



## Agenda and Meeting Summary

**Group Name:** Seniors Working Group Meeting

**Date:** Thursday 9 May, 2019

**Time:** 6.00pm – 8.15pm

**Venue:** Level 5 Meeting Room 1

**Chair :** Vera – Anne Hannaford

**Convenor:** Mary Ciantar

### 1. Welcome and Acknowledgement of Country

- Acknowledgement of country
- All members were welcomed by the chair

*Attendance:* Vera – Anne Hannaford; Mary Ciantar; Con Carais; Norman Bradshaw; Graham Bennett; Pauline Kim; Angelo Arulanadam; Shraddha Banthia.

### 2. Apologies



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- Sandra Triulzi; Rosemary Musson – resigned; Chrissie McIntyre; Lorne Hyde; Joanna Maxwell.

### **3. Disclosure of Interest (any conflicts of interest need to be disclosed in accordance with Council's Code of Conduct)**

None disclosed

### **4. Business Arising**

Actions:

- Add Con to attendance from last minutes
- Circulate Garden Care brochure from Canterbury Community Centre as raised by Chrissie at February meeting.

Previous minutes moved: Con, seconded Norman

### **5. Agenda Item 1: Terms of Reference & Group Agreement**

*Summary*

A clarification was provided that Working Groups can still have a strategic influence via reporting recommendations to a Group Manager or budget decisions via an Advisory Committee – see below and ensure Page 2 of Terms of Reference reflects this:

#### **Reporting and transparency: difference between Working Groups and Advisory Committees**

- Council may refer items to advisory committees, working groups and the business forum for advice/recommendation by resolution.



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- ✚ Advisory committees may make recommendations to the elected Council for decision/action through the bi-monthly Local Democracy report to Council meetings. The report is proposed for the fourth Tuesday Council meeting of March, May, July, September and November (with no report during the end-of-year recess). The report will also include an update on other forms of community engagement.
  - ✚ Advisory committees, which will have a strategic/capacity building focus, report recommendations to Council.
  - ✚ Working groups, which have a project focus, report recommendations to the relevant Group Manager for decision/action. Working group updates will be included in the fortnightly Councillor update email.
  - ✚ Working groups have a channel to recommend budget decisions directly to Council through an advisory committee, e.g. Parramatta and Cooks River working groups could recommend funding proposals to Council through the Environment Committee; alternatively a Councillor could put up a Notice of Motion on behalf of the working group.
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- A summary of all meetings will be posted on Council's website.
  - Clarification of Quorum – 50% + 1.
  - Group Agreement was drafted.

## *Actions*

Recirculate ToR and Group Agreement

## **6. Agenda Item 2: Healthy Ageing portfolio (ageing profile, programs and projects)**

### *Summary*

An overview of the Healthy Ageing portfolio within council provided by Mary which included Census data, to inform future projects that the Working Group may want to get involved in.

### *Actions*

- Explore whether there is data for people that do not speak English at all , or little English to Pauline.

## **7. Agenda Item 3: Focus of future meetings**

### *Summary*

Carry over to next meeting to further explore people's ideas to inform an action plan for the group.

## **8. Agenda Item 4: Projects**

### **4a. Communication plan**

#### *Summary*

A Draft Marketing and Communication plan was tabled. Consensus that there are plenty of seniors programs on offer by Inner West Council and that age cohorts of seniors are diverse. Discussion included some barriers of getting people to participate; language; communication material – need to address large CALD community of over 65 year olds; transport; time and cost.

#### *Actions*

Amend Marketing and Communication plan to include further avenues for distribution:

- Seniors Newspaper and website; Clergy; Balmain Hospital Consumer Advisory Committee member/s and causality at the hospital; GP networks; shopping centres; Seniors News Group that produce discount booklet
- Shradda to provide contacts about GP network
- Need to distribute booklets in other languages and distribute via agencies



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- Aged Care Forum came up with some ideas as well

Eg; Service Centres as hubs

## **4b. Retirement symposium/event**

### *Summary*

The Working Group discussed a retirement event in the context of planning for retirement and mitigating depression, awareness about what is in the community and to include some fun activities.

In terms of time frame it was suggested that a weekend may be preferable to an evening to accommodate those that work and in spring when weather warmer. Also that the Petersham Town Hall was deemed most central due to the station, geographic position within the LGA and easier parking options than Leichhardt.

### *Actions*

- Mary to update Project scope

## **10. Agenda item 5: Other Business**

Inclusion Action Plan – carry over next meeting

Meeting closed 8.15pm

Next Chair – Norman Bradshaw.