# Eastern Waste Management Authority
# Ordinary Board Meeting

## Minutes

Thursday 25 September 2025

EastWaste

# Minutes

**Eastern Waste Management Authority**
**Ordinary Meeting of the Board of Management**

Meeting held on Thursday 25 September 2025 commencing at 5.30pm,
at the City of Norwood, Payneham & St Peters, 175 The Parade Norwood.

The Chair, Mr F Bell declared the meeting open at 5.29 pm and that a quorum was present.

**1.** The Chair read the acknowledgement of country.

## 2. Present

**Directors:**

| | |
|---|---|
| Mr F Bell | Independent Chairperson |
| Cr L Huxter | Adelaide Hills Council |
| Cr T Jennings | City of Burnside |
| Mr P Di Iulio | Campbelltown City Council |
| Cr P George | City of Mitcham |
| Cr G Piggott | City of Norwood, Payneham & St Peters |

**Deputy Directors:**

| | |
|---|---|
| Mr S Wellington | City of Prospect. |
| Mr J Allanson | Town of Walkerville |

**In Attendance:**

| | |
|---|---|
| Mr L Leyland | General Manager |
| Ms K Vandermoer | Manager HR & Financial Services |
| Ms V Davidson | Executive Administration Officer. |

## 3. Apologies

| | |
|---|---|
| Mr A Wood | City of Unley |
| Mr P Tsokas | City of Unley |
| Mayor M Jones | Town of Walkerville. |

## 4. Disclosures of interest

The following disclosure of interest was made:

| Item Number | Type of Conflict | Director |
|---|---|---|
| 9.5 | General | Mr F Bell |

## 5. Confirmation of the minutes

### 5.1 Minutes of the Eastern Waste Management Authority Ordinary Board Meeting

Moved Cr T Jennings that the Minutes of the Eastern Waste Management Authority Ordinary Board Meeting held on 26 June 2025 be confirmed as a true and correct record.

Seconded Cr P George **Carried**

### 5.2 Minutes of the Eastern Waste Management Authority Special Board Meeting

Moved Cr L Huxter that the Minutes of the Eastern Waste Management Authority Ordinary Board Meeting held on 9 July 2025 be confirmed as a true and correct record.

Seconded Cr T Jennings **Carried**

## 6. Matters arising from the minutes

Nil.

## 7. Questions without notice

Nil.

## 8. Presentations

Nil.

*The Chairperson sought and was granted leave of the meeting to bring forward Item 10.2 Recycling Processing Contracts and Item 10.3 Organics Processing Contract.*

## 10. Confidential Reports

### 10.2 Recycling Processing Contracts

**Recommendation 1**

Moved Cr T Jennings that pursuant to section 90(2) and (3)(b) of the *Local Government Act, 1999* the East Waste Board orders that the public, with the exception of the East Waste General Manager, Leonard Leyland, East Waste Manager Human Resources and Financial Services, Kelly Vandermoer and East Waste Executive Assistant Vanessa Davidson, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider:

(b) information the disclosure of which—

(i) could reasonably be expected to confer a commercial advantage on a person with whom East Waste is conducting, or proposing to conduct, business, or to prejudice the commercial position of East Waste.

(ii) would on balance be contrary to the public interest as the outcome of the decision may impact the tender process.

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 consideration of the information confidential.

Seconded Cr L Huxter **Carried**

**Recommendation 2**

Moved Cr G Piggott that the East Waste Board approves a 12-month extension of East Waste's existing contracts with Central Adelaide Waste and Recycling Authority and Southern Region Waste Resource Authority and authorises the General Manager East Waste to enact the contract extensions.

Seconded Cr J Allanson **Carried**

**Recommendation 3**

Moved Cr J Allanson that in accordance with section 91(7) of the *Local Government Act 1999* the East Waste Board orders that the Report to (Item 10.2, Recycling Processing Contracts, East Waste Board Meeting, 25 September 2025) be kept confidential until further order.

Pursuant to section 91(9)(c) of the *Local Government Act 1999,* the power to revoke the order under section 91(7) prior to any review or prior to a review is delegated to the General Manager, or any person acting in that position.

The East Waste Board notes any discussions of the Board on the matter are confidential in accordance with sections 62(4a) and 110A of the *Local Government Act 1999.*

Seconded Cr P George **Carried**

**10.3 Organics Processing Contract**

**Recommendation 1**

Moved Cr Jay Allanson that pursuant to section 90(2) and (3)(b) of the *Local Government Act, 1999* the East Waste Board orders that the public, with the exception of the East Waste General Manager, Leonard Leyland, East Waste Manager Human Resources and Financial Services, Kelly Vandermoer and East Waste Executive Assistant Vanessa Davidson, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider:

(b) information the disclosure of which—

- (i) could reasonably be expected to confer a commercial advantage on a person with whom East Waste is conducting, or proposing to conduct, business, or to prejudice the commercial position of East Waste.
- (ii) would on balance be contrary to the public interest as the outcome of the decision may impact the tender process.

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 consideration of the information confidential.

Seconded Cr P George **Carried**

**Recommendation 3**

Moved Cr G Piggott that in accordance with section 91(7) of the *Local Government Act 1999* the East Waste Board orders that the Report and Minutes to (Item 10.3, Organic Processing Contracts, East Waste Board Meeting, 25 September 2025) be kept confidential until further order.

Pursuant to section 91(9)(c) of the *Local Government Act 1999,* the power to revoke the order under section 91(7) prior to any review or prior to a review is delegated to the General Manager, or any person acting in that position.

The East Waste Board notes any discussions of the Board on the matter are confidential in accordance with sections 62(4a) and 110A of the *Local Government Act 1999.*

Seconded Cr P George **Carried**

*The Chair sought and was granted leave to bring forward Item 9.5 Appointment of Independent Member to the Audit & Risk Management Committee*

## 9 Reports

### 9.5 Appointment of Independent Member to the Audit & Risk Management Committee

*The Chair, Mr F Bell, declared a general interest in this matter as he had encouraged one of the applicants to apply for the vacancy on the Committee. Mr Bell left the meeting at 6.30pm.*

*The Deputy Chair being absent from the meeting, nominations were called for a Presiding Member to assume the Chair for this Item.*

*Cr G Piggot nominated Mr P Di Iulio and there being no other nominations Mr Di Iulio assumed the Chair at 6.32 pm.*

Moved Cr L Huxter that the East Waste Board appoints Ms Natalie Caon as an Independent Member to the Audit and Risk Management Committee for a two year term commencing on 1 October 2025.

Seconded Cr J Allanson

The vote being tied, the Presiding Member exercised his casting vote and declared the matter **Carried.**

*Mr Bell re-entered the meeting and resumed Chairing the meeting at 6.38 pm.*

### 9.1 Audited Financial Statements for the Year Ended 30 June 2025

Moved Cr T Jennings that the East Waste Board:

1. Receive and note the draft FY2025 audited Financial Statements as presented in Attachment A (*Agenda Item 9.1, Board Meeting, 25 September 2025*) and the Management Representation Letter as presented in Attachment C (*Agenda Item 9.1, Board Meeting, 25 September 2025*).

2. Receives and notes the Galpins Independent Audit Completion Report as presented in Attachment B. (*Agenda Item 9.1, Board Meeting, 25 September 2025*).

3. Authorises the Chairman and General Manager to sign the Financial Statements as presented in Attachment A (*Agenda Item 9.1, Board Meeting, 25 September 2025*) and provide to Member Councils.

Seconded Cr L Huxter **Carried**

### 9.2 Regulation 10 Financial Report

Moved Cr T Jennings that the Regulation 10 Financial Report, as presented in Attachment A (*Agenda Item 9.2, Board Meeting, 25 September 2025*) is adopted by the East Waste Board.

Seconded Cr J Allanson **Carried**

### 9.3 Review of Fleet Asset Management Plan & Strategy 2026-2035

Moved Cr T Jennings that the East Waste Board:

1. Adopt the revised East Waste Fleet Asset Management Plan & Strategy 2026-2035, as presented in Attachment A (*Agenda Item 9.3, East Waste Board Meeting, 25 September 2025)*.

2. Authorise the General Manager, or their nominee, to make minor technical or typographical amendments to the East Waste Fleet Asset Management Plan & Strategy 2026-2035, as contained in Attachment A to Item 9.3 on the Agenda.

Seconded Cr J Allanson **Carried**

### 9.4 Draft East Waste Annual Report 2024/25

Moved Cr T Jennings that the East Waste Board:

1. That the East Waste Board adopt the draft East Waste Annual Report 2024/2025 (*Attachment A, Agenda Item 9.4, East Waste Board Meeting, 25 September 2025*) for publication, subject to the incorporation of feedback from the Audit & Risk Management Committee.

2. That the East Waste Board authorises the General Manager to make minor technical, stylistic, or typographical amendments to the Annual Report as required prior to finalisation and distribution to the Member Councils.

Seconded Cr J Allanson **Carried**

### 9.6 Re-establishment of the General Manager Performance Review Committee

Moved Cr G Piggott that the East Waste Board:

1. Adopts the proposed General Manager Performance Review Committee Terms of Reference (*Attachment A, Item 9.6, Ordinary Board Meeting 25 September 2025*).

2. Authorises Administration to make minor technical and formatting changes to the General Manager Performance Review Committee Terms of Reference.

3. Note, that in accordance with clause 27.2.2 of the East Waste Charter that the Independent Chairperson of the East Waste Board is an Ex-Officio member of the General Manager Performance Review Committee.

4. Appoints Mr Sam Dilena as the Chairperson of the General Manager Performance Review Committee for a two-year term concluding on 1 December 2026.

5. Appoints the following members to the General Manager Performance Review Committee:

   a. Cr P George

   b. Cr G Piggott.

6. In exercise of the power contained in section 44(1) of the *Local Government Act 1999* delegates the powers and functions contained in section 137 of the *Local Government Act 1999 to* the General Manager Performance Review Committee, subject to the expenditure of funds relating the function of the General Manager Performance Review Committee and that expenditure be in accordance with the East Waste Procurement Policy and adopted budget.

Seconded Mr S Wellington **Carried**

### 9.7 Work, Health and Safety Overview

Moved Mr P Di Iulio that the East Waste Board receive and note the East Waste WHS Overview Annual Report 2024/2025 *(Attachment A, Agenda Item 9.7, Board Meeting, 25 September 2025).*

Seconded Cr T Jennings **Carried**

### 9.8 Submission to South Australia's Waste Strategy 2025-2030

Moved Cr L Huxter that East Waste Board receives and notes East Waste's formal submission to Green Industries SA as contained in Attachment A *(Agenda Item 9.8 East Waste Board Meeting 25 September 2025)* for the purposes of the 2025–2030 Waste Strategy consultation.

Seconded Cr T Jennings **Carried**

### 9.9 Information Report

Moved Cr T Jennings that East Waste Board receives and notes the Information Report.

Seconded Cr P George **Carried**

## 10 Confidential Reports

### 10.1 Ordinary and Primary Return Process

**Recommendation 1**

1. Moved Cr T Jennings that pursuant to Section 90(2) of the *Local Government Act, 1999* the East Waste Board orders that the public, with the exception of the East Waste General Manager, Leonard Leyland, Manager Human Resources & Financial Services, Kelly Vandermoer, and East Waste Executive Assistant, Vanessa Davidson, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider matters under sections 90(2)(a) and 90(3)(h).

2. The East Waste Board is satisfied that pursuant to sections 90(2)(a) and 90(3)(h) of the Act the information to be received, discussed or considered in relation to the agenda item contains legal advice.

3. Accordingly, 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 / consideration of the information confidential.

Seconded Cr P George **Carried**

**Recommendation 2**

Moved Cr T Jennings that the East Waste Board:

1. Receives and notes the legal advice contained within the Report to Agenda Item 10.1 Ordinary and Primary Return Process, East Waste Board Meeting, 25 September 2025.

2. Recommends to the Constituent Councils of East Waste that a fee of $25 be paid by persons requesting a hard copy of the East Waste Register of Interests.

3. Authorises the General Manager to write to the Chief Executive Officers of the Constituent Councils asking if they would please list the fee for a hard copy of the East Waste Register of Interests on the agenda of next available Council meeting, noting that the fee recommended by the East Waste Board is $25 for the full Register of Returns.

Seconded Cr P George **Carried**

**Recommendation 3**

Moved Cr P George that that in accordance with section 91(7) and (9) of the *Local Government* Act 1999 the East Waste Board orders that the Report to Agenda Item 10.1 Ordinary and Primary Return Process, East Waste Board Meeting, 25 September 2025 be kept confidential until further order.

Pursuant to section 91(9)(c) of the *Local Government Act 1999,* the power to revoke the order under section 91(7) prior to any review or prior to a review is delegated to the General Manager, or any person acting in that position.

The East Waste Board notes any discussions of the Board on the matter are confidential in accordance with sections 62(4a) and 110A of the *Local Government Act 1999.*

Seconded Cr L Huxter **Carried**

**10.4 Directors in Camera Discussion**

**Recommendation 1**

Moved Cr T Jennings that pursuant to Section 90(2) of the *Local Government Act, 1999* the East Waste Board orders that the public, be excluded from the meeting on the basis that the East Waste Board will receive, discuss and consider matters under sections 90(2)(a) and 90(3)(g).

The East Waste Board is satisfied that pursuant to sections 90(2)(a) and 90(3)(g) of the Act the information to be received, discussed or considered in relation to the agenda item contains matters that must be considered in confidence to ensure that the East Waste Board does not breach any law, order or direction of a court or tribunal constituted by law, including by affecting) any duty of confidence or other legal obligation or duty.

Accordingly, 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 / consideration of the information confidential.

Seconded Cr P George **Carried**

*East Waste General Manager, Leonard Leyland, Manager Human Resources & Financial Services, Kelly Vandermoer, and East Waste Executive Assistant, Vanessa Davidson left the meeting at 6.58 pm.*

**Recommendation 2**

Moved Cr T Jennings that the East Waste Board notes any discussions of the Board on the matter are confidential in accordance with sections 62(4a) and 110A of the *Local Government Act 1999.*

Seconded Cr L Huxter **Carried**

## 11. Closure

The Chairperson declared the meeting closed at 7.03 pm

**Next Meeting of the Board**

The next Ordinary Board Meeting is scheduled to be held on Thursday 27 November 2025, commencing at 5:30 pm, at the City of Norwood Payneham & St Peters, 175 The Parade, Norwood.

*These minutes have been signed as a true and correct record of the East Waste East Waste Board Meeting of 25 September 2025.*

Chairperson

Date _______/_______/_______