

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held in the Hub, Alwyndor, 52 Dunrobin Road, Hove, on Thursday 28 January 2021 at 6.30 pm.

PRESENT

Elected Members

Councillor P Chabrel

Independent Members

Chair – Mr Kim Cheater

Ms Julie Bonnici – *Visual and Audio Presence*

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

Manager People and Culture, Mr Dan McCartney

Personal Assistant - Ms Peta Daley

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 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 – Councillor M Bouchee

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 19 November 2020 be taken as read and confirmed.

Moved by Ms Trudy Sutton, Seconded by Prof J Searle

Carried

Motion

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

Moved by Prof L Sheppard, Seconded by Mr K Whitford

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

Complete

6.2 Confidential Action items

General Manager noted all items within due dates and in progress to completion.

6.3 Annual Work Plan

The Committee noted that the *Quarterly Performance Report* (Item 8.2) was completed and included in this Agenda and therefore would not be included in the February 2021 report as per the Work Plan.

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No: 01/2021)

7.1.1 Royal Commission

General Manager advised any information regarding future funding had not been received. Leading Aged Services Australia (LASA) have mentioned there has been talk of early budget announcements leading into the Federal Election but nothing confirmed. A national campaign has recently been launched by LASA advocating for the Aged Care Industry.

7.1.2 COVID-19 Update

General Manager was pleased to advise this was not heavily impacting Alwyndor currently. Mandatory two month training for residential staff is proving challenging both from a Human Resource and financial perspective. The possibility of non – mandatory COVID-19 vaccinations for Aged Care staff was discussed.

Action: When Government has confirmed its policy regarding mandatory COVID-19 vaccines for Aged Care workers, AMC will require a position from Management for its consideration.

7.1.3 AMC Resignation

General Manager formally advised Councillor Susan Lonie had resigned from AMC and the Committee acknowledged and thanked her for 10 years service. Councillor Mikki Bouchee was appointed by Council at its meeting on 27 January 2021 and was welcomed officially to AMC.

Motion

That the Alwyndor Management Committee:

- 1. Note the update regarding the Royal Commission into Aged Care Quality and Safety.**
- 2. Note the update regarding COVID-19.**
- 3. Note the resignation of Councillor Susan Lonie from the AMC.**

Moved Councillor P Chabrel, Seconded Prof J Searle

Carried

8. CONFIDENTIAL REPORTS

8.1 General Manager's Report – Confidential (Report No: 02/2021)

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. 02/2021 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: 02/2021 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 T Sutton

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 8.1 General Managers Report (Report No: 02/2021) 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 Councillor P Chabrel

Carried

8.2 Quarterly Performance Review (Report No: 03/2021)

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. 03/2021 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: 03/2021 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 Mr K Whitford

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 8.2 Quarterly Performance Review (Report No: 03/2021) 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 Councillor P Chabrel, Seconded Prof J Searle

Carried

8.3 Alwyndor Corporate Risk Review (Report No: 04/2021)

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. 04/2021 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.: 04/2021 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 Prof J Searle

Carried

Deferral

That Item 8.3 Alwyndor Corporate Risk Review be deferred to the February meeting to allow time for the report to be considered and discussed in detail.

Moved Councillor P Chabrel, Seconded Mr K Whitford

Carried

8.4 Monthly Finance Report – December 2020 (Report No: 06/2021)

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. 05/2021 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: 05/2021 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 Councillor P Chabrel, Seconded Ms T Sutton

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 8.4 Monthly Finance Report – December 2020 (Report No: 04/2021) 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 Councillor P Chabrel, Seconded Prof L Sheppard

Carried

Mr G Harding, Mr D McCartney, Ms M Salt and Ms E Burke left the meeting at 8.40pm.

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

9.1 Review of Investment Options – Update (Report No: 06/2021)

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 06/21, Review of Investments Options - Update 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: 06/2021, Review of Investment Options Update 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.

Moved Councillor P Chabrel, Seconded Mr K Whitford

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 9.1 Review of Investment Options - Update (Report No: 06/2021) 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 P Chabrel, Seconded Ms J Bonnici

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 25 February 2021** in the Hub, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

City of Holdfast Bay

11. CLOSURE

The meeting closed at 8.59 pm.

CONFIRMED 25 February 2021

CHAIRPERSON