

**REPORT OF THE MEETING OF BALRANALD SHIRE COUNCIL  
RETIREMENT HOSTEL COMMITTEE HELD AT THE BIDGEE HAVEN  
HOSTEL ON MONDAY 4th APRIL 2016 COMMENCING AT 5.00 PM**

**PRESENT:** Cr Steve O'Halloran (Chair), Helen Edmonds, Cheryl McFarlane, Ariana Stefan (Hostel Co-ordinator), Cr Elaine Campbell, Cr Linda Cooke, Elizabeth White (Director of Corporate & Community Development)

**APOLOGIES:** Simon Coelli

**Accepted:** Cr Cook

**Seconded:** Cheryl McFarland

**CORRESPONDENCE:** Nil.

**CONFIRMATION OF February MINUTES**

**Accepted:** Cheryl McFarland

**Seconded:** Cr Campbell

**DIRECTOR OF CORPORATE SERVICES REPORT:**

Balranald Manor Units – A copy of the current draft flyer was presented to the committee.

The committee agreed that the current flyer should be upgraded to a glossy brochure, with better photographs of the units, both inside and out.

An advertising campaign was also discussed, including the use of bill boards and electronic mediums. It was suggested by the Committee that an amount of \$10,000 be allocated in Council's 2016/2017 budget for advertising of the units and Hostel accommodation.

A question was raised as to the long-term viability of the units

It was moved Clr Campbell, seconded Clr O'Halloran that the committee be provided with a report as to the viability of the units over 10 years in order for a Council decision to be made whether to retain the units or to sell them to private owners.

Clr O'Halloran raised a question regarding Reserve funds. The Director advised there were no current funds in Reserve for the Units.

A query was raised as to what arrangements were in place for any emergency after hour's maintenance requirements.

Director will investigate options.

A report was provided on Hostel Fees, as per the Committee's request.

The Hostel financial report as at 31<sup>st</sup> March 2016 was provided to the Committee for information.

A question was raised about the cost of the consultancy fee paid to RSM for their report.

A further question was raised regarding chemist costs and the Committee requested a break-down of these costs.

There was a question regarding the new fire sprinkler system installed at the Hostel and the fact that advice had been received that this system would not be adequate for the facility when the expansion takes place.

The Director advised that the existing sprinkler system was installed as per Legislative requirements.

Agency nursing costs was discussed and a question was raised as to the current arrangements for on call allowance being paid to the Co-ordinator.

The Committee was advised that on-call was included in her contract costs, although an alternative arrangement needs to be negotiated to cover periods of leave.

A question was also raised regarding long term Workers Compensation payments.

### **HOSTEL COORDINATOR REPORT:**

Coordinator's report is attached.

Coordinator, Ariana, is working her way through a lot of work to get things up to standard:

Ariana's report encompasses the following 4 standards

1. Management systems, staffing and organisational development
2. Health & Personal Care
3. Care Recipient Lifestyle.
4. Physical Environment & Safe Systems

Councillor O'Halloran thanked Ariana for her report and stated she was doing a good job,

Simon Coelli joined the meeting at 6.45p.m.

### **GENERAL BUSINESS:**

#### **New Business**

It was suggested that a flyer regarding the Hostel be circulated at other functions/ areas e.g. Hatfield happenings.

It was moved by Ariana/ Seconded by Simon Coelli

That Condolences be sent to the Family of the Late Ivan Bish who up until recently was a resident of the Hostel.

Clr. Cooke raised a question as to how many people were currently on the waiting list.

Both the Co-Ordinator and the DCCD advised there was no current waiting list.

A question was raised regarding the veranda (currently being used as a store-room) and whether it could be altered to provide a closed under- cover area for residents to sit.

The committee was advised that this would require building works as the area is currently enclosed with meshing and is not waterproof.

Clr. O'Halloran stated that 2 Shade-Sails were required in outdoor areas of the Hostel to provide shade for any residents who wished to utilise outdoor areas

There being no further business meeting closed 7.20 p.m.

**NEXT MEETING: Monday 6th June at 5.00pm.**

**Recommendation:**

1. That Council receive and note the minutes.