

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Electronic Means in a Virtual Meeting on Thursday 18 June 2020 at 6.00pm.

PRESENT

Visual and Audio Presence

Elected Members

Councillor Philip Chabrel
Councillor Susan Lonie

Visual and Audio Presence

Independent Members

Chairperson – Mr Kim Cheater
Ms Julie Bonnici
Mr Kevin Whitford
Prof Lorraine Sheppard
Prof Judy Searle
Ms Trudy Sutton

Visual and Audio Presence

Staff

Chief Executive Officer – Mr Roberto Bria
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 6.07pm.

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

3.1 For Absence - Ms Julia Cudsi
- Prof Judy Searle

3.2 Leave of Absence - Nil

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

T Sutton entered at 6.12pm

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Previous Meeting – 21 May 2020

Motion

That the minutes of the Alwyndor Management Committee held on 21 May 2020 be taken as read and confirmed.

Moved by J Bonnici, Seconded by K Whitford

Carried

5.2 Confidential Minutes – 21 May 2020

Motion

That the confidential minutes of the Alwyndor Management Committee held on 21 May 2020 be taken as read and confirmed.

Moved by K Whitford, Seconded by Cr P Chabrel

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items
6.2 Confidential Action Items

It was noted by members that the action items were taken as read.

7. REPORTS/ITEMS OF BUSINESS

7.1 **General Managers Report** (Report No: 20/2020)

7.1.1 COVID -19 Responses and actions

The General Manager briefed the Committee on actions Alwyndor had taken to date in order to control the spread of COVID and protect residents, clients and staff.

With the release of Emergency Directive No.5 anticipated in the coming days giving residents and their next of kin greater freedom, an update would be provided to the Committee outlining the new regulations around access.

Motion

That the Alwyndor Management Committee:

- 1. Note the information regarding our responses and actions regarding COVID-19.**

Moved Cr P Chabrel, Seconded K Whitford

Carried

8. CONFIDENTIAL GENERAL MANAGER'S REPORT

8.1 General Managers Report (Report No: 21/20)

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. 21/2020 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 J Bonnici, Seconded Cr S Lonie

Carried

The Chair sought Leave of the Meeting to commence item 8.3 Audit Plan 2020

Leave of the meeting was granted.

8.3 Audit Plan 2020 (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.**

RETAIN IN CONFIDENCE - Section 91(7) Order

4. **That having considered Agenda Item 8.3 Financial Investments (Report No: 22/2020) 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 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 Cr P Chabrel

Carried

The meeting resumed with item 8.1.2, General Managers Report (Report No: 21/20)

RETAIN IN CONFIDENCE - Section 91(7) Order

4. **That having considered Agenda Item 8.1 General Manager's Report (Report No: 21/2020) 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 Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved Ms J Bonnici, Seconded Cr P Chabrel

Carried

8.2 Monthly Financial Report – May 2020 (Report No: 22/2020)

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 Cr P Chabrel

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

- 3. That having considered Agenda Item 8.2 Monthly Finance Report – May 2020 (Report No: 22/2020) 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 Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.**

Moved Prof L Sheppard, Seconded Ms T Sutton

Carried

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 16 July 2020 in the Boardroom Room, or via audio-visual, Alwyndor Aged Care, 52 Dunrobin Rd, Hove.

10. CLOSURE

The meeting closed at 7.59 pm.

CONFIRMED 16 July 2020

CHAIRPERSON