

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held in the Alwyndor Boardroom, 52 Dunrobin Road, Hove on Thursday 23 February 2023 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie
Councillor Robert Snewin (Teams)

Independent Members

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

Staff

Chief Executive Officer – Mr Roberto Bria (Teams)
General Manager Alwyndor – Ms Beth Davidson-Park
Manager, Community Connections – Ms Molly Salt
Manager, Residential Services – Ms Natasha Stone
Manager, Finance – Mr Damian Capurro
Manager, People and Culture, Ms Lisa Hall
Executive Assistant – Ms Bronwyn Taylor

1. OPENING

The Chairperson declared the meeting opened 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.

3. APOLOGIES

- 3.1 For Absence
Ms Joanne Cottle

4. DECLARATION OF INTEREST

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

5. CONFIRMATION OF MINUTES

Chair advised the minutes of the Special meeting of 13 February 2023 will be circulated separately for review.

Motion

That the Public and Confidential minutes of the Alwyndor Management Committee held on 15 December 2022 be taken as read and confirmed.

Moved by Cr Susan Lonie, Seconded by Mr Kevin Whitford

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

General Manager advised that confidential Action item 44 - CAD information for Finance report - was not actioned as some additional work was required and will be included in the March 2023 AMC agenda.

Action item 4 did not have due date but TBA. General Manager noted this is not preferred but a date is not available at this time.

6.2 Annual Work Plan

Noted

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No: 01/23)

7.1.1 COVID-19 Impacts update

Noted

7.1.2 Tots at Dots Intergenerational Playgroup

Noted

7.1.3 Compliance Master – Audit Software

Noted.

Motion:

That the Alwyndor Management Committee:

- 1. Note the update regarding COVID-19 impacts and responses.**

2. Notes the return of the intergenerational playgroup Tots at Dots.
3. Notes the update regarding Compliance Master audit software.

Moved by Ms Trudy Sutton, Seconded by Ms Julie Bonnici

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL

8.1 General Manager Report – Confidential (Report No: 02/23)

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: 02/23 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: 02/23 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 Prof Lorraine Sheppard, Seconded by Mr Kevin Whitford

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.1 General Manager's Report (Report No: 02/23) 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 Ms Julie Bonnici

Carried

7.58pm Cr Susan Lonie and Prof Lorraine Sheppard left meeting

8 FINANCE REPORT – CONFIDENTIAL**8.2 Finance Report – Confidential (Report No:03/23)****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: 30/2022 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: 30/22 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 Trudy Sutton

Carried

8.00pm Cr Susan Lonie and Prof Lorraine Sheppard returned to meeting

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Agenda Item 8.1 Finance Report (Report No: 03/23) 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 Ms Trudy Sutton

Carried

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

9.1 Care Management and Package Management Update (Tabled)

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 Care Management and Package Management Update 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 the: Care Management and Package Management Update 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 Trudy Sutton

Carried

8.30pm Ms Trudy Sutton left meeting

8.32pm Ms Trudy Sutton returned to meeting

8.35pm Ms Julie Bonnici left meeting

8.37pm Ms Julie Bonnici returned to meeting

Motion:

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 9.1 Care Management and Package Management Update 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

9.2 Planning Day Workshop

The workshop scheduled to be held on 18 March 2023 has been deferred given the resignation of the Manager Finance.

Action: General Manager to propose a revised date and approach as a part of the March 2023 AMC meeting.

9.3 Departure of Manager Finance

The Chair on behalf of the Committee acknowledged and thanked Damian for his excellent work as Manager Finance and all wished him well for the future.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 30 March 2023** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.55pm.

CONFIRMED 30 March 2023

CHAIRPERSON