

Queen Elizabeth II Seniors & Community Centre Advisory Committee Meeting Agenda

Meeting Name	Queen Elizabeth II Seniors Advisory Committee	Meeting No.	4 - CS/11/0007 D-22-147094
Meeting Date	Wednesday, 23 November 2022		
Meeting Time	9:00am		
Meeting Location	QEII Seniors & Community Centre		
Attendees	Cr Bob Hall (BH) Cr Natasha Colliver (NC) Cr Simon Keemink (SK) Cr Michael Reymond (MR) Betty Clark (BC) Over 50's Gentle Gym Class Pat Parker (PP) Pensioners Social Club Jean Steer (JS) Seniors Recreation Council WA Inc. Lina Mittoni (LM) Geraldton & Districts Seniors Action Group Rosetta Finlay (RF) - Minutes	By Invitation	Fiona Norling (FN) Peter Treharne (PT) Pavlina Heiderova (PH)
		Apologies	
		Leave of Absence	
		Distribution	
Purpose of Committee	The Queen Elizabeth II Seniors & Community Centre is a facility vested in the City of Greater Geraldton, with considerable Council capital and by virtue of its funding arrangement Council and State Government capital and has been constructed to meet the needs of senior citizens and other community groups. Refer to Committee Book		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

1 Welcome & Apologies

2 Disclosure of Interests

3 Minutes of Previous Meeting – 24 August 2022

TRIM Reference:	D-22-095635
Discussion:	CONFIRM that the minutes of the Queen Elizabeth II Seniors Advisory Committee meeting held on 24 August 2022 as previously circulated, be adopted as a true and correct record of proceedings.
Recommendation:	
Outcome/Action:	

--- Embedded Attachment ---

Queen Elizabeth II Seniors Advisory Committee

Meeting Minutes

Meeting Name	Queen Elizabeth II Seniors Advisory Committee	Meeting No.	CS/11/0007 D-22-095635
Meeting Date	Wednesday, 24 August 2022		
Meeting Time	9:00am to 10:18am		
Meeting Location	Queen Elizabeth II Seniors & Community Centre		
Attendees	Cr Bob Hall (BH) Cr Natasha Colliver (NC) Cr Michael Reymond (MR)	By Invitation	Yvonne Lovedee Midwest Multicultural Association
	Peter Treharne (PT) Acting Manager, Community & Cultural Development	Apologies	Cr Simon Keemink (SK) Pavlina Heiderova (PH) Betty Clark (BC) Pat Parker (PP)
	Beryl Scott (BS) National Seniors Inc.	Leave of Absence	
	Jean Steer (JS) Seniors Recreation Council WA Inc. Lina Mittoni (LM) Geraldton & Districts Seniors Action Group Rosetta Finlay (RF) - Minutes	Distribution	As Above
Purpose of Committee	The Queen Elizabeth II Seniors & Community Centre is a facility vested in the City of Greater Geraldton, with considerable Council capital and by virtue of its funding arrangement Council and State Government capital and has been constructed to meet the needs of senior citizens and other community groups. Refer to Committee Book		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

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1 Welcome & Apologies

The Chair welcomed the members and **apologies** were noted from:

Cr Simon Keemink (SK)

Pavlina Heiderova (PH)

Betty Clark (BC)

Pat Parker (PP)

Cr Michael Reymond (MR) arrived at 9:05am

2 Disclosure of Interests

No disclosures of interest were made.

3 Minutes of Previous Meeting – 18 May 2022

COMMITTEE RECOMMENDATION:

RECOMMENDED that the minutes of the Queen Elizabeth II Seniors Advisory Committee held on 18 May 2022 as previously circulated, be adopted as a true and correct record of proceedings.

COMMITTEE DECISION:

MOVED LM, SECONDED NC

RECOMMEND that the minutes of the Queen Elizabeth II Seniors Advisory held on 18 May 2022 as previously circulated, be adopted as a true and correct record of proceedings.

CARRIED

4 QEII Centre Upgrade/Extension – Peter Treharne

NOTED BY THE COMMITTEE:

Janell Kopplhuber, City's Community Engagement Officer is assisting with the development of a centre service provider's stakeholder survey.

Consultation will assist in identifying usage/ future growth and the need for centre expansion.

COMMITTEE DECISION:

MOVED BH, SECONDED MR

The Committee resolves that via CGG asset maintenance and future expansion of the centre will be reviewed at a future Council meeting.

CARRIED

5 Department of Communities WA Seniors Strategy Workshop Results – Yvonne Lovedee

NOTED BY THE COMMITTEE:

Yvonne Lovedee conducted six community consultations on behalf of the Department of Communities and additionally a survey was distributed resulting in 10 individual reports.

The Chair commended Yvonne Lovedee for the invaluable work and her contribution on the consultation and reports to progress the cause of seniors.

Reports were tabled.

COMMITTEE DECISION:

MOVED BH, SECONDED MR

The Committee resolves that Peter Treharne is to progress the Midwest Multicultural Association Summary of Consultation for the Department of Communities for the proposed 10 year WA Seniors Strategy – July/ August 2022 be progressed to Council meeting for all councillors to review.

CARRIED

6 Coronavirus Risk Management Update

NOTED BY THE COMMITTEE:

Coronavirus Risk Management agenda item to be removed from the agenda.

COMMITTEE DECISION:

MOVED NC, SECONDED BH

The Committee resolves that this agenda item no longer required for quarterly meeting as current controls in place for the centre are sufficient.

CARRIED

7 Reports to be Received – QEII Monthly Reports and Attendance Figures - May, June and July 2022

NOTED BY THE COMMITTEE:

- Commencement of a new program:
Pickle ball have a go sessions were held the 19 August with 54 seniors in attendance. Two sessions are scheduled per week.
- Rehabilitation Gym is recommencing but due to lack of time/ space the program will only be held once a week not twice as previously scheduled.
- Community / Commercial bookings have increased.
- The Seniors Week draft program is currently with the Communications team
- National Seniors Inc are currently in recession.

8 General Business

Discussion/Topic (brief description)	Additional Staff – Seniors Programming Officer, Rosetta Finlay to provide update on resourcing needs.
Attachments (x#)	N/A
Recommendation (What is the required or suitable outcome/action needed)	N/A
Outcome/Action:	3 new casual staff members have been employed.

Discussion/Topic (brief description)	Woolworths Community Award – Volunteer Nomination for discussion/vote.
Attachments (x#)	N/A
Recommendation (What is the required or suitable outcome/action needed)	Twelve centre volunteers have been nominated by City officers.
Outcome/Action:	Chair thanked volunteers for their contribution.

Discussion/Topic (brief description)	Advertising – Over 50's Geraldton Life Facebook statistics
Attachments (x#)	1x Over 55's Geraldton Life Facebook Statistics - D-22-104000
Recommendation (What is the required or suitable outcome/action needed)	Review ability for television/newspaper advertising.
Outcome/Action:	Rosetta Finlay to discuss television adverting showcasing the centre facilities with Communications team.

Cr Natasha Colliver (NC) (left at 10:10am)

9 Date of next meeting

The next meeting is scheduled for Wednesday, 23 November 2022

- Schedule for 2023 to be determined at the 23 November 2022 Committee meeting.

10 Close

There being no further business the Chair closed the meeting at 10:18am

4 Reports to be Received – QEII Monthly Reports and Attendance Figures – August, September and October 2022

TRIM Reference:	TBA
Discussion:	DISCUSS the highlights and items of particular note and/or action.
Recommendation:	
Outcome/Action:	

--- Embedded Attachment ---

QEII SENIORS & COMMUNITY CENTRE REPORT – AUGUST 2022

Art Class (weekly)	42
Balance Gym (four sessions weekly)	331
Bereavement/Loss Group (monthly)	5
Bingo (monthly)	26
Bowls (weekly)	232
Canasta (twice a week)	65
Cards (weekly)	47
ChatnDo (Spalding Outreach) (weekly)	34
Craft (weekly)	18
Crochet /Knitters Group (weekly)	59
Darts (weekly)	37
Drumming Workshops (Thursday) (two sessions weekly)	54
Drumming Workshops (Tuesday night) (weekly)	20
ESL Class (weekly)	43
Five Hundred Card Game / Rummikub (weekly)	77
Foodbank Van (twice a week)	90
Gentle Yoga (weekly)	27
Line Dancing (weekly)	84
Mah-jongg (twice a week)	48
National Seniors (monthly)	0
Over 50's Gentle Gym (three sessions a week)	334
Parkinson's Support Group – Boxing (two sessions weekly)	75
Pensioners Social Club Meeting/ committee (monthly)	35
Pickle Ball (new program) (twice a week)	148
Pilates (weekly)	77
Pole Walking	14
QEII Advisory Committee (every three months)	10
Rehab Gym (twice a week)	29
Scrabble Group (twice a week)	85
Seniors Online (daily)	115
Seniors Action Group Meeting (monthly) and Celebration Lunch	28
Seniors Recreation Council Inc. (every three months)	0
Switched on Seniors (weekly)	24
Switched on Seniors – One on One sessions	32
Table Tennis (weekly)	62
Taste of the World Cooking Sessions (monthly)	22
Ukulele Dreamers Club (weekly)	61
Visibility Australia (monthly)	11
Walk Group (weekly)	56
Walking Football (weekly)	0
Zumba (weekly)	72
Additional Seniors Sessions	
Advocare Support Officer	10
Seniors Week Committee Meeting	6
Stroke Week – Visit by the Neurological Nurse	20
Seniors Attendance Monthly Total	2665

Note: Library and Lounge Room facilities not included in attendance figures

QEII Seniors Resource Centre

Enquiries Received	August
Centre program Information	71
Pickleball – expression of interest	55
Referral to other senior groups in the community	3
Assistance with accessing forms online/printing	38
Referral to senior service providers e.g. ACAT, Justice of the Peace, Legal Aid	9
Seniors information e.g. seniors card, fuel card, Safety/security rebate	12
Centre registrations	47
Total Centre Enquiries	226

Senior Service Providers:

- Balance Gym - WACRA (WA Centre for Rural Health)
- English as a Second Language Classes – Midwest Multicultural Association
- Over 50's Gentle Gym – WACHS (WA Country Health Service)
- Rehabilitation Gym – WACHS (WA Country Health Service)
- Grief & Loss Group – St John Palliative Care
- Visibility Support Group- Visibility Australia

Advertising/ Displays

- 400 copies of the QEII Senior Newsletter distributed and posted on the City of Greater Geraldton website and Over 50' Geraldton Life
- Email distribution of QEII August newsletter to 520 recipients
- Stroke Week – Neurological information/ Blood pressure checks at the centre
- QEII Seniors Programming officer was invited to the Rotary Club of Greater Geraldton to promote centre programs.
- Midwest Multicultural Association Summary of Consultation for Department of Communities proposed 10 year WA Seniors Strategy

Social media post on Over 50's Geraldton Life page

- 1 x QEII Newsletter – August edition
- 1x National Strike Week
- 1 x Centenarian Project
- 1 x Balance Gym program
- 1 x Outback Bloom festival
- 2 x Pickle Ball Program
- 1 x Tax Help Program
- 1 x WA Seniors Week 2022 Community Grants Program

Regular Community User Groups

- Geraldton Orchid Society
- Sun City Four Square Church

Total for Regular Community Groups = 120

Occasional Community/Commercial Bookings

- Dance Day Disco 30
- Sunset Yoga 400
- Birthday Party 60
- Birthday Party 30
- Disability Drumming Group 10
- Mayor's Prayer Breakfast 150
- Geraldton Seniors College School Ball 150
-

Total for Occasional Community/Commercial Bookings = 860

Total for QEII Seniors & Community Centre August 2022 Attendance = 3645

Rosetta Finlay

QEII Seniors Programming Officer
QEII Seniors & Community Centre Report – August 2022

QEII SENIORS & COMMUNITY CENTRE REPORT – SEPTEMBER 2022

Art Class (weekly)	34
Balance Gym (four sessions weekly)	257
Bereavement/Loss Group (monthly)	10
Bingo (monthly)	25
Bowls (weekly)	174
Canasta (twice a week)	61
Cards (weekly)	132
ChatnDo (Spalding Outreach) (weekly)	41
Craft (weekly)	18
Crochet /Knitters Group (weekly)	82
Darts (weekly)	29
Drumming Workshops (Thursday) (one session weekly)	24
Drumming Workshops (Tuesday night) (weekly)	20
ESL Class (weekly)	29
Five Hundred Card Game / Rummikub (weekly)	65
Foodbank Van (twice a week)	80
Gentle Yoga (weekly)	16
Line Dancing (weekly)	72
Mah-jongg (twice a week)	71
National Seniors (monthly)	0
Over 50's Gentle Gym (three sessions a week)	370
Parkinson's Support Group – Boxing (two sessions weekly)	47
Pensioners Social Club Meeting/ committee (monthly)	32
Pickle Ball (two sessions a week)	153
Pilates (weekly)	59
Pole Walking	17
QEII Advisory Committee (every three months)	0
Rehab Gym (twice a week)	95
Scrabble Group (twice a week)	54
Seniors Online (daily)	100
Seniors Action Group Meeting (monthly) and Celebration Lunch	46
Seniors Recreation Council Inc. (every three months)	0
Switched on Seniors (weekly)	53
Switched on Seniors – One on One sessions	15
Table Tennis (weekly)	52
Taste of the World Cooking Sessions (monthly)	27
Ukulele Dreamers Club (weekly)	46
Visibility Australia (monthly)	0
Walk Group (weekly)	53
Walking Football (weekly)	0
Zumba (weekly)	80
Additional Seniors Sessions Advocare Support Officer	10
Seniors Attendance Monthly Total	2459

Note: Library and Lounge Room facilities not included in attendance figures
Centre was closed for National Day of Mourning on 22 September and Queen's birthday 26 September.

QEII Seniors Resource Centre

Enquiries Received	September
Centre program Information	85
Referral to other senior groups in the community	7
Assistance with accessing forms online/printing	28
Referral to senior service providers e.g. ACAT, Justice of the Peace, Legal Aid	12
Seniors information e.g. seniors card, fuel card, Safety/security rebate	7
Centre registrations	28
Total Centre Enquiries	163

Senior Service Providers:

- Balance Gym - WACRA (WA Centre for Rural Health)
- English as a Second Language Classes – Midwest Multicultural Association
- Over 50's Gentle Gym – WACRA (WA Centre for Rural Health)
- Rehabilitation Gym – WACHS (WA Country Health Service)
- Grief & Loss Group – St John Palliative Care
- Visibility Support Group- Visibility Australia

Advertising/ Displays

- 400 copies of the QEII Senior Newsletter distributed and posted on the City of Greater Geraldton website and Over 50' Geraldton Life
- Email distribution of QEII September newsletter to 520 recipients

Social media post on Over 50's Geraldton Life page

- 1 x QEII Newsletter – September edition
- 1x Getting Connected – online skills workshop
- 1 x Rehabilitation Gym
- 1x Multicultural Lunch
- 1 x Pickleball
- 1 x Chapman Valley educational bushwalks
- 1 x Geraldton Regional Art Gallery Town Hall exhibition
- 1 x Queens Elizabeth II Condolence Book
- 1 x Community Citizen of the Year Awards
- 1x Neurological Council of WA Carers Morning Tea
- 1 x Morning Melodies
- 1 x Pizza Wine & Film Night - QPT
-

Regular Community User Groups

- Geraldton Orchid Society
- Sun City Four Square Church

Total for Regular Community Groups = 120

Occasional Community/Commercial Bookings

- Dance Day Disco 30
- Sunset Yoga 400
- Wedding Reception 250
- Disability Drumming Group 10
- Welsh Choir 40
- Hospital Auxiliary Anniversary 80
- Socialdeck 50

Total for Occasional Community/Commercial Bookings = 860

Total for QEII Seniors & Community Centre September 2022 Attendance = 3529

Rosetta Finlay

QEII Seniors Programming Officer

QEII Seniors & Community Centre Report – September 2022

QEII SENIORS & COMMUNITY CENTRE REPORT – OCTOBER 2022

Art Class (weekly)	40
Balance Gym (four sessions weekly)	301
Bereavement/Loss Group (monthly)	11
Bingo (monthly)	32
Bowls (weekly)	246
Canasta (twice a week)	75
Cards (weekly)	97
ChatnDo (Spalding Outreach) (weekly)	51
Craft (weekly)	7
Crochet /Knitters Group (weekly)	68
Darts (weekly)	32
Drumming Workshops (Thursday) (one session weekly)	35
Drumming Workshops (Tuesday night) (weekly)	20
ESL Class (weekly)	19
Five Hundred Card Game / Rummikub (weekly)	75
Foodbank Van (twice a week)	80
Gentle Yoga (weekly)	11
Line Dancing (weekly)	63
Mah-jongg (twice a week)	61
National Seniors (monthly)	12
Over 50's Gentle Gym (three sessions a week)	334
Parkinson's Support Group – Boxing (two sessions weekly)	64
Pensioners Social Club Meeting/ committee (monthly)	30
Pickle Ball (two sessions a week)	139
Pilates (weekly)	62
Pole Walking	14
QEII Advisory Committee (every three months)	0
Rehab Gym (twice a week)	93
Scrabble Group (twice a week)	60
Seniors Online (daily)	95
Seniors Action Group Meeting (monthly) and Celebration Lunch	46
Seniors Recreation Council Inc. (every three months)	0
Switched on Seniors (weekly)	54
Switched on Seniors – One on One sessions	16
Table Tennis (weekly)	43
Taste of the World Cooking Sessions (monthly)	0
Ukulele Dreamers Club (weekly)	52
Visibility Australia (monthly)	10
Walk Group (weekly)	59
Walking Football (weekly)	0
Zumba (weekly)	77
Additional Seniors Sessions Advocare Support Officer	10
Seniors Attendance Monthly Total	2594

Note: Library and Lounge Room facilities not included in attendance figures Centre.

Due to low attendance number sChair Yoga last session was held the 31 October.

National Seniors Inc held their final meeting as a branch in October.

QEII Seniors Resource Centre

Enquiries Received	October
Centre program Information	76
Referral to other senior groups in the community	
Assistance with accessing forms online/printing	42
Referral to senior service providers e.g. ACAT, Justice of the Peace, Legal Aid	
Seniors information e.g. seniors card, fuel card, Safety/security rebate	16
Centre registrations	32
2022 Seniors Week Bookings Taken	561
Total Centre Enquiries	727

Senior Service Providers:

- Balance Gym - WACRA (WA Centre for Rural Health)
- English as a Second Language Classes – Midwest Multicultural Association
- Over 50's Gentle Gym – WACRA (WA Centre for Rural Health)
- Rehabilitation Gym – WACHS (WA Country Health Service)
- Grief & Loss Group – St John Palliative Care
- Visibility Support Group- Visibility Australia

Advertising/ Displays

- 400 copies of the QEII Senior Newsletter distributed and posted on the City of Greater Geraldton website and Over 50' Geraldton Life
- Email distribution of QEII Centre Newsletter to 520 recipients
- Email distribution of 2022 Seniors Week Program to 520 recipients

2022 Seniors Week Program Distribution

- Full page advertisement in The Midwest Times 17 October edition
- Distribution of 2500 hard copies 2022 Seniors Week program to 43 outlets.
- Events advertised in The Senior newspaper.

Social media posts on Over 50's Geraldton Life page

- 1 x QEII Newsletter – October edition
- 1 x Pilates
- 2 x RSPCA Community Action Day
- 1 x Chair Yoga
- 1 x 2022 Seniors Week Program
- 1 x Geraldton Regional Art Gallery Town Hall exhibition
- 1 x Morning Melodies
- 1 x Over 50's Gentle Gym
- 1 x Mayors Mystery Bus Tour (Seniors Week)
- 1 x Morning Melodies
- 1 x Multicultural Concert (Seniors Week)
- 1 x Seniors Safety & Security Rebate Information
- 1 x Community Nursery Open Day (Seniors Week)
- 1 x Seniors Week Bookings opening dates information
- 1x Mental First Aid for Seniors Training
- 1 x Seniors Week Media Release
- 1x Canasta Group
- 1 x Seniors Week Film details
- 1 x Town Hall exhibition (Seniors Week event)
- 1 x Greenough Museum & Gardens (Seniors Week event)
- 1 x Lara Dalton MLA Morning tea (Seniors Week event)
- 1 x Have a Go at Wonthella Outdoor Bowls (Seniors Week event)

QEII Seniors & Community Centre Room Hire

Regular Community User Groups

- Geraldton Orchid Society
- Sun City Four Square Church

Total for Regular Community Groups = 120

Occasional Community/Commercial Bookings

Upper Hall

- Sunset Yoga 250
- Disability Drumming Group 10
- Friends of the Library Book sale 260
- Midwest Darts Competition 200
- Contractors Meeting 20
- Wajarri Yamaji Meeting 150

Lower Hall

- Dance Day Disco 30 (Lower Hall)
- Birthday Party 140
- Fijian Association Celebration 100
- Geraldton City Band x 2 sessions 160
- RSPCA Open Day 200 (completed 70 dog health checks) (on verandah)

Freeman Meeting Room

- Yoga Class for Mental Health x 2 sessions 30
- Stress Relief Classes – cancelled

Activity Room

- Warden Training 7

Patio Area

- Veterans Healthy Eating Information Session 20

Total for Occasional Community/Commercial Bookings = 1577

Total for QEII Seniors & Community Centre October 2022 Attendance = 4171

Rosetta Finlay

QEII Seniors Programming Officer

5 Committee Meeting Schedule for 2023

TRIM Reference:	D-20-020239
Discussion:	DISCUSS and determine the meeting schedule for 2023.
Recommendation:	Suggested that meeting months align with the same quarter as the other Community and Culture department committees – see embedded attachment.
Outcome/Action:	

- - - Embedded Attachment - - -

2023 COMMUNITY AND CULTURE COMMITTEE MEETINGS

MEETING	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
GERALDTON REGIONAL ART (RC/8/0011) Minutes: Moana Wilson			16			15			14	*Committees Dissolve in September 2023 for Council Elections for expiring members*		
HERITAGE (GR/10/0028) Minutes: Annette Burton			9			8		7				
QEII SENIORS (CS/6/0014) Minutes: Rosetta Finlay			23			22		21				
CRIME PREVENTION (ES/9/0003) Minutes: Moana Wilson			30			29		28				

6 General Business

Discussion/Topic (brief description)	
Attachments (x#)	
Recommendation (What is the required or suitable outcome/action needed)	
Outcome/Action:	

7 Date of next meeting

The next meeting date will be as per outcome of Item 5.

8 Close