

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Audio-visual telecommunications on Thursday 30 May 2024 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie
Councillor Robert Snewin

Independent Members

Mr Kim Cheater- Chair
Ms Julie Bonnici
Ms Joanne Cottle
Prof Judy Searle
Prof Lorraine Sheppard
Ms Trudy Sutton

Staff

Chief Executive Officer - Mr Roberto Bria
General Manager Alwyndor - Ms Beth Davidson-Park
Manager, Community Connections - Ms Molly Salt
Manager, Residential Services - Ms Natasha Stone
Chief Financial Officer - Mr Rafa Mirzaev
Manager, People and Culture - Ms Lisa Hall
Executive Assistant - Ms Bronwyn Taylor

1. OPENING

The Chairperson declared the meeting opened at 6.30pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chair 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
- 3.2 Leave of Absence Nil

4. DECLARATION OF INTEREST

Committee members were reminded to declare any interest before each item.

Action: The Chair requested the Register of Interests is updated to include his appointment as Non-Executive Director to the Board of Australian Unity Limited.

5. CONFIRMATION OF MINUTES

Motion

That the Public and Confidential minutes of the Alwyndor Management Committee held on 24 April 2024 be taken as read and confirmed.

Moved by Ms Julie Bonnici, Seconded by Ms Joanne Cottle

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

Noted

Action# 73 Skills Matrix will be sent for updating by all members.

Action#74 Request that LinkedIn link to the AMC vacancy be sent to all members.

6.2 Annual Work Plan

Noted

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No: 09/24)

7.1.1 Consumer Advisory Groups

The summary was noted and will continue updating AMC in a similar summary style of the group's activities. The Chair suggested that AMC members could attend the groups meetings on occasion by invitation.

7.1.2 Federal Budget

Noted

7.1.3 ACQSC Audit – Support at Home

The General Manager provided an update on the follow up audit to the Support at Home October 2023 audit and noted that the outcome had been received and all

requirements are now 'Met'. This means Alwyndor is now 100% compliant across all service delivery areas.

Motion:

That the Alwyndor Management Committee:

- 1. Note the update on the activities of the Consumer Advisory Groups.**
- 2. Note Federal budget information.**
- 3. Note the Aged Care Quality and Safety Commission audit.**

Moved by Cr Susan Lonie, Seconded by Prof Judy Searle

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL

8.1 General Manager Report – Confidential (Report No: 10/24)

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: 10/24 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: 10/24 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 Lorraine Sheppard

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

5. **That having considered Agenda Item 8.1 General Manager's Report (Report No: 10/24) 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 Lorraine Sheppard

Carried

8.2 Quality Care Advisory Group Report – Confidential (Report No:13/24)

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:13/24 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: 13/24 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 Ms Trudy Sutton

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.2 Quality Care Advisory Group Report (Report No 13/24) 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 Ms Joanne Cottle, Seconded by Ms Trudy Sutton

Carried

8.3 Finance Report – Confidential (Report No:12/24)

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:12/24 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: 12/24 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 Prof Lorraine Sheppard, Seconded by Cr Robert Snewin

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

- 2. That having considered Agenda Item 8.3 Finance Report (Report No 12/24) 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

8.4 Budget 2024/25 and LTFP Report – Confidential (Report No:11/24)

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: 11/24 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: 11/24 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 Ms Joanne Cottle, Seconded by Ms Julie Bonnici

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Agenda Item 8.4 Budget 2024/25 and LTFP Report (Report No:11/24) 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 Ms Julie Bonnici

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 25 July 2024** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.35pm.

CONFIRMED 25 July 2024

CHAIRPERSON