

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held in the Boardroom Alwyndor 52 Dunrobin Road Hove or via Audio-visual telecommunications on Thursday 26 September 2024 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie
Councillor Robert Snewin

Independent Members

Mr Kim Cheater- Chair
Ms Joanne Cottle
Mr John O'Connor
Prof Judy Searle
Prof Lorraine Sheppard (Teams)
Ms Trudy Sutton (Teams)

Staff

Acting General Manager Alwyndor – Ms Natasha Stone
Manager, Community Connections – Ms Molly Salt
Acting Manager, Residential Services – Mr Bhuwan Sapkota
Chief Financial Officer– Mr Rafa Mirzaev
Manager, People and Culture, Ms Lisa Hall
Executive Assistant – Ms Bronwyn Taylor

Guest

Ms Samantha Cretin, Director Dean Newbery
Ms Whitney Sandow, Senior Auditor Dean Newbery

1. OPENING

The Chairperson declared the meeting opened at 6.30pm.
The Chair officially welcomed John O'Connor to his first meeting of the AMC as Committee member.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chair 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

- 3.1 For Absence
Nil
- 3.2 Leave of Absence
Nil

4. DECLARATION OF INTEREST

Committee members were reminded to declare any interest before each item.
Attachment 1 Register of Interests

5. CONFIRMATION OF MINUTES**Motion**

That the Public and Confidential minutes of the Alwyndor Management Committee held on 25 July 2024 be taken as read and confirmed.

Moved by Cr Susan Lonie, Seconded by Ms Joanne Cottle

Carried

6. REVIEW OF ACTION ITEMS

- 6.1 **Action Items**
Noted
- 6.2 **Annual Work Plan**
Noted

The chair sought the leave of the members to move item 8.2 finance confidential report to first item of business which was granted.

8.2 Finance Report – Confidential (Report No:19/24)**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: 19/24 in confidence.
- 1. 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: 19/24 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 Cr Susan Lonie, Seconded by Cr Robert Snewin

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.2 Financial Report (Report No 19/24) 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 by Cr Robert Snewin, Seconded by Ms Joanne Cottle

Carried

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No: 17/24)

7.1.1 Election of Deputy Chair AMC

The Chair had previously received one expression of interest from Professor Lorraine Sheppard. The Chair sought any other nominations and there were none. The Nominee (on line) was removed from the meeting. Her nomination was accepted in a unanimous decision. The Nominee rejoined the meeting and was advised of her successful appointment.

7.1.2 Staff Survey

The Acting General Manager provided brief update that we had so far reached 53% participation rate – higher than the overall rate of the last survey.

7.1.3 Aged Care Reform Update

In response to queries, The Acting Manager Residential Services advised that the admission criteria is unlikely to change as we still need to retain a mix of levels. There was discussion around the potential financial impacts of the changes to AN-ACC. It was proposed that the full financial impact of this specific change be modelled as soon as practicable as well as the normal scheduled reforecasting due February 2025.

Motion:

That the Alwyndor Management Committee:

- 1. Recommends to Council that it approve the appointment of Professor Lorraine Sheppard to the position of AMC Deputy Chair for a period commensurate with her current term as a Committee member expiring 30 June 2025**

Moved by Cr Susan Lonie, Seconded by Prof Judy Searle.

Carried

Motion:

That the Alwyndor Management Committee:

- 2. Note the staff survey update**
- 3. Note the Aged Care Reform Update**

Moved by Prof Judy Searle, Seconded by Cr Susan Lonie.

Carried

8. CONFIDENTIAL REPORTS

8.1 General Manager Report – Confidential (Report No: 18/24)

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: 18/24 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: 18/24 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 Cr Susan Lonie, Seconded by Prof Judy Searle.

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.1 General Manager's Report (Report No: 18/24) 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 Prof Judy Searle

Carried

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

A query was raised regarding the performance of AlayaCare now that it has been in place for approximately one year. Management noted that it is working well and they are overall happy with the system, including finding new efficiencies as it evolves.

Action: Chair proposed that a post implementation review be done and reported back to AMC.

Ms Trudy Sutton left meeting at 7.52pm

Council is due to adopt the consolidated financial statements on Tuesday 22 October, therefore AMC would need to adopt Alwyndor's statements and sign before this date.

Action: Arrange suitable time for the Chair to sign before 22 October once the statements are finalised.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 31 October 2024** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 7.56pm.

CONFIRMED 31 October 2024

CHAIRPERSON