

Agenda

Alwyndor Management Committee

NOTICE OF MEETING

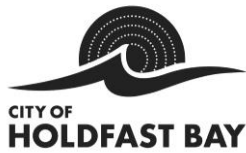
Notice is hereby given that a meeting of the
Alwyndor Management Committee will be held in the

Boardroom - Alwyndor
52 Dunrobin Road, Hove

29 May 2025 at 6.30pm



Pamela Jackson
Chief Executive Officer



1. Opening

The Chairperson, Mr K Cheater will declare the meeting open at 6.30pm.

2. Kurna 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. Declarations 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. Attachment 1

5. Confirmation of Minutes

That the minutes of the Alwyndor Management Committee meeting held on 23 April 2025 be taken as read and confirmed.

6. Review of Action Items

6.1 Action Items

6.2 Annual Work Plan 2025

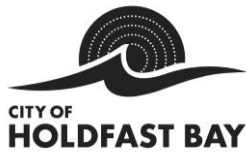
7. Reports/Items of Business

7.1 General Manager Report (Report No: 11/25)

8. Items in Confidence

8.1 General Manager Report – Confidential (Report No: 12/25)

Pursuant to Section 87(10) of the *Local Government Act 1999* the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee upon the basis that the Committee considers the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that the 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 Finance Report – Confidential (Report No: 13/25)

Pursuant to Section 87(10) of the *Local Government Act 1999* the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee upon the basis that the Committee considers the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Committee will receive, discuss or consider:

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8.3 Finance Report – Budget 2025/26 (Report No: 14/25)

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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 31 July** in Boardroom, Alwyndor Aged Care, 52 Dunrobin Road, Hove or via audio-visual telecommunications.

11. Closure


Pamela Jackson
 Chief Executive Officer

Item 6.1 – Action items

Non – confidential

Action No.	Meeting	Agenda Item	Action Required	Responsibility	Due Date	Current Status
83	23/4/2025	6.1 Action Items	Update action # 82 with requested wording ie to read 'Financial modelling: Like for like modelling provided to the Chair and is reflected in the draft 2025/26 Budget.'	BT	May 2025	Action updated Complete.
84	23/4/2025	6.2 Workplan	Workplan to be updated to include Asset Management Plan review	BT	September 2025	Deferred until September ie not included as a part of the draft budget.
85	23/4/2025	7.1.2 Reform	Update the RAD/DAP progress to green traffic light. Include commentary in report that outlines progress, pain points and how will be addressed.	NS	May 2025	Now included in reform reporting as standard and is Item 7.1.1 on the 29 May agenda. Complete.

AMC Actions

Alwyndor Management Committee Self Assessment Action list				
Item No.	Item	Responsibility	Action	Current Status
	Nil			

Workplan 2025

	13 Feb	27 March (special focus)	23 April	29 May	June	31 July	August	25 Sept	30 October (special focus)	27 November	December
GM Report: <ul style="list-style-type: none"> current issues emerging risks industry developments financial impacts/issues clinical / critical incident matters of strategic importance 	Yes	<ul style="list-style-type: none"> Budget parameters, assumptions, priorities Aged Care Reform overview 2025 	Yes	Yes	No meeting	Yes	No meeting	Yes	TBA	Yes	No meeting
Project reports: <ul style="list-style-type: none"> Strategic Project Updates 	Employment Hero		As relevant – current projects	As relevant – current projects		As relevant – current projects		As relevant – current projects		As relevant – current projects	
Strategic: <ul style="list-style-type: none"> Review Strategic direction and priorities Key strategic initiatives for year ahead 						Strategy: achievements direction, priorities and initiatives					
Business Updates: <ul style="list-style-type: none"> Deep dive into key areas of business focusing on performance, operational risks, focus on Reform Agenda. 		Reform: Support at Home	Reform: Residential Corporate	Reform: Support at Home		Reform TBA		Reform TBA	Reform TBA		
Client Focus: <ul style="list-style-type: none"> Client feedback Reporting from Consumer Advisory Groups 	Client feedback			Consumer Advisory Groups report		Client feedback				Consumer Advisory Bodies report	
Performance: <ul style="list-style-type: none"> KPI review Reporting from Quality Care Advisory Group (QCAG) 				Performance report Q2 & Q3 FY24/25		Performance report Q4 FY24/25 Quality Care Advisory Group report.				Performance Report Q1 FY25/26 Quality Care Advisory Group report. <i>Louise Watson to attend.</i>	
Risk & assurance: <ul style="list-style-type: none"> Enterprise risk review Risk Appetite Statement WHS reporting Legislative Compliance Annual Statement of Compliance 	Legislative Compliance		Work Health & Safety					Enterprise Risk Review – refresh Risk Appetite Statements		Work Health & Safety	
Financials: <ul style="list-style-type: none"> Annual budget (including capex and asset management plan) Long Term Financial Plan Investments review Annual Financial Statements and Audit Quarterly financial performance. 	Quarterly financial performance		Quarterly financial performance Draft Budget	Annual budget (including capex and asset management plan) Long Term Financial Plan EOFY Reporting Process External Audit Plan		Quarterly financial performance (April-June 24)		Annual Financial Statement Review. Asset Management Plan review.		Quarterly financial performance Investments review (<i>Ord Minnette</i>) Prudential Review Annual Statement of Compliance	
Policy Review and Approval	As required		As required	As required	6	As required		As required		As required	



ITEM 4
ATTACHMENT 1

Committee Members - Register of Interests

The purpose of this register is to effectively identify, disclose and manage any actual, potential or perceived conflicts of interest in order to protect the integrity of Alwyndor Management Committee and manage risk.

Name of Committee Member	Description of interest	Date when disclosure given to the Committee
Kim Cheater	<p>Board and Committee Appointments</p> <ul style="list-style-type: none"> • Member, Advisory Board, Southern Cultural Immersion (Kurna owned business operating Living Kurna Cultural Centre at Warriparinga) • Advisory Board, SARAH Group (and Chair of Audit, Risk and IT Committee) • Council Member, Flinders University of South Australia • Chair, Advisory Board, Flinders University College of Government, Law & Business • Independent Chair, Audit Risk Finance and Investment Committee, Minda Inc • Board Member, ReturntoWorkSA • Board of RAA Group • Board of RAA Insurance • Non-Executive Director to the Board of Australian Unity Limited <p>Qualifications</p> <ul style="list-style-type: none"> • Fellow, Australian Institute of Company Directors • Fellow, Chartered Accountants Australia and NZ • Bachelor Economics (Major Accounting), Flinders University <p>Noting: My wife is the Member for Boothby in the Australian House of Representatives.</p>	15/12/2022
Cr Susan Lonie	<p>Board and Committee Appointments</p> <ul style="list-style-type: none"> • Member of Holdfast Bay Council. • Alwyndor Management Committee. <p>Qualifications</p> <ul style="list-style-type: none"> • Qualifications Bachelor of Nursing, Graduate Diploma in Intensive Care Nursing and Bachelor of Laws (Hons). (Please note I am not currently a Registered Nurse.) 	

Name of Committee Member	Description of interest	Date when disclosure given to the Committee
Cr Robert Snewin	Board and Committee Appointments <ul style="list-style-type: none"> • GDCC Board and Chairman of Sponsorship and Fundraising • Treasurer of the Rural Media Communicators SA/NT • Councillor at the Royal Agricultural and Horticultural Society of SA • Member of Holdfast Bay Council. • Alwyndor Management Committee Qualifications <ul style="list-style-type: none"> • Dip. Marketing and FAICD 	
Judy Searle	Board and Committee Appointments <ul style="list-style-type: none"> • Queensland Civil and Administrative Tribunal - Medical Practitioner Panel - assessor • Griffith University School of Medicine – Professor • Chair of the Northern Adelaide Local Health Network (NALHN) Governing Board • Member Clinical Governance Advisory Committee, Aust Commission Safety & Quality in Health Care • Member University of Adelaide Ageing & Community Services Industry Advisory Board Qualifications <ul style="list-style-type: none"> • BMBS FRANZCOG(ret) GDPH MD GCTE PCM GAICD 	Updated Sept 2024
Jo Cottle	Board and Committee Appointments <ul style="list-style-type: none"> • Work for Carers SA – Carers SA utilises Alwyndor’s services for residential respite and in home respite services – all via short term contracts at market rates • Chair of NFP Discussion Group – Chartered Accountants Australia & NZ • Director of Careworks SA & NT (a small SA NFP) • Director of Community Living Project (medium NFP providing disability support services) 	Oct 2024

Name of Committee Member	Description of interest	Date when disclosure given to the Committee
	Qualifications <ul style="list-style-type: none"> • Fellow, Chartered Accountants Australia and NZ • Graduate – Australian Institute of Company Directors • Bachelor of Commerce and Bachelor of Business (Commercial Law) 	
Lorraine Sheppard	Board and Committee Appointments <ul style="list-style-type: none"> • Finance Committee, Royal Flying Doctor Service – Central ops • Non-executive director The Benevolent Society • Non-executive director and Chair, Finance Audit and Risk Committee, The Women’s Club • Professor of Physiotherapy and Health Care Administration Qualifications <ul style="list-style-type: none"> • B App Sc (Physiotherapy) MBA PhD FAICD CA 	March 2024 update Oct 2024
John O’Connor	Board and Committee Appointments <ul style="list-style-type: none"> • Governing Board Member, Yorke and Northern Local Health Network (YNLHN) • Chair, YNLHN Finance and Performance Committee • External Member, Dept for Child Protection – Finance Management Committee Qualifications <ul style="list-style-type: none"> • Fellow – CPA Australia • Graduate, Australian Institute of Company Directors 	Sept 2024 Feb 2025

Item No: 7.1

Subject: General Manager Report

Date: 29 May 2025

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.

Recommendation

That the Alwyndor Management Committee:

- 1. Note the Aged Care Reform update.**
- 2. Note the Consumer Advisory Groups report.**
- 3. Note that at its meeting of 27 May 2025, Council xxx [to be inserted at the meeting] the reappointment of Professor Judy Searle to AMC for another three (3) year term until 1 June 2028.**
- 4. Note that at its meeting of 27 May 2025, Council xxx [to be inserted at the meeting] the reappointment of Professor Lorraine Sheppard to AMC for another three (3) year term until 1 June 2028.**
- 5. Recommend to the City of Holdfast Bay the appointment of xxxxx as Deputy Chair of AMC for a period of three (3) years / commensurate with their current term for consideration at its meeting to be on 10 June 2025.**

7.1.1 Aged Care Reform Update

At its meeting held on 23 April 2025 members requested a more comprehensive update including progress, issues and actions we are taking to address the Reform changes.

The Aged Care Reform is an unprecedented change in how aged care services are regulated, delivered, and monitored across Australia. These reforms, commencing 1 July 2025, have their genesis in the Royal Commission into Aged Care Quality and Safety and reflect the Federal Government commitment to ensuring older Australians consistently have access to and receive safe, high-quality, and respectful care.

In response to these reforms, we have undertaken a comprehensive review of our systems, governance structures, policies, and operational practices. This preparation has been structured across key reform domains: provider registration, governance and leadership,

quality standards compliance, workforce screening, consumer engagement, complaints handling, financial accountability, digital readiness, and inclusivity.

As outlined in **Attachment 1** Reform Action Tracker, substantial progress has already been made toward compliance. This includes review of over 70% of organisational policies and we are now on track to have either implemented or have plans in place to ensure compliance with the new Aged Care Quality Standards by the 1 July deadline.

Support at Home compliance with the new DoHA Support at Home model is up to date as indicated in the project update which forms Item 8.1.1 of this agenda.

The upcoming financial and pricing reforms include new standards for liquidity and prudential management (standards are not yet finalised), RAD retention rules, and the indexing of Daily Accommodation Payments (DAPs). Work is underway to ensure compliance with these changes, supported by financial planning, policy alignment, and staff training.

Digital transformation is cited as a key enabler of reform success. We are engaged with the Government Provider Management System (GPMS) and preparing for future reforms, including real-time data reporting compliance, noting Services Australia have not yet finalised these systems.

Overall, while the reform agenda is significant, we are well positioned for transition noting to date the DoHA has not yet released the final version of the Aged Care Rules which form the enabling legislation to the Act. Six (6) draft releases have been issued and the DoHA is currently in the 7th phase of draft release, this is expected to be updated in June 2025.

7.1.2 Consumer Advisory Groups update

Residential Advisory Group

Due to two members passing and only one resident remaining a member, we have not had a recent meeting. We have advertised for new members through resident newsletters and breakfast tray notes, however we have received nil interest thus far. The current member will attend the next Resident Meeting on 27 May to encourage new participants, if there is no response, we will discuss the CAG be incorporated into the Resident Meeting moving forward. This will satisfy compliance regarding these mandated meetings.

Community Connections

A meeting was held on 26 February 2025. There were 2 clients and 1 advocate in attendance along with 3 staff members.

The 2024 client satisfaction survey outcomes were discussed and it was noted that there was an overall increase in CHSP clients citing 'Never' or 'Some of the time' in response to questions about their services. This was considered a reflection of the impact of CHSP services being at capacity and the perceived reduction in services by some clients.

Client and advocates were interested in services Alwyndor provide and information and brochures were provided including guidance on how to progress through the Therapy and Wellness activities.

An update on the Support at Home project was provided and members were given information about the upcoming S@H Webinar on the changes to home care.

7.1.3 Reappointment of AMC members

Professor Judy Searle and Professor Lorraine Sheppard have been members of the AMC since June 2020 and are now eligible for another three (3) year term. Both have expressed their desire to serve another term.

The process for reappointment to the Alwyndor Management Committee is guided by the *Terms of Reference* as follows:

8 Membership

- 8.1.3 *On expiry of their term, members of the AMC may seek reappointment. The CEO, the Chairperson and one of the appointed Elected Members will consult and make a recommendation to Council who will decide on the reappointment.*
- 8.1.4 *An AMC member may only serve a maximum of three (3) consecutive terms.*

Consistent with this process the CEO, Pamela Jackson, Chair, Kim Cheater and Cr Robert Snewin (Council appointed Elected Member to AMC) have supported both Judy and Lorraine's reappointments.

At its meeting to be held on 27 May 2025, Council will consider the reappointments, the Chair and Professor Searle and Professor Sheppard will be updated following the meeting and AMC will be updated at its meeting to be held on 29 May.




7.1.4 Appointment of Deputy Chair

Professor Lorraine Sheppard has been Deputy Chair since 2023 with her term expiring on 1 June 2025. Nominations for the position will be called for at the meeting and a Deputy Chair will be recommended to the City of Holdfast Bay for appointment.





ITEM 7.1.1
ATTACHMENT 1





Provider registration

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Validate correct provider registration category based on service type.	1 July 2025	Rules (Release 1 & 3 – Provider Registration Categories): registration must align with the prescribed category reflecting the type of care or services provided.	Complete.	
Comply with conditions of registration relevant to provider type and category.	From 1 July 2025	Act s.90; Rules Chapter 3: Providers must meet applicable conditions of registration based on their category and risk profile.	Aware of provider obligations in Chapter 3 and working towards updating practices, such as adhering to the Strengthened Quality Standards and Aged care worker screening (Gaps)	
Maintain a register of responsible persons and notify changes.	From registration onwards	Act s.95, s.102: Providers must ensure responsible persons meet suitability requirements and must notify the Commission of any changes.	Update register of responsible persons 1 July 2025.	







Governance and Leadership

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Ensure governing body includes relevant experience (e.g. clinical care)	At time of registration.	Act s.87; Rules (Draft Release 3, s.157): Certain providers must have at least one member with experience in clinical care.	Compliant and advertising AMC position with a requirement to have aged care clinical experience.	
Ensure responsible persons meet suitability requirements	Prior to appointment.	Act s.95; must not have disqualifying offences or adverse suitability findings. Providers must assess and declare suitability.	Compliant & embedded into current practice.	





Compliance with new Aged Care Quality Standards

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Comply with applicable new Aged Care Quality Standards	1 July 2025	Act s.90: Rules s.146: Compliance with relevant Standards is a condition of registration for providers in categories 4–6.	Reviewing all current assessment tools to ensure compliance. Developing education programs for all staff. Mapping of current standards to new standards and identified new or increased requirements.	
Update internal policies, procedures and systems to align with new Standards.	1 July 2025	Required to demonstrate actual compliance with the Standards (e.g. governance, workforce, food, environment).	Using the Safety, Quality & Management System (CENTRO - Ageing Australia) we are reviewing all policies. Currently 70% of documents have been updated. Developing an education program for staff on how to access documents.	
Embed continuous improvement processes and maintain plans.	1 July 2025, and review regularly (e.g. quarterly or after key events)	Rules s.147: A continuous improvement plan is required for most providers, particularly those in Categories 4–6.	Process in place to update existing CI plans and develop new as required.	
Prepare for and participate in audits against the Standards.	Ongoing, with audits occurring at registration, renewal, or as directed by the ACQSC.	Act s.110: audit results inform registration decisions.	Complete self-assessment against the new Standards once all information is available.	



Workforce screening, training and capability

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Ensure all aged care workers and responsible persons have a valid police check or NDIS Worker Screening Clearance.	By 1 July 2025, and before engaging any new staff or responsible person.	Act s.152; Rules (draft): Mandatory for all providers. From 1 July 2025, must verify that staff are not precluded by disqualifying offences.	Embedded into current practice.	
Check for specific disqualifying offences (e.g. sexual offences, serious dishonesty, death of a person).	At pre-employment, and when reviewing screening documentation.	Rules specify these offences; CHSP and NATSIFACP providers must align with this from 1 July 2025.	Embedded into current practice.	
Do not permit individuals with disqualifying offences to work in aged care roles.	From 1 July 2025.	Banning orders - Act s.152; strict prohibition from employment where precluding convictions exist.	Embedded into current practice.	
Ensure screening also applies to 'responsible persons' (e.g. Board members, executives)	1 July 2025, and prior to appointment	Key personnel changes - Act s.152; strict prohibition from employment where precluding convictions exist.	Embedded into current practice	
Prepare for transition to the new Aged Care Worker Screening Scheme (aligned with NDIS)	During 2025–26, with national scheme expected to commence in 2026.	Providers must continue current police check processes until new scheme in place.	Not commenced as there is insufficient information available.	
Code of Conduct	1 July 2025	The new Code of Conduct for Aged Care outlines expected behaviours and will be implemented alongside the new legislation.	Alwyndor Code of Conduct will be amended to suit. Ensure all staff receive and sign the new Code of Conduct.	


Consumer Rights and Dignity


ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Uphold and embed the Statement of Rights in service delivery.	1 July 2025, and ongoing in all aspects of care.	Act s.11–12: providers must uphold the Statement of Rights when delivering aged care services.	Statement of Rights has been included in all applicable updated policies. Developing education for all staff	
Act in accordance with the Statement of Principles	1 July 2025.	Act s.13: These principles guide provider decision-making and conduct under the Act.	Requirements of the Statement of Principles is included in the updating of policies.	
Inform clients and residents of their rights and support understanding.	At service entry, and ongoing, especially when changes or reviews occur.	Act s.90: must ensure individuals understand their rights, including through appropriate communication supports.	Provide and explain Statement of Rights to consumers and/or their supporters at entry and ensure they understand their rights. Replace Charter of Rights to the Statement of Rights Commenced preparation of documents, pending review.	
Ensure consent processes are in place and person-centred.	1 July 2025, and at all decision points.	Act s.21: applies to care planning, restrictive practices, and sharing information.	Policy on informed consent and dignity of risk has been updated.	


Complaints and Feedback Management

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Report complaints data to the ACQSC	Quarterly or as required, beginning from 1 July 2025	Rules s.166-5: providers must submit reports on complaint volumes and resolution trends within required reporting periods.	Review our current complaints management system to ensure capture of data required.	
Maintain and communicate a whistleblower policy	By 1 July 2025, and reviewed regularly	Act s.25; Rules s.164: A clear policy for protected disclosure is required and must be accessible.	Draft Whistleblower policy developed.	



Financial and Prudential Reporting

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
New financial and prudential standards.	1 July 2025	<p>These new standards intend to strengthen financial management within the sector and replace the current four standards (Liquidity, Governance, Records, and Disclosure) with three updated ones: Liquidity, Financial and Prudential Management, and Investment.</p> <p><i>These standards were recently circulated for consultation and are still in draft.</i></p>	<p>We will need to ensure we maintain sufficient liquid assets to meet financial responsibilities and manage risks including a minimum liquid assets calculation on a quarterly basis.</p> <p>Review and update financial management practices to align with the new standards, focusing on liquidity, investment, and overall financial prudence.</p> <p>Conduct regular audits to ensure compliance and prepare for the</p>	






			<p>submission of the Annual Prudential Compliance Statement.</p> <p>Staff training on new processes.</p>	
Residential aged care fees.	1 July 2025	<p>Accommodation Room Pricing Room price of \$750K without requiring approval from Independent Health and Aged Care Pricing Authority (IHACPA. This is an increase from the previous cap of \$550k</p> <p>Hotelling Supplement Contribution A new Hotelling Supplement will be introduced, replacing the Extra Service Fee and Additional Service Fee. This supplement will be means-tested and is intended to cover everyday living costs such as meals, cleaning, and laundry. The contribution will be up to \$4,580.75 per year.</p> <p>Lifetime cap on non-clinical care costs The lifetime cap for non-clinical care costs will increase from \$80k to \$130k. This cap applies across both home and residential care. It will also be subject to a maximum of 4 years in residential aged care, whichever comes first.</p> <p>Indexation of Daily Accommodation Payments (DAPS)</p>	<p>Commence Refundable Accommodation Deposit (RAD) and Refundable Accommodation Contribution (RAC) retention for eligible residents that enter care after this date</p> <p>Use new residential cost model for residents entering care from 1 July, changes to non-clinical care cost contributions and hoteling supplements.</p> <p>From 20 September, we will commence indexing the Daily Accommodation Payments (DAP) of eligible residents that enter care on or after 1 July.</p> <p>There is no additional work to be completed by us here – this will be set by Services Australia</p>	

		DAPs will be indexed to the Consumer Price Index (CPI) twice per year for residents entering care from 1 July 2025.		
Refundable Accommodation Deposit (RAD)	1 July 2025	<p>Significant reforms to RAD retention will be implemented under the new Act.</p> <p>These changes aim to improve the financial sustainability of the sector and ensure providers can meet their obligations.</p>	<p>Implement systems to calculate and track the monthly retention amounts accurately.</p> <p>Ensure that all accommodation agreements comply with the new Act and include clear terms regarding the RAD retention policy.</p>	

Digital Systems and Data Reporting

ACTION	WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Participate in future digital upgrades and reforms (e.g. single assessment platform, real-time reporting etc).	Data and digital roadmap reforms from 2025 onwards (date to be confirmed).	<p>Act s.166: scope for further data integration and real-time monitoring is anticipated through digital transformation roadmap.</p> <p><i>NB Not yet completed.</i></p>	Review the provider digital readiness checklist to ensure compliance.	
All providers to have access to GPMS (Government Provider Management System) portal.	1 July 2025	Confirm registration details are correct in Aged Care Gateway Service and Support Portal; check and maintain your service provider, outlet, service types and contact details are correct and keep up to date.	We are connected to GPMS and have commenced available mandated reporting requirements.	

Support for Diverse Populations

ACTION			WHEN	REFERENCE & EXPLANATION	WHERE ARE WE UP TO	STATUS
Deliver culturally safe, trauma-informed, and inclusive care			1 July 2025	Act s.15–16: care and services must be tailored to support dignity, culture, and personal identity.	Concepts embedded in our policies. Developing education and training opportunities program for workforce.	
Completed	Commenced	Progress impacted	Off track			
						

ITEM NUMBER: 8.1

CONFIDENTIAL REPORT

GENERAL MANAGER REPORT

Pursuant to Section 87(10) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee 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 –
 - i. 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
 - ii. would, on balance, be contrary to the public interest;
Recommendation – Exclusion of the Public – Section 90(3)(d) Order

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 12/25 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: 12/25, 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.**

CONFIDENTIAL

ITEM NUMBER: 8.2

CONFIDENTIAL REPORT

FINANCE REPORT

Pursuant to Section 87(10) 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:

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 - i. 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**
 - ii. would, on balance, be contrary to the public interest;**

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

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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.

CONFIDENTIAL

ITEM NUMBER: 8.3

CONFIDENTIAL REPORT

Alwyndor Budget 2025/26 draft

Pursuant to Section 87(10) 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 –
 - i. 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
 - ii. 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 14/25 Finance 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: 14/25, Finance 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.