

**REPORT OF THE MEETING OF BALRANALD SHIRE COUNCIL  
RETIREMENT HOSTEL COMMITTEE HELD AT THE BIDGEE HAVEN  
HOSTEL ON MONDAY 19th OCTOBER 2015 COMMENCING AT 5.10 PM**

**PRESENT:** Cr Steve O'Halloran, Helen Edmonds, Cheryl McFarlane, Cr Elaine Campbell, Elizabeth White (Director of Corporate & Community Development), Tendai Makaripe (Hostel Co-ordinator), Cr Linda Cooke (Chair) and Cherie Murphy (minute taker)

**APOLOGIES:** Katherine Ferguson.

As there was no quorum at the meeting held on August 4<sup>th</sup>, the discussion notes were accepted by the committee

**CORRESPONDENCE:** Nil.

**DIRECTOR OF CORPORATE SERVICES REPORT:**

- Council has received a quote to raise the bus shelter, coming in at \$1,000  
Committee authorised to accept quote and complete works
- Council has received two quotes to fence the area nearest the driveway, being \$7,810 and \$8,646.  
DCCD advised committee that Council currently does not have budget funds to complete this work.

Cr. Cooke queried if the fence was necessary and DCCD advised that currently, visitors can enter residents' rooms without the knowledge of Hostel staff, and that it will assist with wandering residents, although not impede residents from entering the garden. Gates would be placed in appropriate areas for safety.

Committee resolved to include this budget item in the 2016/17 budget for consideration, although if extension goes ahead, the fence will not be required.

**Accepted:** Cheryl McFarlane  
**Seconded:** Cr Campbell

- Friday 23<sup>rd</sup> will be Tendai Makaripe's last day at the Hostel. DCCD passed on well wishes.
- There are some staffing issues with who can or can't do specific duties and their role responsibilities, which DCCD is looking into.
- The Hostel is classified as "Ageing in place", not broken up as it used to be.
- Currently there is a room available that will be taken up next week.
- DCCD advised that it has not been an easy exercise getting staff on the ground, and would like to acknowledge that she and the Coordinator have been working hard to ensure the smooth running of the hostel facility.

Cr Cooke asked if it was correct that there were "no additional names on the waiting list"

DCCD advised that was correct, and that there are a number of years of issues to be corrected.

- Bidgee Haven Hostel Extension: DCCD advised committee that Hostel Steering Committee met with architect consultant; Energy Architect on [insert date], to discuss the plans and budget of extension, although late this afternoon received a call from the consultant advising that the plans are outside of Councils budget, and would need to be modified.

5.46pm - Tendai Makaripe exits meeting

DCCD said that they are well over the initial budget of \$3.2M and Energy Architect is currently working on a reduction in the footprint.

#### **COORDINATORS REPORT:**

No report.

#### **BUSINESS ARISING:**

- 1) Air-conditioner in Hostel bus – Cr O’Halloran received advice that the air conditioner in the bus is currently not working. Committee approved to have DCCD organise to have this fixed.
- 2) Role of Hostel Committee – DCCD said that there is some confusion as to the role of the Hostel committee. As the committee is only an advisory committee to Council, DCCD advised that she will have information for the next meeting set out as to the role of committee.

Cr O’Halloran said that there needs to be some responsibility for the committee, with some give or take / leeway, and for the committee to know their role(s). Cr O’Halloran said that he doesn’t want it to be too restrictive, as committee members need the opportunity to make comment(s).

Cr Cooke agreed, saying that if committees are too stringent or boring, no one will join a committee.

#### **GENERAL BUSINESS:**

#### **QUESTIONS:**

1. Helen Edmonds queried the length of each shift of twelve hours. Is this too long for staff?  
DCCD said that Tendai feels she has made changes for the better
2. Helen Edmonds queried if Dr Zotov still calls at the Hostel regularly?  
Cr Campbell advised that he calls fortnightly only and if there are any (other) health issues, staff are to call the ambulance.

3. 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.
4. Helen Edmonds queried advertising or interest for the units. DCCD advised that currently two of the units are occupied by the staff and one by a resident. This has helped with housing assistance to Hostel Co-ordinator(s) and Council staff.

Meeting closed 6.40 p.m.

**NEXT MEETING: To be advised.**

**Recommendation:** That Council receive and note the minutes