

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor Aged Care, Dunrobin Road, Hove on Tuesday 16 May 2017 at 6.35 pm.

PRESENT

Elected Members

Councillor R Aust
Councillor S Lonie

Independent Members

Chairperson – Mr D Royans
Mr T Bamford
Ms J Bonnici
Ms J Cudsi
Mr O Peters
Ms L Wills

Staff

General Manager Alwyndor– Mr R Kluge
Personal Assistant – Ms R Gordon

1. OPENING

The Chairperson declared the meeting open at 6.35pm.

2. APOLOGIES

- 2.1 For Absence - Mr I Pratt
- 2.2 Leave of Absence - Nil

3. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

4. CONFIRMATION OF MINUTES

Motion

That the minutes of the Alwyndor Management Committee held on 18 April 2017 be taken as read and confirmed.

Moved by Ms Cudsi, Seconded by Mr Peters

Carried

With the leave of the meeting the Chair agreed to adjust the order of matters before the committee.

HR Manager, Mr B Capes, and WHS Officer, Mr S Abbott, entered the meeting at 6.39pm

6. CONFIDENTIAL

6.1 WHS Management System Gap Analysis – Action Plan (Report No: 20/17)

Recommendation – 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 Report No: 20/17, WHS Management System Gap Analysis – Action Plan 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: 20/17, WHS Management System Gap Analysis – Action Plan on the following grounds:**
 - d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

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 Mr Bamford, Seconded Ms Wills

Carried

Retain in Confidence - Section 91(7) Order

That having considered Agenda Item 6.1 WHS Management System Gap Analysis – Action Plan 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 and Minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Mr Bamford, Seconded Ms Cudsi

Carried

Mr Capes and Mr Abbott left the meeting at 7.08pm
The order of the meeting picked up where it left off at 7.08pm

5. REPORTS/ITEMS OF BUSINESS

5.1 General Manager's Report (Report No: 19/17)

These items are presented for the information of the Committee.

After noting the report any items of interest can be discussed and, if required, further motions proposed.

Motion

That the following items be noted and items of interest discussed:

- **Meeting Dates and Task Schedules**
- **Compliments and Complaints**

Moved Mr Bamford, Seconded Ms Wills

Carried

Exclusion of the Public – Section 90(3)(d) Order

Motion

- 1 That pursuant to Section 90(2) of the *Local Government Act 1999* the Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Staff in attendance at the meeting in order to consider Attachment 2 for Report No: 19/17 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 Attachment 2 of Report No: 19/17 on the following grounds:**
 - d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

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 Mr Bamford, Seconded Ms Wills

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

Motion

That having considered Agenda Item 5.1 General Manager's Report (Report No: 06/17) 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 Attachment 2 to Report No: 19/17 be retained in confidence for a period of 24 months.

Moved Mr Bamford, Seconded Cr Lonie

Carried

- 5.2 Future Finance Sub-Committee Meetings (Report No: 23/17)

Motion

1. That the Alwyndor Management Committee cease the Finance Sub-Committee and incorporate financial reporting as part of the Alwyndor Management Committee agenda.
2. That the General Manager investigate a change in date and time for future Alwyndor Management Committee meetings.

Moved Cr Lonie, Seconded Mr Bamford

Carried

- 5.3 Finance Sub-Committee Agenda

Exclusion of the Public – Section 90(3)(d) Order

Motion

- 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 Chief Executive Officer

and Staff in attendance at the meeting in order to consider Item 5.3 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 Item 5.3 on the following grounds:
 - d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

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.

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 Ms Wills, Seconded Cr Aust

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

Motion

That having considered Agenda Item 5.3 Finance Sub-Committee Agenda 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 12 months and that this order be reviewed every 12 months.

Moved Ms Wills, Seconded Cr Aust

Carried

6. CONFIDENTIAL

6.2 Leadership Team Restructure (Report No: 22/17)

Recommendation – Exclusion Of The Public – Section 90(3)(a) 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 Report No: 22/17, Leadership Team Restructure 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: 22/17, Leadership Team Restructure on the following grounds:
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 22/17 Leadership Team Restructure is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
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 Cr Lonie, Seconded Mr Peters

Carried

Retain in Confidence - Section 91(7) Order

That having considered Agenda Item 6.2 Leadership Team Restructure in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Report and Minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Mr Bamford, Seconded Ms Cudsi

Carried

7. URGENT BUSINESS – Subject to the leave of the meeting

- 7.1 General Manager, Mr Kluge advised members of a joint workshop between Council and Alwyndor Management Committee to be held on Tuesday, 30 May.

Mr Bamford left the meeting at 9.18pm

- 7.2 General Manager, Mr Kluge provided verbal information relating to annual wage/salary increases and advised future reviews will be reported to the Committee.
- 7.3 General Manager, Mr Kluge provided an update on land lease matters.

Motion

That the Alwyndor Management Committee seek Council's support to make contact with the South Australian Housing Trust to enquire about adjoining land.

Moved Ms Bonnici, Seconded Mr Peters

Carried

7.4 General Manager, Mr Kluge provided a verbal update on industrial matters.

8. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Tuesday 20 June 2017 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

8. CLOSURE

The meeting closed at 9.35 pm.

CONFIRMED Tuesday 20 June 2017

CHAIRPERSON