



MINUTES OF MEETING

MEALS ON WHEELS ADVISORY COMMITTEE

HELD WEDNESDAY 9 SEPTEMBER 2015

NOTE: All minutes are subject to confirmation at a subsequent Council or Planning and Strategy Committee meeting.

PRESENT:

Other Representatives

Robert Reed	Community Member
John Collins	Community Member
Maureen Cotterell	Community Member
Andrew McEwen	Community Member
June Whelan	Community Member

Council Staff

Tom Miles	Food Services Coordinator (FSC) - minutes
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TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Meals on Wheels Committee** met on Wednesday 9 September 2015, to consider the matters referred to it and now provides the following advice to Council.

OPEN The meeting commenced at 3.08pm

ITEM 1 APOLOGIES & LEAVE OF ABSENCE

Cllr Jean Hay, Mayor (ex-officio), Cllr Adele Heaseman, Michelle Sas, Sandra Faase

ACTION

ITEM 2 DECLARATIONS OF INTEREST

Nil.

ITEM 3 CONFIRMATION OF MINUTES & MATTERS ARISING

The minutes of 8 July 2015 are confirmed. These minutes were adopted at Council's Planning & Strategy Meeting of 3 August 2015.

Secretariat

Matters arising:

- There was discussion about the service's 50th Birthday celebrations. The Mayor has agreed to have the function in the Council Chambers on Thursday November 5, 2015. It was agreed that the Birthday function and Volunteer Christmas Function remain separate. Tom will look into options for the Volunteer Christmas Lunch – Balgowlah RSL, Balgowlah Bowling Club and Dee Why RSL

Recommendation

The Committee recommends to the General Manager that:

	1. That the service 50th Anniversary function remains separate to the Volunteers Christmas Function.	ACTION
ITEM 4	FINANCE REPORT The Finance Report for the year 2014/15 and the Finance Report for the months of July / August 2015 were presented to the Committee. Recommendation The Committee recommends to the General Manager that: 1. That the Finance Report for 2014/15 and the Finance Report for July/August 2015 be accepted and attached to the minutes for Council's consideration.	
ITEM 5	COORDINATOR'S REPORT The FSC presented the July / August 2015 Coordinator's Report. Items of interest include: Service Target for 2015-16: • Target 2015/2016 = 38,266 meals (per month = 3,189) • YTD target (July 2015 - August 2015) = 6,378 services • Services / meals delivered in July / August = 3,215 • YTD delivered = 3,215 (50.4%) • Meals/services delivered in July / August: 2,636 (to 184 CHSP clients): • Meals sold at the Centre: 158 • Clients at Seaforth Community Restaurant (2 Mondays): 29 • Clients at Manly Community Restaurant (9 Fridays): 98 • Clients at Manly CBD Community Restaurant (8 Tuesdays): 249 • Shopping bus to Warringah Mall (8 trips): 45 • Total services in July / August = 3,215 (44 working days; per day) Service Sustainability & Growth • The service currently has 155 volunteers. • There have been quite a few new clients with most being referred by family. • A few referrals have come via the My Aged Care Portal. And direct referrals need to be recorded in the Portal. • The CBD restaurant's monthly themed lunch is very popular; in July, we celebrated Bastille Day and Christmas in July. In August, we celebrated 3 years of the Community Lunch in Manly. • The Federal Government announced that they will not proceed with the Commonwealth Home Support Program National Fees Policy. The Press Release, from Minister Fifield, guaranteed Service funding until 30 June, 2018. A contract has been signed continuing the funding until 31 October.2015, with a further contract to arrive in September 2015 which the Dept. of Social Services has indicated will likely be for the full funding amount. Service governance and other matters • The contract with Master Catering will expire in October 2015. FSC and SCDO to follow this up. Recommendation The Committee recommends to the General Manager that: 1. That the Coordinator's Report for July/August 2015 be accepted and attached to the minutes for Council's consideration.	FSC

ITEM 6 GENERAL BUSINESS

Nil

ITEM 7 NEXT MEETING DATE:

Date: Wednesday 11 November, 2015

Time: 3.00pm

Venue: Volunteers Room, Meals on Wheels Distribution Centre

Meeting closed at 4.05 pm