

**REPORT OF THE MEETING OF BALRANALD SHIRE COUNCIL
RETIREMENT HOSTEL COMMITTEE HELD AT THE COUNCIL
CHAMBERS ON MONDAY 10th MAY 2017 COMMENCING AT 5.00 PM**

PRESENT: Cr Steve O'Halloran (Chair), Cr Doug Allen, Simon Coelli, Beverly Purtill, Mia Zaffina, Peter Lawler, Tony Conway, Charmaine Murfet, Director, Corporate and Community Development (DCCD)

APOLOGIES: Helen Edmunds, Cheryl McFarland

Moved: Mia Zaffina

Seconded: Peter Lawler

CORRESPONDENCE: Nil.

CONFIRMATION OF MARCH MINUTES

Moved: Simon Coelli

Seconded: Cr Steve O'Halloran

Councillor O'Halloran vacated the Chair at this point and asked the Director, Corporate and Community Development assume the Chair to enable the Committee to elect a Chairperson.

DCCD called for nominations for Chair.

Mia Zaffina was nominated and accepted the position of Chair.

Moved: Peter Lawler

Seconded: Simon Coelli

There being no other nominations, Mia was declared Chair.

BUSINESS ARISING FROM MINUTES

It was agreed that business arising from the minutes would be discussed as part of the report from the Director, Corporate and Community Development.

DCCD REPORT:

Hostel Car: Car issue is still being considered by Council. Committee suggested taking issue to State Minister with view to incorporating health cars into our community, being used when needed by Hostel Patients.

Gophers: being looked into concerning insurance liabilities with Council.

Fundraising: Bev Purtill reported on recent cake stall and update towards commencing a "Friends of the Hostel Fundraising Committee". It was noted this group would operate separate from Council but provide regular updates on activities to this Committee. Any proposed donations to the Hostel will need to be agreed with Council.

Manor Units: Discussion was held about the future use of these units, including the current renting to Council staff, potential interest from eligible members of the public and how the Committee might assist Council in selling these units.

It was agreed DCCD will provide a copy of the current agreement for these units to Committee members for discussion and recommendations of updates as appropriate.

Terms of Reference: Committee members were advised on the Terms of Reference approved by Council for this committee. It was noted Code of Conduct training is still to occur for this committee.

DCCD presented the Hostel Coordinator's Report to the Committee.

HOSTEL CO-ORDINATORS REPORT:

- 13 patients in residence. Twin room presently only one empty
- 8 hour shifts being adopted
- Monthly fire drills being conducted
- Food safety audit has been conducted
- New dishwasher being installed this week
- Kitchen benches have been ordered
- A staff review program has been implemented where three staff are interviewed each week regarding what is working / not working, with findings being sent to rest of staff.

ADOPTION OF DCCD AND HOSTEL COORDINATOR REPORTS:

Accepted: P Lawler
Seconded: T Conway

GENERAL BUSINESS:

1. Discussion re Hostel car issue: Motion from committee to put to Council and Local Government representatives with the possibility to make cars available for use within our community and being available for Hostel use when needed.

Moved: Cr S OHalloran
Seconded: Cr Doug Allen

2. Request for Hostel Coordinator to attend one Hostel meeting each quarter

Moved: B Purtill
Seconded: T Conway

There being no further business meeting closed 6.15pm.

NEXT MEETING: Monday 24th July 2017 at 5.00pm in Council Chambers

Recommendation:

That Council receive and note the minutes.