

MINUTES

COMMUNITY RESOURCE CENTRE ADVISORY COMMITTEE MEETING

Meeting Date: Thursday 27th April 2023
Venue: CRC Large meeting room
Time: 9.00am

1.0 Acknowledgement of Country

Council recognizes that meetings held in Banana Shire include land of the Gaangalu Nation, Iman People, Wuli Wuli People, Wadja People, Wakka Wakka People and Darumbal People.

Pam presented a Slide Show of **Acknowledgement of Country** using a symbolated version.

2.0

- | | |
|---|--|
| <ul style="list-style-type: none"> Peter Tragardh (Manager Administration and Community Services, BSC) Cr Judy Pender (Portfolio Councillor, BSC) Pam Semple (Snr Program Advisor – CRC) Danielle Jackson (Parent Representative) | <ul style="list-style-type: none"> Melissa Kerr – Chairperson (CDSNSG Representative) Judy Mazzer – (Business Representative) Kym Jenkinson (Admin Officer – CRC) |
|---|--|

3.0 Apologies

- | | |
|---|--|
| <ul style="list-style-type: none"> Mayor Nev Ferrier Venkat Peteti (Director, Corporate & Community, BSC) | <ul style="list-style-type: none"> Kirsty Curtis (Community Representative) Jaime Parnell (Health Representative) Fiona Byrne (School Representative) |
|---|--|

4.0 Safety Moment

Security – Personal & Cyber Security - always be vigilant, including scam emails.

5.0 Confirmation of Previous Minutes – (23-02-23)

Motion: That the minutes of the February 23rd meeting be confirmed as accurate.

Moved: Judy Pender

Seconded: Judy Mazzer

Carried

6.0 Business arising from previous minutes

Discussions around the value to BSC and Banana Shire Community of maintaining NDIS registration.

- Pros - NDIA Managed clients can only access NDIS registered services.
- If the need to re-register arises in the future it is a significant and time consuming process.
- Cons - CRC currently has only plan managed or self-managed NDIS clients who can access services that are not registered with NIDS. (CRC doesn't have NDIA managed clients)
- Currently limited capacity to provide NDIS services (3 clients).
- Audit is costly – Current Audit (3-year process) has cost approx. \$10,000 excluding travel and accommodation. CRC will be due for audit again in 18 months.
- The auditor advised that new regulations mean that future audits must be on site (travel and accommodation costs will be significant).

Pam to research the number of NDIA managed clients in Banana Shire.

7.0 Correspondence

Inward:

Resolution: That Council receives and notes the minutes of the Community Resource Centre Advisory Committee held on 23 February 2023.

Endorses the Community Resource Centre Fees & Charges for 2023/2024.

Moved: Cr Pender

Seconded: Cr Boyce

Carried

Outward: NIL

Motion: That the inward correspondence be accepted and the outward correspondence be endorsed.

Moved: Danielle Jackson

Seconded: Peter Tragardh

Carried

8.0 Agenda Items

8.1 Senior Program Advisor's Report – See Report attached

- SDSS

Changes to student eligibility criteria for 2023 mean that school requests for support for students are indicating a shift in support needed by schools to students with more complex presentations (eg trauma background, ADHD) which require more psychological support than we currently have the expertise to deliver. Our funding model (developed in 2021), includes very little allocation to access psychology, as this was not a priority for schools at that time. Pam will address this directly with SDSS.

- NDIS

See Business Arising from Previous Minutes.

- Chatboards in Parks

Chatboard design has been finalised and ordered. Once boards are delivered, installation will be booked.

9.0 General Business

9.1 Staffing Update - As per SPA Report

- Recruitment ongoing for: Speech & Occupational Therapist and Educator. Now fully focusing on filling positions by contractors.
- Physiotherapy - Contract Pending

9.2 Focus on Inclusivity

- Pam presented a Slide Show of Acknowledgement of Country with visual supports. This was also presented at the Business Breakfast for Dementia. The slide show was well received and showcases the different ways of being Inclusive as a Community.

9.3 Advisory Committee Representatives – 2 year Tenure

The following Advisory Committee Members' tenure is due to roll over as at 30 June 2023. Members will be advised by email and asked to express interest in re-nominating.

- Education – Fiona Bryne
- Community – Kirsty Curtis
- Parent – Danielle Jackson - Danielle confirmed that she is willing to continue in this role.

9.4 Recommendations to Council

- That Council receives and notes the minutes of the Community Resource Centre Advisory Committee held on the 27th of April 2023.
- That Banana Shire Community Resource Centre Advisory Committee supports Council initiative to become Dementia friendly Community.

10.0 Next Meeting

9.00am – Thursday 22nd June in Large Meeting Room at the CRC.

Melissa Kerr will be unable to attend Judy Pender has nominated to Chair this meeting in Melissa's absence.

11.0 Meeting Close – 10.00am

Banana Shire Community Resource Centre

Advisory Committee Senior Program Advisor's Report

April 2023

Table of Contents

SDSS (Specialist Disability Support in Schools Program)	3
Staffing	3
SDSS Additional one-off Funding offer.....	3
Relationships with Schools.....	3
Therapy Services	3
Specialised Equipment.....	3
NDIS (National Disability Insurance Scheme).....	4
Other Projects.....	4
Room Hire	4
Chatboards in Parks.....	4
Dementia Friendly	4

SDSS (Specialist Disability Support in Schools Program)

Therapy programs support eligible students at State, Catholic and Independent Schools in Banana Shire.

Staffing

• Current:	Speech Language Pathologist	Contract	0.28 FTE
	Physiotherapy	Casual	0.19 FTE
	Educator	Casual	0.18 FTE
	Therapy Assistant	Casual	0.8 FTE
	Administration	Casual	<u>0.44 FTE</u>
Current Total			<u>1.89 FTE</u>
• Recruitment	Physiotherapy	Contract pending	0.2 FTE
	Speech Therapist	Contract / Casual	0.2 FTE
	Occupational Therapy	Contract / Casual	0.6 FTE
	Educator	Casual	0.2 FTE

SDSS Additional one-off Funding offer

CRC has applied for \$ 46,750 additional one-off funding to support the accommodation and travel component of contracting other organisations to provide Physiotherapy and Occupational Therapy services in 2023.

Relationships with Schools

CRC entered a Memorandum of Understanding with one school prior to commencement of services and progress was reviewed at the end of term 1. Investment in understanding and managing the relationship between CRC and schools has had positive outcomes to date and next steps were identified.

Therapy Services

- 56 requests for service from 6 schools
- Speech therapist, Educator and 2 Therapy Assistants providing services to 6 schools.
- 850 items borrowed by 41 school staff from 10 schools.
- 2 staff accessed Boardmaker Training.
- 1 staff member independently attended Illume Inclusive Schooling Conference and has shared learnings and resources with CRC staff.
- 2 staff participated in Small Schools Wellbeing Day

Specialised Equipment

- Annual servicing of specialised bikes and trikes completed.
- Dejay Medical visited in March to provide:
 - annual service for Meywalk, Bantem and FrameRunners;
 - training for CRC Therapy staff, school staff and families to fit, monitor use and adjust equipment;

- fitted students for new equipment.
- Requests for quotes for 3 Roger Soundfield Systems to close this week.

NDIS (National Disability Insurance Scheme)

- Speech Therapy services continue for a small number of clients.
- Need to consider the value of BSC maintaining NDIS registration.
 - Pros - NDIA Managed clients can only access NDIS registered services.
 - Cons - CRC currently has only plan managed or self-managed NDIS clients who can access services that are not registered with NDIS. (CRC has never had NDIA managed clients)
 - Currently limited capacity to provide NDIS services (3 clients).
 - Audit is costly – Current Audit (3 year process) has cost approx. \$10,000 excluding travel and accommodation. CRC will be due for audit again in 18 months.
 - Auditor advised that new regulation that future audits must be on site (travel and accommodation costs will be significant).

Other Projects

Room Hire

Demand for room hire continues to increase:

	January 2022	January 2023	March 2023
• Number of bookings	18	34	48
• Hours Booked	76.25	242.75	280.5

Chatboards in Parks

Order has been placed with Aegir Apparel, Biloela for supply of chatboard signs and podiums for Lions Park. They will be similar to the podiums around the water tower. CRC would like to acknowledge contributions made to this project by:

- Dr Amanda Heit SLP for initiating the project, researching design and overseeing language and placement and access.
- Turkey Tussle donation to CDSNSG has funded the purchase of the signage
- BSC approval for the installation and ongoing maintenance by the BSC Parks team.
- Aegir Apparel donated time and expertise to the design process.

Dementia Friendly

CRC was invited to deliver the Acknowledgement of Country and the Dementia Roadshow's Business Breakfast, showcasing the use of visual supports to assist access to information (cognitive ramp).



Banana Shire Community Resource Centre
102 Rainbow Street
Biloela QLD 4715

Phone: 07 4992 7360
Fax: 07 4992 9502
Email: crc@banana.qld.gov.au

**BANANA SHIRE COUNCIL
CORPORATE PLAN**

Adopted: 28 May 2014
Minor changes made following the local government election on 19/03/16
Minor changes made following the Bi-election on 25/02/17
Reviewed: 23/11/16
Effective: 01/07/17
Reviewed: 26/04/18