

**REPORT OF THE MEETING OF BALRANALD SHIRE COUNCIL  
RETIREMENT HOSTEL COMMITTEE HELD AT THE BIDGEE HAVEN  
HOSTEL ON MONDAY 1st FEBRUARY 2016 COMMENCING AT 5.03 PM**

**PRESENT:** Cr Steve O'Halloran (Chair), Helen Edmonds, Cheryl McFarlane, Simon Coelli, Shirley Matarazzo, Ariana Stefan (Hostel Co-ordinator), Cr Elaine Campbell, Cr Linda Cooke, Aaron Drenovski (General Manager) and Cherie Murphy (minute taker)

**APOLOGIES:** Elizabeth White (Director of Corporate & Community Development).

**Accepted:** Cr Campbell  
**Seconded:** Helen Edmonds

**CORRESPONDENCE:** Nil.

**CONFIRMATION OF OCTOBER MINUTES**

**Accepted:** Cr Campbell  
**Seconded:** Helen Edmonds

**DIRECTOR OF CORPORATE SERVICES REPORT:** Nil.

**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:

- Accreditation: there are 44 rigorous standards and all need to be passed. Ariana has passed on additional information to committee regarding these standards.
- Ariana is committed to providing the best possible care to residents and their families, staff, Council and doctors, ensuring a positive relationship with all.
- Ariana is re-developing the staff roster, and is working closely with staff to ensure they are all trained and happy
- Admissions are down at present, although there is a possible couple and a single coming in, in the near future

Cr O'Halloran asked about the assessment process for residents entering the Hostel. He has voiced his concern with the assessors, ACAT, and queried if there are any local people on the committee.

Ariana advised that she has been liaising with John Curran from the Balranald Hospital regarding this.

- Ariana is currently organising a staff development program
- Ariana is also rectifying the ACFI program, as previous claims were incorrect.

Cr Campbell asked if Council would have to pay back the incorrect claim amounts. Ariana agreed, stating that assessments will be completed for all residents, and she is currently trying to streamline the systems for improvement of staff work delivery.

Cr O'Halloran thanked the Coordinator on the comprehensive report, and queried if the report can be included in Councils Ordinary Meeting Agenda.

Ariana advised that it is imperative the committee understands what it takes to run the Hostel.

**REPORT ADOPTED:**

**Accepted:** Shirley Matarazzo  
**Seconded:** Cheryl McFarlane

**BUSINESS ARISING:**

- 1) Cr O'Halloran queried Question # 3 of General Business Questions  
*Cr O'Halloran asked if volunteers can take residents to the hospital to alleviate staff absence. DCCD advised that yes, they can but they would need the appropriate licenses and training*

Cr O'Halloran said that the committee need clarification of the training and licenses needed, and that this needs to be fixed.

**GENERAL BUSINESS:**

**New Business**

1. General Manager distributed copies of the updated plans (design) of the Hostel and advised that the design has been streamlined from the previous plan that exceeded the budget.

This design has the same number of rooms, just a little less luxury, although the rooms are still above standard size.

Cr Cooke asked if that includes all fit outs? GM said yes.

The GM advised that the steering committee has been presented with the new designs. It will then go to Council, and if Council approve, the designs will go out to the public for comment. This will be done before it goes out to tender.

Cr Cooke queried if the new design is a full dementia wing?

GM advised that of the 12 rooms, eight must be used for dementia. The other four be used as general residents rooms. The eight dementia rooms can be sectioned off using double doors as per the plan.

Ariana stressed that dementia patients can cause unrest to the other residents so do need to be separate.

Cr Cooke queried the supposed waiting list. Ariana advised that there are three pending admissions; one couple and a single, which will fill the Hostel up. Currently there are ten residents.

Cr Cooke queried if there is a chance that all the new rooms will be filled.

Ariana said she is working at liaising with the committee and outreach areas such as Swan Hill to create good relationships and advise of the availability of accommodation.

Cr O'Halloran asked if there was a way this committee could see the report from the Consultant. GM advised he would seek advice as it was a confidential report to Council

2. GM advised of the matter of the location of the BBQ needs to be resolved. Funds have been donated for the BBQ to be set up on the premises, and an area needs to be chosen. GM believed that the section between the two buildings would be more appropriate, and asked if the committee had any concerns.

Helen Edmonds said this would be great for the residents, and thought it was a great idea.

Cr O'Halloran asked that the committee make a decision as to the location for the BBQ, and also said he was opposed to the BBQ being placed at the front of the Hostel. Cheryl McFarlane agreed and said this location wasn't the best spot.

Helen Edmonds felt near the kitchen area would be ideal.

Cr O'Halloran asked that the committee formalise the area out the back between the two buildings for the location of the BBQ.

**Accepted:** Cheryl McFarlane  
**Seconded:** Helen Edmonds

3. Cr O'Halloran voiced his concern with the Hostel not being full, and that Council did not have a proper format for advertising or advising the public of the Hostel and the process of entering the Hostel.
  - GM suggested that Council can include information in the newsletter
  - Ariana suggested an open day
  - Cheryl McFarlane suggested a pamphlet

- Helen Edmonds said that there is a need to advertise outside of Balranald
- Cr Campbell suggested advertising on television.

Ariana also said that there is a need to let people know the charges are set by the Government charging the residents, not Council, as many think that it is Council charges.

Cr O'Halloran agreed, saying that prospective residents think that they need to sell off all their assets to be able to get in to housing – that it's cheaper to stay at home.

Helen Edmonds agreed, but said if these people stay at home, they don't get the additional assistance or support that goes with these units.

Cr Campbell queried if all the units were currently empty. Ariana advised that only one is empty at present, and that Council staff are in the other two.

Cr O'Halloran asked Ariana how we can promote the Hostel. Ariana said she felt the best way to promote is to form good relationships, make it a happy place and then word quickly gets around.

Ariana feels that the residents are now happier and she has been ensuring that she is forming good relationships with the current residents and their families.

GM asked "Are we losing people to other Hostels, or do we just not have these people in our community at present?"

Helen Edmonds said that more home help these days seems to ensure people don't need to go into aged care as quickly.

GM said that we can assist with the communication problem by including information in the newsletter.

Cr O'Halloran agreed that good will and word of mouth would also help.

There being no further business meeting closed 5.40 p.m.

**NEXT MEETING: Monday 4th April at 5.00pm.**

**Recommendation:**

1. That Council receive and note the minutes.
2. The gifted BBQ be installed in the location as per the plan.