



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

held on Thursday 25 November 2021, commencing at 5:30pm, at the Mayor's Parlour, City of
Norwood, Payneham & St Peters

Meeting opened 5:30pm.

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
Cr L Green	Adelaide Hills Council
Mr V Cammell	City of Prospect
Cr R Ashby	Corporation of the Town of Walkerville
Cr J Carbone	City of Burnside

In Attendance:

Mr R Gregory	General Manager
Mr D Maywald	Manager, Business Services
Ms K Vandermoer	Finance & Executive Administration Officer
Mr J Jovicevic	Dean Newbery & Partners

3. APOLOGIES

NIL

4. CONFLICTS OF INTEREST

Mr Bell declared a perceived conflict of interest in item 8.9 due to his position as Independent Chair at East Waste.

Cr Carbone declared a material conflict of interest in item 9.2, due to his position as Elected Member at City of Burnside, given that Jeffries has lodged a pre-action notice against City of Burnside, and the interests of East Waste and City of Burnside may not be the same, and therefore he will not participate in any discussion on the matter and will leave the meeting.

Mr Di Iulio declared a material conflict of interest in item 9.2, due to his position as CEO of Campbelltown Council, given that Jeffries has lodged a pre-action notice against Campbelltown Council, and the interests of East Waste and Campbelltown Council may not be the same, and therefore he will not participate in any discussion on the matter and will leave the meeting.

Cr Ashby declared a material conflict of interest in item 9.2, due to his position as Elected Member at Corporation of the Town of Walkerville, given that Jeffries has lodged a pre-action notice against Corporation of the Town of Walkerville, and the interests of East Waste and Corporation of the Town of Walkerville may not be the same, and therefore he will not participate in any discussion on the matter and will leave the meeting.

Cr Stock declared a perceived conflict of interest in item 8.13 due to the fact that his family is involved in wine production and distribution which may be affected by a wine bottle deposit, and requested not to participate in any discussion or voting on the matter.

Cr Stock declared a perceived conflict of interest in item 9.2 due to him being a member of the Norwood Football Club of which Integrated Waste Services is a major sponsor.

Mr Gregory declared a perceived conflict of interest in item 8.7 due to his position as General Manager at East Waste and advised he will leave the room for the duration of the item.

5. CONFIRMATION OF THE MINUTES

Moved Mayor Holmes-Ross that:

1. The Minutes of the Eastern Waste Management Authority Ordinary Board Meeting held on Thursday 30 September 2021, be received confirmed, and adopted.
2. The Minutes of the Eastern Waste Management Authority Audit and Risk Management Committee Meeting held on Tuesday 16 November 2021, be received, confirmed and adopted.
3. The Minutes of the Eastern Waste Management Authority Audit and Risk Management Committee Meeting held on Tuesday 21 September 2021, be received, confirmed and adopted.

Seconded Cr Carbone

Carried

6. MATTERS ARISING FROM THE MINUTES

Nil

7. QUESTIONS WITHOUT NOTICE

Nil

8. REPORTS

8.1 FINANCIAL STATEMENTS BUDGET REVIEW ONE

RECOMMENDATION

Moved Mr Di Iulio that the Board:

1. Notes and accepts the forecasted end of year FY2022 result associated with the 2021/22 Budget Review One.
2. Supports not amending Common Fleet Collection Costs at this point in time and to reconsider at Budget Review Two.

Seconded Cr Stock

Carried

8.2 TREASURY MANAGEMENT PERFORMANCE REPORT

RECOMMENDATION

Moved Cr Ashby that the Board endorses the 2021 Treasury Management Performance Report as presented in Attachment A.

Seconded Mr Cammell

Carried

8.3 BUSINESS CONTINUITY FRAMEWORK REVIEW

RECOMMENDATION

Moved Mayor Holmes-Ross that the Board adopts the Business Continuity Framework as per attachment A, including the tracked changes.

Seconded Cr Carbone

Carried

Mr Jovicevic left the meeting at 5:43pm.

8.4 POLICY REVIEW SCHEDULE

RECOMMENDATION

Moved Cr Ashby that the Board notes and receives the Report and the Policy Review Schedule, as presented in Attachment A.

Seconded Mr Cammell

Carried

8.5 DRAFT POLICY DEVELOPMENT POLICY

RECOMMENDATION

Moved Cr Stock the Board recommend that the draft *Policy Development Policy* is endorsed and adopted.

Seconded Cr Ashby

Carried

8.6 AUDIT & RISK MANAGEMENT COMMITTEE TERMS OF REFERENCE REVIEW

RECOMMENDATION

Moved Mr Cammell that the Board endorses the draft Terms of Reference as shown in Attachment A, with agreed amendments.

Seconded Mr Di Iulio

Carried

Mr Gregory left the meeting at 6:01pm.

8.7 GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE REVIEW

RECOMMENDATION

Moved Mayor Holmes-Ross that the Board endorses the Terms of Reference as presented in Attachment A, with the additional wording relating to the mandating of a suitably qualified independent person, chosen by the Board, to be engaged annually to provide advice.

Seconded Cr Ashby

Carried

Mr Gregory returned to the meeting at 6:06pm.

8.8 RE-APPOINTMENT OF AUDIT & RISK MANAGEMENT COMMITTEE INDEPENDENT MEMBER

RECOMMENDATION

Moved Cr Stock that the Board endorses the re-appointment of Ms Sandra Di Blasio as an Audit & Risk Management Committee Member for a further two year term, effective from January 2022.

Seconded Cr Carbone

Carried

Mr Bell left the meeting at 6:07pm.

8.9 RE-APPOINTMENT OF INDEPENDENT CHAIRPERSON

RECOMMENDATION 1

Moved Mayor Holmes-Ross that the Board:

1. Supports the re-appointment of Mr Fraser Bell as Independent Chair of the East Waste Board for a further two year term, effective from January 2022.
2. Instructs the General Manager to formally write to each Member Council seeking their endorsement of Mr Fraser Bell as Independent Chair of the East Waste Board for a further two year period.
3. Confirms the remuneration of the role to be increased by 3%. **Motion Failed**

RECOMMENDATION 2

Moved Cr Ashby that the Board:

1. Supports the re-appointment of Mr Fraser Bell as Independent Chair of the East Waste Board for a further two year term, effective from January 2022.
2. Instructs the General Manager to formally write to each Member Council seeking their endorsement of Mr Fraser Bell as Independent Chair of the East Waste Board for a further two year period.
3. Confirms the remuneration of the role be set at \$24,000 per annum.

Seconded Cr Carbone

Carried

Mr Bell returned to the meeting at 6:16pm.

8.10 BOARD SUB-COMMITTEE APPOINTMENTS

Cr Stock left the meeting at 6:19pm.

RECOMMENDATION 1

Moved Mr Cammell that the Board endorses that the Chair be one of the appointees to the East Waste Audit & Risk Management Committee for a period of 2 (two) years in accordance with the Audit & Risk Management Committee Terms of Reference.

Seconded Mayor Holmes-Ross

Carried

RECOMMENDATION 2

Moved Mayor Holmes-Ross that Cr Green be appointed to the East Waste Audit & Risk Management Committee for a period of 2 (two) years in accordance with the Audit & Risk Management Committee Terms of Reference.

Seconded Cr Ashby

Carried

Cr Stock returned to the meeting at 6:25pm.

Cr Green entered the meeting at 6:25pm.

8.11 ANNUAL PLAN PROGRESS REPORT

RECOMMENDATION

Moved Cr Green that the report be received and noted.

Seconded Mr Cammell

Carried

8.12 2022 PROPOSED MEETING SCHEDULE

RECOMMENDATION

Moved Cr Green that the report, be received and noting that a change to the November 2022 meeting will be required due to Local Government elections.

Seconded Cr Carbone

Carried

Cr Stock left the meeting at 6:32pm.

8.13 RESPONSE TO CONTAINER DEPOSIT LEGISLATION CONSULTATION

RECOMMENDATION

Moved Mr Cammell that the Board endorse the response, as presented in Attachment A, to the State Government *Improving South Australia's Recycling Makes Cents* Consultation with agreed amendments.

Seconded Mayor Holmes-Ross

Carried

Cr Stock returned to the meeting at 6:36pm.

8.14 EAST WASTE CHARTER REVIEW

Mr Gregory provided a verbal update on the progress of the Charter review.

Item 10 was brought forward for discussion to accommodate the schedules of members.

10. OTHER BUSINESS

Nil

9. CONFIDENTIAL REPORTS

9.1 TENDER ASSESSMENT

RECOMMENDATION 1

Moved Cr Green 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 Cr Carbone 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 Green

Carried

9.2 GENERAL MANAGER CONTRACT REVIEW

Mr Gregory left the meeting at 6:45pm.

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:

- (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 Ashby

Carried

Mr Bell provided a verbal update on the upcoming expiration of the General Manager's contract and proposed review process.

RECOMMENDATION 2

Moved Cr Stock 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 Ashby

Carried

Mr Gregory returned to the meeting at 6:50pm.

Cr Ashby left the meeting at 6:50pm.

Mr Di Iulio left the meeting at 6:50pm.

Cr Carbone left the meeting at 6:50pm.

9.3 VERBAL UPDATE: ORGANICS CONTRACT MATTER

RECOMMENDATION 1

Moved Cr Green 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 Stock

Carried

RECOMMENDATION 3

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

Carried

11. NEXT MEETING OF THE BOARD

The next Ordinary Board Meeting is scheduled to be held on Thursday 24 February 2022, commencing at 5:30pm, at the City of Norwood, Paynhem & St Peters, 175, The Parade, Norwood.

12. CLOSURE OF MEETING

There being no further business the meeting closed at 7:17pm

DATE: _____

CHAIRPERSON: _____