

CITY OF HOLDFAST BAY**Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor 52 Dunrobin Rd Hove on Thursday 29 June 2023 at 6.30pm.****PRESENT****Elected Members**

Councillor Susan Lonie

Councillor Robert Snewin

Independent Members

Mr Kim Cheater- Chair

Ms Julie Bonnici

Ms Jo Cottle

Prof Judy Searle

Prof Lorraine Sheppard

Ms Trudy Sutton

Mr Kevin Whitford (Teams)

Staff

Chief Executive Officer – Mr Roberto Bria

General Manager Alwyndor – Ms Beth Davidson-Park

Manager, Community Connections – Ms Molly Salt

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 6.33pm.

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.
Nil

5. CONFIRMATION OF MINUTES**Motion**

That the Public and Confidential minutes of the Alwyndor Management Committee held on 11 May 2023 be taken as read and confirmed.

Moved by Cr Susan Lonie, Seconded by Ms Jo Cottle

Carried

6. REVIEW OF ACTION ITEMS**6.1 Action Items**

Action: Remove number 46 guest speaker as an action item

6.2 Annual Work Plan

Noted

7. GENERAL MANAGER REPORT**7.1 General Manager Report (Report No: 12/23)****7.1.1 Residential Reaccreditation**

At the last Council meeting the Councillors spoke highly of the catering provided by Alwyndor Kitchen.

Aged Care Quality & Safety Commission (ASQSC) – AMC requested the Continuous Improvement Plan be included in the next agenda to update on progress.

7.1.2 Reappointment of Kim Cheater to AMC

Noted

Motion:

That the Alwyndor Management Committee:

- 1. Note Alwyndor Residential reaccreditation until April 2026.**
- 2. Note that the City of Holdfast Bay reappointed Kim Cheater to the Alwyndor Management Committee.**

Moved by Prof Lorraine Sheppard, Seconded by Ms Julie Bonnici

Carried

7.2 Appointment of Office Bearer - Chair (Report No: 15/23)

The meeting was handed to the General Manager to conduct the appointment process. Nominations were called and Ms Julie Bonnici nominated Mr Kim Cheater. Cr Bob Snewin seconded the nomination. Kim Cheater accepted the nomination. There were no further nominations.

Mr Kim Cheater declared a material conflict of interest for Item 7.2 (Appointment of Office Bearer - Chair (Report No: 15/23). The nature of the material conflict of interest (pursuant to Section 75 and 75C of the *Local Government Act 1999*) was that he was nominated for the position and would have a direct financial advantage.

Mr Cheater dealt with the material conflict of interest by making it known to the meeting and leaving the meeting at 6.42pm.

The nomination was unanimously supported and Mr Kim Cheater reentered the meeting at 6.45pm.

The meeting was handed back to the Chair.

Motion:

That the Alwyndor Management Committee:

- 1. Declare the position of Chair vacant and appoints the General Manager to act as the Returning Officer for the election of the Chair.**
- 2. Support Mr Kim Cheater to be appointed to the position of Chair until 31 July 2026 and that Council be requested to approve this recommendation.**

Moved by Cr Susan Lonie, Seconded by Ms Trudy Sutton

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL

8.1 General Manager Report – Confidential (Report No: 13/23)

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:13/23 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: 13/23 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 Ms Jo Cottle

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

8. That having considered Agenda Item 8. General Manager's Report (Report No: 13/23) 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 Cr Bob Snewin

Carried

8.2 Alwyndor Budget 2023/24 – Confidential (Report No:14/23)

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: 14/23 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: 14/23 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 Ms Jo Cottle, Seconded by Ms Trudy Sutton

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

9. That having considered Agenda Item 8.2 Alwyndor Budget 2023/24 (Report No: 14/23) 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 Ms Jo Cottle, Seconded by Cr Susan Lonie

Carried

9. OTHER BUSINESS

9.1 Farewell to Kevin Whitford

Chair advised all this was Mr Kevin Whitford's last meeting as a member of AMC thanked him

for his service to the Committee and all wished him well.

9.2 Strategic Plan

The Chair advised a date will be set in September for a Strategic Planning workshop. The Chair also noted he would be seeking a one on one with each Committee member over the next two months.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 27 July 2023** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove.

11. CLOSURE

The meeting closed at 8.19pm.

CONFIRMED 27 July 2023

CHAIRPERSON