

## Attachment 1 – Key Milestones and Timelines

### Key Milestones and Timelines

Key milestones	Timelines
Tender advertised	23/2/06
Steering Committee appointed	10/3/06
Tenders close	17/3/06
Consultant selected and appointed	31/3/06
Consultation methodology finalised and participants briefed	20/4/06
Key Issues Discussion Papers presented to Steering Committee *	11/5/06
Consultation completed *	30/6/06
Draft Strategy Plan and Action Plan developed and distributed to Steering Committee *	28/7/06
Draft Ageist Education Module presented to Steering Committee for comment	28/7/06
Draft Strategy Plan & Action Plan presented to Council	25/8/06
Follow up consultation undertaken to refine Plans *	27/9/06
Ageist Education Module printed	13/10/06
Strategy Plan and Action Plan submitted to Council for adoption *	11/11/06

<b>Project Title</b>	<i>Positive Ageing Strategy</i>
<b>Project Type</b>	<input type="checkbox"/> Funding Submission <input checked="" type="checkbox"/> Capital Project <input type="checkbox"/> Recurrent New Initiative <input type="checkbox"/> Councillor Priority <input checked="" type="checkbox"/> Major Policy Project <input type="checkbox"/> Other _____
<b>Vision</b>	<i>Yarra City Council is undertaking a community consultation to develop a service and infrastructure framework to form the basis of a 'whole of Council' Strategy plan to respond to the opportunities and challenges of an ageing population in the City.</i>
<b>File No. / Ref.</b>	<i>12/10/25</i>
<b>Description</b>	<p><i>Principles of active citizenship, 'positive ageing and ageing in place' will drive the consultation process. Positive ageing promotes healthy, positive and independent experiences of becoming older. Ageing in place is concerned with providing appropriate in-home and community based care services for frail older people that maximise connections to each person's home, community and way of life.</i></p> <p><b><i>Purpose of the consultation</i></b></p> <p><i>The consultation is being undertaken to engage residents in the City of Yarra 55 years +, their families, carers, advocates and relevant service providers to develop a Strategy plan for the development of assets and social infrastructure in the City and it will address the following key components:</i></p> <ul style="list-style-type: none"> <li><i>• to build on Council's existing policies, programs and services and develop a Strategy plan for 2006 – 2016, acknowledging the specific demands people 55 years + will place on Council's asset and social infrastructure;</i></li> <li><i>• to acknowledge and plan for residents changing needs, their different requirements for services and their different expectations of Council;</i></li> <li><i>• to identify key Strategy issues which will form the basis of the plan eg.</i></li> <li><i>• changing demographics, especially cultural and economic, increasing income gap between the rich and disadvantaged and ageing indigenous requirements;</i></li> <li><i>• key issues in Council's internal and external environment;</i></li> <li><i>• to explore opportunities to develop intergenerational community hubs;</i></li> <li><i>• to examine asset and social infrastructure reports and review and examine facilities in Yarra and recommend appropriate development and models for community facilities within Yarra's neighbourhoods to cater for the future needs of people 55 years +;</i></li> <li><i>• to identify and build on existing community based capacity building initiatives through undertaking a review of Strategy partnership opportunities and identify specific areas for Council to take joint action with community organisations;</i></li> <li><i>• to explore opportunities arising from emerging Commonwealth and State Government initiatives, particularly strategies that promote the integration of services across Council and Yarra;</i></li> <li><i>• to research and identify current and future attitudes towards ageism and propose strategies to implement an ageist education module for use across Council and throughout the community service sector in Yarra.</i></li> </ul>
<b>Background</b>	<i>The United Nations initiated discussion internationally in April 2002, when it convened the Second World Assembly on Ageing and developed the International Plan of Action of Ageing 2002. The Plan is a practical tool to assist policy makers to focus on the key priorities associated with individual and population ageing and focuses on four major tenets for ageing communities</i>

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	<p><i>covering: lifelong development; inter-generational relationships; the relationship between population ageing and development and the situation of older people.</i></p> <p><i>Governments around the world were encouraged from this initiative. The Australian Commonwealth Government urged state and local governments to plan proactively and develop innovative, compassionate, sensitive and inclusive policy to build the capacity of community to plan and provide services for their burgeoning ageing population.</i></p> <p><i>While Council supports older residents through many direct and indirect programs (leisure services, HACC services, neighbourhood houses, social support grants, accommodation etc), it does not have a specific strategy to guide its approach to supporting older residents. Increasingly, State Government and other funding bodies are aligning programs and funding opportunities to directions set out in local Positive Ageing Plans. The preparation of a Strategy and Plan will provide a coherent approach and focus for the next 10 years.</i></p> <p><i>As part of the recent focus on asset management, social infrastructure and neighbourhood planning across Council, the preparation of a Positive Ageing Strategy and Action Plan will also guide Council in making decisions about the future use and development of assets (senior citizens' centres, community halls and hubs etc). The Plan will be utilised to guide capital works and asset management plans.</i></p> <p><b><i>Initiation of Strategy Development</i></b></p> <p><i>Council is well positioned to have a positive and crucial impact on the growing older population through its:</i></p> <p><i>intimate knowledge of the local community and identification of the diversity of older people;</i></p> <p><i>provision of infrastructure and facilitation of developments to ensure the physical, social and economic environment of Yarra is favourable to the overall well-being of older people;</i></p> <p><i>planning and provision of services and programs that are flexible and locally appropriate to their needs of older people;</i></p> <p><i>community participation in local decision-making and development of community networks; and</i></p> <p><i>advocacy on behalf of the local community with other government and non-government organisations.</i></p>
<b>Scope of Project</b>	<p><b><i>The project scope will comprise of the following components:-</i></b></p> <p><i>community consultation and assessment of current and future seniors 55 years + needs 2006 – 2016, inclusive of all representative groups in the City, based on foresight planning processes;</i></p> <p><i>investigation of new trends and development in the provision of services and approaches, locally and internationally, based upon integrated planning principles;</i></p> <p><i>consultation with current senior centre users and local community groups regarding the development or replacement of Council owned community facilities and social infrastructure across Yarra;</i></p> <p><i>consultation with all Branches in Council;</i></p> <p><i>consultation with non-government organisations and key services in Yarra providing services for Seniors 55 years +;</i></p> <p><i>Department of Human Services regional staff and regional councils as</i></p>

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	<p><i>appropriate;</i></p> <p><i>consultation with business corporations to gauge their interest in partnering or collaborating with local government and participating in planning pro-actively to create age-friendly communities; and</i></p> <p><i>to research and identify current and future attitudes towards ageism and propose strategies to implement an ageist education module for use across Council and throughout the non-government sector in Yarra.</i></p>	
<b>Project Sponsor</b>	<i>Adrian Murphy</i>	
<b>Project Manager</b>	<i>Fran Moloney</i>	
<b>Timing</b>	<b>Key milestones</b>	<b>Timelines</b>
	<i>Tender advertised</i>	<i>23/2/06</i>
	<i>Steering Committee appointed</i>	<i>10/3/06</i>
	<i>Tenders close</i>	<i>17/3/06</i>
	<i>Consultant selected and appointed</i>	<i>31/3/06</i>
	<i>Consultation methodology finalised and participants briefed</i>	<i>20/4/06</i>
	<i>Key Issues Discussion Papers presented to Steering Committee *</i>	<i>11/5/06</i>
	<i>Consultation completed *</i>	<i>30/6/06</i>
	<i>DRAFT Strategy Plan and Action Plan developed and distributed to Steering Committee *</i>	<i>28/7/06</i>
	<i>Draft Ageist Education Module presented to Steering Committee for comment</i>	<i>28/7/06</i>
	<i>Draft Strategy Plan &amp; Action Plan presented to Council</i>	<i>25/08/06</i>
	<i>Follow up consultation undertaken to refine Plans *</i>	<i>27/9/06</i>
	<i>Ageist Education Module printed</i>	<i>13/10/06</i>
	<i>Strategy Plan and Action Plan submitted to Council for adoption *</i>	<i>11/11/06</i>
<b>Outputs</b>	<p><b><i>Outputs of the project will include:</i></b></p> <p><i>A Positive Ageing Strategy and Action Plan</i></p> <p><i>An indicative budget identifying the cost of proposals</i></p> <p><i>Ageist Educational Module</i></p>	
<b>Key Features</b>	<p><i>Specific consultations are to be undertaken with special interest groups. The consultations will include, but not be limited to:</i></p> <ul style="list-style-type: none"> <li><i>• ethnic communities &amp; clubs;</i></li> <li><i>• public housing tenants;</i></li> <li><i>• neighbourhood houses;</i></li> </ul>	

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	<ul style="list-style-type: none"> <li>• <i>business representatives;</i></li> <li>• <i>Non Government Organisations in Yarra;</i></li> <li>• <i>community Health Centres;</i></li> <li>• <i>educational groups and services;</i></li> <li>• <i>recreation and leisure services.</i></li> </ul>
<b>Cost Estimate</b>	\$35,000
<b>Funding Source</b>	<i>Budget item 05/06</i>
<b>Grant Conditions</b>	<i>Capital Works 05/06</i>
<b>Program Stream</b>	<i>Capital Works</i>
<b>Project Control Group</b>	<p><b>Steering Committee</b></p> <p><i>Steering Committee members will be drawn from the community and represent key older persons, relevant stakeholder non-government organisations, Council, Community Health Centres, State Government, Allied Health services and other aged related care services. A business representative will be invited onto the committee.</i></p>
<b>Consultation Plan</b>	<p><b>Methodology</b></p> <p><b>Stage 1</b></p> <p><i>Upon completion of a literature search a Key Issues Discussion Paper is to be written, identifying and analysing attitudes and trends on positive ageing issues, locally and internationally.</i></p> <p><i>The Key Issues Discussion Paper is to be circulated to key stakeholders before each consultation.</i></p> <p><i>The methodology used to develop the Positive Ageing Strategy Plan will be action research. "Action research is essentially participatory research. Findings and new recommended actions cannot be imposed. They must be accepted by the researched. They must see it as their research, in their interests and as something they can affect, so it works better for them."</i></p> <p><i>A Draft Positive Ageing Strategy Plan and Action Plan are to be developed and presented to the Steering Committee for editing and approval.</i></p> <p><i>A Draft Ageist Educational Module is also to be developed and presented to Council.</i></p> <p><b>Stage 2</b></p> <p><i>Further consultation and refinement of the Positive Ageing Strategy Plan and Action Plan, following distribution and consultation of the Drafts.</i></p> <p><i>Production of the Ageist Module.</i></p> <p><i>Publication of City of Yarra Strategy Plan and Action Plan 2006 – 2016.</i></p>
<b>Success Factors</b>	<p><i>Meaningful stakeholder engagement.</i></p> <p><i>Engagement of Council Branches through integrated planning processes.</i></p> <p><i>Strategy Plan and Action Plan endorsed by key stakeholders and adopted by</i></p>

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	<i>Council.</i>
<b>Initial Risk Assessment</b>	<p><i>Limited buy-in by all or some key stakeholders. Current users of senior centres are not effectively engaged and committed to developmental outcomes.</i></p> <p><i>Managing expectation of the community, regarding resources.</i></p> <p><i>Meaningful engagement of Council Branches does not lead to integrated planning.</i></p>
<b>Communications &amp; PR</b>	<p><i>Communications will arise as part of the consultation strategy and include:</i></p> <ul style="list-style-type: none"> <li><i>• promotion of role of older residents within our community and why Council has initiated plan;</i></li> <li><i>• use of CALD media;</i></li> <li><i>• raising awareness of positive aspects of ageing population;</i></li> <li><i>• encouraging residents to participate in planning process;</i></li> <li><i>• increasing awareness of trends, healthy ageing and Council role.</i></li> </ul>
<b>Authority to Proceed</b>	<i>2005-06 Capital Works program and Executive dated August 2005.</i>
<b>Reporting Requirements</b>	<i>Draft and Final Strategy and Plan will be reported through to internal areas of organisation, Steering Group, Council and residents.</i>