



**EASTERN WASTE MANAGEMENT AUTHORITY  
SPECIAL BOARD MEETING**

**Monday 31 May 2021**

Notice is hereby given that a special meeting of The Board of the Eastern Waste Management Authority will be held via Zoom, on Monday 31 May 2021, commencing at 4:00pm.

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

**ROB GREGORY  
GENERAL MANAGER**

## **Acknowledgement of Country**

We would like to acknowledge this land that we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their country.

We also acknowledge the Kurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.



## **EASTERN WASTE MANAGEMENT AUTHORITY**

### **AGENDA**

#### **SPECIAL MEETING OF THE BOARD OF MANAGEMENT**

**Meeting to be held on Monday 31 May 2021 commencing at 4:00pm,  
Via Zoom**

**1. PRESENT**

**2. ACKNOWLEDGMENT OF COUNTRY**

**3. APOLOGIES**

**4. CONFLICTS OF INTEREST**

**5. CONFIRMATION OF THE MINUTES**

**RECOMMENDED:** 1. That the Minutes of the Eastern Waste Management Authority Board Meeting held on Thursday 29 April 2021, be received confirmed, and adopted.

**6. MATTERS ARISING FROM THE MINUTES**

**7. QUESTIONS WITHOUT NOTICE**

**8. REPORTS**

*8.1 BOARD APPOINTMENT TO AUDIT & RISK MANAGEMENT COMMITTEE ..... pg.6*

**9. CONFIDENTIAL REPORTS**

*9.1 WASTE TENDER SUBMISSION PROPOSAL ..... pg.7*

**10. OTHER BUSINESS**

**11. NEXT MEETING OF THE BOARD**

The next Board Meeting is scheduled to be held on:  
Thursday 24 June 2021, commencing 5:30pm, at the City of Norwood, Payneham & St Peters, 175 The Parade, Norwood

**12. CLOSURE OF MEETING**



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

Held on Thursday 29 April 2021 at the Mayor's Parlour, City of Norwood Payneham & St Peters,  
175 The Parade, Norwood

Meeting opened 5:31pm.

**1. ACKNOWLEDGEMENT OF COUNTRY**

**2. PRESENT**

**Directors:**

Mr F Bell	Independent Chairperson
Cr R Ashby	Corporation of the Town of Walkerville
Mr V Cammell	City of Prospect
Cr J Carbone	City of Burnside
Cr L Green	Adelaide Hills Council
Mr C Harrison	City of Mitcham
Cr M Stock	City of Norwood, Payneham & St Peters

**In Attendance:**

Mr R Gregory	General Manager
Miss K Vandermoer	Finance & Executive Administration Officer
Mr J Jovicevic	Dean Newbery & Partners
Mr J Kandulu	BDO

**3. APOLOGIES**

Mr S Bradley	City of Prospect
Mr P Di Iulio	Campbelltown City Council
Mayor H Holmes-Ross	City of Mitcham

**4. CONFLICTS OF INTEREST**

Nil

***Mr Cammell entered the meeting at 5:34pm.***

***Item 8.8 was brought forward for discussion.***

## **8.8 EAST WASTE EDUCATION PROGRAM COST BENEFIT ANALYSIS**

### **RECOMMENDATION**

Moved Cr Green that the Board:

1. Receives and notes the BDO *“The Impact of EWMA’s ‘Why Waste It?’ Waste and Recycling Education Campaign”* presentation and specifically the favourable return on invest the program has provided.
2. Administration work with BDO to amend the report and provided a revised final version to the Board.
3. Reaffirms commitment to the East Waste education program and social media campaigns as a valued component of East Waste’s service offering.

Seconded Cr Carbone

**Carried**

## **5. CONFIRMATION OF THE MINUTES**

Moved Cr Green that the Minutes of the Eastern Waste Management Authority Board Meeting held on Thursday 25 February 2021, be received confirmed, and adopted.

Seconded Cr Ashby

**Carried**

Moved Cr Green that the Minutes of the Eastern Waste Management Authority Audit and Risk Management Committee Meeting held on Wednesday 21 April 2021, be received, confirmed, and adopted.

Seconded Cr Ashby

**Carried**

Moved Cr Green that that the Minutes of the Eastern Waste Management Authority Audit and Risk Management Committee Meeting held on Wednesday 17 February 2021, be received, confirmed, and adopted.

Seconded Cr Ashby

**Carried**

## **6. MATTERS ARISING FROM THE MINUTES**

Nil

## **7. QUESTIONS WITHOUT NOTICE**

Nil

## **8. REPORTS**

### **8.1 FINANCIAL REPORT – MARCH QUARTER + BUDGET REVIEW THREE FY2021**

#### **RECOMMENDATION 1**

Moved Cr Stock that the Board notes and accepts the net surplus of \$255, 000 associated with the 2020/21 Budget Review Three.

Seconded Mayor Cr Ashby

**Carried**

## **8.2 REVIEW OF BUDGET FRAMEWORK POLICY**

### **RECOMMENDATION**

Moved Cr Green that The Board endorses the revised Budget Framework Policy as presented in Attachment A.

Seconded Cr Cammell

**Carried**

## **8.3 REBATE AND DISTRIBUTION POLICY**

### **RECOMMENDATION**

Moved Cr Carbone that the Board adopts the Rebate & Distribution Policy as presented in Attachment A.

Seconded Mr Cammell

**Carried**

## **8.4 REVIEW OF TREASURY MANAGEMENT POLICY**

### **RECOMMENDATION**

Moved Cr Green that the Board adopts the revised Treasury Management Policy as presented in Attachment A.

Seconded Cr Ashby

**Carried**

## **8.5 NATIONAL COMPETITION POLICY STATEMENT**

### **RECOMMENDATION**

Moved Cr Green that the Board adopts the Draft National Competition Policy Statement as amended and presented in Attachment A.

Seconded Cr Carbone

**Carried**

## **8.6 ANNUAL PLAN PROGRESS REPORT**

### **RECOMMENDATION**

Moved Mr Harrison that the Board receive and note the report.

Seconded Mr Cammell

**Carried**

***Mr Jovicevic left the meeting at 6:36pm.***

## **8.7 GENERAL MANAGER UPDATE (VERBAL)**

Moved Cr Green that the Board notes the verbal update.

Seconded Cr Ashby

**Carried**

## 9. CONFIDENTIAL REPORTS

### 9.1 STAFF MATTER

#### RECOMMENDATION 1

Moved Cr Ashby 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 Audit & Risk Management Committee will receive, discuss and consider:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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 Green

**Carried**

Mr Gregory updated the Board regarding a staff matter.

#### RECOMMENDATION 2

Moved Cr Ashby that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that the discussion 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 Green

**Carried**

***Mr Gregory Left the meeting at 6:59pm.***

***Miss Vandermoer left the meeting at 6:59pm.***

### 9.2 STAFF MATTER

#### RECOMMENDATION 1

Moved Cr Ashby 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 Audit & Risk Management Committee will receive, discuss and consider:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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 Green

**Carried**

Mr Bell updated the Board relating to a staff matter.

## **RECOMMENDATION 2**

Moved Cr Ashby that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that the discussion 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 Green

**Carried**

***Mr Gregory returned to the meeting at 7:42pm.***

***Miss Vandermoer returned to the meeting at 7:42pm.***

***Cr Carbone left the meeting at 7:42pm.***

## **10. OTHER BUSINESS**

## **11. NEXT MEETING OF THE BOARD**

The next ordinary Board Meeting is scheduled to be held on:

Thursday 24 June 2021, commencing 5:30pm at the City of Norwood, Payneham & St Peters, 175 The Parade, Norwood.

## **12. CLOSURE OF MEETING**

There being no further business the meeting closed at 7:43pm.

**DATE:** \_\_\_\_\_

**CHAIRPERSON:** \_\_\_\_\_



## 8.1: BOARD APPOINTMENT TO AUDIT & RISK MANAGEMENT COMMITTEE

REPORT AUTHOR: General Manager  
ATTACHMENTS: Nil

### Purpose of the Report

To seek the East Waste Board's endorsement to appoint a Board Member to the Audit & Risk Management Committee, following the resignation of an appointee.

### Background

The Chair, Cr Green and Mr Simon Bradley were appointed to the Audit & Risk Management Committee at the November 2020 Board meeting.

## 7.5 BOARD SUB-COMMITTEE APPOINTMENTS

*Moved Mr Barone*

1. *That the Board appoint Mr Bradley and Cr Green to the East Waste Audit & Risk Management Committee for a period of one (1) year in accordance with the Audit & Risk Management Committee Terms of Reference.*

*Seconded Mr Di Iulio*

***Carried***

East Waste has been advised that Mr Simon Bradley has finalised his employment with the City of Prospect and as such is no longer the City of Prospect's representative on the East Waste Board. The City of Prospect have advised that Mr Vincent Cammell, Acting Director of Infrastructure and nominated proxy, will become the City of Prospect's representative on the East Waste Board.

### Report

Membership of the Committee is the Board Chair, two Board Members and two Independent Members (a separate paper is provided, refer Item 8.1 seeking the appointment of an Independent Member). The Terms of Reference for the Audit & Risk Management Committee state:

*"Board Member appointments to the Committee shall be for a period of twelve months from the date of appointment and are eligible for reappointment. Board Member nominations and appointments are to be made by the East Waste Board at their final meeting of each calendar year."*

Committee appointments are made on an individual basis, not a positional basis (with the exception of the Chair) and as such there is a need to appoint a new Board representative to replace Mr Simon Bradley. Three scheduled Audit & Risk Management Committee meetings remain for the year. Nominations will be sought from Board Members to the nominated vacancy at the meeting.

## RECOMMENDATION

That the Board appoint \_\_\_\_\_ to the East Waste Audit & Risk Management Committee for the remainder of the calendar year in accordance with the Audit & Risk Management Committee Terms of Reference.