



INCLUSIVE COMMUNITIES ADVISORY COMMITTEE

UNCONFIRMED MINUTES

Monday, 14 November 2022

9:38am

Mayoral Reception Meeting Room

Opening of Meeting

The Chair, Councillor Liam Mooney, opened the meeting at 9:38am.

Councillor Mooney informed the committee that 3 additional members have been endorsed since the last committee meeting, a Community Representative (Brenton Creed), Defence Member and Family Support (represented by Megan Keown), and the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (represented by Marita Akee from the Aboriginal and Torres Strait Islander Partnerships area).

Councillor Mooney welcomed Townsville City Council's In-House Counsel and General Manager Community and Lifestyle.

Present

Members

Councillor Liam Mooney - Chair
Councillor Margie Ryder
Teresa Hudson
Robyn Moore
Jane Andreassen
Stephanie Naunton
Vicki Trevanion
Maria Hutton
Anne Herbert (proxy)
Cayley Downey
Matthew Higgins

Townsville City Council
Townsville City Council
Community Information Centre
CORES
Townsville Community Law
Townsville Multicultural Support Group
Townsville Region Committee on the Ageing
Spinal Life Australia
Queensland Human Rights Commission
Community representative
Community representative

Ex officio member

Mayor, Councillor Jenny Hill

Townsville City Council

TCC Staff

Donna Jackson – Meeting Facilitator
Jacqui Cowell
Tony Bligh
Julie McTaggart
Ngaire Trigg
Sheree Anderson
Jess Prentice

Principal Inclusive Communities
General Manager Community and Lifestyle
In-House Counsel
Team Leader Community Development
Community Development Officer
Council Secretariat
Council Secretariat

Acknowledgement of Country

The Chair, Councillor Liam Mooney, acknowledged the Wulgurukaba of Gurambilbarra and Yunbenun, Bindal, Gugu Badhun and Nywaigi as the Traditional Owners of this land. We pay our respects to their cultures, their ancestors and their Elders – past and present – and all future generations.

Apologies

There were no apologies.

Not in attendance

Megan Keown

Marita Akee

Sandra Elton
Louise Whitehead
Rachel Cook
Ricky Esterquest
Brenton Creed
Sharleen Irvine

Defence Member and Family Support North
Queensland
Department of Seniors, Disability Services and
Aboriginal and Torres Strait Islander Partnerships
North Townsville Community Hub Inc (NOTCH)
St Vincent De Paul
Shed 3
Towards Better
Community representative
Community representative

Confirm Quorum

A quorum was present at the meeting from agenda item 3.

Confirmation of Minutes of Previous Advisory Committee meeting

The committee reviewed the minutes of 7 July 2022.

Disclosure of Interests and confidentiality – Statement by the Meeting Facilitator

The In-House Counsel reminded councillors and committee members of their obligations for confidentiality and disclosing declarable conflicts of interest and prescribed conflicts of interest for items on the agenda.

Disclosure of Interests

There were no declarable conflicts of interest or prescribed conflicts of interest declared.

The committee agreed to consider the Flying Minute Updates as the next item of business.

Flying Minute Updates

The Chair, Councillor Liam Mooney, advised that the flying minute that was emailed to committee members to extend the Inclusive Communities Advisory Committee meeting duration from 1.5 hours to 2 hours was carried and will commence from the next meeting.

The Committee agreed to consider agenda submissions as the next item of business.

Agenda

1. Updates to Advisory Committee Terms of References

The In-House Counsel provided an overview of the updated Inclusive Communities Advisory Committee Terms of Reference.

The committee discussed the use of gendered language in the Terms of Reference and the In-House Counsel agreed that this wording would be amended.

Meeting action

The Meeting Facilitator to review previous ICAC meeting notes where a quorum was identified as not achieved, in line with clarification within the updated TOR that a quorum is based on appointed members, to identify any matters that were raised and not voted on to be returned to a future ICAC meeting for members consideration.

2. Introduction: Council's General Manager Community and Lifestyle

The General Manager Community and Lifestyle gave a brief description of her previous work experience and an overview of her role with Townsville City Council.

Meeting Adjournment

The Chair, Councillor Liam Mooney, adjourned the meeting at 10:07am.

The Mayor, Councillor Jenny Hill, joined the meeting during the meeting adjournment.

Meeting Recommencement

The Chair, Councillor Liam Mooney, recommenced the meeting at 10:21am.

The order of business resumed.

Agenda Submissions and Meeting Action Register Update

The Meeting Facilitator provided an update on the meeting actions.

- 8 That the Chair, Councillor Liam Mooney reach out to the Townsville Bulletin on behalf of the Inclusive Advisory Committee and provide awareness / education on the negative impacts of their reporting on the LGBTIQ+ community**

This action item is held over.

9 Establishment of LGBTIQ+ focussed discussion Working Group

This action item is held over.

The committee discussed this action item at General Business (iv), (ix) and (xii) at this meeting.

10 Townsville and Thuringowa Australian Early Development Census 2021 data - Queensland Education would like to share the Townsville and Thuringowa data to the advisory group, highlighting area of high vulnerability.

The Meeting Facilitator advised that this will be an agenda item in 2023.

This action item is held over.

11 Changes to the Advisory Committee's Terms of References

A report was provided at agenda item 1 at this meeting.

This action item is complete.

Theresa Hudson joined the meeting at 10:24am during agenda item 3.

Confirm Quorum

A quorum was now present at the meeting.

The committee agreed to consider the following motions as the next item of business.

It was MOVED by Cayley Downey, SECONDED by Stephanie Naunton:

"That the minutes of the Inclusive Communities Advisory Committee meeting held 7 July 2022 be confirmed."

CARRIED UNANIMOUSLY

It was MOVED by Councillor Liam Mooney, SECONDED by Teresa Hudson:

"that the updated Inclusive Community Advisory Committee Terms of Reference be endorsed."

CARRIED UNANIMOUSLY

The Mayor, Councillor Jenny Hill, vacated the meeting at 11:00am during the following agenda item.

3. Round table discussion

The committee discussed accessibility issues for amenities and noted that Council's current accessibility guide was 5 years old.

Committee Recommendation for Consideration

It was MOVED by Councillor Liam Mooney, SECONDED by Maria Hutton:

"that Council scope and research current information and tools available, to inform a review and update of Council's inclusive access guide."

CARRIED UNANIMOUSLY

The committee discussed accessibility issues for events, including parking, access and seating arrangements.

Committee Recommendation for Consideration

It was MOVED by Matthew Higgins, SECONDED by Cayley Downey:

"that Council scope and research with the intent to engage an accessibility consultant to produce an inclusive events framework (for outdoor temporary events)."

CARRIED UNANIMOUSLY

General Business

(i) Information sharing

Cayley Downey noted the importance of ensuring that useful information is well promoted. Councillor Margie Ryder supported this comment.

(ii) Toilet facilities in Anderson Gardens

Vicki Trevanion noted that there are no toilet facilities in Anderson Gardens, which impacts on accessibility. The Chair, Councillor Liam Mooney, noted that Palmetum also doesn't have toilet facilities and suggested that this be investigated further. The committee noted that the review of the inclusive access guide would identify the lack of amenities in certain areas.

Meeting action

The Chair, Councillor Liam Mooney, to investigate the status of toilet facilities in Anderson Gardens and Palmetum and report back to the committee.

(iii) Agenda submissions

The Chair, Councillor Liam Mooney, welcomed agenda submissions for the 2023 committee meetings.

(iv) LGBTIQ+ as round table discussion topic

Matthew Higgins suggested that the LGBTIQ+ topic (action item 22-9) be discussed as a round table topic. The Chair, Councillor Liam Mooney, agreed that this topic could be added to the agenda for the next committee meeting.

(vi) Townsville Multicultural Support Group Anniversary

Matthew Higgins praised the work of the Townsville Multicultural Support Group, which recently celebrated their 30th anniversary.

(vii) Townsville Enterprise invitation

Matthew Higgins suggested that the committee invite a Townsville Enterprise representative to talk about the designated area migration agreement. The committee agreed with this suggestion.

Meeting action

The Meeting Facilitator to invite a Townsville Enterprise representative to talk to the committee about the designated area migration agreement.

(viii) Multicultural event grants

Matthew Higgins noted that some Queensland government grants had been awarded recently for multicultural events in Townsville.

Meeting Action

The Team Leader Community Development to investigate who the local award recipients were and forward to Committee via the Meeting Facilitator if available.

(ix) Townsville Multicultural Support Group

Stephanie Naunton noted that the Townsville Multicultural Support Group has restructured and will soon be unified with Multicultural Australia.

(x) LGBTIQ+ Working Group

Stephanie Naunton queried when the LGBTIQ+ working group (action item 9) would commence and the Chair, Councillor Liam Mooney, confirmed that nominations for the working group were now open.

(xi) Accessibility focus

Maria Hutton noted that she was pleased with the committee's focus on accessibility issues.

(xii) Human Rights Week

Anne Herbert noted that Human Rights Week is 1-10 December 2022, and that she will provide the 2023 calendar of events for the Human Rights Commission Queensland to the Meeting Facilitator once available.

(xiii) LGBTIQ+ action item

The committee agreed to amend Action Item 9 "Establishment of LGBTIQ+ focussed discussion Working Group" and have the topic discussed as a round table topic instead of a working group.

Councillor Margie Ryder and Cayley Downey left the meeting at 11:35am before the following agenda item.

There was no quorum present.

(xiv) Sharing of email addresses

The Meeting Facilitator asked if committee members were agreeable to sharing their email addresses, to enable the use of email calendars for scheduling advisory committee meetings. Committee members in attendance agreed to the sharing of their email addresses for scheduling meetings.

Meeting Action

The Meeting Facilitator to contact members not in attendance to confirm permission to share their email details to facilitate email-based meeting invitations for future meetings.

Confirmation of next meeting

The 2023 committee meeting schedule will be emailed to committee members once available.

Close of Meeting

The Chair, Councillor Liam Mooney, closed the meeting at 11:40am.

COUNCILLOR LIAM MOONEY

CHAIR

Attachment 1 – Inclusive Communities Advisory Committee Agenda Submission and Meeting Action Register

Attachments >>

Attachment 1 – ICAC Agenda Submissions and Meeting Action Register 2021 – 2024

Note: To conclude 2022 meetings, a full ICAC Agenda Submission and meeting Register has been provided.

Action Item No.	Agenda Submission / Meeting Action	Item	Action to be taken	Advisory Committee Meeting date	Responsible Officer	Completed Date	Outcome
1	Meeting Action	ICAC Orientation	Committee members requested a copy of the presentation and meeting links to the agenda submission page and the Inclusive Communities Advisory page	8/03/2022	Meeting Facilitator	15/03/2022	Distributed with ICAC Unconfirmed meeting notes email
2	Meeting Action	ICAC Focus Areas	That the feedback be reviewed, and the Meeting Facilitator circulate a voting forum for topics that the Committee will cover	8/03/2022	Meeting Facilitator	17/05/2022	Committee voted to move to topic-based meetings
3	Meeting Action	ICAC Agenda submissions and Meeting Action Register	ICAC member requested that reminders be sent (via email) to the Committee members of when agenda submission are closing. The Meeting Facilitator confirmed and noted this request to support the Committee.	17/05/2022	Meeting Facilitator	18/05/2022	Meeting Facilitator has included this action into meeting processes.
4	Committee Recommendation	Gender Identity Recognition	Moving forward that this Committee have themed meetings.	17/05/2022	Meeting Facilitator	7/07/2022	LGBTIQ+ themed meeting held
5	Committee Recommendation	ICAC Planning	That the Meeting Facilitator Review the feedback provided in the ICAC planning workshop	17/05/2022	Meeting Facilitator	7/07/2022	Feedback applied to ICAC meetings
6	Agenda Submission	LGBTIQ+ Strategy - Seeking a recommendation for consideration by Council for TCC to develop and implement a four-year LGBTIQ+ Strategy outlining a plan to drive equality and inclusion for Townsville's diverse LGBTIQ+ communities (the outcome); and, that Townsville City Council make a commitment that LGBTIQ+ voices will be central to the design of the LGBTIQ+ Strategy; prioritising collaboration and empowerment (the process).	Establishment of LGBTIQ+ focussed discussion Working Group. Refer to item 9 of the Agenda Submission and Meeting Action Items Register.	7/07/2022	Meeting Facilitator		Agenda item for ICAC meeting 7/7/2022. ACTIVE - has not progressed.

Action Item No.	Agenda Submission / Meeting Action	Item	Action to be taken	Advisory Committee Meeting date	Responsible Officer	Completed Date	Outcome
7	Meeting Action	Update to Terms of Reference	The Meeting Facilitator to seek clarification from the Legal Team regarding changes to the Terms of Reference around membership.	7/07/2022	Meeting Facilitator	25/07/2022	Clarification sought. ICAC Terms of Reference clarified to read "appointed" members. 27/7/2022 Terms of Reference updated.
8	Committee Recommendation	Guest Speakers (a)	"That the Chair, Councillor Liam Mooney reach out to the Townsville Bulletin on behalf of the Inclusive Communities and provide awareness/education on the negative impacts of their reporting on the LGBTIQ+ community	7/07/2022	Councillor Liam Mooney		Ongoing Update 15/11/2022 - discussed at ICAC meeting 15/11/2022,
9	Meeting Action	Establishment of LGBTIQ+ focussed discussion Working Group Discussion of LGBTIQ+ topic as round table agenda item	connected to item 6 - The Meeting Facilitator to email Committee members seeking nominations to be on the working group. Round table agenda item	7/07/2022 14/11/2022 (Action item amended)	Meeting Facilitator		ACTIVE - has not progressed
10	Agenda Submission	Townsville and Thuringowa Australian Early Development Census 2021 data	Queensland Education would like to shar the Townsville and Thuringowa data to the advisory group, highlighting area of high vulnerability.	1/09/2022			Agenda item for 2023
11	Agenda Submission	Updates to Advisory Committee's Terms of References	To provide an update on changes to the Advisory Committee's Terms of References	14/11/2022	Townsville City Council - Legal Services	14/11/2022	Agenda item for 15 November 2022 meeting

Action Item No.	Agenda Submission / Meeting Action	Item	Action to be taken	Advisory Committee Meeting date	Responsible Officer	Completed Date	Outcome
12	Meeting Action	Review previous ICAC meeting notes where a quorum was identified as not achieved	The Meeting Facilitator to review previous ICAC meeting notes where a quorum was identified as not achieved, in line with clarification within the updated TOR that a quorum is based on appointed members, to identify any matters that were raised and not voted on to be returned to a future ICAC meeting for members consideration.	14/11/2022	Meeting Facilitator		
13	Recommendation for Councils Consideration	Item 3 Round table discussion The committee discussed accessibility issues for amenities and noted that Council's current accessibility guide was 5 years old.	"that Council scope and research current information and tools available, to inform a review and update of Council's inclusive access guide."	14/11/2022	Meeting Facilitator		
14	Recommendation for Councils Consideration	Item 3 Round table discussion The committee discussed accessibility issues for events, including parking, access and seating arrangements.	"that Council scope and research with the intent to engage an accessibility consultant to produce an inclusive events framework (for outdoor temporary events)."	14/11/2022	Meeting Facilitator		
15	Meeting Action	General Business - Anderson Gardens and Palmetum toilets	The Chair, Councillor Liam Mooney, to investigate the status of toilet facilities in Anderson Gardens and Palmetum and report back to the committee.	14/11/2022	ICAC Chairperson		
16	Meeting Action	General Business - Townsville Enterprise invitation	The Meeting Facilitator to invite a Townsville Enterprise representative to talk to the committee about the designated area migration agreement.	14/11/2022	Meeting Facilitator		
17	Meeting Action	General Business - Sharing of email addresses	The Meeting Facilitator will contact members not in attendance to confirm permission to share their email details to facilitate email-based meeting invitations for future meetings.	14/11/2022	Meeting Facilitator		