



**MINUTES OF THE ORDINARY BOARD MEETING OF THE
EASTERN WASTE MANAGEMENT AUTHORITY**

Held on Thursday 26 September 2019 at 5:41pm at the City of Norwood, Payneham & St Peters,
175 The Parade, Norwood SA 5067

Mr Gregory, General Manager, acknowledged that Mr Di Iulio (Acting Chairperson) was an apology for the meeting and therefore no Chairperson was present. Nominations for Chair of the meeting were sought.

Moved Mayor Holmes-Ross that Cr Green Chair the meeting.
Seconded Cr Piggott

Carried

1. PRESENT

Directors:

Cr L Green	Adelaide Hills Council
Mayor H Holmes-Ross	City of Mitcham
Mr M Barone	City of Norwood, Payneham & St Peters
Cr Rob Ashby	Corporation of the Town of Walkerville
Mr G Piggott	City of Burnside

In Attendance:

Mr R Gregory	General Manager
Mr S Raymond	Manager, Corporate Services
Ms K Vandermoer	Finance & Executive Administration Officer
Mr J Jovicevic	Dean Newbery & Partners
Mr F Bell	Thomson Geer

2. APOLOGIES

Mr P Di Iulio	Campbelltown City Council
Mr S Bradley	City of Prospect

3. CONFLICTS OF INTEREST

Mr Gregory declared a potential conflict of interest in Confidential item 8.3, given his role as Board Member of KESAB.

4. CONFIRMATION OF THE MINUTES

Moved Mr Barone

1. That the Minutes of the Eastern Waste Management Authority Board Meeting held on Thursday 20 June 2019, be received confirmed, and adopted.

2. That the Minutes of the Eastern Waste Management Authority Special Board Meeting held on Monday 1 July 2019, be received, confirmed and adopted.

3. That the Minutes of the Eastern Waste Management Authority Audit & Risk Committee Meeting held on Tuesday 17 September 2019, be received, confirmed and adopted.

Seconded Cr Piggott

Carried

5. MATTERS ARISING FROM THE MINUTES

Nil

6. QUESTIONS WITHOUT NOTICE

Nil

7. REPORTS

7.1 EAST WASTE FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2019

RECOMMENATION

Moved Cr Ashby that the Board:

1. Authorise the Acting Chairman and General Manager to sign the Financial Statements as presented in Attachment A, and officially provide to Member Councils.
2. Assess the distribution or otherwise of the 2018/19 Operating Surplus as part of Budget Review 1 deliberations.

Seconded Mr Barone

Carried

7.2 REGULATION 10 FINANCIAL REPORT 2018

RECOMMENDATION

Moved Cr Piggott that the Board endorse the Regulation 10 Financial Report as presented in Attachment A.

Seconded Mayor Holmes-Ross

Carried

7.3 DRAFT ANNUAL REPORT 2018/2019

RECOMMENDATION

Moved Mr Barone that the Board endorses the final draft of the 2018/2019 East Waste Annual Report and authorises East Waste's General Manager to distribute to Member Councils, upon the audited financials and other minor amendments being included in the final version.

Seconded Cr Ashby

Carried

Mr Bell entered the meeting at 5:53pm.

Confidential Item 8.1 was brought forward for consideration upon Mr Bell's arrival.

7.4 FIGHT FOOD WASTE COOPERATIVE RESEARCH CENTRE MEMBERSHIP & PROJECT

RECOMMENDATION

Moved Cr Ashby that the Board:

1. Support the advancement and finalisation of the proposed Fight Food Waste Cooperative Research Centre project, based on long term value that can be derived from undertaking the project.
2. Commit the required funding to Stage 1 one of the project, subject to East Waste's financial contribution not exceeding \$50k/annum for first two years.
3. The General Manager advance discussions with the Fight Food Waste Cooperative Research Centre to become a member of the CRC.

Seconded Mayor Holmes-Ross

Carried

7.5 REVIEW RISK REGISTERS

RECOMMENDATION

Moved Mr Barone that the Board approves East Waste's Risk Registers as presented at Attachment A.

Seconded Cr Piggott

Carried

7.6 PUBLIC INTEREST DISCLOSURE ACT 2018 POLICY/PROCEDURE

RECOMMENDATION

Moved Mr Barone That the Board approve the East Waste Public Interest Disclosure Act 2018 Policy/Procedure as presented at Attachment A.

Seconded Cr Ashby

Carried

7.7 INDEPENDENT MEMBER TERM EXPIRY

RECOMMENDATION

Moved Mr Barone that the Board:

1. Authorises East Waste's General Manager to seek a new Independent Member of the Audit and Risk Management Committee by undertaking an Expression of Interest process by approaching Member Councils (in writing) seeking their recommendation of suitably qualified person(s).
2. Approve the proposed amendment to the East Waste Audit and Risk Management Committee Terms of Reference.
3. East Waste's General Manager formally writes to Mr Leigh Hall thanking him for his contribution to the Audit and Risk Management Committee.

Seconded Cr Piggott

Carried

7.8 AUDIT IMPLEMENTATION PROGRESS REPORT

RECOMMENDATION

Moved Cr Piggott that the Board notes the finalisation of actions of the 2018 Accounts Payable and Payroll Audit recommendations.

Seconded Cr Ashby

Carried

7.9 RESPONSE LETTER FROM MINISTER FOR ENVIRONMENT & WATER

RECOMMENDATION

Moved Cr Piggott that the Board:

1. Notes the recent correspondence with the Minister Environment & Water.
2. Supports the General Manager and Acting Chairman to write to the State Treasurer regarding the Solid Waste Levy and impact that it and any future increases have on community.

Seconded Cr Ashby

Carried

7.10 APPOINTMENT OF GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE MEMBER

RECOMMENDATION

Moved Mr Barone that the Board appoints Mayor Holmes-Ross to the General Manager Performance Review Committee.

Seconded Cr Ashby

Carried

8. CONFIDENTIAL REPORTS

8.1 LEGAL MATTER

RECOMMENDATION 1

Moved Mayor Holmes-Ross that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Board orders that the public, with the exception of the East Waste staff present and Mr Fraser Bell, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider:

(h) legal advice

and the East Waste Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/ consideration of the information confidential.

Seconded Cr Ashby

Carried

RECOMMENDATION 3

Moved Mr Barone that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that the report, attachment(s), discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed by the East Waste Board.

Seconded Cr Piggott

Carried

Mr Bell left the meeting at 6:13pm.

8.2 INDEPENDENT CHAIRPERSON APPOINTMENT PROCESS

RECOMMENDATION 1

Moved Mayor Holmes-Ross that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Board orders that the public, with the exception of the East Waste staff present, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider:

- (k) tenders for the supply of goods, the provision of services or the carrying out of works;

and the East Waste Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded Cr Piggott

Carried

RECOMMENDATION 3

Moved Mr Barone that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that the report, discussion and minutes be kept confidential until the contract is executed and attachments for a period not exceeding 12 months.

Seconded Mayor Holmes-Ross

Carried

8.3 RFQ 2019/01 – PROVISION OF KERBSIDE BIN AUDIT SERVICES

RECOMMENDATION 1

Moved Mr Barone that pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the East Waste Board orders that the public, with the exception of the East Waste staff present, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider:

- (k) tenders for the supply of goods, the provision of services or the carrying out of works;

and the East Waste Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded Mayor Holmes-Ross

Carried

RECOMMENDATION 3

Moved Mr Barone that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that the report, attachment(s), discussion and minutes be kept confidential until the contract is executed.

Seconded Cr Piggott

Carried

9. OTHER BUSINESS

Nil

10. NEXT MEETING OF THE BOARD

The next ordinary Board Meeting is scheduled to be held on Thursday 28 November 2019 at the City of Norwood, Payneham & St Peters at 5.30pm.

11. CLOSURE OF MEETING

There being no further business the meeting closed 7:06pm.

DATE: _____

CHAIRPERSON: _____