

## **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 16 July 2020 at 6.30 pm.**

### **PRESENT**

#### **Elected Members**

Councillor P Chabrel  
Councillor S Lonie

#### **Independent Members**

Chairperson – Mr K Cheater  
Ms J Cudsi  
Mr K Whitford  
Ms T Sutton  
Prof L Sheppard  
Prof J Searle

#### **Staff**

Chief Executive Officer – Mr R Bria  
General Manager Alwyndor – Ms B Davidson-Park  
Finance Manager – Ms L Humphrey  
Residential Services Manager – Mr G Harding  
Manager, Community Connections – Ms M Salt  
Manager, People and Culture – Mr D McCartney  
Manager, Projects – Ms E Burke  
General Manager, Strategy and Business Services – Ms P Jackson – part of meeting  
A/Manager, Innovation and Technology – Mr R Zanin - part of meeting  
Personal Assistant – Ms M Dinham

### **1. OPENING**

The Chairperson declared the meeting open at 6.30pm.

### **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 - Ms Julie Bonnici
- 3.2 Leave of Absence - nil

#### **4. DECLARATION OF INTEREST**

Members were reminded to declare any interest before each item.

Ms T Sutton declared that she was currently providing consultancy services to ACH while the COVID-19 epidemic continued. Ms Sutton did not believe this created a conflict with any of the matters at this meeting.

#### **5. CONFIRMATION OF MINUTES**

##### **Motion**

**That the minutes of the Alwyndor Management Committee held on 18 June 2020 be taken as read and confirmed.**

Moved by Cr S Lonie, Seconded by Cr P Chabrel

**Carried**

##### **Motion**

**That the confidential minutes of the Alwyndor Management Committee held on 18 June 2020 be taken as read and confirmed.**

Moved by Cr P Chabrel, Seconded by Ms T Sutton

**Carried**

#### **6. REVIEW OF ACTION ITEMS**

##### **6.1 Action Items**

The Terms of Reference were approved by Council. Cr P Chabrel informed the Committee that the presentation made by the Chair and General Manager was the best the Council had seen from Alwyndor and extended congratulations to the team on such a great result.

##### **6.2 Confidential Action items**

#### **7. GENERAL MANAGERS REPORT**

##### **7.1 Re-election of Office Bearers (Report No: 24/2020)**

The Alwyndor Management Committee declared the positions of Chairperson and Deputy Chairperson vacant and appointed the General Manager to act as the Returning Officer for the election of Chairperson and Deputy Chairperson.

The General Manager sought nominations for the positions of Chairperson and Deputy Chairperson.

*Chairperson*

As there was only one nomination for the position of Chairperson, the General Manager declared Mr K Cheater elected as Chairperson of the Alwyndor Management Committee.

*Deputy Chairperson*

As there was only one nomination for the position of Deputy Chairperson, the General Manager declared Ms J Bonnici elected as Deputy Chairperson of the Alwyndor Management Committee.

**Motion****That the Alwyndor Management Committee:**

- 1. Appoints Mr Kim Cheater to the position of Chairperson until 30 June 2023 and that Council be advised accordingly.**
- 2. Appoints Ms Julie Bonnici to the position of Deputy Chairperson until 30 June 2023 and that Council be advised accordingly.**

Moved Cr S Lonie, Seconded J Cudsi

**Carried**

The General Manager then vacated the Chair, and Mr Cheater assumed the role of Chairperson for the remainder of the meeting.

**7.2 General Manager (Report No: 25/2020)**

- 7.2.1 COVID-19: Alwyndor will be holding restrictions as per current status given the recent resurgence of the virus interstate.
- 7.2.2 Alwyndor's My Aged Care service rating: currently sitting at four stars (out of four). This will be monitored on an ongoing basis to ensure status is maintained.
- 7.2.3 Royal Commission: has recommenced hearings and timelines have been extended, the final report will be released on 26 February 2020.

The General Manager outlined submissions being sought by the Commission, including Financing and Governance in Aged Care, Alwyndor will be commenting via LASA (Leading Age Service Australia) as well as preparing local submission(s) as appropriate. Submissions are due by 31 July 2020 and Alwyndor's submission will be circulated out of session for members information and comment.

**Motion****That the Alwyndor Management Committee:**

1. Note that financial information for June will be provided in the end of financial year report which will be presented to the August 2020 meeting of the AMC.
2. Note the information regarding COVID-19 responses and actions.
3. Note the information provided regarding My Aged Care Service Rating.
4. Note the information provided regarding Royal Commission into Aged Care.
5. Note the information provided in the Federal Funding Increase for Home Care Packages.

Moved by Cr P Chabrel, Seconded by Ms T Sutton

**Carried**

## 8. CONFIDENTIAL REPORTS

### 8.1 Alwyndor Strategic Plan 2020-23 (Report No: 26/2020)

#### 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 Report No. 26/2020 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's: 21/2020 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 Mr K Whitford, Seconded Cr S Lonie

**Carried**

**RETAIN IN CONFIDENCE - Section 91(7) Order**

5. That having considered Agenda Item 8.2 Alwyndor Strategic Plan (Report No: 26/20) 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 P Chabrel, Seconded Ms T Sutton

**Carried**

8.2 **Alwyndor Marketing and Communications Plan 2020-23 (Report No: 27/20)**

**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 Report No. 27/2020 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's: 21/2020 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 Cr P Chabrel, Seconded Ms T Sutton

Carried

**RETAIN IN CONFIDENCE - Section 91(7) Order**

5. **That having considered Agenda Item 8.3 Alwyndor's Marketing and Communication Plan – 2020-2023 (Report No: 27/20) 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 Mr K Whitford

Carried

Ms Pam Jackson, General Manager, Strategy and Business Services, and Mr Robert Zanin, A/Manager Innovation and Technology, City of Holdfast Bay entered at 7.48pm.

**8.3 Alwyndor Digital and Technology Transformation Plan 2020-23 (Report No: 28/20)**

**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 Report No. 28/2020 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's: 21/2020 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 Ms J Cudsi, Seconded Ms T Sutton

Carried

**RETAIN IN CONFIDENCE - Section 91(7) Order**

5. That having considered Agenda Item 8.4 Alwyndor Technology Plan 2020-2023 (Report No: 28/20) 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 Ms J Cudsi

Carried

Ms P Jackson, Mr R Zanin and the CEO left the meeting at 8.44pm.

8.4 **General Manager's Report – Confidential** (Report No: 29/20)

**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 Report No. 29/2020 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's: 21/2020 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.

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

Moved Cr P Chabrel, Seconded Ms J Cudsi

Carried

**RETAIN IN CONFIDENCE - Section 91(7) Order**

5. That having considered Agenda Item 8.5 General Manager's Report – Confidential (Report No: 29/20) 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 Prof J Searle

Carried

**9. URGENT BUSINESS – Subject to the leave of the meeting**

None

**10. DATE AND TIME OF NEXT MEETING**

The next meeting of the Alwyndor Management Committee will be held on Thursday 20 August 2020 in the Boardroom Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

**11. CLOSURE**

The meeting closed at 9.08 pm.

**CONFIRMED 20 August 2020**

**CHAIRPERSON**