

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 20 February 2020 at 6.30 pm.

PRESENT

Elected Members

Councillor Philip Chabrel
Councillor Susan Lonie

Independent Members

Chairperson – Mr Kim Cheater
Mr Todd Bamford – via teleconference
Mr Kevin Whitford

Staff

General Manager Alwyndor – Ms Beth Davidson-Park
Residential Services Manager – Mr Graham Harding
Manager, Community Connections – Ms Molly Salt
Finance Manager – Ms Leisa Humphrey
Personal Assistant – Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.40pm.

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
Ms Julie Bonnici

3.2 Leave of Absence - Nil

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 19 December 2019 be taken as read and confirmed.

Moved by Councillor Lonie, Seconded by Councillor Chabrel

Carried

5.2 Confidential Minutes of Previous Meeting

Motion

That the confidential minutes of the Alwyndor Management Committee held on 19 December 2020 be taken as read and confirmed.

Moved by Councillor Lonie, Seconded by Councillor Chabrel

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

6.2 Confidential Action Items

Updated Action Items and Confidential Action items tabled for members review.

7.1 **General Managers Presentation – Staff Survey Results 2019.**

The General Manager presented the findings of the most recent Staff Survey undertaken by Best Practice Australia. The positive results and increased levels of staff satisfaction were noted in the majority of areas surveyed including trust and confidence in leadership, work place safety and client centred focus with an overall outcome being that Alwyndor has a culture of optimism.

Members agreed that the presentation be presented to Council; the CEO to work with the General Manager to brief Council.

Action:

1) The CEO to work with the General Manager to brief Council with the recent Staff Survey Results.

Motion:

That the Alwyndor Management Committee:

- 1. Note the presentation and excellent culture survey results and recommend that the Survey results be presented to Council.**

Moved Councillor Lonie, Seconded Councillor Chabrel

Carried

7.2 **General Manager's Report (Report No: 01/20)**

1. Enterprise Bargaining, Industrial and staffing matters

Noted that Ms Molly Salt was successful in being appointed to the Manager, Community Connections position after a recruitment process.

Motion

That the Alwyndor Management Committee:

- 1. Note the completion of the Enterprise Bargaining negotiations and the pending voting process.**
- 2. Support the submission made by Alwyndor to the Royal Commission Consultation Paper: Aged care program redesign - services for the future.**
- 3. Note the Alwyndor Organisational Chart as at February 2020.**

Moved T Bamford, Seconded K Whitford

Carried

8. CONFIDENTIAL ITEMS

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 Reports No: 01/20, 02/20, 03/20, 04/20 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 Councilor Chabrel, Seconded Councilor Lonie

Carried

- 8.1 General Manager's Report (Report No: 02/20)
- 8.2 Monthly Financial Report – January 2020 (Report No: 03/20)
- 8.3 Financial Investments (Report No: 04/20)
- 8.4 Review of Financial Governance Policies (Report No: 05/20)

RETAIN IN CONFIDENCE – Section 90(3) Order

That having considered Agenda Item 8.1 General Manager's Report – January 2020 (Report No: 02/20), 8.2 Monthly Financial Report – January 2020 (Report No: 03/20), 8.3 Financial Investments (Report No: 04/20), Review of Financial Governance Policies (Report No. 05/20) 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 Report, Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved Councillor Lonie, Seconded K Whitford

Carried

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

Nil

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 19 March 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

Members were reminded that an in-camera session would be held 6.15pm over dinner and that the administration would enquire about the potential for the Public Information Disclosure Act training to be conducted from 8.30pm to 9.00pm on Thursday, 19 March 2020.

11. CLOSURE

The meeting closed at 8.45pm.

CONFIRMED 19 March 2020

CHAIRPERSON