Notice is hereby given pursuant to the Local Government Act, 1999 that the next Meeting of Campbelltown City Council’s Active Ageing Advisory Committee will be held in the Council Chamber, 172 Montacute Road, Rostrevor on

**Thursday 22 June 2017 at 4.00 pm**

for the purpose of considering the items included on the Agenda.

Tracy Johnstone
Manager Community Services & Social Development
<table>
<thead>
<tr>
<th><strong>Terms of Reference</strong></th>
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<tbody>
<tr>
<td><strong>Purpose</strong></td>
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</table>
| **Membership** | The Committee shall be comprised of:  
- Mayor (Ex Officio)  
- At least 2 Members of Council  
- 10 representatives of the Community aged 60 years or older who live, work or mainly recreate in the Campbelltown City area with an emphasis on a wide variety of skills, experience and a gender balance |
| **Appointment of Chair** | The appointment of Chair will be made by Council. |
| **Conflict of Interest** | Applies to all Committee members as per Local Government Act 1999 Part 4 Division 3. |
| **Meeting Times** | Quarterly (or more frequently if required). |
| **Public Notice of Meeting** | Displayed on Council Office Noticeboard and Council’s Website at least three business days prior to each meeting. |
| **Notice to Members** | In appropriate form as determined by the Committee as per Local Government (Procedures at Meetings) Regulations 2000 regulation 23. |
| **Procedures at Meeting** | As per Local Government (Procedures at Meetings) Regulations 2000 Parts 3 and 4.  
All business put to the Committee will be brought forward to a meeting by motion, recommendation or staff report.  
Every Member must vote on every matter that is before the Committee for decision.  
The Chair of the meeting will have a deliberative vote only. |
| **Quorum** | As per Local Government (Procedures at Meetings) Regulations 2000 regulation 26(a). |
| **Compliance** | Committee Members must comply with all Council policies, codes and resolutions as applicable. |
| **Absenteeism** | A Committee Member’s position on the Committee will be declared vacant if the Member misses 3 consecutive meetings or more than 50% of meetings in a financial year without the leave of Council. |
| **Committee Term** | Appointments to the Committee shall be for a period of two years. Elected Member positions will expire in November in even years; independent Member positions will expire in November in odd years.  
At the expiration of the relevant period, positions will be declared vacant and nominations will be sought for another two year term. At the expiry of their term, Members of the Committee may be reappointed by Council. |
Kaurna Acknowledgement

We acknowledge that the land we meet on today is the traditional land of the Kaurna people. We respect their spiritual relationship with this land. We also acknowledge the Kaurna people as traditional custodians of the Kaurna land. We will endeavour, as Council, to act in a way that respects Kaurna Heritage and the cultural beliefs of the Kaurna people.

Chairperson: Cr John Kennedy

Members: Mayor Simon Brewer (Ex Officio)
Cr Jill Whittaker
Ms Reeva Brice
Ms Julie Carman
Dr Sue Irvine
Mr John Payne
Ms Vale Pederson
Mr John Schluter
Ms Diane Schluter
Mr Chris Ward
Ms Janet Winkler
Vacant

Active Ageing Advisory Committee Agenda

Table of Contents

1. Apologies
2. Minutes
   Recommendation
   That the minutes of the meeting of the Active Ageing Advisory Committee held on Thursday 27 April 2017, as printed and circulated be taken as read and confirmed.
3. Manager Community Services & Social Development’s Report
   3.1 Campbelltown Talent Bank
   3.2 Active Ageing Work Plan Development
4. General Business
Minutes

Active Ageing Advisory Committee

Minutes of the meeting of the Active Ageing Advisory Committee held in the Council Chamber, 172 Montacute Road, Rostrevor, on

Thursday 27 April 2017
Chairperson:  Cr John Kennedy

Members:  Mayor Simon Brewer (Ex Officio)  Arrived 4.10 pm
          Cr Jill Whittaker
          Ms Reeva Brice
          Dr Sue Irvine
          Ms Vale Pederson
          Mr John Schluter
          Mr Chris Ward
          Ms Janet Winkler
          Vacant

Council Staff Present:  Manager Community Services & Social Development

Meeting Commenced:  4.08 pm  Meeting Concluded:  6.06 pm

1. Apologies

Ms Pederson moved and Ms Brice seconded that apologies be received for the absence of Mr Payne, Ms Carman and Ms Schluter.

Carried

The time being 4.10 pm Mayor Brewer entered the meeting.

2. Minutes

Cr Whittaker moved and Ms Brice seconded that the minutes of the meeting of the Active Ageing Advisory Committee held on Thursday 23 February 2017 as printed and circulated be taken as read and confirmed.

Carried
3. Manager Community Services & Social Development’s Report

3.1 Active Ageing Work Plan Development

TRIM Reference: B3407

The time being 4.33 pm Dr Irvine left the meeting.

The time being 4.45 pm Dr Irvine re-entered the meeting.

Cr Whittaker moved and Mr Ward seconded that the report be received and agreed updates be made to the Active Ageing Work Plan 2016/2017 and that Council holds a Community Aged Care Forum inviting My Aged Care and Regional Assessment Service Staff and other Aged Care providers to discuss the changes to aged care and bureaucratic systems.

Carried

4. General Business

- Members are asked to consider attending the Active Ageing Conference and submit their expression of interest to Staff.
- Ms Pederson mentioned that U3A members have participated in two focus groups related to frailty and Staff will email the details of the researchers.
- Dr Irvine revisited the need to develop an information sharing space for the group.
- Staff to explore Council’s role as a potential broker/advisory role in the new aged care system

Certified a true record .............................................CHAIRPERSON

Taken as read and confirmed this day of .............................................CHAIRPERSON
3. Manager Community Services & Social Development’s Report

3.1 Campbelltown Talent Bank

TRIM Reference: B3407  
Manager Community Services & Social Development, Tracy Johnstone’s Report

Purpose of Report

For Members to provide input into the project plan for the Campbelltown Talent Bank.

Strategic Plan Link

- Strategy 1.1.3 A connected Community with people engaged in meaningful activities
- Strategy 1.1.5 Information and support for people across the lifespan through advocacy, programs, services and projects

Background

The Active Ageing Advisory Committee, as part of developing the annual Work Plan, identified the concept of a ‘skills register or bank’, which is about identifying, sharing and utilising the skills and talents of older people in their retirement.

It was the work of the Active Ageing Advisory Committee which inspired Staff to apply for an Age Friendly grant through the State Government and on Monday 22 May it was announced that Campbelltown City Council was successful in securing $20,000.

Discussion

The grant application outlined that Council will consider a ‘timebanking’ model approach for the Campbelltown Talent Bank which is about identifying and capturing people’s talents that they are willing to share with others. The Talent Bank provides an online tool for people to register and share their talents that organisations or individuals might tap into. The project will consist of the following phases:

- Phase 1: Investigate models of skill registers, skill sharing, timebanking
- Phase 2: Develop a model for the City of Campbelltown
- Phase 3: Implement a trial model
- Phase 4: Review the trial
- Phase 5: Full implementation plan developed, although this was acknowledged as most likely occurring outside of the 12 month project timeframe of the grant application.

At its June meeting the Active Ageing Committee will spend time in a workshop to further shape the project plan. This provides an opportunity for Members to consider the Campbelltown Talent Bank and how it could work to ensure the outcomes of the proposed grant funding are met by 30 June 2018.
Social Implications

There are five ‘capitals’ of Community and one of them is ‘Human Capital’, or the people that live in the local area. Everyone has skills, knowledge and talents and largely these go untapped unless there are ways for people to develop and share them. During the Social Plan process people identified that they felt their skills were not utilised to their full capacity because people were not asking them what skills they had. This project will untap the human capital in the area for the benefit of the individual and the local Community.

Environmental Implications

There are no environmental implications in relation to this report.

Asset Management Implications

There are no asset management implications in relation to this report.

Governance / Risk Management

There are no governance / risk management implications in relation to this report.

Community Engagement

There are no Community engagement implications in relation to this report.

Regional Implications

There are no regional implications in relation to this report.

Financial Implications

This project received $20,000 from the Office for Ageing to fund resources (including Staff) to support the project.

Recommendation

That the Active Ageing Advisory Committee provide the following ideas to inform the Campbelltown Talent Bank project plan:

- .............................................
- .............................................
3.2 Active Ageing Work Plan Development

Purpose of Report
To review the implementation of the Active Ageing Work Plan 2016/2017.

Strategic Plan Link

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1.3</td>
<td>A connected Community with people engaged in meaningful activities</td>
</tr>
<tr>
<td>1.4.4</td>
<td>Develop, support and encourage community participation and involvement</td>
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</table>

Background
The Active Ageing Advisory Committee has been operational since April 2016. The Committee has developed the Active Ageing Work Plan which is guiding the Committee’s work for the 2016/2017 financial year. The Plan is based on the ‘Age-Friendly’ focus areas which align with the World Health Organisation and the work being undertaken by the State Government.

The Age Friendly focus areas include:
1. Physical environment
2. Health, wellbeing and services
3. Housing
4. Participation
5. Planning.

Discussion
The Active Ageing Work Plan 2016/2017 is attached for Members’ consideration and discussion. The Work Plan now includes a section ‘Actions [Date]’ to show the progress of each action.

At this meeting Committee Members will go through the actions with a more detailed discussion on:

- Active Ageing Survey findings
- Housing infographics draft.

All actions not completed by 30 June 2017 will be rolled over into the Active Ageing Work Plan 2017/2018.
Social Implications

Ageing is a triumph of modern life. People are living longer and therefore the need to stay active, connected and participating has never been more important. The ageing population presents both opportunities and challenges for all levels of Government to ensure that people age well in their communities.

Environmental Implications

There are no environmental implications in relation to this report.

Asset Management Implications

There are no asset management implications in relation to this report.

Governance / Risk Management

There are no governance / risk management implications in relation to this report.

Community Engagement

There are no Community engagement implications in relation to this report.

Regional Implications

There are no regional implications in relation to this report.

Financial Implications

There are no financial implications in relation to this report as the items contained within the Work Plan can be funded from existing budgets.

Recommendation

That the report be received and agreed updates be made to the Active Ageing Work Plan 2016/2017.

4. General Business
Active Ageing
Work Plan 2016/2017
The five areas of active ageing in Campbelltown:

1. Physical environment
2. Health, wellbeing and services
3. Housing
4. Participation
5. Planning

### 1. Understanding older people including information Provision and sharing

**Active Ageing Links: 1,2,3,4,5**

The Committee discussed how little we know about older people in Campbelltown. The Census was to gain an understanding of how older people currently experience the age friendly focus areas, which provides important baseline data to track over time. Through the Committee and Social Plan consultations one of the most common challenges identified was that of how to disseminate information for current, local activities and opportunities. This is true for how individuals find out what is happening, and difficult for groups, clubs and organisations, including Council, to promote activities and opportunities. The Committee resolved to find out more about older people and how they access information, understand their motivations for doing so and identify tools to improve information provision.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Progress</th>
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<tbody>
<tr>
<td>1. Investigate a comprehensive study of older people to determine a baseline of their participation, health and wellbeing, access to services, accessibility of the physical environment and housing needs. This also includes how older people access information about their local community.</td>
<td>In progress – survey is open</td>
</tr>
<tr>
<td>2. Produce a document detailing all of the current available data on older people</td>
<td>Completed</td>
</tr>
<tr>
<td>3. Research how older people access information about their local community</td>
<td>Partly included in survey</td>
</tr>
<tr>
<td>4. Understand the motivation for older people to seek information, or not</td>
<td>Not started</td>
</tr>
<tr>
<td>5. Develop tools based on the findings</td>
<td>Not started</td>
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</table>

**Actions June 2017:**

- As at 2 June there were 316 survey responses
- The distribution of the survey to date includes U3A, Knit n Natter, Moonlight Markets, Newton Central Shopping Centre, CIC (Coordinating Italian Committee), Combined Probus Club, Club 24, Campbelltown Community Club, Campbelltown over 50’s Fun Club, Magill Senior Citizens, Hectorville Senior Citizens, Athelstone Friendship Club, Italian Radio, Neighbourhood BBQ at Thorndon Park, CHSP clients aged 60-70yo, Campbelltown volunteers, Rotary Club of Morialta Community workshop, Campbelltown Quilters, Table Tennis Group, Langton Park
- A summary of the surveys will be provided at the meeting for Members consideration

**Actions April 2017:**

- Complete the online active ageing survey
- Forward the online survey to your peers and networks
- Review the findings from the 50+ surveys received
- Survey distribution to date includes: U3A, Knit n Natter, Moonlight Markets, Neighbourhood BBQ at Thorndon Park.

**Actions February 2017:**

- Review the draft survey developed by Members Cr Whittaker and Ms Pederson
- Identify 10 of your contacts to undertake the survey with
- Identify who is able to participate in the broader rollout of the survey.
Actions December 2016:

- Review the original survey developed through State Government’s SAAFEC (South Australian Age Friendly Environments and Communities) developed by URPS for the 5 age friendly pilot Council’s, of which Campbelltown was one (HPRM 11/55430) and the community engagement findings (HPRM 12/62930). Could this survey be modified and used as the basis of a Campbelltown census of older people to develop a baseline? What could be included? What could be taken out?
- Develop a small number of questions related to how people access information about the local community
- For both 1 and 2 develop a range of tools to collect the information i.e. post out the survey, focus groups, interviews
- Develop a comprehensive list of activities and programs in Campbelltown that promote all that is on offer. Members should bring the details of all the groups and programs they know of in the area. How to promote these will be better informed by action 2.

### 2. Understand transport options for older people in the Community

**Active Ageing Links: 1,2,4**

In any Community consultation transport is always raised as one of the biggest barriers for people’s participation in Community life. Relying on public transport is one challenge, particularly for East/West travel, but for people who cannot access public transport they are even more reliant on other forms of Community transport. Older people are more likely to be in the ‘transport disadvantaged’ group due to health, financial constraints, age-related disability all of which impacts on their ability to be independent.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Progress</th>
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</thead>
<tbody>
<tr>
<td>1. Review the door to door service to include other community locations</td>
<td>Started</td>
</tr>
<tr>
<td>2. Review CHSP (Campbelltown Home Support Program) transport in the context of ceasing funding from 1 July 2018</td>
<td>Started</td>
</tr>
<tr>
<td>3. Map Community transport in Campbelltown</td>
<td>Started</td>
</tr>
<tr>
<td>4. Map safe gopher routes in Campbelltown</td>
<td>Not started</td>
</tr>
<tr>
<td>5. Review public transport routes to shopping centres, medical clinics and Community facilities</td>
<td>Started</td>
</tr>
</tbody>
</table>

**Update June 2017:**

- There are no further updates at this stage

**Update April 2017:**

- Staff have commenced transport review
- As at April there have been no bus bookings for The ARC. It will remain as a destination for the Community Bus door to door service on Wednesdays, Thursdays and Fridays.

**Update February 2017:**

- To date the Community bus has not had any uptake for the door to door ARC service. There have been 2 enquiries, but they were looking for a more flexible arrangement to suit their schedule. The trial will continue for a few more weeks before reviewing
- Staff will outline the project brief for the commencement of the transport review which is about to commence by Council’s transport coordinator.

Ref: 16/45080
Update December 2016:

- The Community Bus is commencing a trial of going to the Campbelltown ARC every Wednesday to Friday 10.00 am -12.00 pm and every Wednesday to Friday afternoons 2.00 pm to 4.00 pm in January 2017. These times align with the Fit for Life (over 55s program)
- Staff are developing the project brief to scope the transport review

3. Untapping the volunteer potential of older people

<table>
<thead>
<tr>
<th>Action</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Map the current volunteer opportunities in Campbelltown</td>
<td>Started</td>
</tr>
<tr>
<td>2. Explore the concept of a ‘skills register’ where people can share their skills</td>
<td>Started</td>
</tr>
</tbody>
</table>

Actions June 2017:

- Council was successful in securing $20,000 for the research project which will commence in July 2017. The Committee will discuss the grant and project in detail at the Meeting.

Actions April 2017:

- A grant application has been submitted to DCSI (Department for Communities and Social Inclusion) for $20,000 to support the development of a Campbelltown Talent Register. We should know by May if we have been successful.

Actions February 2017:

- Finalise the volunteer opportunities information
- Work with IT to understand how an ‘online’ register could work via our website

Actions December 2016:

- Review the volunteer opportunities developed by Janet Winkler as tabled at the meeting and add more known opportunities. This action links with action 1 about how to promote and inform people about the opportunities
4. Housing

Active Ageing Links: 3, 5

During consultations for the Social Plan housing was one of the most contentious given the amount of urban infill and how it is changing the Campbelltown Community with both supporters and protestors for the change. Housing is essential to support wellbeing, and having affordable housing mix and density is important to support people throughout their lifespan. Understanding the different and emerging housing models to support ageing is important to inform Council’s decision making.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Understand the role of Council in housing</td>
<td>Started</td>
</tr>
<tr>
<td>2. Explore housing models including co-housing</td>
<td>Started</td>
</tr>
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</table>

Actions June 2017:

- The first infographic data will be discussed at the meeting

Actions April 2017:

- An informal meeting was held between Sue Irvine and Council planning staff re developing 2 infographics:
  1) Explaining current housing in Campbelltown
  2) Examples of other housing options
- The outline of the infographics will be tabled at the meeting for discussion about the concept, not the detail as yet
- Discuss the concept of developing a forum series of speaker to discuss different housing models and facilitating bus tours of other housing models in Adelaide.

Actions February 2017:

- Develop factsheets in a) universal design and b) co-housing
- Develop a paper explaining housing in Campbelltown
- Explore other Councils with alternative models of housing: Adelaide City, Salisbury

Actions December 2016:

- Staff will table a number of recent housing reports and papers
- Discussion about the current housing situation with a Staff member from the Planning team
5. Explore opportunities for older people

Active Ageing Links: 2, 4

The Social Plan revealed there are people who experience social isolation in Campbelltown due to health, disability, financial reasons, confidence, lack of knowledge or awareness of opportunities. Addressing social isolation involves understanding why people are isolated and seeking to address those barriers, ie transport, options available. Participation in Community life is essential for wellbeing as it provides meaning, social support, value and a sense of belonging. There is an opportunity to review what we already have and identify strategies to help reduce isolation.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Progress</th>
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</thead>
<tbody>
<tr>
<td>1. Look at a range of local, state, national and international programs for older people e.g. Gogetcar, Campaign to end loneliness, Gender specific programs, Grandparenting programs, Social enterprise, Digital assistance, Information sessions (health, multicultural, elder abuse, sleep)</td>
<td>Not started</td>
</tr>
<tr>
<td>2. Explore a series of ‘active ageing workshops’ including planning for retirement</td>
<td>Not started</td>
</tr>
</tbody>
</table>

Actions June 2017:

- No further information to report at this stage

Actions April 2017:

- Staff emailed Members a report about social isolation for consideration and discussion.

Actions February 2017:

- Update Council’s physical activity guide to include other information
- Promote Council’s calendar of events showing all available opportunities
- Explore the potential for a phone number to seek all opportunities for those who do not use online platforms
- Develop a series of workshops on ‘Getting the most out your retirement’ including guest speaker such as Eric Webb from Spring Gully.

Actions December 2016:

- Members will review the website www.campaigntoendloneliness.org and identify opportunities for Campbelltown
- This action is also linked to focus area 1 – census which could identify what gaps there are in terms of service delivery that older people could benefit from.

Updates:

The following updates are based on the October Committee meeting:

- At the October meeting it was raised that the City of Burnside contacts residents turning 70yo. Staff made contact with the City of Burnside and are unable to confirm this program. City of Burnside runs similar programs to CHSP (Campbelltown Home Support Program)
- At the October meeting a question was raised if staff could explore additional coffee clubs programs as part of CHSP. We currently have 7 coffee clubs which have vacancies available. A new monthly coffee and chat program was introduced that allows for a more flexible attendance
- The need for support for people to access online Government services. More research is needed into understanding privacy implications and also explore the capacity of the library through the digital literacy program.
6. Explore neighbourhood development projects for older people

People often reminisce about how their neighbourhoods used to be, neighbours knew each other and helped each other out and there was a real 'sense of Community'. There is an opportunity to help rekindle those natural relationships through identifying and supporting local projects that people can get involved in.

Active Ageing Links: 1,2,4

<table>
<thead>
<tr>
<th>Actions</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Opportunities to gather, socialise, identify and work on local projects</td>
<td>Not started</td>
</tr>
<tr>
<td>2. Develop an understanding of asset based community development in untapping skills, talents, energy and experience of Community members</td>
<td>Not started</td>
</tr>
</tbody>
</table>

Actions June 2017:

- As previously reported a neighbourhood development project will commence from 1 July 2017

Actions April 2017:

- A neighbourhood project has been chosen to commence from 1 July 2017 focusing in Hectorville around the Melville Grove laneways. This will be an opportunity to engage with older people and the rest of the members of the neighbourhood on a local project. Staff have previously been engaging in this space and neighbourhood connections and relationships are not as strong as in other parts of the Campbelltown area. This provides an interesting study project to see how a project might assist build neighbourhood relationships.

Actions February 2017:

- Choose a street pilot to undertake a neighbourhood project i.e. Hectorville around Melville Grove where a community development staff member has commenced.

Actions December 2016:

- Utilising the 'edible landscapes' concept from the TED Talk 'How we can eat our landscapes' with Pam Warhurst, further develop a pilot project engaging local residents in a street.