00pm

Next meeting – Monday 4 December 2017

Agenda items due – Monday 6 November 2017

Venue – To be confirmed

**COUNCILLOR C DOYLE
CHAIR**

TOWNSVILLE CITY COUNCIL
INCLUSIVE COMMUNITY ADVISORY COMMITTEE
FRIDAY 6 OCTOBER 2017

Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 1 of 5

ICAC Agenda Submissions and Meeting Action Register O:\COMMUNITY PLANNING & DEVELOPMENT\Advisory Committees\ICAC 2016 2020\meetings\ICAC Agenda Submissions and Meeting Action Register 2016 2020 Term								
Agenda Notification OR Meeting Action	Topic/Title	In less than 200 words (dot point preferred), provide a brief description of the topic you would like discussed by the Inclusive Communities Advisory Committee.	In less than 100 words (dot point preferred), outline how you would like the topic to be resolved or supported by the Inclusive Community Advisory Committee.	Action to Submission	Action to Occur	By Whom	Outcome	Link to Strategic Plan Item/s
Carry-Over past term: 1 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 spoke with Wayne - identified spots - Weir to Nathan St & lane behind KingPin. Matter to be managed as operational - Safety Assessment Audit Framework process. 11/2 allocated to Donna Lucas 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 Council's Infrastructure. 4/6/15 ICAC Facilitator to contact Council's Security Officer (Paul Blackman) re: strategies employed since 2013 e.g. CCTV // 6 Dec 2016 taken through ICAC and item handed over to CSAC committee for investigation (outside this committee's TOR).	ICAC chairperson	8/12/2015 Review of audit framework to occur by Community Planning & Development Unit in 2016. Handing over to CSAC.	
Carry-Over past term: 2 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. - 6/2/2017 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	8/2/2017 discussions were held with the ICAC group and NDIS and the committee resolved to further discussions around NDIS and better pathways with a new working group and workshop.	
Carry-Over past term: 3 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 (Julie McTaggart) to follow up with internal TCC referrals. Update 21 Dec 2017 ICAC Facilitator took 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 facilitator 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. Facilitator to take back through ICAC on 6 Feb 2017 to gauge interest and ideas.	ICAC Meeting Facilitator	8/12/2015 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.	
Carry-Over past term: 4 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	8/12/2015 continue to scope this opportunity, support internal feasibility investigations, and encourage community engagement post feasibility study.	
Agenda Notification OR 5 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.	ICAC Meeting Facilitator		

Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 2 of 5

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	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.			
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. Reopen Boot 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 tasks, take ownership. Connect with Local MP 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.	Agenda item at 6 Dec 2016 Meeting.	This item has been referred to CSAC as as it related to crime, however the items for focusing on health and wellbeing and street activation will continue to be championed by ICAC members. This will link with Neighbour day and neighbourhood party kit rejuvenation and events toolkit to facilitate community events - for Feb 6 2017 ICAC meeting. Activation links to committee recommendation made 6 Feb 2017 for funding for neighbourhood events (refer meeting recommendations)			
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.			
9	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. Time cut short, to be further discussed at 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 facilitator	Working group formed and has had one meeting and is underway.	
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			

Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 3 of 5

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	Council has collaborated with TMSG to help facilitate event for the Refugee Week and has received in-principle approval to participate in the National Journey of the Welcome Scroll	
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 Agenda 6.2.17	The ICAC Meeting Facilitator forward information on the CAMS Program activities to the committee members.	ICAC facilitator	connected TMSG with the Business Development Group	
13	Agenda Notification	Neighbour Day and Neighbourhood Party Kit	TCC CP&D staff member Jo Bentley-Davey to 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 organisations (such as Conservation Volunteers, Life Without Barriers - Casserole Club) and community groups running Neighbour Day activities as an opportunity to promote their activities.	Community Planning and Development (CP&D) would love for the 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 presented by Jo Bentley-Davis on the 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 organisations to promote the event. A committee recommendation was put forward by the group with will be listed below as a new item 18.	ICAC facilitator	Email sent to ICAC committee members with the NPK attached.	
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 viability 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 intrests from school to be involved	ICAC facilitator	Have started the conversation with an intrested school	
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 intrests from school to be involved	ICAC facilitator	Have started the conversation with an intrested school	

Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 4 of 5

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 point	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	Presenters from WR gave a presentation to ICAC and members voted to support WR within Council and have it as an action from the meeting.	
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 facilitator	Working group temporarily on hold	
18	Committee Recommendation for council	TCC to provide funding for auspiced neighbourhood parties.	To be discussed at the next Council meeting.	Council to consider funding within the 2017/18 budget for council auspiced 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 auspiced neighbourhood parties			
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 facilitator	Email sent with link to Queensland Building Plan to ICAC committee for input	
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		to investigate setting up a group share point such as Google Group to allow committee members to share information in between meetings	ICAC 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 thw 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 facilitator	recommendation was sent to the CCDC committee and was approved	
22	Adenda Notification	The Village Community Centre	At The Village in Conoonba 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, organisations 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.			
23	Adenda 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 should be.		Working groups to be established and committee to include accessibility on the ICAC Action Plan			
24	Adenda Notification	White Ribbon Accrediation	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	Presenters from WR gave a presentation to ICAC and members voted to support WR within Council and have it as an action from the meeting.	
25	Adenda 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.			

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26	Adenda 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			
27	Adenda 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			11 August Simon Ormes gave an update to ICAC on the City Bus Hub	
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 facilitator	E-mail sent to Committee	
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 facilitator	E-mail sent to Committee	
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	Accessibility was nominated as a Priority focus area on the ICAC Action Plan	
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 facilitator	E-mail sent to Committee	
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 addressed outside of the ICAC forum and redirected to appropriate department as it is a legislative planning matter				
33	Meeting Action	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 Projects, invited to give update at ICAC meeting 8 October 2017	ICAC facilitator	Rob Kent, Senior Project Manager, Major Projects, invited to give update at ICAC meeting 08/10/2017. Rob Kent provided update on Townsville City Bus Hub ay 06/10/17 Meeting COMPLETED	
34	Meeting Action	White Ribbon Accreditation	Recommendation be put to Council to consider and investigate becoming White Ribbon Accredited Workplace			Recommendation be put to Council to consider and investigate becoming White Ribbon Accredited Workplace. Recommendation included in Report of ICAC Meeting 11 August 2017 going up to Community and Cultural Development Committee in October 2017.	ICAC facilitator	Recommendation included in Report of ICAC Meeting 11 August 2017 going up to Community and Cultural Development Committee in October 2017.	
35	Meeting Action	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 Festival 2018 - Commonwealth Games Arts Program at the next ICAC Meeting 4 December 2017	ICAC Facilitator		
36	Meeting Action	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 facilitator		
37	Meeting Action	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 facilitator		