

## 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 19 December 2019 at 5.30 pm.**

### **PRESENT**

#### **Elected Members**

Councillor Philip Chabrel  
Councillor Susan Lonie

#### **Independent Members**

Chairperson – Mr Kim Cheater  
Ms Trish Aukett  
Mr Todd Bamford  
Mr Kevin Whitford  
Ms Julie Bonnici

#### **Staff**

General Manager Alwyndor – Ms Beth Davidson-Park  
Residential Services Manager – Mr Graham Harding  
Acting Home Support Services Manager – Ms Molly Salt  
Finance Manager – Ms Leisa Humphrey  
Personal Assistant – Ms Marisa Dinham

#### **Special Guest**

People and Culture Manager – Mr Dan McCartney

### **1. OPENING**

The Chairperson declared the meeting open at 5.32pm.

### **2. KAURNA ACKNOWLEDGEMENT**

With the opening of the meeting the Chairperson stated:

We acknowledge the Kaurna 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 Kaurna People today.

### 3. APOLOGIES

For Absence - Ms Julia Cudsi

The Chairperson introduced Mr Dan McCartney, People and Culture Manager to members and welcomed him to the meeting.

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 21 November 2019 be taken as read and confirmed.**

Moved by Councilor Lonie, Seconded by K Whitford

**Carried**

5.2 Confidential Minutes of Previous Meeting

#### Motion

**That the confidential minutes of the Alwyndor Management Committee held on 21 November 2019 be taken as read and confirmed.**

Moved by Councilor Lonie, Seconded by K Whitford

**Carried**

### 6. REVIEW OF ACTION ITEMS

Action 7.2 Acting General Manager's report – noted that the wording around the action to be altered to reflect the currency of the item. Deletion of 'This item and terminology was relevant to the previous management'. The General Manager explained the strategy behind the marketing plan and the future planning be undertaken once the Strategic Planning Day had occurred.

7.1 **General Managers Report** (Report No: 46/19)

**1. Residential Accommodation**

The Residential Services Manager informed members that Alwyndor had received its final accreditation report with an outstanding result of 42 out of 42. An excellent result and worthy reflection of the staff's hard work.

Noted that the February meeting would include an update on new management practices towards ensuring we meet quality standards on an ongoing and sustainable basis.

**2. AMC proposed meeting dates**

Approved with December 2020 being moved to 5.30pm.

Action: Personal Assistant to update Members diaries accordingly.

**3. Aged Care Royal Commission**

The General Manager informed members that response to the discussion paper released recently will be submitted by 24 January 2019, citing that there will be the need to circulate papers out of session due to the tight timeframes.

**Motion**

1. That the successful outcomes of the Residential accreditation assessment process be noted.
2. That the proposed 2020 meeting dates for the Alwyndor Management Committee be approved.
3. That the AMC note that Alwyndor will prepare a response to the discussion paper recently prepared by the Aged Care Royal Commission: [Aged care program redesign: services for the future](#) and submit by the due date of 24 January 2020.

Moved T Bamford, Seconded Councilor Lonie

**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 Attachments to Report No: 47/19 General Manager's 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 T Bamford, Seconded Councillor Lonie

Carried

#### 8.1 General Manager's Report (Report No: 47/19)

##### 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 Attachments to Report No: 47/19 General Manager's 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: 47/19 General Manager's 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

## 8.2 Monthly Financial Report – November 2019 (Report No: 48/19)

### 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 Attachments to Report No: 47/19 General Manager's 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.

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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 90(3) Order**

**That having considered Agenda Item 8.1 General Manager’s Report - November 2019 (Report No: 47/19) and 8.2 Monthly Financial Report - November 2019 (Report No: 48/19) 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 20 February 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

**11. CLOSURE**

The meeting closed at 6.32 pm.

**CONFIRMED 20 February 2020**

**CHAIRPERSON**