

ITEM NUMBER: 14.2

ATTACHMENT 2

CONFIDENTIAL - MINUTES - ALWYNDOR MANAGEMENT COMMITTEE – 11 MAY 2023

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- b. Information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and would, on balance, be contrary to the public interest.**

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor 52 Dunrobin Rd Hove on Thursday 11 May 2023 at 6.30pm.

8. GENERAL MANAGER REPORT – CONFIDENTIAL**8.1 General Manager Report – Confidential (Report No: 09/23)****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: 09/23 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: 09/23 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 by Mr Kevin Whitford, Seconded by Ms Julie Bonnici

Carried

8.1.1 Project updates: AlayaCare, Phone System and Catering.

General Manager advised these updates were available on request and will also be brought to the June meeting. There is nothing currently that requires highlighting or be addressed at this meeting.

The increased food satisfaction rating was noted and AMC asked the relevant staff are acknowledged and thanked.

Motion:

That the Alwyndor Management Committee:

1. Notes the information regarding Project updates: AlayaCare, Phone System and Catering.
2. Notes the Residential Reaccreditation to November 2025.
3. Notes the Sector Reform update.
4. Approves the final Respiratory Illness Vaccination Policy.
5. Notes the Corporate Risk Status Report: Risk 4 – Inability to operate with long-term financial sustainability.
6. Notes the Quarterly Performance Report for Quarter 3, 2022/23

RETAIN IN CONFIDENCE - Section 91(7) Order

7. That having considered Agenda Item 8.1 General Manager's Report (Report No: 09/23) 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 3 years and that this order be reviewed every 12 months.

Moved by Prof Lorraine Sheppard, Seconded by Ms Jo Cottle

Carried

8.2 Finance Report – Quarterly Performance Report Q3 Confidential (Report No:10/23)

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: 10/23 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: 10/23 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

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: 11/23 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: 11/23 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 by Ms Julie Bonnici, Seconded by Cr Susan Lonie.

Carried

The General Manager advised an overview of the draft Budget was presented to Council on Tuesday 9 May 2023. It was noted that the draft Budget is based on assumptions informed by current information and data with some areas are highlighted as variable. It is anticipated these will be resolved as more information becomes available in Q1 2023-24.

The following areas were highlighted:

- increased corporate resources to meet finance, rostering and people and culture support needs
- salaries & wages: awaiting clarity about the impacts of the Work Value decision of the Fair Work Commission. A 3% increase has been included to budget for the average increases for employees not covered by Work Value
- investment income is pending revised projection
- additional CHSP funding has been included, however operating and fitout costs for the Holdfast Bay Community Centre are not yet clear and an estimate has been included in the draft budget.

Mr Kevin Whitford left the meeting at 8.04pm

In response to a query regarding residential catering spend it was noted that our spend is currently \$13.79 per resident per day and that the sector average is \$12.40.

Mr Kevin Whitford returned to meeting at 8.06pm

Action: final budget and the LTFP will be presented to AMC at its meeting to be held on 29 June 2023.

Motion:

That the Alwyndor Management Committee:

1. Supports the draft budget 2023/24 for presentation to the City of Holdfast Bay Council (Council) for adoption and integration into its consolidated accounts.

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.3 Finance Report – Draft Budget 2023/24 (Report No: 11/23) 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 3 years and that this order be reviewed every 12 months.

Moved by Cr Susan Lonie, Seconded by Mr Kevin Whitford

Carried

9. **OTHER 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 29 June 2023** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. **CLOSURE**

The meeting closed at 8.32pm.

CONFIRMED 29 June 2023

CHAIRPERSON