

## Community Inclusion and Wellbeing Reference Group

Date	Friday 31 May 2019	Time	9:35a.m – 12.00p.m
Venue	Committee Room, MidCoast Council (Gloucester)	Note-taker	Michelle Palmer
Present	Cr Katheryn Smith, Judy Hollingworth, Karen Fuller, Bree Katsamangos, Mave Richardson, Anna Burley, Mark Norris, Felicity Carter, John Price, David Isbel, Michelle Palmer (MP) and Melissa Garton (MG).		
Apologies	Jane Stevenson, Kylie Atkinson, Paul De Szell and Charles Broadfoot.		

### Meeting items

Item	Key points/actions
1	<b>Acknowledgement of Country</b>
2	<b>Declaration of any conflicts of interests</b> Nil.
3	<b>Introductions</b> Brief introductions by all attendees. The group noted Charles Broadfoot's resignation from the Reference Group due to relocation.
4	<b>Action items update</b> Refer <i>Attachment A</i> .
5	<b>Guidelines for constructive meetings</b> The group workshoped and agreed to a set of guidelines to support constructive reference group meetings, as per <i>Attachment B</i> .
6	<b>Workshopping our purpose and 2019/20 priorities</b> The group workshoped its 2019/20 program of work in pursuit of its purpose, as per <i>Attachment C</i> . Given the complexity of the subject and limitations on time, it was agreed to relist the topic for further discussion at the next reference group meeting and to extend the duration of that meeting to 2 hours.

### Next meeting

Date	Friday 26 July 2019	Time	10 a.m. – 12 p.m.
Venue	Large Committee Room, MidCoast Council Administration Centre 4 Breese Parade, Forster		

## Community Inclusion and Wellbeing Reference Group

### Action items update

Item No	Description	Date Raised	Action for	Due Date/ Timeframe	Status Update as at 31/5/19
1	Consult with Council's Aboriginal Community Strengthening Officer, Hannah Earley, on Aboriginal representation on the reference group.	29/3/19	MG	26/7/19	<div style="background-color: #f4a460; width: 15px; height: 15px; display: inline-block;"></div> HE consulted, resulting in the recommendation to liaise with established Aboriginal networks across the LGA in order to identify Aboriginal community members to join the group.  HE has begun liaising with networks with a view to engaging representatives for attendance from July.
2	Sign and return confidentiality forms.	29/3/19	All	31/5/19	<div style="background-color: #27ae60; width: 15px; height: 15px; display: inline-block;"></div> Completed by all members.
3	Provide members with a copy of their signed confidentiality agreement for future reference, as requested.	29/3/19	MG	31/5/19	<div style="background-color: #27ae60; width: 15px; height: 15px; display: inline-block;"></div> Completed at 31/5/19 meeting.
4	Send invites for 2019 reference group meetings.	29/3/19	MP	12/4/19	<div style="background-color: #27ae60; width: 15px; height: 15px; display: inline-block;"></div> Complete.
5	Arrange new provider representative on the CI&WRG following Charles Broadfoot's resignation.	31/5/19	MG	26/7/19	
6	Relist 2019/20 program of work for discussion at the July CI&WRG meeting and extend the meeting to 2 hours.	31/5/19	MP	26/7/19	

Key:

	Not yet scheduled for commencement		Commenced and on schedule		Commenced and not on schedule or overdue		Complete	→	Deferred	W	Withdrawn
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## Community Inclusion and Wellbeing Reference Group

### Guidelines for constructive meetings

The group committed to the following guidelines for reference group meetings:

- Be respectful
- All members have a right of opinion and opinions are of equal worth
- We listen
- We won't speak over each other.
- Allow and encourage every voice
- No judgement of responses
- Allow sufficient time and stay within time
- Stay on topic/stick to agenda
- Have a "parking board" for other issues to be raised in general business
- Discussions not of broad interest/relevance to be followed up off line
- Diverse facilitation methods
- Group participation on facilitation and possible guest speakers
- Work toward positive outcomes
- Promote CIWRG to community
- Ability to change and be flexible to achieve outcomes
- Work to consensus rather than votes
- Consider confidentiality

## Community Inclusion and Wellbeing Reference Group

### Activity notes: 2019/20 priorities and program of work

#### 1. Purpose

The CI&WRG's purpose is to provide strategic advice and feedback to assist Council in making the MidCoast an accessible, inclusive and cohesive community, where all people can participate fully in community life, regardless of their age, ability or background.

#### 2. Critical success factors

The group workshoped the factors critical to the MidCoast becoming an accessible, inclusive and cohesive community, as follows:

- Access and equity for all
- Employment creation
- Health/aged care services
- Be valued
- Ability to participate in everyday life – working/social/sporting
- Least restrictive option – removal artificial and real barriers including social
- Stimulate employment opportunities
- Higher education opportunities should be diverse and accessible
- Support early intervention for vulnerable families
- Other engagement by community group shows employment, education and training, roads are priorities
- Understand reality of groups and how to access and include them in a way that meets their needs
- Awareness of what is already available so we don't reinvent the wheel
- Education of community, employers and social groups regarding inclusiveness, worth and adjustments
- Adverts to be inclusive
- Social inclusion – language
- Role of Council to generate activity and model best practice
- Consider inclusiveness and wellbeing in decisions of Council officers
- Incorporate relocating retirees into our social lives to prevent social isolation
- Education of staff
- See ability in everyone
- Education that is appropriate
- Access to technology and communication
- Affordable housing
- Employment
- Accessible facilities and amenities
- Disaster management – considering special needs

### 3. Barriers

The group workshopped the existing and potential barriers to the MidCoast being an accessible, inclusive and cohesive community, as follows:

- Lack of
  - education
  - access to technology
  - transport
  - appropriate or meaningful job opportunities
  - awareness re:services available and advocacy
  - job readiness skills
  - intensive support for vulnerable young people
  - homework support centres/school readiness programs
  - awareness and empathy particularly towards homelessness
  - aged care and discharge follow up planning
- Fragmentation of services for remote/regional locations results in no buy-in to community
- The role of language which can marginalise and the role of media in that. Hard to value people if you're shaming them
- Social skills of young people particularly when job seeking and need for employment readiness/life readiness programs
- Physical access
  - Footpaths
  - Toilets
  - Cobblestone streets
  - Transport access weekends, out of hours
- Access to education
  - Technology access
  - Children starting school behind due to lack of school readiness programs
  - Group wanted it noted that the homework help provided in libraries is having a positive impact and should be recognised
  - Truly integrated education system such as in NZ. No segregation and cultural inclusion in all areas of schooling and society
- Access to jobs
- Access to funding
  - Sharing resources
  - Grant writing
  - Collaboration

### 4. Strategies

The group began to brainstorm potential actions that Council and the reference group could undertake during 2019/20 to enable the MidCoast to become a more accessible, inclusive and cohesive community, as follows:

- Access and equity for all
- Education
- Rangers/council officers to remind shop owners of access requirements on footpaths
- Sub committee with community reps to do site inspections/audits of above
- Staff consideration of inclusiveness
  - Education
  - Resource/support
  - Process
  - Inclusion prioritisation in customer request system

- Encourage people to “know” our community through statistics. i.e. soundbites on us
  - Education
  - Keeping up with Council newsletter
- Encourage people to volunteer
  - Highlight opportunities for volunteering and linking
- Supportive of inclusion projects
  - DA and CC, sewer processes – reduce red tape and bureaucracy
  - Integration
- Build capacity to proactively seek out large industry to come to the area. Remove as much red tape as possible and streamline processes
- Work with state and federal government to build industry capacity in existing businesses
- Expand grant and tender writing team
  - Council
  - Capacity building
  - Letters of support by Council
- Building community empathy for inclusion
  - Education
  - Communication
  - Make it real
  - Stories
- Develop short, medium and long term community plans
- Use libraries more as a community facility/collaboration with partner providers
- Clearing house/central point of information on services available
  - Community organisations
  - Funded services

Due to time limitations it was agreed to explore strategies further at the next CI&WRG meeting.