

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 31 October 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 (Teams)
Prof Lorraine Sheppard
Ms Trudy Sutton

Staff

Acting Chief Executive Officer – Ms Pamela Jackson
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
Proxy for Manager, People and Culture, Ms Sharyn Osborn
Executive Assistant – Ms Bronwyn Taylor

Guest: Mr John Booth – Align Advisors (Teams)

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 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

Action: Executive Assistant to send register for members to do a check and provide any updates. Noted The Chair's membership to Non-Executive Director to the Board of Australian Unity Limited had dropped out of document and will be reinserted.

5. CONFIRMATION OF MINUTES**Motion**

That the Public and Confidential minutes of the Alwyndor Management Committee held on 26 September 2024 be taken as read and confirmed.

Moved by Cr Susan Lonie, Seconded by Ms Trudy Sutton

Carried

6. REVIEW OF ACTION ITEMS

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

7. GENERAL MANAGER REPORT**7.1 General Manager Report (Report No: 20/24)****7.1.1 Provider Operations Report**

The Manager Residential Services provided an update on the purpose and requirement of the report being that the governing body believes that Alwyndor has complied with its responsibilities under the Aged Care Act 1997 and the Aged Care Quality and Safety Commission Act 2018 for the last financial year and confirmed agreement for the Chair to sign the Declaration. Regarding the diversity question in the report, it was agreed to circulate to AMC members and include in the 2025 report.

7.1.2 AMC 2025 Meeting Schedule
2025 schedule noted and agreed.

Motion:

That the Alwyndor Management Committee:

- 1. Note the Provider Operations Report and approve the Chair, Kim Cheater, to sign the Governing Body Declaration for Alwyndor.**
- 2. Approve the 2025 Alwyndor Management Committee meeting schedule.**

Moved by Ms Joanne Cottle, Seconded by Ms Trudy Sutton

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL

8.1 General Manager Report – Confidential (Report No: 21/24)

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: 21/24 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: 21/24 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 Mr John O’Connor

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.1 General Manager's Report (Report No: 21/24) 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

9. OTHER BUSINESS – Subject to the leave of the meeting**9.1 Culture Survey**

The General Manager provided brief update on the results of the recent Culture Survey, noting these were positive and that she will present the results to the November AMC meeting.

Action: Present results of Culture Survey at the November meeting

9.2 AMC Deputy Chair

It was noted that at its meeting held on 22 October 2024 Council approved the appointment of Professor Lorraine Sheppard as Deputy Chair of AMC.

9.3 2025 Agendas

The Chair will send an email to members seeking their suggestions regarding next year's 'free agenda' meetings.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 28 November 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 28 November 2024

CHAIRPERSON