

## **MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD AT 11.00AM ON MONDAY, MAY 30 2022 AT THE KELLERBERRIN RECREATION & LEISURE CENTRE, CONNELLY ST, KELLERBERRIN**

### **1. OPENING & INTRODUCTION**

The Chairperson opened the meeting at 11.05am and welcomed the guest speaker from Therapy Focus, Ophelia Reid. Brendan Parker from Therapy Focus was unable to attend due to illness.

The Chairperson thanked the shire CEO's and representatives for meeting with him and Richard Marshall during their recent tour of the Wheatbelt. The visit was worthwhile and gave them the opportunity of discussing the CEACA Executive Summary and answering any questions and concerns that they had.

### **2. PRESENTATION – THERAPY FOCUS**

Ophelia Reid gave an overview of Therapy Focus and the services they currently offer in some of the shires in the region (e.g. Merredin) and can offer to others, as well as issues that they are experiencing with regards to transport, storage of equipment, referrals and grants to fly to towns.

In order for them to expand their services, Therapy Focus need support from shires. They are a NFP operating on a 3% margin. If shires have airstrips, storage, transport and enough referrals, it may be worthwhile for them to hop from one shire to another providing services. At present, they have had little to no assistance in the way of transport which they need to get around town when they arrive, storage for their equipment or referrals from hospitals or GP's. They have access to the number of people on NDIS in the region via the NDIS Demand app, but due to Privacy Laws, the hospitals can give out brochures, but are not permitted to give out details of these people. They need shire assistance to get their details to the locals and refer people. There is currently no-one in the region who can refer people to NDIS.

The Chairperson suggested that Therapy Focus speak directly with the shires to identify their individual needs and to see what they can offer in the way of transport, storage and referrals. Therapy Focus agreed that this would be useful and would also be prepared to meet with local health networks online or in person.

The Member for Mt Marshall suggested that an option would be to identify individual needs in their local community and organise transport to Merredin if this is an easier, more cost-effective option for Therapy Focus. This would save Therapy Focus having to drive to clients or arrange transport for them, as their insurance does not cover this. The Member for Wyalkatchem suggested that this could be a CEACA future project.

### **ACTION ITEMS**

- 1. CEACA to send an email to all tenants advising of the services that Therapy Services could offer.**
- 2. CEACA Members to discuss Therapy Focus in future shire meetings.**
- 3. Therapy Focus to send brochures to local CRC's to put up in their office and/or in their local newsletters.**
- 4. CEACA Operations Manager to forward a list of CRC's and local Newsletters to Therapy Focus.**
- 5. Shire of Merredin to send information on the Disability and Aged Care Expo to Therapy Focus.**

### **3. MEETING MATTERS**

#### **3.1 Record of Attendance and Apologies**

##### **Attendance**

Terry Waldron - Chairperson, Richard Marshall - CEACA Executive Officer, Jo Trachy - CEACA Operations Manager, Stephen Strange - Shire of Bruce Rock, Monica Gardiner and Rod Forsyth - Shire of Kellerberrin, Jannah Stratford - Shire of Koorda, John Nuttall - Shire of Mt Marshall, Lindon Mellor and Chloe Townsend - Shire of Merredin, Gary Shadbolt and Dirk Sellenger - Shire of Mukinbudin, Quentin Davies and Mischa Stratford - Shire of Wyalkatchem, Nic Warren - Shire of Yilgarn, Bill Price - Shire of Westonia

## Apologies

Darren Mollenoyux - Shire of Bruce Rock, Raymond Griffiths - Shire of Kellerberrin, Darren Simmons - Shire of Koorda  
Mark McKenzie and Lisa Clack - Shire of Merredin, Louis Geier - Shire of Westonia, Peter Klein - Shire of Wyalkatchem,  
Wayne Della Bosca - Shire of Yilgarn and Brendan Parker - Therapy Focus, Tony Sachse - Shire of Mt Marshall

### 3.2 Declaration of Quorum

The Chairperson advised a quorum was achieved (9 of 9 shires present).

### 3.3 Conflicts of Interest

There were no declarations of conflicts of interest.

### 3.4 Minutes of the Management Committee Meeting – 28 February 2022

#### RESOLUTION

It was resolved that the Minutes of the Management Committee meeting held on the 28 February 2022 be accepted as a true and accurate record of proceedings.

CARRIED

### 3.5 Matters Arising / Action Items

The CEACA Action Items list was distributed prior to the meeting and was noted by all Members. No further comment.

## 4. MATTERS FOR DISCUSSION

### 4.1 Need for Additional Accommodation (Refer EO report)

The CEACA EO thanked the shires for providing feedback regarding future needs and summarised his report as follows:

- CEACA completed their tour of the shires in May 2022 to discuss current needs and the next step is to approach the Government to discuss options.
- Future ILU's may not only be for the elderly and could also be for others in the area such as workers.
- From the feedback received, a further 33 additional ILU's are required. This does not include Merredin or Kellerberrin who have yet to provide feedback. We need this feedback and census data prior to approaching Government.

The Chairperson suggested that if Kellerberrin and Merredin could give us an approximate figure, it would give CEACA the opportunity of finalising a report to submit to Government.

The Member for Kellerberrin apologised for not being able to meet with CEACA during their recent tour due to staff illness and advised that the Shire's focus is on accommodation for workers. At present they have workers who are staying at the caravan park as there are no other options for them in town. The shire would also like to see accommodation that is suitable for elderly local members of the community (ex-farmers) who may have assets and may not be eligible for the current CEACA units. The shire could provide land for up to 18 units for this purpose.

The CEACA Operations Manager advised that applicants with assets are welcome to apply for CEACA units and would be eligible. The only difference is that they would have a lower priority rating than others who are on Band A and Band B levels and would be classed as 'non-affordable', meaning they would have to pay the higher rent. We currently have tenants with assets who fall under this category.

The Member for Mukinbudin advised that if we were to apply for worker accommodation funding, CEACA would need to obtain legal advice as this would be a vastly different project to the original project. The Member for Shire of Kellerberrin advised that this would not be necessary and that a subsidiary company of CEACA could be created for this purpose.

The Member for Kellerberrin questioned the eligibility of the CEACA units and allocations matrix and the fact that the Constitution would need to be changed if we took on a new project of alternate accommodation. After some discussion, the suggestion was made by the Member for Mt Marshall that eligibility is linked to the FAA rather than the Constitution and part of new discussions would be to change the original FAA and/or the Constitution. The Chairperson advised that the CEACA Executive Officer could discuss options with Government. The Member for Mt Marshall suggested that these talks should include the fact that the current CEACA Allocations Matrix is working well and the new name for CEACA which includes 'Accommodation' also suits future project housing options of all types, including workers accommodation.

### 4.2 Care Services Report (refer EO report)

The CEACA Executive Officer (EO) summarised his report and the following additional comments were made:

- Page 1 of the report gives detail relating to the background/rationale for model we are pursuing. The most efficient model at this point in time is to form alliances. The shires may question what benefit CEACA is providing as Catholic

Homes and Baptistcare and others are operating in areas already. The answer is that they are not currently in a viable way as they do not have enough clients in one catchment area. If we can help them to increase the numbers, it will be more sustainable for them and this is the point of an alliance model. If we help them, the communities will benefit.

- Member for Kellerberrin advised that Right at Home operate in their area. The CEACA EO advised that Right at Home is a franchise model from the US and the franchisee who operates from Kalgoorlie advised that they would not have set up in the region if they had known of the challenges with operating in the region. Catholic Homes and Baptistcare have good systems in place, are already working in the region and have been pro-active when working with us.
- Depending on need, CEACA may look at employing someone at a later date with HCP experience.
- The Member for Kellerberrin advised that a lot of local people do not realise what CEACA do and believe they only have the ILU's. The suggestion was made for CEACA to submit a story in the local newsletters advising of their work with home care providers and how they can assist people with their home care needs.

## **ACTION ITEM**

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**Management to organise the placement of an advertisement/story in the local newsletters advising of CEACA's operations/alliances**

### **4.3 Nungarin Land (Refer EO report)**

The Chairperson commented as follows:

- CEACA spoke with the Shire CEO and President and they realise that it is CEACA's decision as to what we do with the undeveloped land but have asked if the CEACA Members can discuss and let them know what the decision is.
- The Member for Kellerberrin spoke on behalf of the Shire of Kellerberrin CEO and advised that in his opinion, CEACA should invite Nungarin and Trayning back as Members with a special membership fee, not do anything with the land and hopefully in next 12 months we will have more of an idea what CEACA's plans are for projects.
- The Chairperson responded that it was CEACA's intention to meet with them to discuss membership, however, the current shire staff are not interested and unless they change, cannot see the decision being reversed. The Chairperson's recommendation is that we do nothing with the land and review at a later date. We are operating on the assumption that both Nungarin and Kununoppin have no intention of being CEACA Members.
- The Member for Bruce Rock said that although shire staff may come and go and some may wish to be Members of CEACA, some will leave again. Every CEACA Member shire needs to be aware of their commitment to CEACA and this should not change depending on a change in shire staff.
- An option would be to sell the two units to the shire, transfer the land and use the funds towards other projects. Discussions would need to be held with regards to selling at market value or development cost.
- The Member for Mt Marshall is concerned that CEACA are not making a decision regarding this matter or advising the shire of its intentions. The Chairperson agreed and recommended that it be discussed at the next Executive Committee meeting and a decision communicated to the shire as soon as possible.

## **RESOLUTION**

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**It was resolved that the issue be referred to the CEACA Executive Committee to discuss at their next meeting and consideration needs to be given to the current membership policy and ensure that it has disadvantages to cancelling membership. The Executive Committee will make a recommendation to the Management Committee.**

**CARRIED**

### **4.4 CEACA Executive Officer Report**

- Management accounts for the 9 months to 31 March 2022 were tabled and show a surplus of \$213,317. Draft Budget for FY23 is being prepared.
- A significant element of the draft Budget is the CEACA membership fee. Two scenarios of \$20k and \$15k have been considered and it is proposed to consider the fee amount with the Executive Committee during June 2022 prior to making a recommendation to the Management Committee. Discussion ensued with regards to the options for keeping the membership at \$20k or reducing it to \$15k and the following recommendation was made.

## **RESOLUTION**

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**It was resolved that the Management Committee set the membership fee for the 2022-23 year at \$15k per shire, on the condition that the 9 CEACA Member shires remain as CEACA Members.**

**CARRIED**

In relation to land values, the Executive Officer noted as follows:

- CEACA asked Elders Real Estate to provide a market appraisal for units in all Member shires. This was a difficult exercise for Elders as the units are one title and therefore difficult to value based on sale of individual units. The most realistic valuation is based on an investor purchasing all units on the same title. Elders have taken the mid-point of the assessed range of market rents and applied a yield of 11% to produce a market appraisal.
- Annexure E to the EO's Report shows the units range from \$111-\$125k.
- It is proposed that the appraisal is reviewed by the Executive Committee to enable CEACA to use the figures in the Balance Sheet. The alternative is to put at the total construction cost, approximately '\$20m' figure in and depreciate over 40 years. The best approach is to put market appraisal figures in and a note to accounts that they are based on market appraisal.

Discussion ensued and the Member for Mt Marshall questioned the market values and felt that they were not indicative of the real value of units in some shires and values are often dictated by shires. The concern is that we are looking at setting average rents and using an average figure when it is not a reflection of the current market and the fact that Elders have not spoken directly to the shires about their values and have just taken data from online resources. The Member for the Shire of Westonia advised that they are in the same situation as Mt Marshall.

The Shire of Koorda indicated that they have 17 units that are currently cheaper than CEACA units and this is why they do not have a local market for CEACA units.

The Member for Kellerberrin advised that all shires are different and the figure of \$160pw being charged by CEACA is in line with another local provider of ILU's, who currently charge \$165pw and added that whether CEACA are paying or the shire, someone is subsidising the locals to enable them to pay cheaper rents.

#### **ACTION POINT**

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**EO to contact Elders and provide the feedback from the meeting, and request that Elders review their draft market appraisal and amend if necessary.**

**CARRIED**

#### **Strategic Priorities**

One of the items on the Strategic Priorities list discussed with the shires during the recent tour was the possibility of CEACA managing the shire owned ILU's in future. The existing model of CEACA/Elders works very well. The units are currently being managed by volunteers and this model would therefore be more costly to the shires, however, there are benefits as this will mean the shire will not have to advertise for staff or utilise existing resources, their assets will be managed efficiently and in accordance with the various Acts including the *Residential Tenancies Act*. CEACA are keen to work with the shires on a case-by-case basis. The Member for Bruce Rock advised that they are currently assessing all options but are keen to look at the option.

#### **New Member Shires**

- Another strategic priority item is to attract new members to CEACA.
- Gingin and Moora have shown interest in CEACA operations.
- There are also plans to discuss CEACA's operations with Cunderdin and Narembeen.

#### **Shire of Merredin**

- The State Government want the CEACA project finalised and reports and audits are underway to make this happen.
- Objective is to finalise by 30 June 2022 and any funds that remain in the project bank account could be transferred to CEACA. Approximately \$470k currently remains in the project bank account, including the security bond recovered from Pindan. The funds are being used to fund defect rectification work, which is ongoing.

#### **4.4 CEACA Operations Manager Report**

The Operations Report was distributed to Members prior to the meeting and there were no questions or comments from those present.

#### **Information Session**

- We are in the process of planning an *Ageing & Health Services in the Wheatbelt Information Session*.
- The session will be held in the Merredin Recreation Centre on the 18 August 2022.
- Catholic Homes and Therapy Focus will be the main speakers and we will be inviting representatives from other organisations to be present to hand out information and address any questions those attending may have.
- NDSP, Karis Medical Group and WA Country Health have all indicated a willingness to participate.
- Shire of Yilgarn have been kind enough to assist with creation of a poster which will be sent to all Member shires to copy and distribute around town in prominent places (eg. Men's shed, Bowls Clubs).

- The session will be advertised in the local newsletters and in the Farmers Weekly, who are running a “Health and Wellbeing” feature in July.
- The aim of the session is for people to walk away with enough information to assist them with making a decision in relation to their current and future care needs.
- If the session goes well, we may consider holding another in a different shire.

#### **ACTION ITEM**

**Member shires to ensure posters are placed in prominent locations around town and advise CEACA of any other organisations that should be invited.**

#### **5. MEETING CLOSURE**

The Chairperson thanked everyone for attending and there being no further business, the meeting closed at 1.25pm

#### **6. NEXT MEETING**

It has been proposed that an Executive Committee meeting be held on Monday, 13<sup>th</sup> June at 11.00am via Zoom. Any Members wishing to attend in person are welcome to do so. A calendar invitation will be sent out shortly.

The next Management Committee meeting will be held in approximately 3 months’ time (details to be advised).

#### **DECLARATION**

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on \_\_\_\_\_.

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed.