



**Eastern Waste Management Authority**

Trading as

**East Waste**

***Register of Interests Policy***

**Adopted: May 2013**

## Introduction

Clause 24 of the East Waste Charter requires a Director of the East Waste Board of Management to submit primary and ordinary returns in accordance with Chapter 5, Part 4, Division 2 of the Local Government Act.

The Policy and associated procedures are in accordance with the Local Government Act

## Policy

The Independent Chair is required to submit primary and ordinary returns.

A non-councillor Director is required to submit primary and ordinary returns.

A Council officer appointed as a Director who has not submitted returns to their Constituent Council is required to submit primary and ordinary returns.

A Director who is a Councillor appointed by a Constituent Council is not required to submit returns additional to those he/she submitted to the Council he/she was elected. This exclusion also applies to officers appointed by a Council to the Authority who have submitted returns to their Council.

The General Manager is required to lodge primary and ordinary returns in accordance with the Authority's procedures.

## Procedure

The returns lodged by the Independent Chair and non-councillor Directors must be submitted to the General Manager, and copies provided to the Chief Executive Officer of each Constituent Council.

A Register of Interests of the relevant returns will be maintained by the General Manager and available for public inspection during ordinary office hours at the principal office of the Authority.

The Independent Chair and Directors (as required) within six weeks after appointment must submit a primary return to the General Manager. The form and content are in accordance with Schedule 3 of the Local Government Act

The Independent Chair and Directors (as required) must within 60 days after 30 June each year submit an ordinary return to the General Manager. The form and content are in accordance with Schedule 3 of the Local Government Act. A copy of a primary return is attached as Appendix B.

## Governance

The Policy will be reviewed every two years by the Board. However the Board has the discretion to review the Policy at any time to take into account any significant new information, legislative, or organisational change which may warrant an amendment to this document.

A review of the Policy will be conducted in consultation with the Constituent Councils.

Copies of the Policy are available from the East Waste website [www.eastwaste.com.au](http://www.eastwaste.com.au) or the Authority's office at 1 Temple Court Ottoway SA5013.

---

This Policy was approved by the Board at its meeting on 2 May 2013

---

### *Review history*

*Nil*