

Queen Elizabeth II Seniors and Community Centre Advisory Committee

Meeting Agenda

Meeting Name	Queen Elizabeth II Seniors and Community Centre Advisory Committee	Meeting No.	1 – D-24-018834
Meeting Date	Tuesday, 05 March 2024		
Meeting Time	3:30pm – 4:30pm		
Meeting Location	Civic Centre – The Greenough Room		
Attendance by Electronic Means	<i>Nil</i>		
Attendees	Deputy Mayor Natasha Colliver Cr Jennifer Critch Cr Jenna Denton Cr Steve Cooper Fiona Norling FN Peter Treharne PT Pavlina Heiderova PH Rosetta Finlay RF Shauni Norman (Minutes)	By Invitation	Margot Adam/Katrina Wheeler
		Apologies	
		Leave of Absence	
		Distribution	
Purpose of Committee	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-V4](#)

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

1 Welcome and Apologies

2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

3 Appointment of Presiding and Deputy Member

4 Review of Terms of Reference

1.1 Queen Elizabeth II Seniors and Community Centre Advisory Committee

Click here to return to the [Quick Reference by Committee](#)

Purpose:

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.

Committee Members:

All members appointed by a Council Decision have full voting rights.

Council Members (four)

1. Deputy Mayor Cr N Colliver
2. Cr J Denton
3. Cr S Cooper
4. Cr J Critch

Appointments of Chair / Deputy Chair to occur at the first meeting.

Other Attendees – Invitation Only (non-voting):

External Members – Representatives from the following groups:

Over 50's Gentle Gym
Pensioner's Social Club
National Seniors Inc.
Geraldton & District Seniors Action Group
Seniors Recreation Council of WA Inc.

City of Greater Geraldton - support staff

Director of Community and Culture or delegate.

Council Resolution:

Date: 28 November 2023
Item Number: CEO110

Term of Office:

Membership expires 18 October 2025 or as determined by Council

Terms of Reference

SET and define the Terms of Reference of the Queen Elizabeth II Seniors and Community Centre Advisory Committee to be:

- a. the quorum of a committee meeting is in accordance with Section 5.19 of the Local Government Act 1995, at least 50% of the number of offices (whether vacant or not) of member of the Committee;
- b. appoint four Council Members to this Committee;

- c. in the first instance, to provide a facility to accommodate services as required by primary user groups and provide a facility to accommodate primary and secondary user groups who use the Centre to meet at regular intervals to discuss their common and particular needs and interests in the Centre;
- d. to develop community awareness of the potential and limitations of these facilities;
- e. to encourage a co-operative attitude among people who use the facilities so that the most effective use is obtained to the satisfaction of the community generally. To coordinate the use of facilities by all user groups, and to endeavour to provide for requested activities;
- f. to make recommendations to Council on modifications to and development of these facilities in line with changing community and user needs;
- g. to provide a means of communication between The City of Greater Geraldton and the people who use the Queen Elizabeth II Seniors & Community Centre; and
- h. to promote the general good of users of the Centre by providing the building and general environment for their promotion of health and well being.

Delegation:

There is no delegated authority.

Meeting Details (if known)

Meetings held quarterly

5 Disclosure of Interests

6 Applications for Leave of Absence

7 Minutes of Previous Meeting

04 October 2023

Queen Elizabeth II Seniors and Community Centre Advisory Committee

Meeting Minutes

Meeting Name	Queen Elizabeth II Senior and Community Centre Advisory Committee	Meeting No.	D-23-132477
Meeting Date	Wednesday 04 October 2023		
Meeting Time	9:00am – 10:00am		
Meeting Location	QEII Seniors and Community Centre		
Attendance by Electronic Means	<i>In accordance with the Local Government (Administration) Regulations 1996 regulation 14C (2) - Attendance has been authorised by the Mayor for ** to attend this meeting by electronic means.</i>		
Attendees	Cr Bob Hall BH (Chair) Cr Natasha Colliver NC Cr Michael Reymond MR Peter Treharne PT (CGG) Pavlina Heiderova PH (CGG) Rosetta Finlay RF (Minutes)	By Invitation	Jean Steer JS Seniors Recreation Council Greater Geraldton Branch Lina Mitton LM Geraldton and Districts Seniors Action Group Pat Parker PP Pensioners Social Club Shauni Norman CGG
		Apologies	Fiona Norling FN (CGG) Cr Simon Keemink SK Betty Clark BC Over 50's Gentle Gym
		Leave of Absence	
		Distribution	As listed
Purpose of Committee	Refer to Committee Book		

1 Welcome and Apologies

The Chair welcomed the Committee and noted apologies from FN and SK.

2 Acknowledgement of Country

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3 Disclosure of Interests

Nil

4 Applications for Leave of Absence

Nil

5 Minutes of Previous Meeting

Committee Recommendation:

RECOMMENDED that the minutes of the Queen Elizabeth II Seniors and Community Centre Advisory Meeting held on 21 June 2023 as previously circulated, be adopted as a true and correct record of proceedings.

COMMITTEE DECISION: MOVED MR, SECONDED NC

CARRIED 3/0

Not Voted: 1

No Votes: 0

Yes Votes: 3

Name	Vote
Cr. B Hall	YES
Cr. N Colliver	YES
Cr. M Reymond	YES
Cr S Keemink	NOT PRESENT

6 Reports to be Received – Centre Monthly Figures July – August

The reports have been table at the meeting and accepted by the Committee.

Highlights from reports past events:

Flannelette Friday, Dying to know Day, Men's Shed 30 anniversary event.

Noted the Department of Communities six (6) monthly report was tabled.

7 Centre Fees and Charges

The fees and charges were discussed by the Committee for current financial year.

8 EOI Seniors Programs

The Committee noted there are new programs are being planned from the Eol's received.

9 Seniors Week 2023

Seniors' week starts on 12 – 19 November 2023, the program will be circulated once it is completed.

10 General Business

The Committee discussed the current "War on Waste" and ways they are planning towards Net Zero with events such as the clothes swap and "keep cup" promotion within the Centre.

Noted a request for assistance of table set up and pack down on monthly basis. ACTION PH and PT to look into potential volunteers and adding a regular calendar reminder for staff to assist.

ACTION Table audit to be conducted by PH to ensure they up to standard and removal of any damaged.

Request for an item to be added for the next Committee to ensure Capital works nomination is progressed for the expansion of the Centre in relation to the feasibility survey.

11 Close

There being no further business the Chair closed the meeting at 09:52am

8 Meeting Scheule and Date of next meeting

9 Close