



## MINUTES/SUMMARY

### Community Food Action Group Meeting 3

**Date:** 27 September 2013

**Time:** 10:15am - 12pm

**Location:** The Ridge Café - Beech Forrest

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*Chair:* Lauren Fitzgerald

*Minute taker:* Jess Dorney

#### PRESENT:

Greg Fletcher (COS);

Julia Malcolm (Lavers NHH);

Juli Farquhar (Local Fruit Producer);

Jess Dorney(OHCS).

Lauren Fitzgerald (CAH);

Sue Buley (Salvation Army)

#### APOLOGIES:

Sue Ladewig (Ridge Cafe)

Sue Ryan (Colac Secondary College)

Teresa Robertson (Time for Youth)

Amanda Garner (Sorella Foods)

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#### MEETING START - 10:15am

##### 1. *Arising business from last meeting.*

###### **G21 Region Food Security Network presentation**

Lauren presented progress of the Colac Otway Food Network to the G21 Group & will continue to do so as a network partner and support

###### **Small store support program partnership opportunity.**

City of Greater Geelong is looking at implementing the small stores program for Geelong area. There is potential for Colac Otway to partner on this project potentially as it is something which is already included as an objective in the food action plan and identified as an area of need in the food security needs assessment with many of the smaller communities in Colac Otway being located in food deserts, that is, more than 1.6 kms void of a fresh food outlets for urban areas and more than 16kms for rural areas.

Attention was brought to Beech Forest not being included currently in the food desert communities for Colac Otway. Beech Forrest will be added to the action plan document and will be included in the small stores program should we get funding for this. Julia Malcolm, from Lavers NHH would be interested in being involved in this project should it get off the ground.

##### 2. *Around the table*

- Julia Malcolm (Forest NHH) and Max Broadley (OHCS Manager Community Services) are currently planning the feasibility of using Otway Health bus to run a shopping service from Lavers Hill to Colac via Gellibrand for community residents to be able to access supermarkets. This will be anticipated to run weekly or fortnightly depending on bus availability. Julia will update us on progress regarding this at the next meeting.
- Sue Buley identified a survey on the RACV website about transportation in regional Victoria. Lauren to send this link to the Community Food Action Group and encourage members of the forum to complete and encourage other community members to complete by spreading through their networks. This survey is completed online.



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- Juli Farquhar showed us an article in the Colac Herald re: Food Share. Juli was seeking clarity about food share and secondbite programs. Sue Buley explained this project in detail as she is on the working party for this. Key points included:
  - Secondbite, recovered food from supermarkets, drop off at an existing storage site (for example in Colac Secondbite drop off at a local church), and food is to be collected by agencies who are registered within the day. Any food not collected by agencies is then available for community to access directly from the site.
  - Foodshare, donated food from Food Bank Victoria, permanent site that will be built in Colac with funding,
  
- Vichealth's seed funding grants for food security have been released. These might be of interest and relevance to us in the near future as they are state wide projects. The link to these can be found via the VicHealth website or the link provided in this email.

#### 3. Community Food Action Plan discussion and feedback

##### Purpose of the Action Plan

Is a working document that provides a goal oriented and time phased list of actions which involves all food network partners. Progress and any other requirements in this plan will be updated monthly. Having what we call a SMART plan (Specific, Measurable, Achievable, Resources and Time phased) keeps us on track and provides contingency for all partners and their roles within the plan, in addition to a solid base and plan for evaluation of all processes involved. This plan aims to make sure that all work in food security in the Colac Otway is working together to enhance effectiveness and avoid duplication.

##### Feedback on the Community Food action Plan

- Discussion around the Community Food Action Plan, ideas, potential partners. See below the areas highlighted yellow to indicate changes or additions to the plan that were identified at the meeting.
- There was so much discussion we only got through Goal 1!

<b>Goal 1:</b>	
<b>Increase access of nutritious and where possible local food in the Colac Otway.</b>	
<b>Indicator:</b> Local produce availability and transport access is no longer a barrier to healthy food consumption in Colac Otway area.	<b>Timeline for Evaluation:</b> EOY 2017
<b>Evaluation Method/Tools:</b> Pre and post community consultation, Victorian Healthy Food Basket Survey, Transport Mapping routes to fresh fruit and vegetable stores, food retail mapping.	
<b>Addressing Health Inequities:</b> Targeted geographical approach to assist areas at higher risk of food insecurity, including those identified in food deserts and transportation support for low income families and areas of geographical disadvantage.	

<b>Objective 1.1</b> Weekly transport options from Apollo Bay; Forrest; Lavers Hill; Colac West; Beeac and Cressy to fresh food outlets are increased by 30%.		<b>Impact</b> Need to look at how many routes there are add 30% to this figure will have more frequent and direct transportation options to fresh produce.
<b>Timeline</b> EOFY 2015 Tools implemented and evaluation data collected.	<b>Evaluation Responsibility</b> CAH and OH	<b>Tools/Measures</b> Transportation mapping to food retail, pre and post community consultation



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Strategies	Actions	Partners	Resource Required	Timeline	Process Evaluation measures	Progress at September 2013 meeting
Support food lens in the <b>Regional Physical Activity Strategy</b>	Identify key pieces of work for OH and COS to complete.  Advocate for a food lens in these plans.	COS <b>G21</b>	See Regional Public Transport Strategy.	See Regional Public Transport Strategy.	See Regional Public Transport Strategy.	<b>Greg Fletcher will find out some more information about where this strategy is currently at to see how we can possibly provide input into this</b>
Advocate to improve public transport options in the Colac Otway Shire to increase access to nutritious food outlets	Identify key personnel at COS to engage with to support public transport advocacy to state government  Heart Foundation to be held at COS. OH, CAH and COS (manager of Health and Community Services) to put together proposal for transport changes across the COS.  <b>Encourage completion of RACV regional transport survey across Colac Otway by community members</b>  <b>Have RACV send through results for our area.</b>	- OH - CAH - COS - Heart Foundation - <b>Community Hub Inc (Transport contact: Ann Bell)</b> - <b>Department of Transport and Planning.</b>	OH and HF Hours to complete briefing paper and recommendations	EOFY 2015	<b>Documentation of all advocacy efforts &amp; how this may correspond with improved transportation between fresh produce and food deserts</b> <b>Main enablers and barriers or other factors that affected advocacy</b>	<b>Greg Fletcher will make contact with Ann Bell the new access, connect, belong worker to invite her to come along to the next meeting</b>  <b>Lauren to send out the RACV survey link to all Colac Otway Food Security Network members to send out through their networks – hoping to get as many people completing for the Colac Otway.</b>



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<p>Investigate community transport options available within organisations and community</p>	<p>Otway Health, Southern Colac Otway Shire Neighbourhood Houses to identify transportations options for their community to access Colac Central and for delivery to occur into the outlying towns</p> <p>Map existing transportation options</p> <p>Identify opportunities for other alternative transport options such as car pooling</p>	<p>OH Neighbourhood Houses Access Connect Belong Project Community Hub Inc</p>	<p>OH and NH Hours to complete mapping and key documentation</p> <p>MOU document development between organisations where transport support will occur.</p>	<p>EOFY 2015</p>		<p>Lavers Hill NHH and Otway Health currently investigating feasibility of running community bus shopping trip from Lavers Hill to Colac via Gellibrand. Weekly or fortnightly depending on bus availability</p> <p>Access, Connect Belong project is going to be mapping all transport option within Colac Otway as part of the project</p>
<p>Complete Food Sensitive Planning and Urban Design (FSPUD) (Heart Foundation) Workshop for COS staff.</p>	<p>Organise date and time for council to participate in training.</p> <p>Advertise internally to all COS Staff.</p> <p>Facilitate training.</p>	<p>COS CAH OH Heart Foundation</p>	<p>\$2,500 for HF to complete training at COS.</p>	<p>EOFY 2014</p>	<p>Training completed in council and attended by all relevant staff.</p>	<p>This is currently being floated at council and Greg will update on where this is at in the October meeting</p> <p>Other organisations to consider: Progress Association- Beech Forest, Lavers Hill and Gelli Greening Australia Landcare Otway Forestry and Sorella Foods</p>



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<b>Objective 1.2</b> Smaller communities* across the COS, where access to fresh produce is limited, will have a 30% increase in the availability of fruit and vegetables.				<b>Impact</b> All smaller communities where access to fresh produce is limited will increase their affordable fresh fruit and vegetable supply by 30%.		
<b>Timeline</b> EOCY 2017 Annual VHFB for General Stores - results collated and trends identified.		<b>Evaluation Responsibility</b> AH and OH		<b>Tools/Measures</b> Victorian Healthy Food Basket Survey for General Stores (annually), food mapping.		
Strategies	Actions	Partners	Resources Required	Timeline	Process Evaluation Measures	Progress as of September 2013
Support program for small/general stores in all smaller communities* to provide fresh fruit and vegetables.	Source the program structure, plan and evaluation from Bass Coast and South Gippsland Shires.  Complete program logic and program plan.  Identify and source resources needed to implement the program and appropriately plan for program implementation and evaluation.  Set up information and support packages for general stores upon engagement.	CAH OH COS Small Stores Across the COS Monash University Neighbourhood Houses Community Sustained Agriculture	See Small Store Support Program Plan for more details.  Available from CAH or OH	See Small Store Support Program Plan for more details.  Available from CAH or OH	See Small Store Support Program Plan for more details. Available from CAH or OH	Lauren and Jess to meet with COGG on small stores project and report outcomes of discussion at possible partnership hopefully by the next meeting



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Investigate feasibility of food swaps or buyers groups in smaller communities* across the Colac Otway.	<ul style="list-style-type: none"> <li>- Map existing food swaps and buyers group</li> <li>- Use this information in the Food Directory to promote.</li> <li>- Identification of a community leader and drivers to take such projects on.</li> <li>- Complete program logic</li> <li>- Evaluate effectiveness of these programs on fruit and vegetable intake.</li> <li>- Report on evaluation findings.</li> </ul>	Forrest NH OH Colac NH Apollo Bay NH Lavers Hill NH			Information about local food swaps evident in the Food Directory for the COS.	<b>Notes:</b> Background work around food swaps IGA street party Awareness in rural communities re: food swap, i.e restrictions around meat and dairy, but fruit, veg and eggs easy.
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<b>Objective 1.3</b> There will be a 30% increase in purchase and a 10% increase in local food production from the Colac Otway Shire.  This objective has too much in it – needs to be separated to clarify aims. Lauren and Jess to work on this before next meeting		<b>Impact</b> 3 in every 10 main or alternate food outlets in Colac Otway Shire selling local produce Local food production is economically supported by Colac Otway Community				
<b>Timeline</b> EOY 2017		<b>Responsibility</b> CAH and OH		<b>Tools/Measures</b> Surveys with local producers, community organisations, businesses, community groups re: local food purchased or sold		
Strategies	Actions	Partners	Resources Required	Time	Process Evaluation Measures	Progress at September 2013
Advocate at local government level to support local farmers to diversify their farming practice,	Identify the current legislation restricting farmers to diversify their farms and produce at a smaller scale.  Recognise the barriers in this legislation. Understanding and map producers in the area.  Engage producers to discuss barriers	OH Southern Otway Landcare Julie Farquhar Jen Whitwell COS				<b>FURTHER DISCUSSION AROUND THIS</b> Needed Greg Fletcher to follow up.



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and support small scale production.	and support they need to enhance small scale production or diversify farms.  Plan to advocate for change.	Economic Development Dept				
Identify current barriers for farm gates to sell produce, and plan to advocate for change.	Identify current farm gates across the Colac Otway.  Identify barriers for farm gates to sell produce.  Plan for change and advocacy.  Recommendations and actions identified in a briefing paper to relevant parties i.e council	Juli Farquhar			Barriers for farm gates identified.  Recommendations and actions documented in briefing paper	
Develop a tool to encourage businesses in the COS use local producers when catering or preparing food.	Identify all businesses in the Colac Otway.  Map all catering companies in the region and document all produce that is used and company details.  Advertise expressions of interest to local caterers and producers in the Colac Herald  Develop a brochure/booklet with details for business about catering companies who provide and use health local food.  Circulate communication to every organisation in the Colac Otway Shire, to inform them of the importance of supporting local food and how it can be incorporated in workplaces.	CAH Sue Ladewig Amanda Garner	Staff resource  Graphic Designer (See Goal 2, Objective 2.1)  Printing \$2000	EOCY 2014	Brochure/Directory development  Boucher/Directory distributed to all organisations and community centres across the COS.	
Investigate feasibility of Developing of a fresh produce wholesale market for		G21 Food Security Network Sue Laudwig Julie Farqhar				



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local fruit and vegetables.		CAH				
		COS				
		OH				
		Lions				
		Rotary				

#### 4. What's next? Building our identity

##### - Group Guidelines

- o Respect other opinions and roles/capacity
- o All work/input into the plan is valued whether it be small or large pieces of work.
- o Communication
- o Everyone's input is valued and important
- o No HIDDEN agendas
- o We want to see action - not talk fests!!

##### - Meeting schedule and timeframe

- o Continue to meet monthly until the end of year to finalise action plan.
- o Less regular meetings in 2014, potentially every 2-3 months - to be confirmed at a later date.
- o Group to potentially break off into smaller sub committees around actions
- o Night time meeting alternating to support other workers to attend.

##### - Terms of Reference

- o Lauren and Jess to draft a terms of reference for the group before the next meeting
- o Lauren, Jess and Greg will maintain regular communication with the subcommittees and update the action plan accordingly.

**MEETING CLOSE - 12pm**

#### NEXT MEETING

**Venue:** Marrar Woon Neighbourhood House Apollo Bay, Pengilley Ave

**Time:** 6pm

**Other Details:** Light dinner provided.

#### Map:

