



Alwyndor Management
Committee

NOTICE OF MEETING

Notice is hereby given that a meeting of the Alwyndor Management Committee will be held in the

**Alwyndor Aged Care Boardroom
Dunrobin Road, Hove**

Thursday 21 May 2020 at 6.00pm

A handwritten signature in black ink, appearing to read "Roberto Bria".

**Roberto Bria
CHIEF EXECUTIVE OFFICER**

Alwyndor Management Committee Agenda

1. OPENING

The Chairperson, Mr K Cheater will declare the meeting open at 6.00 pm.

2. KAURNA ACKNOWLEDGEMENT

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

3.1 Apologies received

3.2 Absent

4. DECLARATION OF INTEREST

If a Committee Member has an interest (within the terms of the Local Government Act 1999) in a matter before the Committee they are asked to disclose the interest to the Committee and provide full and accurate details of the relevant interest. Committee Members are reminded to declare their interest before each item.

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee held on 16 April 2020 be taken as read and confirmed.

5.2 Confidential Minutes

Motion

That the confidential minutes of the Alwyndor Management Committee held on 16 April 2020 be taken as read and confirmed.

6. REVIEW OF ACTION ITEMS

6.1 Action Items

6.2 Confidential Action Items

7. REPORTS/ITEMS OF BUSINESS

7.1 General Manager's Report (Report No: 15/2020)

8. CONFIDENTIAL

8.1 General Manager's Report – Confidential (Report No: 16/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

8.2 Monthly Financial Report – April 2020 (Report No:17/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

8.3 Financial Investments (Report No:18/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

8.4 Refundable Deposit Policy & Standards (Report No:19/2020)

Pursuant to Section 90 (2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered

to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

9. URGENT BUSINESS – Subject to the Leave of the Meeting

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 18 June 2019 in the Boardroom Room or via audio-visual, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

11. CLOSURE



**ROBERTO BRIA
CHIEF EXECUTIVE OFFICER**

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor Aged Care, Dunrobin Road, Hove and via Microsoft Teams on Thursday 16 April 2020 at 6.42 pm.

PRESENT

Elected Members

Councillor Philip Chabrel
Councillor Susan Lonie

Independent Members

Chairperson – Mr Kim Cheater
Deputy Chair - Julie Bonnici
Mr Kevin Whitford

Staff

General Manager Alwyndor – Ms Beth Davidson-Park
Finance Manager – Ms Leisa Humphrey
Personal Assistant – Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.42pm and reminded members of the resolution of the Special Meeting held 1 April 2020 regarding meetings held via audio-visual communications:

- a. Each of the Members taking part in the meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of the other Members present.*
- b. At the commencement of the meeting, each Member must announce his/her presence to all other Members taking part in the meeting.*
- c. A Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Member has previously notified the Chair of the meeting.*

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chairperson stated:

We acknowledge the Kaurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kaurna People today.

3. APOLOGIES

3.1 For Absence – Julia Cudsi

3.2 Leave of Absence - Nil

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

ADJOURNMENT

The meeting held on 19 March 2020 was adjourned for want of a quorum. The Chair reconvened the March meeting commencing at 6.47pm where the Committee left off at Item 8.1.

MEETING RESUMPTION

The 16 April 2020 meeting resumed at 6.50pm at Item 5. Confirmation of Minutes.

5. CONFIRMATION OF MINUTES

5.1 Minutes of Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee Special Meeting held on 1 April 2020 be taken as read and confirmed.

Moved by Cr Chabrel, Seconded by K Whitford,

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items
Status of actions noted.

6.2 Confidential Action Items

7. REPORTS/ITEMS OF BUSINESS**7.1 General Manager's Report (Report No: 11/2020)****7.1.1 COVID-19 Update**

The General Manager provided members with an overview of the ongoing monitoring and activities and continuous review and update of the Business Continuity Plan.

Emergency Legislation enacted 10 April 2020 was noted, the areas impacting on Alwyndor were that residents may now leave Alwyndor to attend a family funeral ie in addition to a medical or dental appointment, also that influenza vaccinations are mandatory for anyone entering an aged care service from 1 May 2020. A query was asked about the technicalities regarding and proof of Influenza vaccination and associated access restrictions. The General Manager advised that Alwyndor will accept Statutory Declarations or receipts from providers.

Motion:

- 1. Note the information regarding COVID 19 pandemic response actions and planning as at April 2020.**
- 2. Approve the Strategic Planning process continue via a Special Meeting to be facilitated via an appropriate online communication platform.**

Moved Cr P Chabrel, Seconded Cr S Lonie

Carried

8. CONFIDENTIAL ITEMS**8.1 General Manager's Report (Report No: 12/20)****Exclusion of the Public – Section 90(3)(d) Order**

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report's and Attachments to General Manager's Report, Report No. 12/2020 Report in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 12/20 General Manager's Report on the following grounds:**
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the**

disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved J Bonnici, Seconded Cr Chabrel

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.1 General Manager's Report (Report No: 12/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved K Whitford, Seconded Cr P Chabrel

Carried

8.2 Monthly Financial Report – March 2020 (Report No:13/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Moved Cr P Chabrel, Seconded J Bonnici

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.2 Monthly Finance Report – March 2020 (Report No: 13/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved K Whitford, Seconded Cr P Chabrel

Carried

8.3 Draft Budget - 2020/21 Update (Report No:14/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Moved K Whitford, Seconded J Bonnici

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.2 Draft Budget – 2020/21 Update (Report No: 14/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved Cr S Lonie, Seconded J Bonnici

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 21 May 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove and via Audio-visual technology.

11. CLOSURE

The meeting closed at 8.07pm.

CONFIRMED 21 May 2020

CHAIRPERSON

DRAFT

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor Aged Care, Dunrobin Road, Hove on Thursday 19 March 2020 at 6.45 pm.

PRESENT

Elected Members

Councillor Philip Chabrel

Independent Members

Chairperson – Mr Kim Cheater

Deputy Chair – Ms Julie Bonnici

Mr Kevin Whitford

Staff

General Manager Alwyndor – Ms Beth Davidson-Park

Personal Assistant – Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.42pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chairperson stated:

We acknowledge the Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

For Absence - Ms Julia Cudsi
Ms Trish Aukett
Councillor Susan Lonie

3.2 Leave of Absence - Nil

Members noted the resignation received from T Bamford, and the intention from T Aukett not to re-nominate for another term. The AMC accepted both the resignation and the advice from T Aukett and thanked both for their extended service to the Alwyndor Management Committee.

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES

5.1 Minutes of Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee held on 20 February 2020 be taken as read and confirmed.

Moved by K Whitford, Seconded by Cr Chabrel

Carried

5.2 Confidential Minutes of Previous Meeting

Motion

That the confidential minutes of the Alwyndor Management Committee held on 20 February 2020 be taken as read and confirmed.

Moved by Cr Chabrel, Seconded by K Whitford

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

The General Manager confirmed that the presentation of the Staff Survey results to Council was well received. Cr Chabrel stated that Council members had found the information very positive.

6.2 Confidential Action Items

7. REPORTS/ITEMS OF BUSINESS

7.1 **General Manager's Report (Report No: 07/2020)**

7.1.1 Enterprise Bargaining, Industrial and staffing matters

The General Manager provided members with an update of recent industrial and staffing matters.

7.1.2 RC submission – this item was withdrawn.

7.1.3 COVID-19 update

Noted that plans are being developed to ensure that Alwyndor undertakes all emergency response measures.

The General Manager presented members with contingencies around the impact of COVID-19 with it being noted that in the areas of staffing shortages, Support Workers and Therapy Assistants would be utilised in addition to offering additional hours to part time Carers to backfill where possible to further reduce Agency staff usage.

Hospitality contingencies are currently being developed.

Potential financial impacts were discussed with it being noted that all costs would be allocated to a separate cost centre.

7.1.4 AMC Recruitment of new members

Noted that the notation '*as relevant to the Aged or Community Care industry*' should be removed and members are to resubmit their skills matrix where necessary.

Noted that recruitment would be for a minimum of 2 members dependent on applications.

Motion

That the Alwyndor Management Committee:

1. Note the update on Enterprise Bargaining, Industrial and staffing matters
2. Note that the item regarding the further submission made by Alwyndor to the Royal Commission Consultation Paper: Aged care program redesign - services for the future, Stage 2 was withdrawn.
3. Note Alwyndor's continuous review and operational actions in response to COVID 19 – corona virus.
4. Approve the recruitment process for new AMC members.

Moved J Bonnici, Seconded K Whitford

Carried

8. CONFIDENTIAL ITEMS

8.1 General Manager's Report (Report No: 08/20)

Exclusion of the Public – Section 90(3)(d) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report's and Attachments to General Manager's Report, Report No. 08/2020 Report in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the

public be excluded to consider the information contained in Report No: 48/19 Monthly Financial Report – November 2019 on the following grounds:

- d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved K Whitford, Seconded J Bonnici

Carried

J Bonnici left the meeting 8.46pm

The Alwyndor Management Committee meeting immediately adjourned for want of a quorum at 8.47pm to be reconvened on 16 April 2020.

The meeting was reconvened 16 April 2020 at 6.47pm.

8.2 Monthly Financial Report – February 2020 (Report No: 9/20)

Noted that the financials will be updated in the April report.

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.2 Monthly Financial Report – February 2020 (Report No: 09/2020) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Report, Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved K Whitford, Seconded Cr P Chabrel

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 16 April 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove

11. CLOSURE

The meeting closed at 6.49pm.

CONFIRMED 21 May 2020

CHAIRPERSON

DRAFT

AMC ACTION ITEMS

Action No.	Meeting	Agenda Item	Action Required	Responsibility	Due Date	Current Status
1	17/10/19	7.1 General Manager's Report	The Chairperson and General Manager to review the AMC Terms of reference and present to AMC for comment and review prior to presentation to the Holdfast Bay Council for consideration and approval.	GM / AMC Chair	May-20	In progress

Item No: 7.1

Subject: **General Manager Report**

Date: 21 May 2020

Written by: Beth Davidson-Park
General Manager

SUMMARY

This report is to update and inform the Alwyndor Management Committee (AMC) regarding items, initiatives, and issues of relevance to Alwyndor business specifically and to the aged care sector more generally.

RECOMMENDATIONS

That the Alwyndor Management Committee:

- 1. Note the information regarding COVID 19 pandemic response actions as at May 2020.**
 - 2. Note there will be a Special Meeting of the AMC on 13 June 2020 to consider the next stages of Alwyndor Strategic Planning.**
 - 3. Note that the City of Holdfast Bay (Alwyndor) Enterprise Agreement 2019-22 has been approved by employees.**
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REPORT

1. COVID-19 responses and actions

We have continued to review and refine our plans and actions in response to the COVID-19 crisis. Further to the AMC email update of 22 April 2020 the following work has been undertaken:

Business Continuity Planning (BCP)

As a dynamic document the COVID-19 BCP has been reviewed, modified and updated by the executive team in response to the ever-changing environment.

Update: actions taken as restrictions are gradually rolled back:

Workforce:

- working from home arrangements have ceased with all corporate staff and Home Care coordinators now working on site at Dunrobin Road. Office arrangements continue to be consistent with social distancing requirements.

- Alwyndor is in the fortunate position that given the nature of our business we have not been required to reduce staff during this time, rather we have increased rostered staffing levels in residential to enable social interactions, including the visiting schedule. Note that we have also increased our employee numbers to enable us to reduce agency hours and so increase consistency and quality of care as well as supporting our infection control management.

Infection control protocols – Residential: isolation of short stay residents (Transitional Care, Respite and Care Awaiting Placement) for 72 hours on admission has ceased.

Home Support Healthy Living (Allied Health) Services: staff have undertaken 855 regular welfare checks via twice weekly phone calls, 122 exercise programs for customers to complete at home have been distributed together with 262 activity packs.

Family, next of kin and community engagement

Consistent with email advice on 4 May 2020 we commenced 'managed visits' in residential ie visits are pre booked, one visit of up to two people per resident per day for a maximum of 30 minutes, visits are 'supervised' by a staff member who ensures that visitor(s) have had their influenza vaccination and hand hygiene is practiced and who undertakes temperature checks and manages general health and travel questions. Social distancing etiquette is enforced and table and chairs are wiped down with disinfectant after each visit.

On 12 May 2020 the Federal Government released the *Industry Code for Visiting Residential Aged Care Homes during COVID-19*. Alwyndor commented on the Code draft prior to its release, all of our actions are consistent with this code.

The visits have been successful and we have reviewed our approach regularly and continued through the Mother's Day weekend, we will commence visits from Tuesday to Saturday each week from Tuesday 19 May and will review again by Friday 5 June.

At Wednesday 13 May, 323 people had visited loved ones at Alwyndor since 4 May 2020.

Most families have been very supportive and we have received many generous thanks and messages. We have also received some complaints and concerns which we address on a case by case basis, seeking to modify wherever we can to ensure safe social interaction.

2. Strategic planning

A Special Meeting of the AMC has been scheduled for Saturday 13 June 2020 to consider the next stages of the Alwyndor Strategic Plan development.

More detail of the outline of the day will be shared closer to the date.

3. **Enterprise Agreement 2019-22**

The Enterprise Agreement 2019-22 has been overwhelmingly supported by Alwyndor employees. The participation rate of 72.7% with a majority of 80.7% in favour of the Agreement are both very high and well above the industry average.

The agreement is for 3 years and included a 2% increase for all impacted employees from 1 July 2019 with an additional 2% to be paid 1 July 2020 and 1 July 2021. Other benefits include streamlined and increased call out arrangements, additional leave arrangements for domestic violence and ceremonial leave, increased allowances for phones, travel and sleepover arrangements in Home Care. The Agreement also includes an undertaking to review the classification structure for all allied health employees, an issue which was raised during the bargaining process and better addressed as a separate process whilst the impacted employees receive the benefits of the new Agreement.

The Agreement is now being finalised with the relevant Unions and will be submitted to the South Australian Employment Tribunal for ratification. This is a process which can take several months, and in light of this salary increases will be paid in the next pay period (including back pay) as a goodwill gesture to our employees.

ITEM NUMBER: 8.1

CONFIDENTIAL REPORT

GENERAL MANAGERS REPORT – CONFIDENTIAL

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. **commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

Recommendation – Exclusion of the Public – Section 90(3) Order

1. **That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report No 16/2020, General Managers Report - Confidential in confidence.**
2. **That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 16/2020, General Manager's Report - Confidential on the following grounds:**
 - d. **pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the**

disclosure of which could reasonably be expected to confer a commercial advantage on a third party.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**
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ITEM NUMBER: 8.3

CONFIDENTIAL REPORT

FINANCIAL INVESTMENTS

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Recommendation – Exclusion of the Public – Section 90(3) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report No: 13/2020 in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 13/2020, Monthly Financial Report – Confidential on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**
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CONFIDENTIAL

CONFIDENTIAL

ITEM NUMBER: 8.4

CONFIDENTIAL REPORT

REFUNDABLE DEPOSITS POLICY & STANDARDS

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Recommendation – Exclusion of the Public – Section 90(3) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report No: 19/2020 in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 19/2020, Refundable Deposits Policy and Standards on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**
-