



INCLUSIVE COMMUNITY ADVISORY COMMITTEE

AGENDA

DATE – MONDAY 04 JUNE 2018, 8.45am arrival for a 9am start)

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 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:

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 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	Arrival and networking opportunities with members	
9.00am – 9:05am	<p>Opening of Meeting</p> <p>Acknowledgement of Country</p> <p>Apologies and Leave of Absence</p> <ul style="list-style-type: none"> • Judy Rabbitt (Zonta) <p>Welcome Guests/Proxy's:</p> <ul style="list-style-type: none"> • Zonta PROXY - Bede Ashley • Brett Brogan – General Manager Future Cities • Mario Romeo – Cycling without Age presentation <p>Membership Update:</p> <ul style="list-style-type: none"> • Member Resignation – Elizabeth Kutuzov (Willows State School) <p>Confirmation of Minutes from previous meeting held</p> <p>Change to agenda format</p> <ul style="list-style-type: none"> • bi-monthly agenda into two parts – Part 1 Agenda Proper; Part 2 Action Plan focussed. <p>Housekeeping for meeting location</p>	ICAC Chairperson
9.05am – 9:10am	<p>Action Register/Agenda Submission Update</p> <ul style="list-style-type: none"> • 55 items on register • 7 open items • Specific items update: <ul style="list-style-type: none"> ○ Item 20 – Group Share Point ○ Item 46 – Location of water chairs ○ Item 50 – City Image Advisory Committee 	ICAC Meeting Facilitator
9.10am – 9.25am	Item 1: Welcome and Introduction – General Manager Future Cities, Townsville City Council	Brett Brogan General Manager Future Cities
9.25am – 9.45am	Item 2 – Guest Presentation – Cycling without Age	Mario Romeo

ACTION PLAN – ACTIONS IN FOCUS		
9.45am – 11.25am	<p>ACTION PLAN – ACTIONS IN FOCUS</p> <p>Introduction – Actions in Focus</p> <p><u>Committee Lead (Mobilising):</u></p> <p>1.2 Improve access to literacy, numeracy and English as a second language programs</p> <p style="padding-left: 20px;">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.</p> <p>1.4 Promote inclusive practices</p> <p style="padding-left: 20px;">1.4.1 Support creation of publications that promote and inform the community about physical accessibility.</p> <p>1.5 Advocate for Silver Level Accreditation into new homes. (Lead Agency – Martin Locke)</p> <p style="padding-left: 20px;">1.5.1 Actively advocate for Townsville to be a pilot location for Silver Level Accreditation/Level housing</p> <p>4.1 Positive changes to attitude and behaviour</p> <p style="padding-left: 20px;">4.1.4 Advocate for more action around Family and Domestic Violence prevention (ie White Ribbon Day activities).</p> <p><u>Council Lead Agency (operationalising):</u></p> <p>1.1 Improve access to physical environment</p> <p style="padding-left: 20px;">1.1.1 Establishment of beach mats at identified beach locations</p> <p style="padding-left: 20px;">1.1.5 Conduct a user experience audit of pathways with particular interest of the CBD area and connectivity thought the Priority Development Area.</p> <p>4.5 Townsville City Councils – Reconciliation Action Plan</p> <p style="padding-left: 20px;">4.5.1 Be a key community monitoring group for Council.</p>	ICAC Meeting Facilitator
9.55am – 10am	<p>Update – Silver Level Housing Design Pilot Project</p> <p>1.5 Advocate for Silver Level Accreditation into new homes.</p> <p style="padding-left: 20px;">1.5.1 Actively advocate for Townsville to be a pilot location for Silver Level Accreditation/Level housing</p>	Lead Agency – Martin Locke.
10am – 10.10am	<p>Update – Townsville City Councils Reconciliation Action Plan</p> <p>4.5 Townsville City Councils – Reconciliation Action Plan</p> <p style="padding-left: 20px;">4.5.1 Be a key community monitoring group</p>	Lead Agency – Council Julie McTaggart Future Cities

	for Council.	
10.10am – 10.25am	<p>Update - Beach Accessibility Project</p> <p>ICAC Action Plan 1.1.1 Establishment of beach mats</p> <ul style="list-style-type: none"> • User Experience session feedback • Video • Project status update 	<p>Lead Agency – Council</p> <p>Elly Hetlam Infrastructure Planning and Assets and Fleet</p> <p>Donna Jackson Future Cities</p>
10.25am – 11.00am	<p>Small Planning Groups:</p> <p>Group 1 – Action 1.2 / Deliverable 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.</p> <p>Group 2 – Action 1.4 / Deliverable 1.4.1 Support creation of publications that promote and inform the community about physical accessibility.</p> <p>Group 3 – Action 4.1 / Deliverable 4.1.4 Advocate for more action around Family and Domestic Violence prevention (ie White Ribbon Day activities).</p>	ICAC Members
11.10am – 11.25am	Return to main group – brief feedback from each working group	ICAC Meeting Facilitator
11.25am – 11.30am	<p>Close of Meeting</p> <p>Venue: TBC</p> <p>Next Meeting: Monday 6/8/2018</p> <p>Agenda Submissions due: 7/5/2018</p>	ICAC Chairperson

Attachments >>

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Attachment 1 - ICAC Agenda Submissions and Meeting Action Register (open items only)	8-9
Attachment 2 – ICAC Action Plan 2018-2020 (separate document)	x
Attachment 3 – ICAC 2018 Meeting Schedule	10

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.

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

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	Link to ICAC Action Plan
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. 4/12/2017 - 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. February 2018 meeting - Update on project provided by TCC Infrastructure & Operations Division - see meeting minutes. Next step - TCC Infrastructure & Operations to arrange product user-testing opportunities. April 2018 update - Product user testing occurred 19/4/2018.	ICAC Meeting Facilitator	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	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. 2018 - 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 February 2018 meeting - Action: Meeting Facilitator to investigate. May 2018 update - moving to trial OneDrive from August ICAC meeting	ICAC Meeting Facilitator	
46	Meeting Action 5/2/2018	Location of Water Chairs	Members requested updated as to the location of the existing 2 Water Chairs		request noted	May 2018 - water chairs provided to local pool. Connection made with Accessible Beaches project and Unlock the Lach.	ICAC Meeting Facilitator	
49	Meeting Action 5/2/2018	CBD Economic Activation	Members interested to increase knowledge on economic activation approaches within the CBD	Action: 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	

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

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	Link to ICAC Action Plan
50	Meeting Action 5/2/2018	City Image Advisory Committee	Members interested to learn about the City Image Advisory Committee	Action: The ICAC Members showed interested and requested further information about the City Image Advisory Committee.	noted in minutes	Arrange information sharing opportunity 2013/2018 - email invitation forwarded to City Image Advisory Committee Meeting Facilitator - RSVP received to attend June ICAC meeting May 2018 Update - attendance postponed to August due to full June meeting agenda	ICAC Meeting Facilitator	1
53	Meeting Action 5/2/2018	ICAC profile	Strengthen ICAC by 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.	noted in minutes	May 2018 update - conversation initiated	ICAC Meeting Facilitator	4.2.2
54	Meeting Action 9/4/2018	Publications regarding physical accessibility	1.4.1 Support creation of publications that promote and inform the community about physical accessibility.	Action: Committee to research their individual organisational areas for publications that promote inclusive practices, and return information to the June 2018 ICAC meeting.	noted in minutes	Agenda for June 2018 ICAC meeting - completed	ICAC members	1.4.1
55	Meeting Action 9/4/2018	Literacy and Numeracy	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.	Action: Committee to consider the above points of discussion in relation to improving access to literacy, numeracy and English as a second language programs, and return ideas for collaboration at the June 2018 ICAC meeting.	noted in minutes	Agenda for June 2018 ICAC meeting - completed	ICAC members	1.2.1

Attachment 2 - ICAC Action Plan 2018-2020

See separate document attached to agenda email

Attachment 3 - ICAC 2018 Meeting Schedul – Page 1 of 1

Inclusive Community Advisory Committee (1st Monday of the month)			
Month	Meeting Date	Agenda closes	Venue
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	tbc
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)