

MEETING NOTES

Central Connect Leadership Roundtable Meeting 7
20th July 2021, 12-1.30pm
Ulverstone Surf Club



Attendees:			
Name	Position	Organisation	Membership Category
Tony Medcraft	Aboriginal Community Member	Aboriginal Community Member	Our People
Jan Bonde	Mayor	Central Coast Council	Local Government
Damian Peirce	Career Facilitator	Industry Training Hub	Business and Industry
Andrew Pearce	Men's SEWB Coordinator	No. 34 Aboriginal Health Service	Aboriginal Services
Rhonda Wilson (Interim Chair)	North West Coordinator	ParaQuad Tasmania (NW)	Disability Services
Jacinta Saunders	AOD Specialist	Salvation Army Bridge Program	Community Services
Simon Douglas	Manager	Ulverstone Neighbourhood House	Support Groups and Associations
Glen Lutwyche	Principal	Ulverstone Secondary College	Education and Training
Richard Ingham	Regional Partnerships Officer	UTAS	Education and Training
Backbone Team:			
Name	Position		
Mel Blake	Collective ed. Central Coast Lead		
Judi Walker	Connecting Care Lead		
Maree Gleeson	Community Governance Consultant		
Hayley Baker-Covey	Community Support Officer		
Aaron Meldrum	Stakeholder Engagement & Communications Facilitator		
Apologies:			
Name	Position	Organisation	Membership Category
Jodi Hodgetts	Aboriginal Community Member	Aboriginal Community Member	Our People
Julie Jacobson	Community Member	Community Member	Our People
Chris Fletcher	Community Member	Cradle Coast Mountain Bike Club	Social and Leisure
Kerrie Blyth	Literacy Coordinator	Libraries Tasmania	Education and Training

Peter Shurley	Senior Pastor	Life Christian Church	Support Groups and Associations
Bronwyn Waterhouse	Executive Officer	New Mornings	Children and Youth
Jenelle Wells	Health Promotion Consultant (Mersey)	Tasmanian Health Services	Health and Medical

Item	Attachments/ Links/Actions
Welcome and Acknowledgement of Country	
<p>Rhonda welcomed everyone to the meeting and Tony presented an Acknowledgement of Country.</p> <p>Rhonda called for any declarations of potential conflicts of interest: Judi Walker noted her role as Chair of the Health Consumers Tasmania Board.</p> <p>Members endorsed the June Meeting Notes, as a true reflection of the meeting.</p>	Meeting Notes (previously provided with Agenda Pack)
Recap and feedback	
<p>Central Connect Wellbeing Week</p> <p>Held between 21-30 June 2021 with 25 registered activities and 581 participants. Great to see lots of young people involved.</p> <p>Mel shared a video created by Aaron to showcase Central Connect Wellbeing Week which was shown at the Launch.</p> <p>Great way to lead up to the Launch and raise awareness about Central Connect and community wellbeing more broadly.</p> <p>Thank you to Members who hosted and promoted events.</p> <p>Central Connect Launch</p> <p>Launch held on 1st July 2021 with approx. 40 people in attendance. Highlights included stories from a Mentor and Mentee and the showcase of the Community Directory by Council. Deputy Mayor Garry Carpenter officially launched Central Connect and did a brilliant job.</p> <p>Community Voice Survey – status report</p> <ul style="list-style-type: none"> 51 surveys completed to date (as at 13/7/21) 	

<ul style="list-style-type: none"> • QR code created which links to survey. Posters around the Central Coast, letterbox drop underway and sharing through School Newsletters • Hard copies and collection box at Library <p>Request for Central Connect Leadership Roundtable Members to please support this by sharing the survey link throughout their networks: https://www.surveymonkey.com/r/CCComVoice21 and the competition which is open until 30/7/21 on the Central Connect Tas Facebook page. If you would like a poster or some postcards with the QR code, please let the Backbone team know and we will supply these.</p> <p>Members were encouraged to contact the Backbone Team if there are opportunities to come and survey groups etc. This will be done in an engaging and meaningful way.</p> <p>The Central – a learning, careers and wellbeing hub for Ulverstone</p> <p>Glen provided an update from the meeting with Member for Braddon, Minister Roger Jaensch and Karena Gregory, Senior Advisor to Education Minister Sarah Courtney on 6th July 2021. Simon Douglas, Mayor Jan Bonde, Judi Walker and Mel Blake also attended this meeting.</p> <p>Roger and Karena were supportive and encouraging and it is good to get this Central Connect initiative on their radar.</p> <p>Meeting with Mayor and General Manager at Council shortly to progress lease and partnership discussion.</p> <p>Government's proposed Community Health and Wellbeing Networks</p> <p>Bruce Levett, CEO of Health Consumers Tasmania (HCT) attended the last Central Connect Leadership Roundtable Meeting to provide overview. HCT recently met with Minister for Health who has sent a strong message that communities should utilise existing networks to support local Health and Wellbeing Hubs. HCT Board has approved and developed an implementation plan. Now waiting for the State Budget to be handed down on 25/8/21 to progress further.</p> <p>Governance Reflection</p> <p>Maree provided an overview of the three elements to the governance reflection which is underway:</p>	<p>CCLR Members to share survey link and Facebook competition.</p> <p>Contact Aaron if they would like posters or postcards for their site.</p> <p>Members to contact Backbone Team with any opportunities.</p> <p>Glen to keep the CCLR up to date.</p> <p>Judi to keep the CCLR up to date.</p> <p>Governance reflection overview</p>
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- Interviews with CCLR, Action Group, Backbone members: 19 – 30 July 2021
- Online survey: 17 – 27 August 2021
- Workshop session 21 September 2021 (extended CCLR meeting. Action Group Members invited to join this session)

Valuable opportunity for us to learn together from this work. CCLR agreed to extend the September Meeting to 2-hours and invite Action Group Members.

Action Group updates circulated prior to the meeting

No questions or additional comments provided.

Business Model Action Group's recommendation

This time limited Action Group has been established to explore business model options for Central Connect. Advice accessed from Fleur Bourke at Fusion Business Services (government funded Enterprise Centre). Explored 4 options:

1. Identify an auspicing body
2. Register as an incorporated association
3. Register as a company limited by guarantee
4. Do nothing

The Group recommended to the CCLR that Central Connect be registered as an incorporated association and that this should be completed before the end of the year.

This was endorsed by the CCLR.

The Group will focus on the Membership Procedure at its next meeting ready for CCLR review and endorsement in August.

Hayley to resend the calendar invitation for 2-hours and include Action Group Members

Business Model Action Group to progress based on CCLR endorsement.

Member updates

Members provided brief updates on their organisational and individual community wellbeing and related services, activities and opportunities:

Andrew shared that **No. 34 Aboriginal Health Service** are now also operating out of 11 Alexandra Road (Cradle Coast Health Centre). Looking to get other health services based there also including NDIS, diabetes clinic, physio, dietitian.

Richard shared that **UTAS** are making the transition to the new campus at West Park. This will mean more opportunities for the North West. Grant opportunity for women in non-traditional industries which UTAS are applying for. Good opportunity for Central Connect to follow and utilise the CCLR network for this.

Aaron shared that he has recently completed Mental Health First Aid Instructor Training through his role with Man Up Tasmania. Can now deliver this training locally.

Judi shared that she is now the Chair for the National Rural Health Alliance Friends Advisory Committee (2-year term). 2 people from each State/Territory sit on this group which is focussed on grass root community activities. Good link to Central Connect.

Simon shared that Ulverstone Neighbourhood House have seen an increase in community seeking support. Rhonda asked if there was a role for the CCLR here. Simon to think about this and connect in where appropriate.

Jacinta shared that Salvation Army Bridge Program are offering a group therapy day program in Ulverstone. After care program is also now available.

Maree shared that she has resigned from her position at Volunteering Tasmania (VT) as Strategic Manager – Volunteer Engagement. She will continue with the Backbone Team and will be doing some Consultancy work with VT. VT have doubled their funding in the last 12 months and are currently recruiting for a number of roles across the State.

Mel to explore options here and put out a call for expressions of interest from CCLR and Action Group members and their organisations

<p>Maree also spoke about a project to reduce smoking. We have the highest rates of smoking in Tasmania on the North West Coast.</p> <p>Rhonda shared that ParaQuad Tasmania have a free film screening at the Gnomon Room next Wednesday night – <i>From Sky to Sea</i>. All welcome, registrations via Eventbrite.</p>	<p>Propel Toolkit Series - From Sky to Sea Film Tickets, Wed 28/07/2021 at 6:00 pm Eventbrite</p>
<p>Workshop: Central Connect Community Wellbeing Plan 2022 - 2026</p>	
<p>Mel provided an outline of what the Central Connect Community Wellbeing Plan is:</p> <ul style="list-style-type: none"> • a high level strategy-style plan about health, education and connection based on evidence and community voice. • a document to guide the actions, focus and endeavours of organisations, groups and individuals with an interest in our health, education and connection. It will mean different things to different users. • It will be underpinned by an annual Central Connect Action Plan. • Judi and Mel will be meeting with Council in the next couple of weeks to see how this ties into the Community Wellbeing Plan that Council will be developing. <p>Judi facilitated a brainstorming exercise with the CCLR to:</p> <ul style="list-style-type: none"> • explore the potential look and feel of the Plan • pinpoint types of information and evidence to underpin the Plan • identify key players in this space and ways to maximise all our efforts <p>The brainstorming session did not look at content which will be determined from the available data and information from surveys etc including the Central Connect Community Voice survey.</p>	

<p>Participants, working in Table Groups provided clear, concise, useful and realistic advice about the proposed Plan including:</p> <ul style="list-style-type: none"> • essential elements • underpinning types of information and evidence • relationships with key players in community wellbeing in Central Coast • look and feel <p>and also</p> <ul style="list-style-type: none"> • how the Plan will be used • other helpful advice 	<p>Workshop Output Notes</p>
<p>Next steps and close</p>	
<p>Rhonda thanked everyone for their attendance and input in the meeting. The Backbone Team thanked Rhonda for chairing the last two meetings.</p> <p>Meeting closed at 1:35pm</p> <p>Next meeting: Tuesday 17th August 2021, 12 – 1.30pm.</p>	<p>Hayley to confirm meeting venue</p>

Governance Reflection

As a governance model, Central Connect has become an example of bringing organisations and people together, to collaborate and to work towards providing the Central Coast community greater opportunities to share information around education, health and connection.

As part of the on-going learning and to gain a greater understanding of the governance model approach in Central Coast, it is important to undertake a reflection on Central Connect.

Purpose

The aim is to hear opinions and suggestions from Central Connect Leadership Roundtable (CCLR), Action Group (AG) and Backbone (BB) members. These reflections will focus on what Central Connect and its members have achieved so far, and where it should continue to focus.

The reflection will aim to answer the following key questions:

- i. What has Central Connect achieved?
- ii. What else should it be focusing on?
- iii. What has changed because of Central Connect?
- iv. What are the things that work well, and any lessons learned?

The outcome of the reflection will help inform what might be needed to strengthen Central Connect and to provide important insights into the process, learnings and outputs of the governance model so far. These learnings could potentially be used to inform future projects or garner support for funding opportunities if the CCLR wishes to do so.

Process

To gather as much information as possible from all involved, a staged approach will be used. This will take the form of interviews, an online survey and a workshop session. It is hoped that as many members as possible can contribute in all three of these, depending on your time and availability. The interviews will provide an opportunity to explore some things in more detail, hear opinions and suggestions, and gain an understanding of members perceptions of the overall Central Connect work. The survey will be more around process and the structure of Central Connect as a governance model.

The workshop session will be a forum to share back what is learnt from the interviews and surveys and for members to have the opportunity to discuss the community impact of Central Coast actions, as well as to elicit any lessons learned and best practice.

All information shared will be de-identified in the compilation of responses and in the report produced. The reflection facilitators will be from Collective ed. Central Coast, Maree Gleeson (Consultant) and Sharon Wright (Developmental Evaluator).

Timeframe

The proposed timeframe is as follows:

1. Interviews with CCLR, AG, BB members 19 – 30 July 2021
2. Online survey 17 – 27 August 2021
3. Workshop session 21 September 2021 (extended CCLR meeting)

Table 1: What should be the essential elements of The Plan?

- Attainable, achievable, realistic
- Get to the point, short and sharp, clear and simple
- Tool for members to use
- Not too wordy, limit page numbers
- Clear executive summary
- Use symbols and diagrams
- Clear for members to see where they fit
- Breakdown into steps
- Clear objectives and goals up front
- Use relatable language

Table 2: What types of information / evidence should underpin The Plan?

- Who, what, when, why, how
- Informed and include stories, case studies and stats
- Evolving, can be adapted
- Use pre-existing data sources and links with organisations working in this space
- Know who info is available to

**Table 3: How should we manage relationships with key players in the community wellbeing space?
Who are they and how do we maximise all our efforts?**

- Knowing who the organisations are and what they bring – focus, agenda's and resources. What we can offer them in return?
- Use simple and enticing language so partners can see where they fit (within the plan)
- Be clear on what the plan is about
- Data – who is it available to, how do we share?
- Clear vision between partners, making sure it is clear where they fit and what they are offering.

All Tables: **What could The Plan look like? – format, media etc.**

- Simple language / plain English
- Knowing your audience – who is it for and tailoring the message to suit needs
- Using technology – i.e. QR code linking to video content
- Purpose and outcome (what is it used for) to be clear
- Interactive, icons, symbols
- Plan on a page, keep it brief
- Having themes – go straight to relevant area
- Social media component, how is it communicated on social media?
- Electronic
- Consistency – look and feel
- 3 page document – background, who we are and what we are going to do. Navigation chart. Refer to other documents

How will you and/or your organisation use The Plan?

- Attracting more members, opportunity for others to connect in
- Using data
- Stepping stone for organisations (informing)
- Question: if I am a community member, how does the plan serve me?
- Networking aspect – sharing of strengths and weaknesses, resources, organisations
- Avoid duplication – be aware of what already exists
- Similar elements and connect to member organisations / link to organisations Strategic Plans
- Clear areas where organisations can support

Any other helpful advice?

- Timing aligned to organisational planning
- Look at what the funders want to see
- Feedback portal opportunity