

## **CITY OF HOLDFAST BAY**

**Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via electronic media (Microsoft Teams), Alwyndor, 52 Dunrobin Road, Hove on Thursday 29 July 2021 at 6.30pm.**

### **PRESENT**

#### **Elected Members**

Councillor Mikki Bouchee  
Councillor Susan Lonie – on site.

#### **Independent Members**

Mr Kim Cheater- Chair  
Ms Julie Bonnici  
Prof Judy Searle  
Prof Lorraine Sheppard  
Ms Trudy Sutton  
Mr Kevin Whitford

#### **Staff**

Chief Executive Officer – Mr Roberto Bria  
General Manager Alwyndor – Ms Beth Davidson-Park  
Manager Finance – Ms Leisa Humphrey  
Acting Manager Finance – Mr Damian Capurro  
Manager Quality and Projects – Ms Emma Burke  
Manager Community Connections – Ms Molly Salt  
Manager People and Culture – Mr Dan McCartney  
Manager Residential Services – Ms Natasha Stone  
Personal Assistant - Ms Marisa Dinham

### **1. OPENING**

The Chairperson declared the meeting open at 6.37pm.

### **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.

On behalf of the Committee, the Chair welcomed to Cr Lonie and informed members that a letter of thanks from the Committee had been sent to Councillor P Chabrel.

**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.

**5. CONFIRMATION OF MINUTES**

**Motion**

**That the minutes of the Alwyndor Management Committee held on 24 June 2021 be taken as read and confirmed.**

Moved by Ms J Bonnici, Seconded by Ms T Sutton

Carried

**Motion**

**That the confidential minutes of the Alwyndor Management Committee held on 24 June 2021 be taken as read and confirmed.**

Moved by Mr K Whitford, Seconded by Prof L Sheppard

Carried

**6. REVIEW OF ACTION ITEMS**

**6.1 Action Items**

Nil

**6.2 Confidential Action items**

Item noted.

**6.3 Annual Work Plan**

Item noted.

**7. GENERAL MANAGER REPORT**

**7.1 General Manager Report (Report No: 31/2021)**

7.1.1 AMC appointment – elected member representative

7.1.2 COVID-19 Update

Staff vaccinations: 62% as at 27 July 2021, 2 people resigned due to refusal to receive the vaccination.

Confirmed that AMC members will be required to have had at least their first vaccination by 17 September 2021, with evidence provided to Ms M Dinham by this time.

It was noted that the direction issued was for residential staff to be vaccinated by 17 September 2021 however Alwyndor has a blanket approach given all employees access residential.

*Action: A percentage of casual vs total residential staffing to be completed and forwarded to the committee for their information.*

7.1.3 Royal Commission – update  
Item noted.

### **Motion**

**That the Alwyndor Management Committee:**

- 1. Note the appointment of Cr Susan Lonie to the Alwyndor Management Committee, effective immediately for the duration of the Council term ie October 2022.**
- 2. Note the COVID-19 update.**
- 3. Note the Royal Commission update.**

Moved by Prof L Sheppard, Seconded by Cr M Bouchee

Carried

## **7.2 Appointment of Deputy Chair (Report No: 32/21)**

The position of deputy Chair was opened for nominations, Ms Julie Bonnici accepted the nomination for one year to enable succession planning given she is in her final term.

### **Motion**

**That the Alwyndor Management Committee:**

- 1. Recommends the appointment of Julie Bonnici for one year to the position of Deputy Chair.**

Moved by Mr K Whitford, Seconded by Prof J Searle

Carried

## **8. CONFIDENTIAL REPORTS**

### **8.1 General Manager Report – Confidential (Report No: 33/2021)**

#### **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. 32/2021 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: 32/2021 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 T Sutton, Seconded by Mr K Whitford

Carried

## 8.2 Quarterly Performance Report – Quarter 4 (Report No: 34/21)

### 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. 34/2021 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: 34/2021 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 M Bouchee, Seconded by Mr K Whitford

Carried

Ms E Burke left the meeting 8.40pm

- 8.3 End of Financial Year update including Key Risks and Assumptions (Report No: 35/21)

#### 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. 35/2021 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: 35/2021 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 M Bouchee, Seconded by Ms J Bonnici

Carried

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

**10. DATE AND TIME OF NEXT MEETING**

The next meeting of the Alwyndor Management Committee will be held on **Thursday 26 August 2021** in the Boardroom, Alwyndor, 52 Dunrobin Road, Hove.

**11. CLOSURE**

The meeting closed at 8.57pm.

**CONFIRMED 26 August 2021**

**CHAIRPERSON**