

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held virtually on Thursday 19 November 2020 at 6.30 pm.

PRESENT

Elected Members

Councillor S Lonie
Councillor P Chabrel

Independent Members

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

Staff

Chief Executive Officer – Mr Roberto Bria
General Manager Alwyndor – Ms Beth Davidson-Park
Manager Finance – Ms Leisa Humphrey
Residential Services Manager – Mr Graham Harding
Manager Community Connections – Ms Molly Salt
Manager Projects – Ms Emma Burke
Personal Assistant - Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.35pm.

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 – nil
- 3.2 Leave of Absence - nil

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Alwyndor Management Committee held on 15 October 2020 be taken as read and confirmed.

Moved by Cr P Chabrel, Seconded by Prof J Searle

Carried

Motion

That the confidential minutes of the Alwyndor Management Committee held on 15 October 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

Complete.

6.2 Confidential Action items

General Manager noted Items 7 and 8 did not yet have completion dates and were work in progress.

6.3 Annual Work Plan

The Committee noted that the Annual Work Plan will be updated and included in each agenda.

7. GENERAL MANAGER REPORT

7.1 **General Manager Report (Report No: 42/2020)**

7.1 AMC – engagement opportunities

Report noted.

7.2 Royal Commission into Aged Care Quality and Safety

Noted that the proposed recommendations (124 in total) have been published and that Executive have commenced scenario planning and modelling with a focus on

workforce models and funding models. AMC will be kept informed of potential responses and impacts.

7.3 COVID Update and Lessons learnt

COVID-19 Update

General Manager updated regarding responses to the mandated lockdown ie review of the COVID-19 plan, reintroduction of PPE, monitoring of all support at home clients. Alwyndor is well placed to meet these challenges and employees are managing well, if a little change weary.

Lessons learnt

Noted.

7.4 Alwyndor Management Committee 2021 Dates

Noted and dates accepted.

Motion

That the Alwyndor Management Committee:

- 1. Note the intention to initiate informal engagement opportunities for AMC members with Alwyndor.**
- 2. Note the information regarding the Royal Commission into Aged Care Quality and Safety.**
- 3. Note the updated information regarding COVID-19 compliance and lessons learnt through COVID-19.**
- 4. Approve the Alwyndor Management Committee 2021 meeting dates.**

Moved Cr P Chabrel, Seconded Cr S Lonie

Carried

8. CONFIDENTIAL REPORTS

8.1 General Manager's Report – Confidential (Report No: 43/2020)

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 Reports and Attachments to Report No. 43/2020 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: 43/2020 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 P Chabrel

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.1 General Managers Report (Report No: 43/20) 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 T Sutton

Carried

8.2 Strategic Plan Review: Sustainability Theme and Finance Enabler (Report No: 44/2020)

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 Reports and Attachments to Report No. 44/2020 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: 44/2020 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 Prof J Searle, Seconded Ms T Sutton

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.2 Strategic Plan Review: Sustainability Theme and Finance Enabler (Report No: 44/20) 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 T Sutton

Carried

8.3 Corporate Risk Review: RA01, RA03 and RA06 (Report No: 45/2020)

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. 45/2020 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.: 45/2020 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 Prof L Sheppard, Seconded Ms J Bonnici

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.3 Corporate Risk Review: RA01, RA03 and RA06 (Report No: 45/2020) 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

Cr P Chabrel left the meeting at 7.56pm

8.4 Policy Framework (Report No: 46/2020)

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. 46/2020 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: 46/2020 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 S Lonie, Seconded Prof J Searle

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.4 Policy Framework (Report No: 46/2020) 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 S Lonie

Carried

Mr G Harding left the meeting at 8.10pm

8.5 Community Connections Systems Business Case (Report No: 47/2020)

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. 47/2020 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: 47/2020 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 T Sutton, Seconded Ms J Bonnici

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.5 Community Connections Systems Business Case (Report No: 47/2020) 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 Ms T Sutton

Carried

Mr D McCartney, Ms M Salt and Ms E Burke left the meeting at 8.26pm

8.6 Monthly Financial Report – October 2020 (Report No: 48/2020)

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. 48/2020 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: 48/2020 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 S Lonie, Ms J Bonnici

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Agenda Item 8.6 Monthly Financial Report (Report No: 48/2020) 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 T Sutton, Seconded Prof J Searle

Carried

8.7 Annual Review of Investments (Report No: 49/2020)

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. 49/2020 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: 49/2020 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 Bonnici, Seconded Cr S Lonie

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Agenda Item 8.7 Annual Review of Investments (Report No: 49/2020) 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 Ms T Sutton

Carried

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

9.1 AMC Christmas function: COVID-19 restrictions allowing, 17 December 2020 will be the AMC Christmas dinner.

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

The next meeting of the Alwyndor Management Committee will be held on **Thursday 28 January 2020** in the Hub, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

11. **CLOSURE**

The meeting closed at 8.59pm.

CONFIRMED 19 November 2020

CHAIRPERSON