

## Item 8.0: ACTING CHIEF EXECUTIVE OFFICER'S INFORMATION REPORT

### EXECUTIVE SUMMARY

This report provides a summary of key activities and areas of focus since the last Council meeting held in November 2021.

### ITEMS OF INTEREST

#### Meetings Attended

Over the past month, the following meetings have been attended:

- Morning Tea with the staff at Aged Care following the re-accreditation of the facility for a further period of 2 years (see photo below)
- Maxine McLeod, the Register of Family Responsibilities Commission (FRC)
- Meet the new Board members of Diatreme including new Chairperson, Wayne Swan
- HVASC Risk Management Committee meeting
- NIAA regarding current Youth Program funding extension to 30 June 2022
- DATSIP regarding further work on street numbering project
- Marguerite Taylor, Jacqui Heywood from Q Health and Renee Williams from QAIHC regarding the proposed TORCH commissioning project.
- Ross Contarino and Che Cockatoo-Collins from NBN
- LDMG meeting to clarify pandemic provisions from TCHHS
- Weekly DDMG teleconference with updates on COVID including a situational exercise



### **STREET NUMBERING**

This project is progressing further and Michael Coots has now included amendments to a new version of the maps.

We have identified some more minor issues and once these have been addressed, I will bring back to Council for final endorsement.

### **CHRISTMAS / NEW YEAR BREAK**

Following the close down on 16 December, I will be travelling home to the Sunshine Coast for Christmas and New Year. In saying that, I will be watching the weather and monitoring DDMG emails for any likely event (cyclones). Should this occur I will travel back to Hope Vale to ensure that I am on the ground should a situation arise.

I would like to thank Council for its support over the past 4 months and wish you all the best for the festive season and trust that 2022 proves to be a very good year for the Hope Vale Council.

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### **RECOMMENDATION**

That Council notes the contents of the Acting Chief Executive's Officers Report



## **Item 8.1: COUNCIL RESPONSIBILITIES UNDER THE AGED CARE ACT 1997**

### **EXECUTIVE SUMMARY**

As discussed previously with Council, the recent audit of the Aged Care Hostel identified a number of issues relating to the responsibilities for the Approved Provider/Governing Body of the Aged Care Hostel. As has been indicated previously, there appears to be conflict between the responsibilities under the Aged Care Act and councillor responsibilities under the Local Government Act

### **INFORMATION**

Through some responses to the Aged Care Quality and Safety Commission, it is apparent that Council can understand their responsibilities under the Aged Care Act through the provision of important information from monthly Council reports and the delegation of responsibilities to the Chief Executive Officer and then onto the Director of Social Services.

On the basis of this, an information handout (as per attached) has been prepared for councillors to understand how they fit as the Approved Provider (Governing Body) in terms of the Aged Care Act.

### **COUNCIL POLICY**

Policies relating to Aged Care are being up-dated to ensure they meet the current requirements of the Aged Care Quality Standards

### **LEGAL/LEGISLATIVE IMPLICATIONS**

It is some of the councillor responsibilities of the Quality Standards that conflict with the Queensland Local Government legislation which states that councillors cannot become involved in operational activities of Council. The Aged Care Hostel is an operational service. The situation can be reviewed in 6 months to ascertain if the improved reporting and awareness of councillors assists in Council meeting its obligations under the Aged Care Act.

### **FINANCIAL IMPLICATIONS**

Nil

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### **RECOMMENDATION**

That Council notes this report and the information provided that relates to its role as an Approved Provider of Commonwealth Aged Care Services.

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## Information Handout for Hope Vale Aboriginal Shire Council Councillors

As it relates to the role of Approved Providers of Commonwealth Aged Care Services

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The elected Councillors at **Hope Vale Aboriginal Shire Council** have legal accountability and responsibilities as the governing body (the Approved Provider) of the aged care services at Hope Vale. This includes the Hope Vale Aged Care Hostel and the Hope Vale Commonwealth Home Support Program (CHSP).

### **The responsibilities of Approved Providers are outlined in the Aged Care Act 1997 Chapter 4— Responsibilities of approved providers.**

Division 53—Introduction states:

Approved providers have responsibilities in relation to aged care they provide through their aged care services. These responsibilities relate to:

- the quality of care they provide (see Part 4.1);
- user rights for the people to whom the care is provided (see Part 4.2);
- accountability for the care that is provided, and the basic suitability of their key personnel (see Part 4.3).

As the governing body they also have specific overarching responsibilities for the care and services delivered at the aged care home and CHSP. The overarching responsibilities are documented in the Aged Care Quality Standards that are legally enforceable and apply to all governing bodies of Commonwealth funded aged care services nationally.

**Aged Care Quality Standard 8 – Organisational Governance** clearly defines these responsibilities.

**Continuous Improvement** as an organisation wide governance system is embedded within Standard 8 and it is important for the Councillors to be aware of their role in both monitoring and supporting continuous improvement in its aged care services. Indirectly through the established delegation pathway within the Hope Vale Council organisational structure, councillors as members of the governing body have a role in driving continuous improvement within their services. From December 2021, Council will receive regular updates relating to continuous improvement activities within its aged care services through a revised reporting process. Current information sourced from the aged care services Managers to Director of Social Services and then on shared with the Hope Vale Council CEO will be reported at each Council meeting to ensure councillors are provided with adequate information to enable them to assume and accept accountability within their role responsibilities.

### **Relevant further reading:**

#### **The Aged Care Act, 1997**

The Aged Care Act 1997 is the main law that sets out the rules for government-funded aged care including:



- funding
- regulation
- approval of providers
- subsidies and fees
- standards
- quality of care
- rights of people receiving care
- non-compliance

**Aged Care Principles**

What are the principles of aged care?

The principles set out the minimum standards of operation and outline specific methodology for providing aged care to care recipients in a manner that is compliant with all legal obligations. These principles deal with issues such as: requirements for providing for the safety and health of individuals under your care

The following Principles are suggested reading for Councillors and include but not limited to:

- Approved Provider Principles 2014
- Accountability Principles 2014
- Quality of Care Principles 2014
- User Rights Principles 2014

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## Item 8.2: COUNCIL MEETINGS 2022

### EXECUTIVE SUMMARY

To meet its statutory obligations, Council must (at least once per year) publish a notice of the days and times when ordinary council meetings will be held.

### BACKGROUND

Section 254B of the *Local Government Regulation 2012* states that Council must publish a notice stating the dates and times when ordinary council meetings will be held. The relevant section of the Regulation is as below:

#### **254B Public notice of meetings**

- (1) *A local government must, at least once in each year, publish a notice of the days and times when—
  - (a) its ordinary meetings will be held; and
  - (b) the ordinary meetings of its standing committees will be held.*
- (2) *The notice mentioned in subsection (1) must be published on the local government's website, and in other ways the local government considers appropriate.*
- (3) *A local government must display in a conspicuous place in its public office a notice of the days and times when—
  - (a) its meetings will be held; and
  - (b) meetings of its committees will be held.*
- (4) *A local government must, as soon as practicable, notify any change to the days and times mentioned in subsection (1) or (3) in the same way as the days and times were previously notified.*

Previously Council meetings have been held on the third Wednesday of each month and it is anticipated that this will continue in 2022. Therefore, the attached list proposes the dates for Council meetings in 2022.

### LEGAL/LEGISLATIVE IMPLICATIONS

Section 254B of the *Local Government Regulation 2012* is relevant.

### FINANCIAL IMPLICATIONS

Nil

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### RECOMMENDATION

That Council approves the dates and times for the ordinary council meetings for 2022 and for these to be placed on Council's website and public notice board

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# **Hope Vale Shire Council**

## **Monthly Meeting Dates 2022**

***Meetings commencing at 9.00am***

***Wednesday 19<sup>th</sup> January 2022***

***Wednesday 16<sup>th</sup> February, 2022***

***Wednesday 16<sup>th</sup> March, 2022***

***Wednesday 20<sup>th</sup> April, 2022***

***Wednesday 18<sup>th</sup> May, 2022***

***Wednesday 15<sup>th</sup> June, 2022***

***Wednesday 20<sup>th</sup> July, 2022***

***Wednesday 17<sup>th</sup> August, 2022***

***Wednesday 21<sup>st</sup> September, 2022***

***Wednesday 19<sup>th</sup> October, 2022***

***Wednesday 16<sup>th</sup> November, 2022***

***Wednesday 14<sup>th</sup> December, 2022***

