



# **INCLUSIVE COMMUNITY ADVISORY COMMITTEE**

## **AGENDA**

DATE - MONDAY 06 AUGUST 2018, 8.45am arrival for a 9am start,  
11.30am conclusion

VENUE - Riverway Meeting Room, Riverway Arts Complex 20 Village  
Boulevard, Thuringowa Central QLD 4817

## 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 Rabbitt	Zonta Club of Australia Metro Inc
Rachel Cook	The Youth Network
Reverend Bruce Cornish	Townsville Central City Mission
Lynne Derry	The Challenge Games/NQ Autism Support Group
Cayley Downey	Unlock the Lachs
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
Martin Locke	Martin Locke Homes
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:

Julie McTaggart	Meeting Facilitator, Community Development Officer, Future Cities Office, Townsville City Council
Janeese Henaway	Aboriginal and Torres Strait Islander Liaisons 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 >>

---

#### 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.

## AGENDA

AGENDA PROPER		
Time	Item	Responsible Person
8.45am – 9am	Networking opportunities with members	
9am – 9.05am	Opening of Meeting Acknowledgement of Country Housekeeping for meeting location Apologies and Leave of Absence Welcome Guests/Proxys Confirmation of previous meeting minutes	ICAC Chairperson
9.05am – 9:20am	Action Register/Agenda Submission Update <ul style="list-style-type: none"> <li>• Updates on open items</li> <li>• Updates from members               <ul style="list-style-type: none"> <li>○ #56 Cycling without Age (Alison Fairleigh)</li> <li>○ #57 Grant opportunities (Cr Ryder &amp; Cayley Downey)</li> </ul> </li> </ul> General Correspondence: <ul style="list-style-type: none"> <li>- Cycling without Age Initiative email</li> </ul>	ICAC Meeting Facilitator
9.20am – 9.50am	<b>Item 1 – Engagement – Accessible Parks</b> <ul style="list-style-type: none"> <li>- Master planning open spaces</li> </ul>	Steve Palmer Townsville City Council, Open Space Planner
9.50am – 10.10am	<b>Item 2 – Presentation – CBD Activation Plan</b> <ul style="list-style-type: none"> <li>- Action register item 49 – Members interested to increase knowledge on economic activation approaches within the CBD</li> </ul>	Wayde Chiesa Townsville City Council Senior CBD Activation Officer, Future Cities
<b>Meeting Break</b>		
<b>ACTION PLAN – ACTIONS IN FOCUS</b>		
10.20am – 11.25am	<b>ACTION PLAN – ACTIONS IN FOCUS</b> <b>Introduction – Actions in Focus</b> <u>Committee Lead (Mobilising):</u> 1.2 Improve access to literacy, numeracy and English as a second language programs <ul style="list-style-type: none"> <li>1.2.1 Increase understanding as to the needs of Townsville’s non-English speaking background community in accessing literacy, numeracy and English as a second language learning to determine potential opportunities of support.</li> </ul>	ICAC Meeting Facilitator

	<p style="text-align: center;"><b>(Ignite – Working Group Stage – Planning)</b></p> <p>1.4 Promote inclusive practices  1.4.1 Support creation of publications that promote and inform the community about physical accessibility.  <b>(Ignite – Working Group Stage – Planning)</b></p> <p>1.5 Advocate for Silver Level Accreditation into new homes. (Lead Agency – Martin Locke)  1.5.1 Actively advocate for Townsville to be a pilot location for Silver Level Accreditation/Level housing  <b>(Ignite – exploring funding opportunities)</b></p> <p>4.1 Positive changes to attitude and behaviour  4.1.4 Advocate for more action around Family and Domestic Violence prevention (ie White Ribbon Day activities).  <b>(Ignite – Working Group Stage – planning, scoping stakeholders)</b></p> <p><u>Council Lead Agency (operationalising):</u>  1.1 Improve access to physical environment  1.1.1 Establishment of beach mats at identified beach locations  <b>(Active – Installation anticipated to occur in August 2018 – TCC Technical Services )</b></p> <p>1.1.5 Conduct a user experience audit of pathways with particular interest of the CBD area and connectivity through the Priority Development Area.  <b>(Ignite – Project Brief Scoping – TCC Future Cities Office)</b></p> <p>4.5 Townsville City Councils – Reconciliation Action Plan  4.5.1 Be a key community monitoring group for Council.  <b>(Complete – evaluation complete – TCC Future Cities Office)</b></p>	
5 minutes	<p><b>Update - Group 1 – Action 1.2 / Deliverable 1.2.1</b>  Increase understanding as to the needs of Townsville’s non-English speaking background community in accessing literacy, numeracy and English as a second language learning to determine potential opportunities of support.</p>	Lead Agency – TMSG - Johanna Kodoatie-Cahill
5 minutes	<p><b>Update – Silver Level Housing Design Pilot Project</b>  1.5 Advocate for Silver Level Accreditation into new homes.  1.5.1 Actively advocate for Townsville to be a pilot location for Silver Level Accreditation/Level housing</p>	Lead Agency – Martin Locke.

30mins	<p><b>Small Planning Groups:</b></p> <p><b>Group 1</b>  <b>Action 1.2 / Deliverable 1.2.1</b> Increase understanding as to the needs of Townsville’s non-English speaking background community in accessing literacy, numeracy and English as a second language learning to determine potential opportunities of support. <b>Ignite - Working group stage: reform today and continue planning</b></p> <p><b>Group 2</b>  <b>1.4 Promote inclusive practices</b>  1.4.1 Support creation of publications that promote and inform the community about physical accessibility. <b>Ignite – Working Group Stage – reform today and continue planning</b></p> <p><b>Group 3</b>  <b>4.1 Positive changes to attitude and behaviour</b>  4.1.4 Advocate for more action around Family and Domestic Violence prevention (ie White Ribbon Day activities). <b>Ignite – Working Group Stage – reform today and continue planning</b></p>	<p>Lead Agency – TMSG</p> <p>Lead Agency – TBC</p> <p>Lead Agency - TBC</p>
15mins	Return to main group – working group feedback	
11.25am – 11.30am	<p><b>Close of Meeting</b></p> <p>Next Meeting: Monday 8/10/2018 (rescheduled due to public holiday on Monday 1/10/2018)</p> <p>Agenda Submissions due: 10/9/2018</p> <p>Venue: Townsville Stadium</p>	ICAC Chairperson

**Attachments >>**

**Page**

Attachment 1 - ICAC Agenda Submissions and Meeting Action Register (Open Items Only)	8
Attachment 2 – ICAC Action Plan 2018-2020 (separate document)	
Attachment 3 – ICAC 2018 Meeting Schedule (confirmed)	9

At this meeting contributions made by members of the public may be recorded by way of audio recording which will be used for the purpose of developing minutes of the meeting and decision making of council. Townsville City Council is bound by the Information Privacy Act 2009 to protect the privacy of personal information.

Further information may be found on council's website at [www.townsville.qld.gov.au](http://www.townsville.qld.gov.au).

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

<b>Inclusive Community Advisory Committee (ICAC) - Agenda Submissions and Meeting Action Register - 2016 2020 Term</b>								
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	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	3.3.1
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. <b>Mag 2018 update</b> - moving to trial OneDrive from August ICAC meeting <b>July 2018 update</b> - delayed to October 2018 meeting	ICAC Meeting Facilitator	
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 <b>July 2018 update</b> - Councils Senior CBD Activation Officer to attend August ICAC 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 <b>20/3/2018</b> - email invitation forwarded to City Image Advisory Committee Meeting Facilitator - RSVP received to attend June ICAC meeting <b>Mag 2018 Update</b> - attendance postponed to August due to full June meeting agenda <b>July 2018 Update</b> - attendance postponed to October due to full June meeting agenda	ICAC Meeting Facilitator	1
56	Meeting Action 4/6/2018	ICAC Subgroup - Cycling without Age initiative	3.3.1 Identify and promote actions occurring in our community that promote diversity and inclusiveness	<b>Action:</b> Alison Fairleigh and Gerard Byrne to form a sub group (of ICAC) to connect to the Cycling without Age initiative. Alison Fairleigh will be the connection point from ICAC to Cycling without Age. Councillor C Doyle to work with sub group.	noted in minutes	<b>July 2018 update</b> - Alison Fairleigh to provide update at the August 2018 ICAC meeting	Alison Fairleigh	3.3.1
57	Meeting Action 4/6/2018	ICAC Subgroup - Grant opportunities	3.3.1 Identify and promote actions occurring in our community that promote diversity and inclusiveness	<b>ACTION:</b> Councillor M Ryder and Cayley Downey to form a sub group (of ICAC) to assist members of ICAC identify grant opportunities available to the community.	noted in minutes	<b>July 2018 update</b> - Cr Ryder/Carley Downey to provide update at the August 2018 ICAC meeting	Cr Ryder Cayley Downey	3.3.1
58	Meeting Action 4/6/2018	Letter of acknowledgement to Townsville Aboriginal and Islander Health Services	Councillor C Doyle suggested ICAC send a letter of acknowledgment to the Townsville Aboriginal and Islander Health Services congratulating them on their recent national award. The Committee agreed.	<b>ACTION:</b> ICAC to send a letter of acknowledgment to the Townsville Aboriginal and Islander Health Services congratulating them on their recent national award.	noted in minutes		ICAC Meeting Facilitator	



**Attachment 3 – ICAC 2018 Meeting Schedule (confirmed)– Page 1 of 1**

<b>Inclusive Community Advisory Committee (1<sup>st</sup> Monday of the month)</b>			
<b>Month</b>	<b>Meeting Date</b>	<b>Agenda closes</b>	<b>Venue</b>
Feb	Monday 5/2/2018	8/1/2018	Townsville Stadium (booked)
April	Monday 9/4/2018 (rescheduled due to p/h on 2/4/2018)	12/3/2018	Centacare (booked)
June	Monday 4/6/2018	7/5/2018	Townsville Stadium (booked)
August	Monday 6/8/2018	9/7/2018	Riverway Arts Complex, Riverway Meeting Room (booked)
Oct	Monday 8/10/2018 (rescheduled due to p/h 1/10/2018)	10/9/2018	Townsville Stadium (booked)
Dec	Monday 3/12/2018	5/11/2018	Townsville Stadium (booked)