

CITY OF JOONDALUP

MINUTES OF THE SENIORS INTERESTS ADVISORY COMMITTEE HELD ON WEDNESDAY 26 MARCH 2003 AT 1.00PM AT CONFERENCE ROOM 3, CIVIC CENTRE, BOAS AVENUE, JOONDALUP

1. ATTENDANCES AND APOLOGIES

Elected Members:

Cr Allison Walker
Cr Don Carlos

Officers:

Graeme Hall	Manager Community Development Services
Julie Eaton	Coordinator Community Services
Yvette Peterson	Community Development Officer

In Attendance – Committee Members:

Allyn Bryant	Industry Representative – Association of Independent Retirees Inc
Jane Heilkema	Community Representative
Kevan Rowe	Community Representative

Apologies

Cr O'Brien	
Lucy Morris	Community Vision
Brian Dodds	Department for Community Development

The Chairperson declared the meeting open at 1.05pm.

2. INTRODUCTIONS

Community Development Officer, Yvette Peterson was introduced to the Committee.

3. CONFIRMATION OF PREVIOUS MINUTES

MOVED Allyn Bryant, **SECONDED** Jan Heilkema that the minutes of the meeting held on 12 February 2003 are a true and accurate record.

CARRIED

4. OUTSTANDING ITEMS FROM LAST MEETING

4.1 Seniors Expo

Community Development Officer informed the meeting that the Expo is to be held at Lakeside Joondalup Shopping City on 1 and 2 April 2003. It was explained that the Whitford City Shopping Centre is not to be used for the Expo because of insurance liability issues from the shopping centres point of view.

Community Development Officer advised that City of Joondalup staff and other community group representatives would supervise the display. The Committee was informed that the Expo has been advertised on the City's website but was not advertised in the local community papers.

Cr Walker suggested that the Community Development Officer circulate brochures to the leisure centres and libraries. Manager Community Development Services proposed that the brochures should also be circulated to seniors groups. A discussion took place as to the most efficient way of sending the brochures to seniors groups.

It was suggested to consult with Publicity Officer, Laurie Brennan to advertise the Expo in the media, however it was thought that the timing could be an issue.

4.2 Recruitment – Seniors Interests Advisory Committee

Coordinator Community Services circulated copies of completed nomination forms to the Committee and advised that some had also attached a CV.

Two nominations had been received for the Organisation Representative and five for the Community Representative.

Cr Carlos **MOVED** that the present representatives remain on the Committee, Allyn Bryant **SECONDED**.

CARRIED

Coordinator Community Services suggested that there should be two representatives for each category, one as the representative and one as a deputy.

As one nominee resides outside of the City of Joondalup the meeting discussed whether nominees had to reside within the City of Joondalup to be accepted. After reading the Terms of Reference and further discussion it was decided that nominees residing outside of the City would be accepted.

Discussions pursued regarding the nominations. Various nominations were put forward, however it was decided that the nominations should be voted on. After a discussion the following results were accepted.

Cr Carlos **MOVED** that the following nominations for representation on the Committee be accepted. Allyn Bryant **SECONDED**.

CARRIED

Community Representative

A Thorstensen (Representative)

Margaret March (Deputy)

Commercial/Not-for-profit Representative

Diane Davies-White (Representative)

Robert Kinloch (Deputy)

Cr Carlos suggested that a letter is sent to the successful nominees advising of the decision and also to inform the nominees that the deputy is invited to attend every meeting as a non-voting attendee.

5. CORRESPONDENCE

A letter was received by the Hon Kevin Andrews MP regarding Aged Care planning approvals round for 2003 and has been passed on to Community Vision for their Advisory Committee's response, as well as stating that the City would provide input.

6. GENERAL BUSINESS**6.1 Currambine Community Centre**

Manager Community Development Services gave a brief update on where this project is up to. He also advised that this is now a corporate project and a Project Control Group is responsible for all corporate projects. It was explained that there is a problem with the ownership of the land and the lack of a structure plan for the City.

Manager Community Development Services advised that there had been consultation with many community groups and their needs regarding this facility had been established.

6.2 Community Funding

Cr Carlos asked the Committee how groups receive help with the equipment they require for such facilities currently being built. Manager Community Development Services outlined the City's Community Funding Programme with up to \$2,500 available for community groups.

Coordinator Community Services advised the Committee that one of the roles of the Community Development Officer is to assist seniors and other community groups with their application forms for community funding.

6.3 Wanneroo Aged Persons Trust – Constitution

Coordinator Community Services advised that the City has to speak with Chief Executive Officer, David Spinks before a copy of the constitution can be obtained.

6.4 Seniors Master Plan

Cr Walker asked for the Seniors Master Plan to be tabled for the next meeting.

6.5 Craigie Leisure Centre

Manager Community Development Services advised that there would be a period of consultation regarding the needs of the community. He advised that the project is looking predominantly at the aquatic side of the leisure centre. Also potential concepts such as activity rooms, redevelopment of the gymnasium, and possible hydrotherapy facilities were all being looked at.

Cr Carlos left the meeting at 2.05pm.

7. DATE OF FUTURE MEETINGS AND CLOSE

Future meeting dates are to be **23 April, 28 May and 25 June 2003 at 1.00pm**. All meetings will be held on the fourth Wednesday of the month.

An extra ordinary meeting on **Wednesday 9 April 2003** was called to discuss the Seniors Master Plan.

Cr Walker declared the meeting closed at 2.10pm.

CITY OF JOONDALUP**MINUTES OF THE EXTRAORDINARY SENIORS INTERESTS ADVISORY
COMMITTEE HELD ON WEDNESDAY 9 APRIL 2003 AT 1.00PM
AT CONFERENCE ROOM 3, CIVIC CENTRE, BOAS AVENUE, JOONDALUP****1. ATTENDANCES AND APOLOGIES****Elected Members:**

Cr D Carlos Chairperson
Cr M O'Brien

Officers:

Graeme Hall Manager Community Development Services
Yvette Peterson Community Development Officer

In Attendance – Committee Members:

Allyn Bryant Industry Representative – Association of Independent Retirees Inc
Kevan Rowe Community Representative
Audrey Poole Community Representative

Apologies

Cr A Walker
Jane Heilkema Community Representative
Lucy Morris Executive Director Community Vision
Brian Dodds Department for Community Development

The Chairperson declared the meeting open at 1.05pm.

2. CONFIRMATION OF PREVIOUS MINUTES

MOVED Cr O'Brien, **SECONDED** Kevan Rowe that the minutes of the meeting held on 26 March 2003 are a true and accurate record.

CARRIED

3. SENIORS EXPO

Community Development Officer informed the Committee that the Seniors Expo at the Lakeside Joondalup Shopping City was a success and she already had some ideas to improve the Expo for next year.

Cr Carlos suggested that the next Expo could be held on a Pension Day. Community Development Officer advised that the next Seniors Expo will be held during Seniors Week.

4. OTHER BUSINESS ARISING

It was declared that there was no business arising.

5 SENIORS MASTER PLAN

The Committee discussed the recommendations for the Seniors Master Plan and the following recommendations were decided:

Consultant Recommendation

1. ***THAT** a Seniors Leisure Policy be developed which clearly states the Councils position in its provision of recreation and sport facilities and services for its senior community.*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged.

Consultant Recommendation

2. ***THAT** a Fees and Charges Policy be developed which clearly states the Councils position in its provision of Sport and Recreation facilities and services and specifically addresses the following:*

- ❖ *Depreciation requirements*
- ❖ *Maintenance costs and responsibilities*
- ❖ *Desired cost recovery*
- ❖ *Utilisation*
- ❖ *Capacity to pay*
- ❖ *Overheads*

Committee Recommendation

It is acknowledged that the City has a pricing policy for groups but that the policy is not clear with regards to leisure centres and discounts to individuals. The Committee requested that a draft policy be developed and forwarded to the Seniors Interests Advisory Committee for agreement before being considered by Council.

Consultant Recommendation

3. ***THAT** the hairdressing service currently provided for at the City's senior facilities be advertised as a commercial tender.*

Committee Recommendation

Decision to be deferred pending further information to be supplied.

Consultant Recommendation

4. ***THAT** an Acoustic Analysis be undertaken of those City facilities that are considered to have the ability to be used by multiple groups and activities and an appropriate action be determined.*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged.

Consultant Recommendation

5. ***THAT** a review of the existing storage be undertaken that considers, not only the overall size but also the management and alternative arrangement of separate secure areas within the storage area (by the use of internal divisions, wire cages or additional shelving).*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged.

Consultant Recommendation

6. ***THAT** it be acknowledged that there are no identified “gaps” in community building’s provision to cater for the existing and projected population.*

Committee Recommendation

THAT it be acknowledged that there are identifiable “gaps” in community building’s provision to cater for the existing and projected population.

The Committee believed that this statement was untrue of existing circumstances in the community and that the report had failed to identify any gaps in the provision of facilities.

Consultant Recommendation

7. ***THAT** the Preliminary Need Assessment Criteria contained in Section 8.3.4 be adopted as the basis against which all requests for Council assistance in the development or redevelopment of facilities be determined prior to progressing to the formal assessment process contained within the “Application for Financial Support For The Construction or Upgrade of Community Facilities”.*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged

Consultant Recommendation

8. ***THAT** additional passive recreation facilities be developed in the form of multi-use paths, seating and picnic facilities around the City to cater for the potential increase in population.*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged

Consultant Recommendation

9. ***THAT** the City undertakes a review of the Whitford Community bus utilisation and management to determine an appropriate standard of access for the older community.*
10. ***THAT** as part of this review the type of bus be examined to ensure it has capacity to carry all equipment needs including wheelchairs.*

Committee Recommendation

Points 9 and 10 should be combined.

Consultant Recommendation

11. ***THAT** the City incorporates the principles for Universal Design in its development and review of its **Precinct plans** to ensure that communities are designed and developed with the specific needs of seniors being considered.*

Committee Recommendation

THAT the City incorporates the principles for Universal Design in its development and review of its **plans** to ensure that communities are designed and developed with the specific needs of seniors being considered.

Consultant Recommendation

12. ***THAT** the City addresses current procedures and systems within its provision of HACC services and facilities to identify and remove any barriers to participation for seniors within the community.*

Committee Recommendation

The Committee believed that item 12 should be removed as Community Vision and not the City of Joondalup now provide the service

Consultant Recommendation

13. *THAT the City amends its current consultation processes to ensure that seniors are consulted, as a generic group, in each project.*

Committee Recommendation

The Committee agreed with this recommendation and believed it should remain unchanged.

Consultant's Recommendation

14. *THAT the City develop a partnership with Volunteering WA with the aim of coordinating and facilitating the volunteer resources within the City for a range of projects and programmes.*

Committee Recommendation

Decision to be deferred pending further information to be supplied.

Consultant Recommendation

15. *THAT the findings of this study be made available to all recreation activity leaders within the City to assist the creation of a variety of programmes are created and not limited to the traditional programmes of "bingo and bowls"*

Committee Recommendation

Cannot be adopted until such time that a number of the recommendations have been clarified.

Consultant's Recommendation

16. *THAT the Senior Citizens Master Plan, Leisure and Social Activity Needs Report and its action plans be adopted.*

Committee Recommendation

Cannot be adopted until such time that a number of the recommendations have been clarified.

Consultant Recommendation

17. *THAT the Senior Citizens Master Plan, Leisure and Social Activity Needs be reviewed internally every three years to ensure that it retains currency.*

Committee Recommendation

Cannot be adopted until such time that a number of the recommendations have been clarified.

6. DATE OF NEXT MEETING

The next meeting of the Committee was changed from the Wednesday 23 April to Wednesday 30 April 2003 remaining at 1.00pm

7. MEETING CLOSURE

Cr Carlos declared the meeting closed at 2.40pm.

CITY OF JOONDALUP

**MINUTES OF THE SENIORS INTERESTS ADVISORY COMMITTEE
HELD ON WEDNESDAY 30 APRIL 2003 AT 1.00PM
IN CONFERENCE ROOM 3, CIVIC CENTRE, BOAS AVENUE, JOONDALUP**

1. ATTENDANCES AND APOLOGIES

Elected Members:

Cr Allison Walker
Cr Mike O'Brien

Officers:

Graeme Hall Manager Community Development Services
Yvette Peterson Community Development Officer

In Attendance – Committee Members:

Lucy Morris Executive Director, Community Vision Inc
Allyn Bryant Industry Representative – Association of Independent Retirees Inc
Jane Heilkema Community Representative
Kevan Rowe Community Representative
Margaret March Deputy Community Representative
Audrey Poole Industry Representative - Australian Red Cross
Robert Kinloch Deputy Industry Representative

Apologies

Cr Don Carlos
Brian Dodds Department for Community Development
Diane Davies White Industry Representative - Seniors Recreation Council of WA
Arthur Thorstensen Community Representative

The Chairperson declared the meeting open at 1.15pm.

2. CONFIRMATION OF PREVIOUS MINUTES

MOVED Kevan Rowe, **SECONDED** Allyn Bryant that the minutes of the extraordinary meeting held on 9 April 2003 is a true and accurate record.

CARRIED

3. INTRODUCTIONS

Cr Walker, Lucy Morris, Margaret March and Bob Kinloch entered the meeting at 1.20pm. As new members of the committee were in attendance, all members introduced themselves.

4. OUTSTANDING ITEMS FROM LAST MEETING

4.1 Current Hairdressing Terms and Conditions

The Community Development Officer circulated a document containing information regarding Seniors Hairdressing Services provided at City of Joondalup facilities.

Cr O'Brien asked the Community Development Officer which hairdresser had provided the costs. The Community Development Officer explained that the costs were from one hairdresser and they were representative of the costs charged by all hairdressers. Discussion pursued and it was agreed that an audit on the services is required.

Audrey Poole commented that having the hairdressers in the senior centres allows easy access for seniors who use the City's volunteer transport.

Manager Community Development suggested that an agreement could be negotiated and the Manager Assets and Commissioning should be contacted to ascertain that such an agreement is consistent with other agreements.

MOVED Cr O'Brien, **SECONDED** Allyn Bryant that an audit on the hairdressing services be undertaken by the Community Development Officer and the recommendations from the audit are tabled at the next meeting.

Manager Community Development asked that the change be reflected in the Seniors Master Plan.

4.2 Volunteer Programme

A document containing information regarding the new Volunteer Resource Centre was circulated to the meeting. Kevan Rowe expressed his concern, regarding the approach made by Volunteers WA to Community Groups that he was involved with. He felt the agreement with the City of Joondalup was a major improvement on the approach to the Community Groups and questioned the difference between both approaches.

Cr Walker stated that this issue needed clarification and asked if the Community Development Officer would investigate the matter further and bring her findings to the next meeting.

4.3 Review of Master Plan –Update of figures

Manager Community Development Services spoke about the concerns with some of the information in the report. He explained that Consultant,

Jill Powell had updated the documentation and as soon as he received the updated version of the report it would be circulated to the committee.

4.3 Seniors Master Plan – Where to from here?

Manager Community Development Services gave a brief overview of the Seniors Master Plan at the request of Margaret March. It was decided to defer this item until the next meeting to allow the Community Development Officer to obtain further information.

Manager Community Development Services advised the committee that it was hoped that the Seniors Master Plan report would go to the June/July 2003 Council meeting.

6. OTHER BUSINESS ARISING

6.1 Wanneroo Aged Persons Trust - Constitution

Discussion ensued after the Community Development Officer circulated a copy of the Constitution for the Elderbloom Community Care Centres.

The Community Development Officer advised that the greatest need for seniors was in the area of supervised care and dementia.

Cr O'Brien spoke about the possibility of land at the Ocean Reef Boat Harbour being used for a senior's development that would include a Community Care facility.

MOVED Kevan Rowe, **SECONDED** Allyn Bryant that the requirement for a Seniors Community Care Facility at the Ocean Reef site be highlighted to the new Council at its next meeting.

MOVED Mike O'Brien, **SECONDED** Allyn Bryant that a letter be sent to the Shire of Wanneroo Aged Person's Homes Trust Inc, from the Seniors Interest Advisory Committee regarding their interest in liaising with the Trust in the future concerning the Community Care Facility.

The committee agreed that there was no further action required regarding this issue.

6.3 Footpath Railings

Margaret March spoke about the railings at footpath intersections being a hazard to people using electric scooters. It was understood that the railings are in place to slow down skateboarders and rollerbladers. It was suggested that Margaret speak with Dave Djulbic, Director Infrastructure and Operations regarding her concerns.

6.4 Mobile Phone Connections – City of Wanneroo Buses

Cr O'Brien spoke of a recent incident while travelling on a City of Wanneroo bus for seniors. The bus had no mobile phone hands free unit for the bus driver in case of an emergency. **MOVED** Cr O'Brien, **SECONDED** Allyn Bryant that Community Development Officer writes a letter to the City of Wanneroo highlighting the fact that its bus for seniors does not have a hands free mobile phone unit.

6.5 Agenda Items

Manager Community Development Services advised the meeting that any agenda item for the Seniors Interests Advisory Committee that members would like to highlight or discuss should be forwarded to the Community Development Officer for inclusion in the agenda.

7. DATE OF FUTURE MEETINGS AND CLOSE

The next meeting is to be held on Wednesday 14 May 2003.

Cr Walker declared the meeting closed at 2.20pm.