

**Active and Healthy Ageing Advisory Board Meeting
5.00pm to 6:30pm Conference Room (1st Floor 350 High Street Preston)
Meeting Minutes - Thursday 13 December 2016**

Chair: Cr Susanne Newton

Minutes: Mitchell Bowden

Community Representatives Attendance: Anne Learmonth, Robyn Vote, Mary Castellani, Virginia Herts

Councillor Representatives Attendance: Cr Susanne Newton, Cr Lina Messina, Cr Gaetano Grecco

Darebin Council Representatives Attendance: Shadi Hanna (Manager, Aged & Disability Department), Marian Myers-Braun (Acting Coordinator, Community Participation & Development), Mitchell Bowden (Marketing & Community Engagement Officer), Fionnuala Spillane (Community Development Officer)

Apologies: Lyn Austin, Marika Bozinova, Nick Nicholaou, Mary Castellani, Geoff Richards, Draga Kostandinova, Audrey Grace, Frances Hennessy

AGENDA

Item	Key Discussion Points	Action – Who/When
1. Welcome and introduction of new Councillors	Shadi welcomed Board members and introduced the new Councillors – Cr Susanne Newton (chair), Cr Lina Messina and Cr Gaetano Grecco	-
2. Agenda overview	Cr Newton provided an overview of the agenda and asked for additional items. Board members requested that the following items be discussed under 'other items:' – Joint meeting with the Darebin Disability Advisory Committee (DDAC) – Opportunities to work collaboratively with other Council Committees	-
3. Terms of Reference review	Membership There was agreement that the Board's current membership does not represent Darebin's diverse older population. Members felt that the Board needs about 15 members to ensure that there are enough people at each meeting. Board members felt that the following are needed: at least one carer, a number of members from different cultural backgrounds, and at least 2 aboriginal elders. Suggestions for recruitment included:	Marian - Update Terms of Reference and send with minutes Members- provide feedback and confirmation of TOR

	<ul style="list-style-type: none"> – Advertising in Leader newspaper and other local press – Running a public meeting about aged care/updates and inviting attendees to apply to join the Board – Running an open Board meeting where members of the public are invited to come along and see how the Board operates, and are then invited to apply to join – Board members to hand out promotional materials through their own networks. <p>There was agreement that these methods are quite passive, and that a targeted approach is also needed to make sure the Board has the right mix of older people. Further suggestions included:</p> <ul style="list-style-type: none"> – Contact local agencies (eg. Spectrum MRC, Darebin Ethnic Communities Council, Yanada House, Darebin Community Health) and encourage them to nominate community leaders from particular backgrounds. The Board suggested that members themselves could attend meetings with these local agencies to talk about the benefits of being on the Board – Board members to approach community members that they know have expressed interest/may be interested in joining – When talking with potential new members, it should be made clear that Council will provide <i>“Any support required to enable participation in Active and Healthy Ageing Advisory Board”</i> (p. 2, TOR). This includes looking into videoconferencing software eg. “Zoom”, providing cab charge vouchers or interpreters etc. <p>Other TOR items discussed</p> <ul style="list-style-type: none"> – Board members highlighted that the Terms of Reference state that <i>“A position [on the Board] will be deemed to be vacant if a community representative fails to attend for three consecutive meetings without reasonable grounds.”</i> The Board agreed that it was important that Council Officers check in with members if they have been absent from a number of meetings – to make sure that they are ok, and that the Board is still meeting their needs. – A number of other changes to the TOR were suggested, but were not talked about at length. The agreed changes will be made and sent with the minutes. Members can provide additional feedback via phone or email. 	
<p>4. 2016 review and 2017</p>	<p>2016 review</p> <p>Board members listed the following highlights from 2016:</p>	

<p>planning</p>	<ul style="list-style-type: none"> - NDIS – being informed and included in Council’s decision making - Being kept informed about the aged care reforms as they are happening - World Elder Abuse Awareness Day events - Attendance at the National Elder Abuse Conference in Melbourne <p>Board members listed the following challenges from 2016:</p> <ul style="list-style-type: none"> - Lack of collaboration with other committees - “Board got tired” – members themselves felt that they could have been more proactive in bringing issues to Council and setting the agenda. - Not consistently informed of the outcomes of discussions or consultations <p>2017 planning</p> <p>Board members listed the following priorities for 2017:</p> <ul style="list-style-type: none"> - Recruitment - Work collaboratively with other Council committees - Monitor Council’s ability to advocate and fulfil the responsibilities it committed to regarding the NDIS - Stay informed and included in the decision making process regarding Council’s role in aged care following reforms: <ul style="list-style-type: none"> o Aged care reforms on each Board agenda o Develop position statements and recommendations to advise Council - Plan meeting agendas to align with Council’s key planning and decision making dates (eg. Council plan, Council budget, Municipal Public Health and Wellbeing Plan) – making sure that enough time is allowed for the Board’s input to be included - Elder abuse awareness - Affordable housing issues 	
<p>5. Aged and Disability update</p>	<p>Fionnuala provided an update on recent community development work with older people in Darebin. This included activities during Seniors Month (October), and some ongoing work with Senior Citizens Groups and Clubs. Full details to be sent with the meeting minutes.</p>	

<p>6. Other items</p>	<p>Joint meeting with the DDAC</p> <ul style="list-style-type: none"> – Board would like to have an out-of-session combined meeting with DDAC in March 2017. The Board agreed that this should not be just a social gathering, but rather a meeting with an agenda and goals for outcomes. The Board would like to discuss goals and the agenda for this meeting at its first meeting of 2017 (February). <p>Opportunities to work collaboratively with other Council Committees</p> <ul style="list-style-type: none"> – The Board would like to discuss running a meeting similar to the above, but open to all Council committees. This is seen as an important way of learning about what other committees are doing, what their priorities are, and where committees can work together on similar projects. Again, this would need to be a structured meeting with an agenda, and not simply a social gathering. – The Board would also like to see senior Council officers and representatives from other committees attend Board meetings on a regular basis. 	<p>Marian – add to agenda for February meeting: discuss agenda for joint meeting with DDAC</p>
<p>7. Meeting Closed</p>	<p>Next Meeting: Tuesday 9 February, 2017 5:00PM – 6:30PM Function Room – (1st Floor, 350 High Street Preston)</p>	