



**EASTERN WASTE MANAGEMENT AUTHORITY
SPECIAL BOARD MEETING**

Thursday 8 July 2021

Notice is hereby given that a special meeting of The Board of the Eastern Waste Management Authority will be held via Zoom, on Thursday 8 July 2021, commencing at 4:00pm, via Zoom.

A handwritten signature in blue ink, consisting of several overlapping 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 Thursday 8 July 2021 commencing at 4:00pm, via Zoom

1. **PRESENT**
2. **ACKNOWLEDGMENT OF COUNTRY**
3. **APOLOGIES**
4. **CONFLICTS OF INTEREST**
5. **CONFIRMATION OF THE MINUTES**
6. **MATTERS ARISING FROM THE MINUTES**
7. **QUESTIONS WITHOUT NOTICE**
8. **REPORTS**
Nil
9. **CONFIDENTIAL REPORTS**

9.1 *CONTRACT MATTER* pg.14
10. **OTHER BUSINESS**
11. **NEXT MEETING OF THE BOARD**
The next Ordinary Board Meeting is scheduled to be held on:
Thursday 30 September 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 24 June 2021, commencing at 5:30pm, at the Mayor's Parlour, City of
Norwood Payneham & St Peters, 175 The Parade, Norwood

Meeting opened 5:28pm.

1. ACKNOWLEDGEMENT OF COUNTRY

2. PRESENT

Directors:

Mr F Bell	Independent Chairperson
Mayor H Holmes-Ross	City of Mitcham
Cr M Stock	City of Norwood, Payneham & St Peters
Cr R Ashby	Corporation of the Town of Walkerville
Mr P Di Iulio	Campbelltown City Council
Cr L Green	Adelaide Hills Council

In Attendance:

Mr R Gregory	General Manager
Ms K Vandermoer	Finance & Executive Administration Officer

3. APOLOGIES

Cr J Carbone	City of Burnside
Mr V Cammell	City of Prospect
Mr John Jovicevic	Dean Newberry & Associates

4. CONFLICTS OF INTEREST

Mr Gregory raised a perceived conflict of interest in item 9.2, due to his position as a Director of KESAB environmental solutions.

Mr Gregory raised a perceived conflict of interest in item 9.3, due to his position as General Manager at East Waste.

5. CONFIRMATION OF THE MINUTES

Moved Mr Di Iulio that the Minutes of the Eastern Waste Management Authority Special Board Meeting held on Monday 31 May 2021, be received confirmed, and adopted.

Seconded Mayor Holmes-Ross

Carried

Moved Cr Green that the Minutes of the Eastern Waste Management Authority Audit and Risk Management Committee Meeting held on Wednesday 16 June 2021, be received, confirmed, and adopted.

Seconded Cr Stock

Carried

6. MATTERS ARISING FROM THE MINUTES

Nil

7. QUESTIONS WITHOUT NOTICE

Nil

8. REPORTS

8.1 FINANCIAL REPORT – YEAR TO DATE (May 2021)

RECOMMENDATION

Moved Cr Ashby that the Board receives and notes the report.
Seconded Cr Green

Carried

8.2 2021/22 ANNUAL BUSINESS PLAN & BUDGET

RECOMMENDATION

Moved Mr Di Iulio that the Board endorse the 2021/22 Annual Business Plan and Budget, as presented in Attachment A.
Seconded Cr Ashby

Carried

8.3 EXTERNAL AUDITOR INTERIM REPORT

RECOMMENDATION 1

Moved Cr Green that the Board note and receive the draft Interim Management Report as presented in Attachment A.
Seconded Cr Stock

Carried

RECOMMENDATION 2

Moved Mayor Holmes-Ross that the Board support the development of a Leave Policy to provide Management and staff with a clearer framework around the taking of leave.
Seconded Mr Di Iulio

Carried

8.4 WORKPLACE RELATIONSHIPS DISCLOSURE POLICY

RECOMMENDATION

Moved Cr Green that the Board directs the General Manager to review the Code of Conduct and Behaviour Standards Policy to ensure appropriate coverage and report back to the Board at the next meeting.
Seconded Cr Stock

Carried

8.5 EDUCATION REPORT

RECOMMENDATION 1

Moved Mr Di Iulio that:

1. The Board note and receive the report.
2. Administration investigate the design elements of the 2022 kerbside bin audit in a bid to further interrogate the value of the East Waste behaviour change and education program.

Seconded Cr Green

Carried

RECOMMENDATION 2

Moved Mayor Holmes-Ross that Management consider prior to the next bin audit, a means to determine the extent to which the Education Program can be measured.

Seconded Mr Di Iulio

Carried

8.6 ANNUAL PLAN PROGRESS REPORT

RECOMMENDATION

Moved Mayor Holmes-Ross that the report be received and noted.

Seconded Cr Green

Carried

9. CONFIDENTIAL REPORTS

9.1 ANNUAL REVIEW OF CONFIDENTIAL ORDERS

RECOMMENDATION 1

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

(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which:

- (i) 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
- (ii) would, on balance, be contrary to the public interest; and the East Waste Board is satisfied that, in 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 2

Moved Cr Ashby That:

1. The Board having read and considered the remaining Confidential Orders as presented in Attachment A are satisfied and endorse the retention of these items in confidence for a period not exceeding 12 twelve months, with the exception of items 1, 2, 4, 5, 7, 9, 10, 11, 12, 13, 14, 16, 18, 32, 33, 34, 36, 37, 38, 39, 40, 42, 43, 45, 46, 47, 48, 49, 50 and 51.
2. Administration further review the confidential orders and a revised report is presented to the September Board meeting.

Seconded Cr Stock

Carried

RECOMMENDATION 3

Moved Cr Ashby that a further report be presented to the Board for review at the September Board Meeting.

Seconded Cr Stock

Carried

RECOMMENDATION 4

Moved Mr Di Iulio that under Section 91(7) and (9) of the Local Government Act 1999 the East Waste Board orders that Attachment A to the Report, and 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 6:20pm.

9.2 KESAB CONTRACT

RECOMMENDATION 1

Moved Cr stock 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 Green

Carried

RECOMMENDATION 3

Moved Mr Di Iulio 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 only until the contract is signed, after which time the order will be released.

Seconded Cr Green

Carried

Mr Gregory returned to the meeting at 6:23pm.

Item 9.4 was brought forward for discussion.

9.4 CONTRACT UPDATE (VERBAL)

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 Ashby

Carried

Mr Gregory provided the Board with a verbal update.

RECOMMENDATION 2

Moved Mr Di Iulio 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 6:33pm.

Miss Vandermoer left the meeting at 6:33pm.

9.3 GENERAL MANAGER CONTRACT EXTENSION

RECOMMENDATION 1

Moved Cr Ashby that the East Waste Board recommend:

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:

(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 Mr Di Iulio

Carried

RECOMMENDATION 2

Moved Cr Ashby that the Board endorses an extension of the General Manager's contract on the current terms and conditions for a period of six months, to facilitate a process by the General Manager's Performance Review Committee and for a recommendation to be made to the Board.

Seconded Mr Di Iulio

Carried

RECOMMENDATION 3

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

Seconded Mr Di Iulio

Carried

Mr Gregory returned to the meeting at 6:53pm.

Miss Vandermoer returned to the meeting at 6:53pm.

10. OTHER BUSINESS

Nil

11. NEXT MEETING OF THE BOARD

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

Thursday 30 September 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 6:53pm.

DATE: _____

CHAIRPERSON: _____



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

held on Thursday 1 July 2021, commencing at 4:00pm, via Zoom

Meeting opened 4:01pm.

1. ACKNOWLEDGEMENT OF COUNTRY

2. PRESENT

Directors:

Mr F Bell	Independent Chairperson
Mayor H Holmes-Ross	City of Mitcham
Cr M Stock	City of Norwood, Payneham & St Peters
Mr P Di Iulio	Campbelltown City Council
Mr J McArthur	Adelaide Hills Council
Cr J Carbone	City of Burnside
Mr V Cammell	City of Prospect

In Attendance:

Mr R Gregory	General Manager
Ms K Vandermoer	Finance & Executive Administration Officer

3. APOLOGIES

Cr R Ashby	Coporation of the Town of Walkerville
Cr L Green	Adelaide Hills Council

4. CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF THE MINUTES

Nil

6. MATTERS ARISING FROM THE MINUTES

Nil

7. QUESTIONS WITHOUT NOTICE

Nil

8. REPORTS

Nil

Mr McArthur left the meeting at 6:23pm.

Mr McArthur returned to the meeting at 6:24pm.

9. CONFIDENTIAL REPORTS

9.1 CONSTITUENT COUNCIL DIRECTION

RECOMMENDATION 1

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

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which:
 - (i) 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
 - (ii) would, on balance, be contrary to the public interest;

and the East Waste Board is satisfied that, in 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.

Seconder Cr Carbone

Carried

RECOMMENDATION 3

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

Seconded Mr Di Iulio

Carried

10. OTHER BUSINESS

Nil

11. NEXT MEETING OF THE BOARD

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

Thursday 8 July 2021, commencing at 4:00pm

Location TBC

12. CLOSURE OF MEETING

There being no further business the meeting closed at 4:52pm.

DATE: _____

CHAIRPERSON: _____