

**Canberra Living Conditions  
Sector Development Group Minutes  
1:30 – 3:00  
Tuesday 11<sup>th</sup> April 2017  
Bullen Meeting Room 3  
Nature Conservation House, cnr Emu Bank & Benjamin Way,  
Belconnen, ACT 2617**

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Attendees; Natalie Godwin, Lauren Bradley, Cate Hale, Joanne Takiari, Maureen Howard, Elaine Swaby, Jo Cochrane, Jillian Beck

Apologies; Fiona McGregor, Wayne Shaw, Maree Sullivan, Fiona Cameron

Chair: Natalie Godwin

Minutes: Jillian Beck

### **Executive Team Update**

- It was advised that CLCN funds will now be held with Woden Community Services instead of ACTCOSS.
- It was advised that the CLCN executive team will be asking DUO to put a member forward for the executive team.

**ACTION:** *Executive member Jo Cochrane will meet with DUO*

**ACTION:** *Executive member to organise the transfer of funds between ACTCOSS and Woden*

### **Training Update**

- Apologies from the Executive team who were organising an in service from Wayne Shaw in regards to hoarding and the Fire Service
- The May and June module one training numbers are looking good with a minimum of 5 for each module booked. A minimum of 8 is required to run each session and this is looking very positive.
- The facilitators available for each module were advised to be
  - Module 1 – Jo Takiari, Emily Teding Van Berkhout, Cate Hale
  - Module 2 – Cate Hale, Emily Teding Van Berkhout and Wayne Shaw
- A basic A4 flyer was provided for Module one to all that attended. A module 2 flyer will be provided as soon as possible.
- Module 3 which will be targeted to support workers is currently being designed with more information to come
- It was suggested that a brochure covering the basics of each training sessions be made available to the public.
- Currently training is not a recognised Professional Development activity but a personal development. This requires two years of running the training by an RTO to gain this qualification.
- It was advised that contracts for the trainers who provide training are currently being drafted by the executive team

**ACTION:** *Elaine Swaby to advise how to promote training with in health to reach a wider audience*

**ACTION:** *Jo Takiari to discuss training with social workers at TCH and feedback how to promote with them*

**ACTION:** *Jillian to email Elaine with more information on CLCN*

**ACTION:** *Jillian to add training flyers to the CLCN website and make available to print*

## **Executive Planning Day**

- It was advised that the executive team are having a planning day in May to discuss

**ACTION:** *More information will be feedback to the SDG by the executive team closer to the date*

## **Feedback SDG Meetings**

- It was advised that calendar requests to the SDG would be helpful and the rsvp through try booking should also be left on the website for external interested parties.

**ACTION:** *Jillian will upload meeting minutes to the website as well as emailing to SDG members*

## **Other Business**

### **Amendments to previous minutes**

- The Social impact study in through the University of Canberra not Dr Kyiros as stated in the last minutes. The Social impact study is evidence based feedback prepared by 5 graduate students along with Dr Habib Zaman Khan.
- It was suggested that they present some of their findings to the SDG at a later time
- It was suggested that CLCN offer the introductory training to build relationships with UC.

**ACTION:** *Cate will discuss with the executive team on how to build on the UC relationship and build a plan of action, as this is currently a Woden Community services based relationship*

### **Promotion**

- It was advised that currently a new Southern Network is being organised with the first meeting to hopefully to be in June.
- CLCN are looking at attending the Comorbidity Day
- Possibly have flyers in at Mental Health (Tuggeranong, Belconnen and Woden)

**ACTION:** *The executive team to discuss in further detail on how to promote CLCN better.*

### **Buried in Treasures Groups**

- Two new groups will be starting in July; one Southside and one Northside. One evening and one day session as this works well capturing a wider audience.
- Information sessions will be in July and November 2017
- It is difficult for agencies to fund these groups unless they are willing to be silent partners.
- The only cost to participants is \$25.00 for the workbook
- A new monthly drop in session for graduates will be based at Woden for extra support after they have completed their sessions. This will be trialled for three to four months and is still in the planning stage

**ACTION:** *More information to be provided to the SDG when dates and places are confirmed*

**ACTION:** *Jillian and Cate to work on an information brochure to send out to organisations*

**ACTION:** *Jillian to update the CLCN website to reflect new times and dates*

**Next Meeting** – Tuesday 16<sup>th</sup> May 2017.

**Meeting Closed**