

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held in the Hub Alwyndor 52 Dunrobin Road Hove on Thursday 30 October 2025 at 6.30pm.

PRESENT**Elected Members**

Councillor Susan Lonie
Councillor Robert Snewin

Independent Members

Mr Kim Cheater, Chair
Ms Joanne Cottle
Ms Alice Haynes
Mr John O'Connor
Ms Felicity Ryan
Prof Judy Searle
Prof Lorraine Sheppard

Alwyndor Staff

Chief Executive Officer, Ms Pamela Jackson
General Manager Alwyndor, Ms Beth Davidson-Park
Executive Manager, People and Culture, Ms Lisa Hall
Executive Manager, Community Connections, Ms Molly Salt
Executive Manager, Residential Services, Ms Natasha Stone
Executive Manager, ICT, Mr Brad Vowles
Executive Assistant, Ms Bronwyn Taylor

WORKSHOP ATTENDEES**CoHB Elected Members (Trustee of the Dorothy Cheater Trust)**

Mayor A Wilson
Councillor R Abley
Councillor A Bradshaw
Councillor A Kane
Councillor C Lindop
Councillor W Miller
Councillor M O'Donohue
Councillor R Patton
Councillor J Smedley
Councillor Anthony Venning

CoHB Staff

General Manager Assets & Delivery, Ms Charmaine Hughes
General Manager Community & Business, Ms Marnie Lock
Executive Officer, CoHB, Ms Roxanne Steventon

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
Nil

3.2 Leave of Absence
Nil

4. DECLARATION OF INTEREST

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

The Chair requested leave of the meeting for a suspension of the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* to receive and consider information in relation to the Aged Care Act, 2024 (the Act).

Moved by Mr John O'Connor, Seconded by Ms Joanne Cottle

Carried

The meeting procedures were suspended at 6.40pm.

5. Workshop presentation

Aged Care Act, 2024 – roles and responsibilities
Presenter Julie McStay, Partner, Thomson Geer

The Chair advised that an online session will be arranged for those who were apologies for the workshop, Cr Jane Fleming, Alwyndor Interim CFO Mr Jarrod Thorn, CoHB General Manager, Strategy & Corporate, Mr Adam Filipi, as well as the independent members of the Audit and Risk Committee identified as being a responsible persons under the Act.

Presentation concluded at 7.52pm

The meeting resumed at 8.05pm.

6. Confirmation of Minutes

That the minutes of the Alwyndor Management Committee meeting held on 25 September 2025 be taken as read and confirmed.

Moved by Cr Susan Lonie, Seconded by Prof Lorraine Sheppard

Carried

7. General Manager Report**7.1 Provider Operations Report**

Action: Change the response to YES for the question *'Is your organisation a state & territory, a state or territory authority, or a local government authority?'*

Motion:

- 1. Note the Provider Operations Report and approve the Chair, Kim Cheater, to sign the Governing Body Declaration for Alwyndor**

Moved by Prof Lorraine Sheppard, Seconded by Cr Susan Lonie

Carried

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

None

9. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 27 November 2025** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.16pm.

CONFIRMED 27 November 2025

CHAIRPERSON