

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Audio-visual telecommunications on Thursday 29 May 2025 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 (Teams)
Prof Judy Searle
Prof Lorraine Sheppard

Staff

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

1. OPENING

The Chairperson declared the meeting opened at 6.35pm.

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.

The Chair welcomed Jarrod Thorn, Interim CFO to the meeting.

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 23 April 2025 be taken as read and confirmed.

Moved by Prof Lorraine Sheppard, Seconded by Prof Judy Searle

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

Action: Action Item 82 - update wording to reflect that the modelling was provided to the Chair and included in the draft budget.

6.2 Annual Work Plan

Noted

The Chair sought and received the approval of the Committee to bring forward Item 8.3 *Finance Report – draft 2025/26 Budget - Confidential*.

8.3 Finance Report – draft 2025/26 Budget - Confidential (Report No: 14/25)

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 except for the General Manager and staff in attendance at the meeting to consider Reports and Attachments to Report No 14/25 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: 14/25 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 Ms Joanne Cottle

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.3 Financial Report (Report No 14/25) 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 Report, Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved by Cr Robert Snewin, Seconded by Ms Joanne Cottle

Carried

7.52pm John O'Connor left the meeting

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No:11/25)

7.1.1 Aged Care Reform Update

Taken as read. The detailed update was well received and it was noted we are well progressed in meeting the timelines of the known changes as well as those pending the finalisation of the Rules which will enable the new Aged Care Act.

A request was made to add an anticipated completion date where applicable and to present this report in confidence at future meetings due to its commercial nature.

Action: Add anticipated completion dates as appropriate. Present as a confidential report ongoing.

7.1.2 Consumer Advisory Groups Report

The reports were noted. The Executive Manager Residential Services advised that due to the difficulty of recruiting residents to be members, they have merged the Residential Advisory Group with the regular Resident meetings.

7.1.3 Reappointment of AMC members

It was noted that at its meeting of 27 May 2025, Council approved the reappointments of both Prof Lorraine Sheppard and Prof Judy Searle to AMC.

7.1.5 Appointment of Deputy Chair

The Chair confirmed that Professor Lorraine Sheppard nominated to continue as Deputy Chair. The Chair sought any other nominations. There were none.

Professor Lorraine Sheppard left the room.

The vote was unanimous to appoint Prof Lorraine Sheppard as Deputy Chair commensurate with her current term ie 1 June 2028.

Professor Lorraine Sheppard returned to the room.

Professor Sheppard was advised of her successful nomination which will be presented to Council at its meeting to be held on 10 June 2025 for consideration.

Motion:

That the Alwyndor Management Committee:

- 1. Note the Aged Care Reform update.**
- 2. Note the Consumer Advisory Groups report.**
- 3. Note that at its meeting of 27 May 2025, Council approved the reappointment of Professor Judy Searle to AMC for another three (3) year term until 1 June 2028.**
- 4. Note that at its meeting of 27 May 2025, Council approved the reappointment of Professor Lorraine Sheppard to AMC for another three (3) year term until 1 June 2028.**
- 5. Recommend to the City of Holdfast Bay the appointment of Professor Lorraine Sheppard as Deputy Chair of AMC for a period of three (3) years commensurate with their current term for consideration at its meeting to be held on 10 June 2025.**

Moved by Cr Robert Snewin, Seconded by Ms Joanne Cottle

Carried

8.1 General Manager Report – Confidential (Report No: 12/25)**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 except for the General Manager and Staff in attendance at the meeting to consider Reports and Attachments to Report No: 12/25 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: 12/25 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 Judy Searle, Seconded by Cr Susan Lonie

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.1 General Manager's Report (Report No: 12/25) 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 Judy Searle

Carried

8.2 Finance Report – Confidential (Report No: 13/25)

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 except for the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No 13/25 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: 13/25 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 Joanne Cottle, Seconded by Prof Judy Searle

Carried

Motion:

That the Alwyndor Management Committee:

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.2 Finance Report – Confidential (Report No 13/25) 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 Report, Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved by Prof Lorraine Sheppard, Seconded by Cr Robert Snewin

Carried

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

9.1. The General Manager gave an update on the recruitment of an AMC member: the response rate was low with only 8 applicants. However, there are some with aged care experience in addition to wider governance experience and qualifications. Following discussion with the Chair, the recruitment panel will be convened.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 31 July** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.53pm.

CONFIRMED 31 July 2025


CHAIRPERSON