

**REPORT OF THE MEETING OF BALRANALD SHIRE COUNCIL
RETIREMENT HOSTEL COMMITTEE HELD AT THE BIDGEE HAVEN
HOSTEL ON MONDAY 4th AUGUST 2015 COMMENCING AT 5.10 PM**

PRESENT: Cr Steve O'Halloran, Helen Edmonds, Aaron Drenovski (General Manager) and Cr Elaine Campbell (Chair).

APOLOGIES: Elizabeth White (Director of Corporate & Community Development), Tendai Makaripe (Hostel Co-ordinator) and Cr Linda Cooke.

Accepted: Helen Edmonds

Seconded: Cr O'Halloran

CORRESPONDENCE: Nil.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Crs O'Halloran & Campbell that the Minutes of Monday 1st June 2015 be accepted.

DIRECTOR OF CORPORATE SERVICES REPORT:

General Manager included this in Business arising from the minutes.

COORDINATORS REPORT:

No report as Coordinator was an apology.

BUSINESS ARISING:

- 1) Dishwasher – Cr O'Halloran queried if the dishwasher had been fixed. The General Manager advised that he didn't have that information on hand as the Coordinator was absent.
- 2) Bus signage / Carpet and Curtains – the General Manager advised that he had received correspondence from DCCD advising that the bus signage was complete, the carpet is scheduled to be laid on 10 August and the majority of the curtains have been hung, with the rest to follow shortly.
- 3) Residents attending Hostel meetings – Helen Edmonds queried if residents were invited to come to these meetings, as information discussed affects them and they also have the chance to voice their concerns / opinions.

Cr Campbell advised that they were asked if they would like to come, but had declined the invitation.

Cr O'Halloran was disappointed that the former Co-Ordinator had previously said residents were not in a fit state to attend the meetings; he felt they needed to be included.

Cr Campbell suggested that this be brought up once again with new coordinator, Tendai to research the interest of the residents.

- 4) Shelter for Bus - Cr O'Halloran was saddened to still see that the bus is still not housed undercover. The bus will rust if it not housed correctly. Previous minutes reflected that DCCD would follow up with HDO. As DCCD and Coordinator were absent, this information was not available.

Cr O'Halloran was aware that from previous discussions, the shelter is too low and the height will need to be raised to accommodate the bus, but stated that this needs to be done now. If Council staff is unable to rectify this, then Council needs to appoint a contractor to complete to task.

GENERAL BUSINESS:

1. Council Information available for the Hostel Committee – Cr O'Halloran said, that while the DCCD report was adopted by Council at its Ordinary meetings, this information is not readily available to Hostel Committee members, and feels that relevant information needs to be made available to this committee, rather than being sent straight to Council, such as:

- The Hostel committee is under the impression that the Hostel is self-funded, and are now aware that it is subsidised by Council.
- The committee need to know what we, as a committee, are dealing with.
- Unintentionally the Committee are kept in the dark
- The committee can be held to account with some of the issues that may arise.

Cr O'Halloran said that the committee need to know the functionality of this aged care facility, not necessarily the day to day workings, but the viability of this facility.

After visiting Wentworth Aged Care facility and Chafey House, Cr O'Halloran said his eyes have been opened to the cost of running such a facility, and the committee need to know where they stand.

The General Manager agreed, saying the facilities at Chaffey House are exceptional, and that visiting both facilities has opened Council eyes to the complexities of having an aged care facility run by a Council.

As an example, the Managers at these facilities have the capacity to disclose information at the touch of a button regarding the overall operations in each category or division of their facility, and Chaffey House has a lifter attached to the ceiling in a number of rooms with tracks allowing just one carer to manage a resident from their bed to the toilet and or bathroom.

The General Manager also advised the committee that Council has established a steering committee to address these issues – in order to break even the reality is that the minimum cost to house a resident is \$197 per day (based on discussions) and the harsh reality is that not everyone who walks in gets a bed. Council and the Hostel committee may need to be selective to become viable.

Cr O'Halloran said that the committee needs to know how much Council subsidises the Hostel.

Cr Campbell agreed and said that Council need to look at employing someone just to organise the figures and keep things up-to-date on an on-going basis.

Cr Campbell also suggested the General Manager complete a report to be tabled at the next Hostel meeting advising how much it costs per resident per day.

Cr O'Halloran agreed, saying that the committee was lead to believe the hostel was self-funding, and it will be worthwhile for the committee to see the differences in residents' assessments and payments.

2. Front gate – Cr O'Halloran queried what was happening with the front gate, as previous information was that the gate issue has been rectified.

Helen Edmonds commented that she had an issue if the gate was still not fixed, and asked if it was left open all the time, including at night. Helen is worried that this is a security / safety issue with the gate being left open.

Helen also commented on the present system of visitors coming into the Hostel. Presently visitors are requested to ring the doorbell and then enter the building, completing a sign in book. Helen is concerned that this can ultimately become a safety issue, and Council really needs to look at a reception area that visitors need to report to before entering the rest of the facility.

The General Manager advised that Council was looking at changing the locking system at the Hostel and this would include the current operations of entering and exiting the Hostel.

3. Staff education - Helen Edmonds asked if staff were receiving additional training and education, saying that even "little" things to assist residents, such as checking they were comfortable are common sense.

Cr Campbell advised Helen that staff had received some refresher training, and the Coordinator had raised the issue of additional training needed.

The General Manager said staff members at the aged care facilities Council visited each complete half an hour of training per fortnight

Cr Campbell said that the dietitian has come over from Swan Hill to complete an education session for the staff.

4. Cr Campbell queried if the Hostel was now full, after advice that there are now new residents.

The General Manager believes that the double room is still vacant.

5. Cr O'Halloran asked the General Manager to expand on the information he informed the Hostel committee of regarding the Hostel expansion project and the steering committee.

The General Manager advised that a steering committee had been created consisting of two Councillors, the General Manager, the Director of Corporate & Community Development and the Hostel Co-ordinator, to provide feedback on the project and designs submitted, and presently, the steering committee have received some basic designs back.

Once the design is suitable this information will then be provided to the Hostel committee and staff for their feedback, and then opened up for Community Consultation. The steering committee want as much input as possible to ensure the improvements made are what we need to ensure our facility is the best it can be, and we need to have the community on-board with the project.

Cr Campbell said that an open day was successful when the hospital was being constructed, and this would be a good way to ensure the community were well advised and happy with the development.

Meeting closed 5.42 p.m.

NEXT MEETING: Monday 5th October.

Recommendation: That Council receive and note the minutes