



**Eastern Waste Management Authority
Ordinary Board Meeting**

Minutes

Thursday 26 September 2024

Minutes

Eastern Waste Management Authority Ordinary Meeting of the Board of Management

Meeting to be held on Thursday 26 September 2024 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 5.30pm and that a quorum was present.

1. Acknowledgement of country

2. Present

Directors:

Mr F Bell	Independent Chairperson
Cr L Huxter	Adelaide Hills Council
Mayor M Jones	Corporation of the Town of Walkerville
Cr C Clutterham	City of Norwood, Payneham & St Peters
Mr S Dilena	City of Prospect (<i>entered the meeting at 5.32pm</i>)
Mr P Di Iulio	Campbelltown City Council
Cr T Jennings	City of Burnside
Mr C Malak	City of Unley

Deputy Directors:

Nil.

In Attendance:

Mr R Gregory	General Manager
Mr D Maywald	Manager, Business Services
Ms K Vandermoer	Manager Human Resources & Financial Services
Mr B Krombolz	Manager Operational Services
Ms V Davidson	Executive Administration Officer
Mr J Jovicevic	Dean Newbery & Partners

3. Apologies

Mayor H Holmes-Ross	City of Mitcham
Mr M Romaine	City of Micham (Deputy Director)

4. Conflicts of interest

The following disclosure of interest was made:

Item	Type of Conflict	Person
Item 9.5	Material	Mr P Di Iulio

5. Confirmation of the minutes

5.1 Minutes of the Eastern Waste Management Authority Special Board Meeting

Moved Cr C Clutterham that the Minutes of the Eastern Waste Management Authority Special Board Meeting held on Thursday 14 August 2024, be received and confirmed, and as a true and correct record.

Seconded: Mayor M Jones

Carried

5.2 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 Thursday 27 June 2024, be confirmed as true and correct record.

Seconded: Mr P Di Iulio

Carried

6. Matters arising from the minutes

Nil.

7. Questions Without Notice

Nil.

8. Presentations

Nil.

9. Reports

9.1 Audited Financial Statements for the Year Ended 30 June 2024

Moved Cr T Jennings that the East Waste Board:

1. Receive and notes the draft FY2024 audited Financial Statements as presented in Attachment A and the Management Representation Letter as presented in Attachment C; and
2. Receives and notes the Independent Audit Completion Report as presented in Attachment B.
3. Authorises the Chairman and General Manager to sign the Financial Statements as presented in Attachment A and provide to Member Councils.

Ms K Vandermoer left the meeting at 5.34pm

Ms K Vandermoer entered the meeting at 5.37pm

Seconded Cr C Clutterham

Carried

9.2 Regulation 10 Financial Report

Moved Mr S Dilena that the East Waste Board adopts the Regulation 10 Financial Report as presented in Attachment A.

Seconded Mr P Di Iulio

Carried

9.3 Draft 2023/2024 Annual Report

Moved Cr L Huxter that the East Board Waste Board adopts the 2023/2024 East Waste Annual Report as presented in Attachment A, with the inclusion of the amendments as requested by the Board, signed Financial Statements, and authorises East Waste's General Manager to present the finalised 2023/2024 Annual Report to Member Councils.

Seconded Cr C Clutterham

Carried

9.4 Prudential Review – Municipal Solid Waste Contract Project

Moved Cr T Jennings that the East Waste Board:

1. is satisfied, having reviewed the Municipal Solid Waste Processing/Disposal Contract Project Prudential Review, that it adequately documents the financial and other risks associated with the tender and contract process, as per requirements of the East Waste Prudential Review Policy.
2. support the Prudential Review being distributed to participating Member Councils to assist in their decision making associated with the Municipal Solid Waste Tender Evaluation.
3. separate to the Prudential Review undertaken, a report on options of a revised financial framework underpinning East Waste, is presented to the Board prior to 30 June 2025.

Seconded Mr P Di Iulio

Carried

9.5 Appointment of Independent Members to the Audit and Risk Management Committee

Mr P Di Iulio declared a material interest in this item and left the meeting at 6.02pm

Moved Cr L Huxter that the East Waste Board

1. appoints Mrs Emma Hinchey as Independent Chairperson to the Audit and Risk Management Committee for a third, two year term, commencing 1 December 2024.
2. appoints Ms Linda Green as an Independent Member to the Audit and Risk Management Committee for a second term two-year term, commencing on 1 February 2025.
3. appoints Mr Paul Di Iulio as a Board representative to the Audit and Risk Management Committee for a two-year term, commencing on 1 February 2025.

Mr J Jovicevic left the meeting at 6.14pm.

Seconded Cr Clutterham

Carried

Mr P Diulio returned to the meeting at 6.16pm

9.6 Draft Credit Card Policy

Moved Cr T Jennings that the East Waste Board adopt the proposed Credit Card Policy, as presented in Attachment A.

Seconded Mr S Dilena

Carried

9.7 Draft Diversity & Inclusion Policy

Moved Cr Clutterham that the draft Diversity & Inclusion Policy be reviewed in accordance with the feedback provided by the East Waste Board and presented to the Board for consideration at the November 2024 meeting.

Seconded Cr T Jennings **Carried**

9.8 Revised East Waste Code of Practice - Procedures at Meetings

Moved Mayor M Jones that the East Waste Board adopt the revised Code of Practice – Procedures at Meetings set out as Attachment A to this report.

Seconded Mr P Di Iulio **Carried**

9.9 Revised Policy Development Policy

Moved Cr T Jennings that the East Waste Board adopt the revised Policy Development Policy, as presented in Attachment A.

Seconded Mr C Malak **Carried**

9.10 2023/24 Education Summary Report

Moved Mr P D Iulio that the East Waste Board receives and notes the Education Summary Report for the 2023/24 year.

Seconded Cr C Clutterham **Carried**

9.11 Information Report for September 2024

Moved Mr P Di Iulio that the East Waste Board receives and notes the Information Report for September 2024.

Seconded Cr T Jennings **Carried**

10. Confidential Reports

10.1 RFT 2024/05: Municipal Solid Waste Processing/Disposal Tender Evaluation Report

RECOMMENDATION 1

Moved Cr C Clutterham that pursuant to Section 90(2) and (3)(d) of the *Local Government Act, 1999* the East Waste Board orders that the public, with the exception of Mr Rob Gregory, Mr David Maywald, Ms Kelly Vandermoer, Mr Brian Krombholz and Ms 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 receipt/discussion/consideration of the information confidential.

Seconded Cr T Jenings

Carried

The meeting moved into confidence at 6.35pm

RECOMMENDATION 4

Moved Cr C Clutterham that in accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Board orders that the report, attachment, discussion and minutes be kept confidential until further order.

Seconded Mayor M Jones

Carried

The meeting moved out of confidence at 7.11pm

Cr C Clutterham left the meeting at 7.11pm

10.2 Draft Fleet Asset Management Plan & Strategy

RECOMMENDATION 1

Moved Cr T Jennings that pursuant to Section 90(2) and (3)(d) of the *Local Government Act, 1999* the East Waste Board orders that the public, with the exception of Mr Rob Gregory, Mr David Maywald, Ms Kelly Vandermoer, Mr Brian Krombholz and Ms 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 receipt/discussion/consideration of the information confidential.

Seconded Mr S Dilena

Carried

The meeting moved into confidence at 7.13pm

Cr C Clutterham returned to the meeting at 7.13pm

RECOMMENDATION 3

Moved Mr P Diulio that in accordance with Section 91(7) and (9) of the *Local Government Act 1999* the East Waste Board orders that Appendix 1 within Attachment A, and the discussion only, be kept confidential until further order.

Seconded Cr C Clutterham

Carried

The meeting moved out of confidence at 7.19pm

11. Other business

11.1 Confidential - Resignation of General Manager East Waste

RECOMMENDATION 1

Moved Cr C Clutterham that pursuant to Section 90(2) and (3)(a) 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 the resignation of the General Manager and the General Manager's request that his notice period be truncated.

Seconded Mr P Di Iulio

Carried

Mr R Gregory, Mr D Maywald, Ms K Vandermoer, Mr B Kromholz, and Ms V Davidson left the meeting at 7.22pm.

RECOMMENDATION 3

Moved Cr C Clutterham that in accordance with Section 91(7) and (9) of the *Local Government Act 1999* the East Waste Board orders that the minutes and the discussion, be kept confidential until further order.

Seconded Mr P Di Iulio

Carried

The meeting moved out of confidence at 7.49pm

Next meeting of the Board

The next Ordinary Board Meeting is scheduled to be held on Thursday 21 November 2024, commencing at 5:30pm, at the City of Norwood Payneham & St Peters, 175 The Parade, Norwood.

12. Closure of meeting

There being no further business the Chair declared meeting closed at 7.50pm

These minutes have been signed as a true and correct record of the East Waste Ordinary Board Meeting of 26 September 2024.

Signed _____
Chairperson

Date ____/____/____