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Notes of the Healthy Community Project Reference Group meeting
held in the Shire Hall Meeting Room
on Tuesday 5 February 2008, commencing at 3:10 pm.

1. CHAIRMAN'S OPENING AND WELCOME

Ms Lyndy Richmond was nominated as Chairperson. As there were no other nominations Ms Richmond agreed to take the chair for this meeting and declared the meeting open at 3:10pm

2. RECORD OF ATTENDANCE/APOLOGIES

COMMUNITY MEMBERS

Community Member	Ms Claudine Simpson
Community Member	Ms Tamisha Hodder
Community Member	Ms Margaret Simpson
Community Member	Ms Andrea Gill
Yalgoo School	Ms Lindy Richmond
Yalgoo Police	OIC Sgt Darren Gill
Yalgoo Police	Const Adrian Comeagain

OFFICERS

Chief Executive Officer	Mr Niel Mitchell
Community Capacity Builder	Ms Leanda Adams

APOLOGIES

Shire of Yalgoo	Cr Ellen Rowe
Shire of Yalgoo	Cr Terry Iturbide
Shire of Yalgoo	Cr Laurence Hodder
Nursing Post	Ms Victoria Thomas
Healthy Community Coordinator	Mr Greg Daniel

3. CONFIRMATION OF NOTES

BACKGROUND

Notes of the HCPRG have previously been circulated.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION/MEETING DECISION

C2008-0201 Confirmation of Meeting Notes 3 December 2007

Moved Ms Tamisha Hodder, Seconded Ms Margaret Simpson

That the Minutes of the Healthy community Project Reference Group held on 3 December 2007, be confirmed as a true and correct record of proceedings.

Motion put and carried

4. REPORTS OF OFFICERS

4.1 HEALTHY COMMUNITY COORDINATOR – ACTIVITY REPORT

File: H2-3
 Author: Greg Daniel, Healthy Community Coordinator
 Interest Declared: No interest to disclose
 Date: 31 January 2008

Activity	Stage of proposed activity
<p>After School Activities: This program has continued to run on two to three afternoons per week with Tuesday, Wednesday, and Thursday being the regular timeslots. Sports include football, indoor soccer, basketball, table tennis, and netball. Other activities include pool, arts and crafts, computer work, music, and singing.</p>	<p>This is an ongoing program that has been suspended during the school holidays as there has been an alternative program running for December and January. This will recommence in mid February for 2008.</p>
<p>School Holiday Program: This program (which was originally scheduled to start in December but didn't due to staff difficulties) started in January 2008 and has provided a fantastic range of activities and excursions for the children of Yalgoo and visiting relatives. This program has been run by Greg Daniel throughout January and into early February. This program has included activities such as sports, water play, arts, crafts, music, computers, movies, games, excursions to Mullewa Pools and the coast, as well as a variety of other tasks and activities. Numbers have ranged from approx 10 on quiet days up to 30 on busy days. The children have been encouraged to take ownership of our equipment, ensuring that it has been looked after and packed away properly after each use. They have all thoroughly enjoyed the holiday program – this I can report with confidence. The behaviour of the Yalgoo children has generally been good with only a few isolated incidents of concern. The children have been particularly well behaved on our excursions, even receiving comment from the Mullewa Pools manager to this effect. Overall this program has been very successful and, I believe, extremely important in a town such as Yalgoo with limited resources and outlets for the children during holiday times. Most activities were run with minimal costs.</p>	<p>This program was designed to run for a week before Christmas 2007, then throughout January, and into the first day of February 2008. The pre Christmas proposed activities did not run due to staffing issues. January has been implemented in its entirety and has been a great success. The first day of February will be an excursion to the coast, as yet I have not been advised of the location. (This will have taken place prior to the HCPRC meeting on Tuesday 5th February, at which point in time I will be able to report on this excursion). These 'School Holiday Programs' will be implemented during each school holiday break, with the next one being around late March.</p>
<p>Resumes and Job Applications: During the months of November, December, January I have assisted many individuals with the production of personal resumes for employment purposes and job applications. It has been encouraging that local people feel comfortable seeking our help here at the HCP offices. This process allows the individuals to improve their computer skills, as well as providing a platform for me to get to know community members more intimately.</p>	<p>This process has taken place throughout the course of 2007 and will continue in 2008. It has been excellent to witness the influx of resume requests when jobs have been advertised locally, meaning that the people of Yalgoo are demonstrating a keenness to work when presented with an opportunity.</p>

Photography Scrapbook:

This project is currently in the embryonic stages. The idea behind the Photography Scrapbook is to teach the children how to use cameras and take effective photographs to be used for record keeping. Over a period of several months children will be provided with disposable cameras and taught how to use them and how to take effective photos. They will be asked to document aspects of both their home and family life, as well as activities they are involved in through the HCP. They will be asked to consider what is important to them, and reflect on links to their indigenous culture. The Scrapbook will act as a personalised record of their involvement within the Yalgoo community and a permanent record of what they have achieved throughout the year. It hopes to encourage the children to take an active role in their development and take ownership in their work, as well as enhancing self esteem and pride within individuals.

This project commenced in September 2007 and will continue throughout the first half of 2008. The children have already taken a large number of photographs and will continue to do so over the next few months. The new HCP iMac computer will be used to produce the scrapbook that will eventually be available in the Shire library for children, parents and guardians to look back on in the future.

ACQUITTALS

Nil

OFFICER RECOMMENDATION/MEETING DECISION

C2008-0202 HCC's Activity Report**Moved Ms Andrea Gill, Seconded Ms Margaret Simpson****That the Healthy Community Coordinator's activity report be received****Motion put and carried**

4.2 COMMUNITY CAPACITY BUILDER – ACTIVITY REPORT

File H2-3
 Author Leanda Adams, Community Capacity Builder
 Interest No interest to disclose
 Date 4 February 2008

4 December 2007 – 4 February 2008

4 Tuesday	Drove to Perth for Functional Communities Conference
5 Wednesday	Attended Functional Communities Conference
6 Thursday	Attended Functional Communities Conference Shopped for the Yalgoo Christmas Tree
7 Friday	Returned to Yalgoo
10 Monday	CCB RDO
11 Tuesday	Contact with Midwest fireworks regarding Christmas show Contact with Suncity Christian centre in regards to Christmas show Collecting photos of the Yalgoo area for the Yalgoo 2007 Movie
12 Wednesday	Completion of Yalgoo 2007 Movie
13 Thursday	Drove to Geraldton and picked up supplies for Xmas show and Council Wind Up
14 Friday	Finishing touches to Yalgoo Movie, cooking of meats for the Xmas show
15 Saturday	Morning – Prepared food for evening event, co-ordinate fireworks people, set up dining, assist Richard Hall with cooking evening meal. Afternoon – Liaise with fireworks people, assists in keeping evening meal on track, assists with children at bouncy castle and programmed events. Evening – Assist in evening meal, fireworks and Xmas tree, and show the 2007 Yalgoo Movie
16 Sunday	Cleaned complex internal and external
17 Monday	CCB RDO
18 Tuesday	Lunch and Movie Afternoon in the town hall
19 Wednesday	Crafts and Sing star in Hall
20 Thursday	Pack Office and Council Shutdown
21 December to 7 January 2008	Council Shut Down
7 January to 21 January 2008	CCB Annual Leave
21 Monday	Office administration and planning Art Ladies-Margaret, Claudine, Eleanor, discussion on the Art Group and Playgroup future. Contacted Kim Sweetman Central West College TAFE . Discussion with DCEO and Job Applicant about training programmes and the current vacancy at SOY 7.30pm Prepare food for Tuesday's activities at Mullewa Pool
22 Tuesday	Drive Bus to Mullewa Pool. Drove to Geraldton for meeting with Bridging the Gap Manager Phil Young. Discussed employment opportunities in Yalgoo. Discussion on work for the dole programme, and training assistance available for job seekers.
23 Wednesday	Office duties and planning activities Discussion on the playgroup moving to the Mardu Shed and how much Office of crime prevention money is available. Resume - process local person's employment application with SOY
24 Thursday	Meeting with Job Applicant for position at SOY and assisted in completing paperwork. Meeting with concerned community member that the position of Grader Driver had already been filled. Advised member this was not correct and that applications had not closed and that any further enquiries should be directed to the CEO. Discussed employment opportunities with CEO & DCEO at the shire office
15 Friday	Office administration, children watched a movie and played on computers

28-30 January	CCB Annual Leave Contact made with HCC to postpone trip to Dongara to Friday to leave at 7.30am
30 January	Arrange food and stores for activity for the Fridays (2 hours)
1 Feb Friday	Pack and prepare Bus and food for day trip to Dongara. Left Yalgoo 7.32am returned 10.15pm. There were 29 participants including 4 caregivers.
4 Monday	Prepare Dongara Movie Presentation Prepare CCB Activity Report Worked on FACSIA 6 monthly Report

ACQUITTALS

Nil

OFFICER RECOMMENDTION/MEETING DECISION

C2008-0203 CCB's Activity Report**Moved Ms Claudine Simpson, Seconded Ms Andrea Gill****That the Community Capacity Builder's activity report be received.****Motion put and carried**

5. OTHER BUSINESS

5.1 FUTURE HCP ACTIVITIES

The CEO asked if there were any activities or functions that people would like to see this year, and the following suggestions were received –

- a) NAIDOC Week – possibly a function or activities focused for the adults, as the children will have activities at the school (last week of second term). Some funding may be available from NAIDOC or from Office of Crime Prevention.
- b) Disco – Blue Light, Singstar etc
- c) Darts Competition – not at pub
- d) Football – Mick Wall from Mullewa has approached the HCP regarding the possibility of some of the Yalgoo people playing some games over there
- e) Jewellery making – Lyndy Richmond has contacts

5.2 MEETING TIMES

It was suggested that meetings could be held later in the day, so that perhaps those who work could get to a meeting.

5.3 Recreation Centre Progress

The architect is preparing some concept plans, and will be arranging for a quantity surveyor to provide an estimate of cost. Once the drawings are available, these will be circulated at the school, and around town, and people asked to comment. It will not be a cheap job, likely to be in the order of \$4 to \$6 million depending on what is decided. We will need the concept plans and cost estimates, in order to be able to apply for grants. We will also need substantial grants and assistance, in order to be able to afford to proceed with the project. The first grant applications will be going in this year for funding in 2-3 years time.

5.4 BICYCLE SAFETY TRACK

It was queried whether the track was still going to be used.

The School built the track about 8–9 years ago, it was thought, and is partly on School Reserve, and on land that is now a Shire Reserve. The School is looking at possibilities for bike education.

5.5 POINTS PROGRAM

Leanda Adams advised that the Points Program is being slightly revised and that it will start up again soon for 2008.

5.6 SWIMMING LESSONS

Lindy Richmond advised that the School will probably be going to swimming lessons in Mt Magnet most Fridays during first term, and that as a coach will be used for extra space, anyone is welcome to come along. They are just waiting on final confirmation.

During discussion it was agreed that HCP movie nights will only be on Fridays when there is no swimming.

6. NEXT MEETING

The next meeting of the HCP Reference Group will be held on 1 April 2008.

7. MEETING CLOSURE

There being no further business, the Chairperson declared the meeting closed at 4:10pm.

DECLARATION

I hereby certify that these Notes were confirmed at a meeting of the HCP Reference Group held on _____ as a true and correct record of proceedings.

Signed _____
Person presiding at the meeting at which these Notes were confirmed