

## MINUTES OF THE CHILDREN'S SERVICES REFERENCE GROUP

**Meeting Date:** Tuesday, 2 May 2017  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.06pm

The following members were present:

Clr Nina Cheyne – Chairperson  
Cathy Ryman – Family Day Care  
Leisa King – Noah's  
Kim Stouse-Lee – Shoalhaven Preschool  
Melissa Wicks – Illawarra Area Child Care  
Michelle Wozatka - Anglicare  
Linda Windley – Community Representative  
Tara Leslie – Cullunghutti Aboriginal Child & Family Centre  
Nicole - Aboriginal Medical Services  
Ian – Boori Preschool

Others Present:

Helen Waterhouse – Community Development Officer  
Melissa Andrews – Community Development Officer

### Apologies / Leave of Absence

An apology was received from Clr Alldrick, Clr White, Clr Findley, Bernadette Pullen, and Alison Grills.

### Confirmation of the Minutes

#### Recommendation

That the Minutes of the Children's Services Reference Group held on Tuesday 07 February 2017 be confirmed.

**RESOLVED** (Cathy Ryman / Linda Windley)

That the Minutes of the Children's Services Reference Group held on Tuesday 07 February 2017 be confirmed.

CARRIED

## REPORTS

### CS17.6 Resignation - St Georges Basin Public School

**HPERM Ref:  
D17/100243**

The Committee discussed the replacement of this membership.

**Action** – Staff to contact DEC Network Specialist Facilitator Robyn Dowling – Melissa Andrews

**Recommendation (Item to be determined under delegated authority)**

That Council:

1. Accept the resignation of Kathy Rembisz and Shannon Chessher (St Georges Basin Public School representatives)
2. Write to Kathy Rembisz and Shannon Chessher and thank them for their contribution to the Committee.
3. Contact all Primary Schools in the Shoalhaven to seek interest in filling the vacancy

**RESOLVED** (Clr Cheyne / Linda Windley)

That Council:

1. Accept the resignation of Kathy Rembisz and Shannon Chessher (St Georges Basin Public School representatives)
2. Write to Kathy Rembisz and Shannon Chessher and thank them for their contribution to the Committee.
3. Contact all Primary Schools in the Shoalhaven to seek interest in filling the vacancy.

CARRIED

### CS17.10 Additional Item - Membership Audit – Children's Services Reference Group

The Committee discussed various positions that may be open to other organisations that would like to attend the meetings. It was agreed that an audit of membership take place in order to open the membership up to other areas.

It was noted that Bernadette Pullen has resigned from Noahs therefore her position on the Committee would be open to another person from Noahs.

The Committee were advised that Melinda Wren is no longer representing The Basin Preschool and that her name needs to be removed from the membership.

**Action** – Investigate if the Membership on this Committee is Organisations or if its nominated persons. – Governance

**RESOLVED** (By consent)

That:

1. An audit of the membership take place and any vacancies that arise, expressions of interest be called through the Community Development Networks
2. A letter be sent to Bernadette Pullen, thanking her for her contribution to the Committee
3. Melinda Wren be removed from the membership and call for a new representative from the Basin Preschool

CARRIED

**CS17.7 Children's Week Celebrations**

**HPERM Ref:  
D17/125010**

Helen advised that Council in conjunction with other services are trying to organise an event to Hatch the Paint Shoalhaven REaD Black & Yellow Reading (PSRBY) Egg.

The event will be on Thursday 26 October at the Showground and the Navy may have an input into the event.

Council is calling for services in the area to contribute to the event to provide activities which will coincide with Children's Week Celebrations and the PSRBY egg hatching event.

Council is looking to collaborate and combine the 2 events with support from the community and services. The event would be similar to the Women's Wellness event.

Services may wish to host different activities such as reading tent, gardening tent, activity tent etc and host a picnic day.

The aim is to focus on early years and early childhood.

**Action** – Send out a save the date and discuss with PSRBY Committee (Including Elders). – Helen Waterhouse

**Action** – Send out an EOI to Service providers to invite them to have their Children's Week Events promoted in Council's Calendar of Activities. – Helen support the PSRBY Committee to hold an National Children's Week Event

**Recommended (Item to be determined under delegated authority)**

That the Children's Services Reference Group (CSRG) collaborate to participate in National Children's Week Event during the week 21 – 29 October.

**RESOLVED** (By consent)

That:

1. The CSRG collaborate with our existing networks to participate in National Children's Week Event (21-29 October 2017).
2. The CSRG support Council's Calendar of activities by hosting Children's Week activities and promoting.

CARRIED

Note: As advised the Paint Shoalhaven REaD, Black and Yellow won't be hatched during NAIDOC week, at the advice of Aboriginal Elders.

**CS17.8 Changes to Australian Government Funding**

**HPERM Ref:  
D17/124976**

It was noted that many families won't pass the work and study test, which means that many of the families and children will be affected.

Note: Cathy Ryman left the meeting at 4.51pm

**Recommended (Item to be determined under delegated authority)**

That Shoalhaven City Council support communication between Early Childhood Services that have families affected by any changes to funding as they relate to the Work and Study Test which may result in a major reduction in access to Child Care Benefit.

**RESOLVED** (By consent)

That Shoalhaven City Council support communication between Early Childhood Services that have families affected by any changes to funding as they relate to the Work and Study Test which may result in a major reduction in access to Child Care Benefit.

CARRIED

**Action** – Staff to follow up with ECA for other advocacy opportunities. – Melissa Andrews

**CS17.9 Governance Training - Cullunghutti Aboriginal Child and Family Centre**

**HPERM Ref:  
D17/128408**

As stated in the report, Cullunghutti are hosting a Cert 4 in Governance Training (12 weeks), which is Nationally accredited.

**Recommendation (Item to be determined under delegated authority)**

That Shoalhaven City Council receive this for information.

**RESOLVED** (By consent)

That the report regarding Governance Training – Cullunghutti Aboriginal Child and Family Centre be received for information.

CARRIED

**GENERAL BUSINESS**

**CS17.11 Additional Items**

The following matters were raised as additional Items for information.

Helen – Council has received an invitation to the South Coast Child Wellbeing Network Conference at the Kiama Pavilion on Tuesday 29 August 2017. Tabled the invitation for information.

Helen – Telethon Kids Institute plan to conduct a research project with 4 year olds in the Shoalhaven and Southern Highlands the week of 5 June being 1 in Nowra and 1 in Bowral. It was suggested to the organisation that they also conduct a session in Ulladulla. Seeking advice on suggested venues.

It was suggested that Family Day Care would be an appropriate location.

Note: Melissa Wicks left the meeting at 5.16pm

Kim – NDIS is holding an inclusion information session at Noahs (Mundamia) at 4.00pm on Monday 8 May 2017.

Kim – Northcott PDSP inclusion training is being held on Thursday 8 June 2017 at Archer Resort

Helen – Early Childhood Directorate consultation is on 24 May at 9.00am.

Leisa King – Noahs in conjunction with UOW is looking for support about inclusion and services across the Shoalhaven.

There being no further business, the meeting concluded, the time being 5.33pm.

Clr Nina Cheyne  
CHAIRPERSON