

**ARMIDALE / URALLA MEALS  
On WHEELS INC.**

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**Office Hours of Business:**

**Monday to Friday—9am to 3pm**

**Closed on Public Holidays**

Armidale Uralla Meals on Wheels gratefully receives funding from the federal government under the Department of Health's Commonwealth Home Support Programme (CHSP).

**Management Committee:**

Rick Mills—President

Bob Franklin—Vice President

Jill Bennett—2nd Vice President

Jon Spilsbury—Treasurer

Meg Nicol—Secretary

Committee Members:

John Hamel / Martin Hazell / Bev Pitt / Doug Lobban

Maryanne Munsie / Dee Hillard



Australian Government  
Department of Health



We are a registered Charity under the Australian Charities & Not-for-Profits Commission (ACNC).

## Spring Cleaning or down-sizing?

Spring is in the air! Are you spring cleaning or preparing to down-size? I thought I would pass on some tips picked up from those who have managed this difficult process. Focus on the things that you really need and that you enjoy having around you. **First step – stop putting it off!**

As a starting point, if you had 10 minutes to prepare to leave your home, what would you take? Make a list. Do you have one box of your important documents or precious items? Does your family know where legal documents are kept? These matters are high priority. Maybe ask a trusted friend to help you think through this process.

If you are down-sizing things that have been precious in your life, take some time to enjoy the associated memories. You might be able to pass things on to family members or friends. Enjoy sharing stories about items, that way the person can then appreciate why an item has been important in your life.

The task can be less overwhelming if you make a list and focus on planned stages, eg. Process one room at a time, or process one group of items, eg. Clothes/ books/ photos/ craft / tools etc. Identify outlets that take unwanted items. Consider charitable groups who do great work in the community and would appreciate donated goods eg Rotary Book Fair; Back Track will take tools or metalware; Splinter Group or Men's Shed accept good timber; Rotary Preloved Art Sale (October); wool is accepted at the Library for their "wrapped with love" project; clothes and household items can go to the charity shops in town.

Rather than do this in panic, take some time to work through things so you feel at peace with the choices you make. Set yourself realistic goals. **Give yourself a pat on the back for what you achieve.**

## Blanket Donations

Once again this year, we were fortunate to be given several blankets from the U3A Knitting & Crochet group so that we could pass them on to some of our clients.

We drew names from a hat and asked a few of our volunteers to deliver the colourful surprise to the lucky recipients.



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## Special Summer Book Fair

Special weekend book fair proposed Dec 1-2. Rotary have so many books already for the 2019 Book Fair they are going to share some with us before Christmas! Keep an eye out for advertising!

# Armidale/Uralla Meals on Wheels

## Spring 2018 NEWSLETTER

OCTOBER 2018

## Welcome to our Newsletter

### What is Wellness & Reablement?

The federal government has a new focus in Aged Care services which they have called "Wellness & Reablement."

We're pretty sure the bureaucrats made up the word 'reablement' but we think that it refers to 'recovery' in particular for people who have sustained an injury or may be recovering from an illness and may only require services for a short period of time in order to get back to their previous level of independence and function.

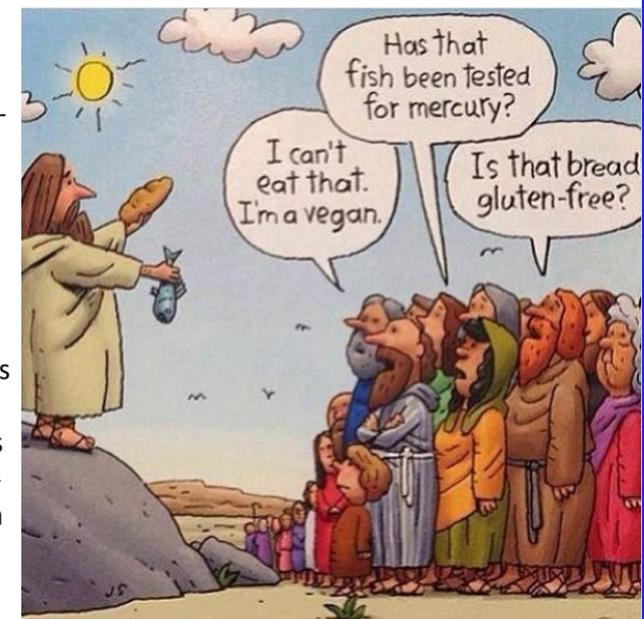
Wellness is simply about a person's wellbeing and their sense of identity, purpose, safety and independence.

The Department of Health now requires service providers like Meals on Wheels to report on the wellness and reablement strategies built into our services and how we demonstrate appropriate service provision for all our clients.

This means we need to show how we provide services at a level that suits the requirements of each individual and ensuring that we offer a range of meal choices as well as meeting individual dietary requirements.

Some of our short-term clients just need some help while they are in recovery and are keen to get back to their usual level of function, whereas many of our long term clients are unable to safely prepare meals and rely on our service to provide nutritional food options to maintain their wellbeing.

We strive to offer choice – both in our meals and other food options (soups, desserts, smoothies, sandwiches, salads) as well as the client choosing which days of the week they receive meals. This all contributes to our clients retaining control over their decisions and choices which makes a difference in a persons sense of independence and wellbeing.



## From the Managers' Desk....



Kerry Williams  
Manager

It's that time of the year ago folks - as we enjoy the change in seasons, we will shortly be making changes to our menu to offer salads several times each week and some lighter, more 'summery' meal options.

**2018 AGM - All our Volunteers are invited to attend and participate in the 2018 Annual General Meeting which is to be held with an afternoon tea at 2.30pm on Monday 29th October.**

**Any of our clients who might be interested are also welcome .**

We know that meetings can be a bit stale sometimes but they are necessary requirement for an organisation and an AGM is mandatory for us to report back to our members. This provides a great opportunity for people to make suggestions about how the organisation could change or improve in the future, for Members to question any of the Management Committee or the Manager about activities of the last 12 months or plans for the future.

I would like to **thank Jon Spilsbury**, our current treasurer, who is stepping down from the committee at the AGM. His financial and business knowledge has provided us with valuable input for many years which is much appreciated. We do look forward to seeing him on his regular delivery run with the NAB Agri-business staff, which is also appreciated.

Deirdre Hillard has also been on our committee for many years as a Uralla community representative & as she also steps down from Committee duties, we heartily thank her for her many hours of service but are grateful of her continued role as one of our regular drivers. **Thank you Dee!**

### Vale Jane Richardson

We wanted to pause and make special mention of the passing of our matriarch Mrs Jane Richardson who is one of the people responsible for us being here today. She was the founding Secretary of our organisation and we have newspaper clippings reporting the early formation of the service including seeking out appropriate sites for a base and rounding up the first group of volunteer drivers.

Mrs Richardson contributed in many roles over our entire history - Her daughter Penny informed me that she insisted on accompanying her on delivery runs until quite recently and would instruct Penny on where she was to go and what to do. I hope she is proud of the services we are continuing to provide this community every day.

Kerry Williams

More  
than just  
a meal

### In Memoriam

Our condolences and thoughts to the loved ones of the following clients whom we have been proud to serve whether it be for a long time or a short time, recently or in the past, who have passed on this recently and are all sadly missed. **Moya Mann ~ Emily Martyn ~ Mary Lane (Uralla) ~ Jane Richardson ~ Robert Fisher ~ Kath Bell ~ Beryl Rose (Uralla) ~ Cara Thompson (Uralla) ~ Bob Barton ~ Val Dargan ~ Merle Bullock (Uralla) ~ Rita Mammen ~ Bill Lucas ~**

## Volunteer Notices



### Volunteers = Employees

**Did you know that according to most employment laws that volunteer workers are viewed as employees?**

Organisations engaging volunteers are expected to have all the same processes in place for volunteers as we do for employees including proper induction, training opportunities, administration and documentation.

Many of our volunteers have been with us for so long there was never any paperwork completed back in the days when this was not considered important. As a result we have very little information on file for some of our regular drivers and we may approach you to complete a basic 'intake' form for us to ensure we have all the relevant documentation in place for you.

We apologise if this feels like an imposition or over-regulation, however as an organisation we need to be compliant with Employment legislation and we have to be able to demonstrate that we have correct processes in place. Many of the procedures we have in place are requirements of our funding agreement with the federal government, or workplace legislation, or the Quality Assurance Accreditation that we undertake on a 3-year cycle like all other aged care service providers. All this is place to ensure that our organisation is running a professional, safe and appropriate service for our customers as well as our staff and volunteers.

### National Criminal Checks



As all our volunteers already know we have to have all our staff and volunteers undertake a 'police check' every three years, as part of our requirements under aged care funding.

Our friends at the federal government have determined that due to the increased threat of terrorism and the dramatic increase in identity theft that they needed to tighten up the requirements for individual identification.

We used to accept a combination of ID totalling 100 points but this is NO LONGER the case.

Please be mindful of this when we ask you to renew your police check in the future as you will be required to provide very specific documents. The majority of our volunteers will need to provide either a current valid passport or their original birth certificate—not a copy or an extract.

These changes have been made across the board so if you need to undertake a police check for any of your volunteer work please be prepared for the changed paperwork and document requirements.

We took the opportunity to write to our local members (both state and federal) to let them know that this may cause some inconvenience for some of our volunteers and put us at risk of losing some of our reliable workforce—this correspondence was passed on to the relevant Minister who, at the time, was Peter Dutton. I now suspect that this has been overlooked as a low priority item. ...

If you have any questions about this, please let us know.

## Thank You to Armidale Hospital

Part of the recent overhaul at the Armidale Hospital included the kitchen which meant that a lot of old equipment was removed. The staff at the Hospital Workshop were considerate enough to think about us and called to offer us a bain-marie that would otherwise have ended up at the tip. We are most grateful for this spare unit which would be worth well over \$1,000 but is priceless as a back-up to our current bain-marie which is used daily.