

## **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 15 October 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 6.30pm.

### **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 – 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 17 September 2020 be taken as read and confirmed.**

*Amendments to the September minutes to be made as listed:*

*Pg 6 of the Agenda, Item 3.1: Amend apology for absence to say Cr P Chabrel*

*Pg 6 of the Agenda, Item 5: Amend Secunder to Ms J Bonnici*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: Pg 25... 'Committee discussed.....Receipt of unspent funds of home support'*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: .... Discussion was held on items in the financial statements as follows...'*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: Pg 25, ..... 'of defined benefit fund was in 2017..'*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: Pg 25, change 'Advice received' to 'Finance Manager advised she understood the fund'*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: Pg 25, change actual to actuarial*

*Pg 13 of the Agenda, Item 8.2 Monthly Financial Report: Pg 25,.... 'will be available in 2021.'*

*Action to be amended to include: ...defined benefits superannuation'*

Moved by Ms J Bonnici, Seconded by Cr S Lonie

Carried

#### Motion

**That the confidential minutes of the Alwyndor Management Committee held on 17 September 2020 be taken as read and confirmed.**

Moved by Ms J Bonnici, Seconded by Cr S Lonie

Carried

### 6. REVIEW OF ACTION ITEMS

#### 6.1 Action Items

Nil non-confidential action items for discussion.

#### 6.2 Confidential Action items

A revised Action list was distributed to the Committee, this was discussed, and no changes were made.

### **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: 37/2020)**

#### **7.1.1 Member Resignation**

The Committee noted that Ms J Cudsi resigned in September 2020.

Cr S Lonie left the meeting at 6.59pm.

#### **7.1.2 COVID-19**

The Committee noted the update that there were no material changes in restrictions in the past month therefore our approach is status quo.

Action: A lessons learnt reflection of practice through COVID-19 to be brought to AMC in November 2020.

#### **7.1.3 2020-21 Federal Budget – impact on aged care**

The Committee noted that the 2020-21 budget does not begin to adequately address the financial sustainability issues being experienced by aged care providers throughout the sector. It is anticipated further announcements will follow the release of the findings and recommendations of the Royal Commission into Aged Care Quality and Safety in February 2021.

#### **7.1.4 Royal Commission into Aged Care Quality and Safety: COVID-19 special report**

The recommendations of the special report which have been accepted by the Federal Government were noted together with commentary in regard to relevance and potential impact on Alwyndor.

#### **7.1.5 Dental care**

The Committee noted the information regarding the retraction of services to Alwyndor of dental care funding by SA Health. Potential alternatives are being investigated.

#### **7.1.6 Mental health support**

The Committee noted the information regarding the introduction of mental health support services for residents.

**Motion**

That the Alwyndor Management Committee:

1. Note the resignation of Ms J Cudsi, Member, Alwyndor Management Committee.
2. Note the information regarding management in response to COVID-19.
3. Note the information regarding the implications of the 2020-21 Australian Government budget on aged care.
4. Note the information regarding Royal Commission into Aged Care Quality and Safety: COVID-19 special report.
5. Note the information regarding Dental Care services in residential care.
6. Note the information regarding Mental Health services in residential care.

Moved Cr P Chabrel, Seconded Ms T Sutton

Carried

**8. CONFIDENTIAL REPORTS****8.1 General Manager's Report – Confidential (Report No: 38/2020)****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. 38/2020 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: 34/2020 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 J Bonnici

Carried

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

4. That having considered Agenda Item 8.1 General Managers Report (Report No: 38/20) 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 Mr K Whitford

Carried

**8.2 Customer Metrics Report (Report No: 39/2020)**

**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. 39/2020 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: 39/2020 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 Mr K Whitford

Carried

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

4. That having considered Agenda Item 8.2 Alwyndor Customer Metrics Report (Report No: 39/20) 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 Ms J Bonnici, Seconded Ms T Sutton

Carried

**8.3 Alwyndor Quarterly Performance Report Quarter 1, 2020-21 (Report No: 40/2020)**

**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. 40/2020 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: 40/2020 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 Mr K Whitford

Carried

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

4. That having considered Agenda Item 8.3 Alwyndor Quarterly Performance Report Quarter 1, 2020-21 (Report No: 40/20) 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 J Bonnici

Carried

**8.4 2020-21 General Purpose Financial Statements (Report No: 41/2020)**

**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. 41/2020 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: 41/2020 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 Mr K Whitford

Carried

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

4. That having considered Agenda Item 8.4 2019-20 General Purpose Financial Statements (Report No: 41/20) 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

**Short Term Suspension of Meeting Procedures**

The Chair, with the approval of all members present, suspended the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of five minutes to allow members a comfort break.

Leave of the meeting was granted.

The meeting procedures were suspended at 8.29pm.

The meeting resumed at 8.32pm

**8.5 Monthly Finance Report – September 2020 (Report No: 42/2020)**



**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. 42/2020 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: 42/2020 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.

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

4. That having considered Agenda Item 8.5 Monthly Finance Report - September 2020 (Report No: 42/20) 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 Prof L Sheppard, Seconded Ms J Bonnici

Carried

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

### 9.1 Strategic Plan 2020-2023

The General Manager spoke to the Strategic Plan outlining the changes to the document. The Committee agreed that the final Chair and General Manager paragraphs to be circulated for members information.

The General Manager noted that the circular resolution to approve the Strategic Plan 2020-2023 had been passed.

Action: That Chair and General Manager paragraphs to be circulated for members information.

The Committee expressed thanks to the Executive for their work on the Strategic Plan.

### 10. DATE AND TIME OF NEXT MEETING

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

### 11. CLOSURE

The meeting closed at 8.58pm.

**CONFIRMED 15 October 2020**

**CHAIRPERSON**