



# **INCLUSIVE COMMUNITY ADVISORY COMMITTEE REPORT**

DATE – Monday 5 February 2018 at 9.15am

VENUE – Townsville Stadium, Murray Lyons Crescent, Annandale  
(Murray Sports Complex), First Floor, Skyboxes 4&5

## 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
Judy Ribbitt (proxy)	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
Alison Fairleigh	North Queensland Primary Health Network
Anne Franzmann	Anti-Discrimination Commission Queensland
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
Vicki Trevanion	Townsville Region Committee on the Ageing
Scott Stidston	Spinal Life Australia
Susan Wilkinson	Inclusion Agency Queensland
Kimberley Williams	KLP Family Law

### Non-member ICAC:

Donna Jackson	Meeting Facilitator, Principal Inclusive Communities, Future Cities Office, Townsville City Council
Julie McTaggart	Community Development Officer, Future Cities Office, Townsville City Council
Janeese Henaway	Aboriginal & Torres Strait Islander Liaison Officer, Future Cities Office, 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.

<b>REPORT</b>	<b>INCLUSIVE COMMUNITY ADVISORY COMMITTEE</b>
<b>DATE</b>	<b>05 February 2018</b>
<b>ITEMS</b>	<b>1 to 4</b>

**PRESENT**

Councillor Russ Cook (Chair)	Townsville City Council (TCC)
Councillor Margie Ryder	Townsville City Council
Linda Blair	Community Information Centre
Sheree Bugden	Mission Australia
Gerard Byrne (proxy for Peter Monaghan)	Centracare North Queensland
Rachel Cook	The Youth Network
Reverend Bruce Cornish	Townsville Central City Mission
Lynne Derry	The Challenge Games/NQ Autism Support Group
Alison Fairleigh	North Queensland Primary Health Network
Toni McGregor (proxy for Anne Franzmann)	Anti-Discrimination Commission Queensland
Thais Solano (proxy for Shane Harris)	Volunteering North Queensland
Vicki Trevanion	Townsville Region Committee on the Ageing
Scott Stidston	Spinal Life Australia
Susan Wilkinson	Inclusion Agency Queensland
Kimberley Williams	KLP Family Law
Non-member ICAC: Donna Jackson	Meeting Facilitator, Principal Inclusive Communities, Future Cities Office, TCC
Julie McTaggart	Community Development Officer, Future Cities Office, TCC
Janeese Henaway	Aboriginal & Torres Strait Islander Liaison Officer, Future Cities Office, TCC

**GUESTS**

Verity Bennett	Coordinator Community Programs, TCC
Carley Downey	Unlock the Lachs
Ricky Esterquest	BetterFutures – Unity Care Community
Martin Locke	Martin Locke Homes
Natalie Naumann	Technical Officer (Roads & Traffic) – TCC
Owen Montgomery	Senior Technical Officer (Open Space) – TCC
Stephen Palmer	Open Space Planner – TCC
Elly Hetlam	Technical Officer (Open Space) - TCC

**APOLOGIES**

Councillor Colleen Doyle	Committee Chair, TCC
Rachel Baker (No proxy)	Defence Community Organisation
Judy Ribbitt	Zonta Club of Australia Metro Inc
Anne Franzmann (proxy attended)	Anti-Discrimination Commission Queensland
Julie Fraser (No proxy)	Diversicare
Shane Harris (proxy attended)	Volunteering North Queensland
Johanna Kodoatie (no proxy)	Townsville Multicultural Support Group
Peter Monaghan (proxy attended)	Centacare North Queensland

Non-member ICAC: Stephen Beckett	General Manager Community Engagement, Townsville City Council
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**NOT PRESENT**

Velma Gara	Aboriginal & Torres Strait Islander community representative
Elizabeth Kutuzov	Willows State School Chaplain

### **Opening of meeting**

Apologies from the Chair Cr Colleen Doyle were given. Cr Cook appointed as Acting Chair.

The Acting Chair, Councillor Russ Cook opened the meeting at 9:30am.

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

Apologies noted.

The Acting Chair welcomed those present, guests and proxy representatives.

### **Acknowledgement to Country**

The Acting Chair provided the Acknowledgement to Country.

The Meeting Facilitator acknowledged Rachel Cook ICAC Member who received the award for "Townsville Volunteer of the Year" at the Australia Day awards ceremony.

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

The Committee confirmed the minutes of the previous meeting held on 4 December 2017 to be a true record. Moved: Scott Stidston, Seconded: Alison Fairleigh

### **Business Arising from the Minutes**

Nil Business arising.

### **Agenda Submission and Action Register – Update on outstanding items (ICAC Meeting Facilitator)**

- Register has a total of 44 items.
- 11 open items.
- Meeting Facilitator noted items included on today's meeting agenda and provided an update of other open items (updates noted within Agenda Submission and Action Register document).
- Item 10 - Events toolkit – Cr Ryder confirmed that there is an existing Events Toolkit available at Townsville Enterprise Website.

**Action:** Meeting Facilitator to circulate link to the Townsville Enterprise – Events Toolkit information.

## Agenda Items

### Item 1. Establishment of Beach Mats Update (Owen Montgomery - (Senior Technical Officer Open Space – TCC Infrastructure & Operations))

#### *ICAC Action Plan*

#### *1.1 Improve access to physical environment.*

#### *1.1.1 Establishment of beach mats at identified beach locations*

Owen Montgomery provided an update on the planning for establishment of Beach Mats at Strand Park.

- Reviewed with committee reach, opportunities, challenges and further consideration of the beach mats at Strand Park (presentation PowerPoint – Attachment 2).
- Three (3) possible suppliers of beach mats – Ezitrax (Australian Company), Mobi-Mat, and AccessMat.
- Benchmarking completed.
- Product Reviews completed. Product reviews included communication with Seacliff Life Saving Club (South Australia) user of Ezitrax, and Gold Coast Council who have reviewed the other 2 available mat products on the market.
- Cost analysis completed.
- Next project planning stage – undertake user testing of products in Townsville.
- Two (2) options to proceed:
  1. Bring Sales Representatives from each brand to Townsville to present and do user testing.
  2. Buy a sample of each product and do own user testing.
- The following committee members offered to be part of the user testing:
  - Councillor Russ Cook
  - Linda Blair
  - Rachel Cook
  - Reverend Bruce Cornish
  - Lynne Derry
  - Alison Fairleigh
  - Scott Stidston
  - Susan Wilkinson
  - Thais Solano
  - Carley Downey
  - Martin Locke
- Meeting Facilitator to collate user testing invitation list, which will also include organisations/people that have previously been involved and/or interested in the Beach Mat project.
- Owen Montgomery will arrange user testing opportunity and provide progress updates to the Committee through the Chair and Meeting Facilitator.
- Council still committed and will endeavor to achieve installment goal by Commonwealth Games.
- Consideration requests provided by Committee:
  - Size of T-section platform to be confirmed at User-Testing stage, goal to enable functionality of the platform for families to gather on, have picnics on the beach etc.
  - Opportunities for off-shoots from the main beach mat path.

**Committee endorsement:** Committee endorsed reach of beach mats at Strand park beach.

**Committee endorsement:** Committee support and Recommendation for Option 1 - Ask suppliers to come up to Townsville with mat product sample and hold user testing on Strand Park beach, and be included in the product user testing.

**Action:** Copy of Beach Mat presentation is to be distributed to ICAC Members as part of the meeting minutes.

**Action:** Committee requested updates as to the location of the existing 2 Water Chairs.

**Item 2. ICAC Action Plan feedback and endorsement (ICAC Meeting Facilitator)**

- The Meeting Facilitator updated the ICAC Members on the latest draft of the ICAC Action Plan 2018 -2020.
- Introduced Verity Bennett Coordinator Community Programs and Janeese Henaway, Aboriginal and Torres Strait Islander Liaison Officer as important connection to ICAC and the ICAC action Plan.
- Verity Bennett shared information as to her role and functions of the Community Programs Team.
- Action Plan Monitoring Progress - 8 “Active” items and 11 “Ready to Ignite” items noted within the Action Plan.
- Meeting Facilitator and Committee Members – reviewed and confirmed Lead Agency and Interested Agencies against the 8 “Active” items (noted within ICAC Action Plan document).
- Next stages – endorsement by ICAC members; presentation to Council through the Community & Culture Standing Committee; continue enacting Action Plan deliverables by a staged approach through to 2020.
- Meeting Facilitator seeking ICAC Committee endorsement of the Action Plan as final draft and to take to Community and Cultural Development Committee and Council for endorsement.
- Meeting Facilitator invited interested members to be part of the presentation to Community and Cultural Development Committee and/or attend the Community and Cultural Development Committee meeting as a means of support and connection to the ICAC Action Plan.

**Committee Endorsement:** Committee endorsed the draft ICAC Action Plan by a unanimous vote outcome.

**Committee Recommendation for Council consideration:** The Inclusive Community Advisory Committee seeks Councils endorsement of the Inclusive Community Advisory Committee Action Plan 2018-2020.

**Item 3. User Experience Pathways Audit Project proposal/project scoping (ICAC Meeting Facilitator)**

*ICAC Action Plan*

*1.1 Improve access to physical environment*

*1.1.5 Conduct a user experience audit of pathways with particular interest of the CBD area and connectivity through the Priority Development Area.*

Meeting Facilitator discussed this action as Ready to Ignite and introduced Natalie Naumann.

Natalie Naumann – Technical Officer, Roads and Traffic, TCC Infrastructure and Operations shared information as to her role and background:

- Roadways and pathway networks considering the use by pedestrians and cyclists.
- Upgrades to Bus Stops.
- Qualified Access Consultant.
- Encouraged ICAC members to write and advise Council via the TCC Enquiries email of any concerns associated with pathways or roadways.

Meeting Facilitator undertook project scoping discussion with ICAC members.



- Whiteboard notes included as Attachment 3 to meeting minutes.
- The end goal with the User Audit Project is for seamless connectivity and accessibility.
- Discussion occurred around the PDA (Priority Development Area) and Waterfront Development and the CBD (City Business Development) area in relation to pedestrian pathways and the involvement of businesses to improve pathways and accessibility.
- Following ICAC Members noted as interested agencies for this deliverable within the ICAC Action Plan:
  - Kimberley Williams
  - Martin Locke
  - Gerard Byrne
  - Vicki Trevanion.
- Next steps – Meeting Facilitator will convene meeting with internal council stakeholders and return progression and discussion at the April ICAC meeting.
- If deem required, smaller project working group with identified ICAC interested members will be convened.

**Action:** Meeting Facilitator to send out the Townsville Waterfront - Pedestrian Wayfinding Strategy

**Action:** Meeting Facilitator to invite Economic Activation Officer (TCC, Future Cities) to a future ICAC meeting in response to Committees interest of increasing knowledge regarding economic activation approaches within the CBD.

**Action:** The ICAC Members showed interested and requested further information about the City Image Advisory Committee.

The Acting Chair and Cr Ryder left the meeting – providing endorsement for the Meeting Facilitator to continue with the meeting agenda item 4 and conclusion of meeting.

#### **Item 4. 2018 ICAC meeting planning – yearly quality assurance checks with members.**

Meeting Facilitator table questions to the Committee for discussion to confirm/check needs and opportunities to support meetings throughout 2018, outcome of the discussion:

- Meeting start time – Committee endorsed earlier start time of 8.45am arrival for a 9am start, meeting concluding at 11.30am. Meetings to remain on the 1<sup>st</sup> Monday of the bi-month. Attendance will be monitored for any future need to review meeting day/time.
- Meeting Venue – Committee endorsed preference of a consistent Venue. Invitation for Committee members to host a meeting at their organizational location. Preferred consistent venue – Townsville Stadium. Gerard Byrne offered to host a meeting at the Centacare office – meeting month to be confirmed by Centrecare.
- ICAC Membership
  - Thais Solana (Proxy for Shane Harris form Volunteering North Queensland) requested to become an ICAC member as she can represent other organisations and committees.

**Action:** Meeting Facilitator will send out application information to Thais Solano.

- Kimberley Williams requested change of representing from KLP Family Law to Chamber of Commerce and Sera's Women's Shelter.

**Action:** Meeting Facilitator to confirm need for organization identified notification to endorse Kimberley William's representation change.

- Potential members gaps - Mental Illness sector (lived experience); Townsville Community Legal Service.
- Strengthen ICAC:
  - Raising the public profile of Advisory Committees on different forms of media.

**Action:** Deliverable within ICAC Action Plan, Meeting Facilitator in discussion with Public Affairs Team.

- Development of a SharePoint or drop box to share information between members.

**Action:** Meeting Facilitator to investigate.

The Meeting Facilitator closed the meeting at 12:10pm

**Next Meeting:** Monday 9/4/2018 (rescheduled due to p/h on 2/4/2018)

**Agenda close:** 12/3/2018

**Venue:** to be confirmed

**COUNCILLOR R Cook**  
**ACTING CHAIR**

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 1 of 8

Inclusive Community Advisory Committee (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 ICAC Action Plan
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 Preedy - 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	completed - 8/12/2015 Review of audit framework to occur by Community Planning & Development Unit in 2016, on hold. Handing over to CSAC.	
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. - 6/2/2017 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	completed - 6/2/2017 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.	
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 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.  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. Update 2017 - events toolkit currently on hold.	ICAC Meeting Facilitator	<b>CLOSED January 2018.</b> To be considered and explore in conjunction with ICAC Action Plan 2018-2020, 3.3 Champion positive inclusive messages, 3.3.2 Identify inclusive marketing and communication approaches.	3.3.2

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 2 of 8

4	Carry-Over 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	<b>Completed</b> - 8/12/2015 continue to scope this opportunity, support internal feasibility investigations, and encourage community engagement post feasibility study.	1.1.1
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.	ICAC Meeting Facilitator	In progress.	1.1.1
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.	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.	ICAC Meeting Facilitator	In progress	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).	<del>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.</del>	Agenda Item at 6 Dec 2016 Meeting.	This item has been referred to CSAC as 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 <b>events toolkit</b> 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	In progress	3.1.1 3.1.2 3.1.3

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 3 of 8

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	Completed	
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, 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	Completed as part of Work Connectable projects - Changing Lives, Changing Communities	
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	In progress	

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 4 of 8

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 Meeting Facilitator	Completed - connected TMSG with the Business Development Group	4.1.1
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 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) 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 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 Meet Facilitator	Completed - Email sent to ICAC committee members with the NPK attached.	3.2.1
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 .  <b>2017</b> - Conversations have commenced with an intrested school.	ICAC Meeting Facilitator	<b>CLOSED JANUARY 2018.</b> Reconsideration of approach with connection to Item 15 and ICAC Action Plan 2.4	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.	Ideas 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.  <b>2017</b> - conversation with identified school has commenced.  <b>2018</b> - Aboriginal and Torres Strait Islander Oral History Project connectioned to Councils Community Groups Built to Last - Yarnin on Common Ground work. Reconsideration of approach - connecting to ICAC AP 2.4 Generation connection	ICAC Meeting Facilitator	In progress	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 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	Completed - 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.	4.1.5
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	Completed  Converted into - Changing Community Changing Lives project led by TCC	
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	ICAC Meeting Facilitator	Operational	
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	Completed - Email sent with link to Queensland Building Plan to ICAC committee for input	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		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</b> - Action: Meeting Facilitator to investigate.	ICAC Meeting Facilitator	In progress	
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 Meeting Facilitator	Completed - recommendation was sent to the CCDC committee and was approved	
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, 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.	ICAC Meeting Facilitator	Completed	
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 should be.		Working groups to be established and committee to include accessibility on the ICAC Action Plan	ICAC Meeting Facilitator	Completed	1.1

## Attachment 1 – ICAC Agenda Submission and Meeting Action Register – Page 6 of 8

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	Completed - 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.	4.1.5
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	Completed	1.1.4
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	Completed	
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	Completed - 11 August Simon Ormes gave an update to ICAC on the City Bus Hub	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	Completed - 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 Meeting Facilitator	Completed - 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 committee members	Completed - Accessibility was nominated as a Priority focus area on the ICAC Action Plan	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	Completed - 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.		ICAC Meeting Facilitator	Operational	
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 Projects, invited to give update at ICAC meeting 6 October 2017	ICAC Meeting Facilitator	Completed - Senior Project Manager, Major Projects, invited to give update at ICAC meeting 06/10/2017. Rob Kent provided update on Townsville City Bus Hub on 06/10/17 Meeting	1.1.4



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34	Meeting Action 11/08/17	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 Meeting Facilitator	Completed - Recommendation included in Report of ICAC Meeting 11 August 2017 going up to Community and Cultural Development Committee in October 2017. <b>At October Council Meeting - Council endorsed progress of application from Council to proceed with White Ribbon Workplace Accreditation process.</b>	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>Postponed until early 2018 however ICAC Members to be invited to public briefings in December 2017.</b>	ICAC Meeting Facilitator	Community information sessions held in December 2018 - ICAC membership invited	
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	Completed	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	Completed	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	submitted to February 2018 Community and Cultural Development standing committee	ICAC Meeting Facilitator	In progress	1.5
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	In progress	
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	In progress	

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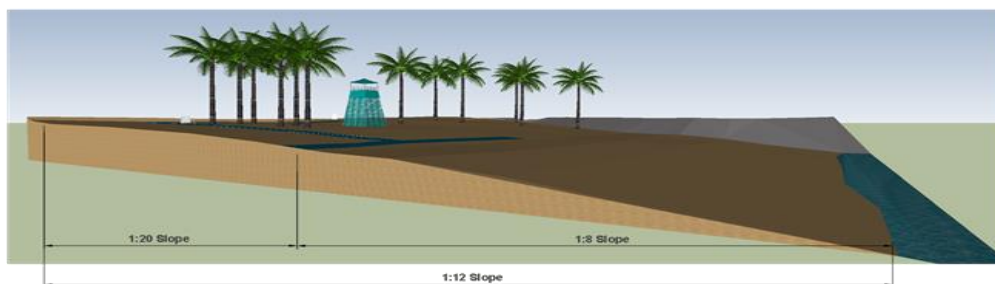
41	Meeting Action 04/12/2017	CBD Boundaries	Members sort clarification on CBD Boundaries	To support informing ICAC Action Plan deliverables	request noted	Information to be sourced and provided to ICAC members via email	ICAC Meeting Facilitator	<b>Completed</b> - 8/12/2017 link to Townsville CBD emailed <a href="https://www.townsville.qld.gov.au/_data/assets/pdf_file/0017/3248/PC83328_Discover_Townsville_CBD_Maps.pdf">https://www.townsville.qld.gov.au/_data/assets/pdf_file/0017/3248/PC83328_Discover_Townsville_CBD_Maps.pdf</a>	
42	Meeting Action 04/12/2017	Accessible connectivity	Members requested clarification as to extent of accessibility assessment conducted for connectivity 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.	ICAC Meeting Facilitator	In progress	1.1.5
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	<b>Completed</b> - Dept Social Services (Harmony Day Team) advised of no such funding. Email send to ICAC members 5/12/2017.	
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).	ICAC Meeting Facilitator	In progress	
45	Meeting Action 5/2/2018	Beach Mats powerpoint presentation	Members requested circulation of the Powerpoint as part of the	Support information sharing	request noted	Attached PPT to February meeting minutes	ICAC Meeting Facilitator	Completed	
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		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	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		1.1.5
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.	noted in minutes	Arrange invitation to future meeting	ICAC Meeting Facilitator		
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	Arrange information sharing opportunity	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 organisations 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 Sera'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		ICAC Meeting Facilitator	In progress	4.2.2

# Beach Accessibility

## The Strand



- The Strand beach is Townsville's most iconic and accessible beach foreshore, but currently lacks provisions for those with restricted mobility to directly access the sand and water.
- Council officers have undertaken an investigation into the options for improving direct beach access along The Strand, with the foreshore fronting the Strand Park identified as the most ideal location for beach access facilities.
- This location has been preferred due to the close proximity of supporting infrastructure such as disability parking, a stinger net, toilets, showers and lifeguard and storage facilities.
- A survey of this beach foreshore has been undertaken to determine the extent of beach area suitable for providing wheelchair access.
- Based on the beach topography, an accessible 1:20 slope is achievable down approximately the first half of the beach, providing direct access to the sand but not the water.
- Various beach matting products have been identified as suitable for providing beach access in this location and are outlined on the following page.



TOWNSVILLE CITY COUNCIL



# Beach Access Matting

## EziTrax

- High impact polypropylene, designed and manufactured in Australia by Victorian supplier Envirex.
- Broadwalk-like structure with a rigid surface for wheels to navigate.
- Small gaps between the slats for sand to pass through.
- Slip & heat resistant surface.
- Thin and rollable for easy storage with transport trolleys available to move the rolled product.
- Joinable modular version with various widths and lengths available.
- Non corrosive components, salt and UV resistant.
- Approximately 2kg per square metre.



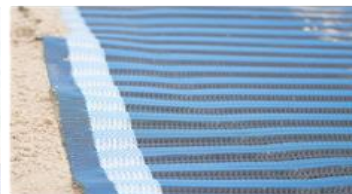
85m x 2m EziTrax = **\$18,700.00** (excluding freight & GST)

## Product review from Seaciff Life Saving Club:

- Product has been successful.
- Weight of the mat has been both a challenge and an advantage - requiring transport trolleys & min. two person lifts but also allowing for quick and easy installation with the mat holding itself in place without the need for pins.
- Product supplier has been very supportive & easy to deal with.

## Mobi-Mat

- 100% recycled polyester, made in France and USA.
- Available through Australian supplier Push Mobility.
- Firm and permeable surface that allows sand to filter through the mat.
- Slip and heat resistant, suitable for bare feet.
- Thin and rollable for easy storage, optional RollINStow available for 1.53m wide mats only.
- Available in widths of 1.53m or 1.98m and 5 to 30m interconnecting lengths.
- Life expectancy of 10+ years.
- Approximately 1.25kg per square metre.



85m x 1.98m Mobi-Mat = **\$38,600.00** (excluding freight & GST)

## Product Review from the City of Gold Coast:

- Product has been successful.
- Lead times for procurement are very reasonable.
- Some challenges with installation as the mat is very rigid & difficult to flatten.
- The RollINStow is not very user friendly and has presented some problems.

## AccessMat

- 100% polyester, made in USA.
- Available through Australian supplier Floating Beach Wheelchairs Australia.
- Firm and permeable surface that allows sand to filter through the mat.
- Slip and heat resistant, suitable for bare feet.
- Thin and rollable for easy storage.
- Available in 1.5m or 1.8m widths & 10m or 15m lengths.
- Durable, salt and UV resistant.
- Approximately 1.97kg per square metre.



85m x 1.8m AccessMat = **\$18,277.28** (excluding freight & GST)

## Product Review from the City of Gold Coast:

- Product has been successful.
- Have found it to be lighter and easier to flatten and install than the Mobi-Mat.
- Supplier support and installation training have been excellent.
- Some challenges with procurement lead times.

## Estimated Maintenance Operation Costs = \$9,400/year

Assumptions: matting rolled out on Saturdays only, 2 people required for 2 1/2 hrs per day to install & pack away matting, required plant already on site with mat provision duties incorporated into existing weekend operations.

## End Goal — WHO IS THE AUDIT FOR?

- Seamless connectivity
- Accessibility
- Advise City/Imagery Committee
- Re-activate the CBD / PDA
- Connection to goods + services
- Use information to inform Council
- Broader journey of the connectivity  $\leftrightarrow$  experience of the journey
- Funding (demonstrate need)
- Linkages from PDA to wider community
- To guide future public transport
- For businesses to work w/ Council to make inclusive
- SAFE, User-Friendly environment (inc. shade, parking, CCTV)  
(Business consideration as well)
- Broader community involvement
- ICAC CHAMPIONING

## Design —

- Defined area of PDA / CBD (incl. Train Station)
- Improved social + economic development of businesses + city
- Entry signs into our key spaces
- Key things in design that improve access
- Signposts / Map points (you are here)  $\leftrightarrow$  WAY FINDING
- Visitor Information Support

### SURVEY / AUDIT:

- BENCHMARKING (MELBOURNE)
- IDENTIFY USER GROUPS (ALL DIFFERENT PERSPECTIVES)
- WHAT ARE WE ASKING PEOPLE TO DEFINE / FEEDBACK
- PERCEPTIONS AT DIFFERENT TIMES OF THE DAY / YEAR
- CULTURALLY ACCESSIBLE / SIGNIFICANT
- HOW THE AUDIT IS UNDERTAKEN, i.e. TIME OF DAY etc.
- TIME FRAME
- VISUAL MATERIAL AS WELL AS WRITTEN

## Who / involvement — (Involved from beginning in design / purpose / etc. of audit)

- CITY IMAGERY COMMITTEE
- RELEVANT BUSINESSES
- VISITOR INFORMATION CENTRE
- PEOPLE WHO LIVE + WORK IN THE CITY
- KOTTERS MARKETS
- Community Information Centre
- COUNCIL
- ECONOMIC DEVT. QLD
- STREET ART WORKING GROUP
- TOURISM
- MARKETER FOR SHOPPING CENTRES (SUBJECT MATTER EXPERT)