

# EAST WASTE

Member Councils ● City of Burnside ● City of Norwood, Payneham & St. Peters ● Corporation of the Town of Walkerville  
● Campbelltown City Council ● Adelaide Hills Council ● City of Mitcham



## EASTERN WASTE MANAGEMENT AUTHORITY

### MINUTES

#### MINUTES OF THE BOARD MEETING HELD ON THURSDAY, 29th JANUARY, 2009 COMMENCING AT 5.33 PM

#### MEMBERS

Area Cr Lang  
Mr. Peter Peppin  
Cr Gianni Busato

Mayor Robert Bria

Cr Peter Pavan  
Cr Elaine Grimm

Chairperson  
Adelaide Hills Council  
The Corporation of the Town of  
Walkerville  
City of Norwood Payneham & St  
Peters  
City of Burnside  
City of Mitcham

#### STAFF

Mr. Brett Buckley  
Ms. Renee Williams  
Mrs. Ann Blinman

General Manager  
Office Manager

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### ITEM 1. APOLOGIES

Nil

### ITEM 2. LEAVE OF ABSENCE

Nil

### ITEM 3. CONFIRMATION OF MINUTES

**Members requested the following amendments to the minutes of the Ordinary Board Meeting held on Thursday 18<sup>th</sup> December, 2008.**

- Page 6      Item 1. Charter Review - delete the word 'CARRIED'.  
Item 2. Apologies – Delete Cr Busato.  
Item 4. Confirmation of Minutes – The word 'the' be corrected to read 'to' in the second paragraph third (3<sup>rd</sup>) line directly after the wording 'as *to* weather the Operational and Charge Methodology Restructure should be altered to accommodate the moments received'.
- Page 7      The words 'with any amendments as are necessary' to be removed from all three (3) Motions made.  
Matters Arising from the Minutes – Item 5. To be corrected to read 'Neil Jacobs City of Burnside – letter has now been sent by the Chair'.
- Page 9      Item 13.1 Purchase of Vehicles – Delete under the wording 'CARRIED' 4 voted for, 2 voted against.
- Page 10     Item 13.3 LGA & East Waste Governance Project – Correct typo errors: Second line 'Manger' to correct wording 'Manager'. Last sentence correct 'or' to read 'of'.  
Item 15.2 The General Manager application of leave – Correct typo errors: Fourth line 'CEO' to correct wording 'General Manager' Fifth line 'CEO' to correct wording 'General Manager'.

**MOVED Cr Busato, SECONDED Cr Pavan that the minutes of the Ordinary Board Meeting held on Thursday, 18th December, 2008 as distributed to Members and incorporating the above amendments, be confirmed as a true and accurate record of proceedings.**

**CARRIED UNANIMOUSLY**

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**MOVED Cr Peppin, SECONDED Mayor Bria that the Minutes of the Special Board Meeting held on Thursday, 15<sup>th</sup> January, 2009 as distributed to Members be received, confirmed and adopted.**

**CARRIED UNANIMOUSLY**

### **ITEM 4. MATTERS ARISING FROM THE MINUTES**

#### **Charter Review**

**MOVED Cr Busato, SECONDED Mayor Bria that the Chair distribute Draft 7 of the Charter and that the General Manager organise a Workshop with the CEOs and Members as soon as possible, preferably before the next Board Meeting.**

**CARRIED UNANIMOUSLY**

Item 12.3 Financial reports – Mayor Bria asked the General Manager to provide information regarding the costs to Norman Waterhouse in October 2008. The General Manager advised Mayor Bria that he has been on annual leave for the past four (4) weeks and will have the information to Mayor Bria by the next Board Meeting.

Item 13.3 LGA & East Waste Governance Project – Area Cr Lang advised that the General Manager met with the LGA and that a lower amount would be preferable. New cost would be around \$8,250.00 instead of \$18,000.00. To be discussed further in Any Other Business.

Chairs letter to City of Burnside – draft letter has been prepared but this is not the appropriate course of action. Chair to liaise with the General Manager.

### **ITEM 5. OUTSTANDING REPORTS & MATTERS**

Outstanding Reports & Matter table ‘Charter Review Workshops’ review date to be changed from ongoing to 26<sup>th</sup> February, 2009.

Service Level Agreement.

**MOVED Cr Busato, SECONDED Cr Grimm that the General Manager write to the CEOs of Constituent Councils to seek feedback as per his previous request with regard to Service Level Agreement.**

**CARRIED**

**MOVED Mr. Peppin, SECONDED Cr Busato that the Reports Outstanding List as distributed in the Agenda be received and noted.**

**CARRIED UNANIMOUSLY**

### **ITEM 6. BOARD CALENDAR**

**MOVED Mr. Peppin, SECONDED Mayor Bria that the Board Calendar be received and noted.**

**CARRIED UNANIMOUSLY**

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### **ITEM 7. ADJOURNED MATTERS**

Nil

### **ITEM 8. CONFIDENTIAL ITEMS REGISTER**

### **ITEM 9. QUESTIONS WITHOUT NOTICE**

### **ITEM 10. STAFF REPORTS**

### **ITEM 11.1 OPERATIONAL REPORTS**

**MOVED Mr. Peppin, SECONDED Cr Grimm that the Board commends drivers and operational staff for their dedication in the heat wave and supports a recognition event at the suitable time.**

**CARRIED UNANIMOUSLY**

The General Manager tabled December 2008 Performance report.

**MOVED Cr Pavan, SECONDED Mr. Peppin that the report be received and noted.**

**CARRIED UNANIMOUSLY**

### **ITEM 11.2 BANK RECONCILIATION**

**MOVED Mr. Peppin, SECONDED Cr Pavan that the reports of the Office Manager concerning the Bank Reconciliation and Invested Funds be received and noted.**

**CARRIED UNANIMOUSLY**

### **ITEM 11.3 FINANCIAL REPORTS**

**MOVED Mr. Peppin, SECONDED Cr Busato that the Credit Card Transaction Log, Consulting Spreadsheet and Legal Expenses Spreadsheet, be received and noted.**

**CARRIED UNANIMOUSLY**

### **ITEM 12. CORRESPONDENCE**

**MOVED Mr. Peppin, SECONDED Cr Busato that the correspondence be received and noted.**

**CARRIED UNANIMOUSLY**

### **ITEM 13. NOTICES OF MOTION**

Nil

### **ITEM 14. OTHER BUSINESS**

**14.1 List of Meeting dates for 2009.**

**14.2 Board Member contact information**

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**MOVED Mr. Peppin, SECONDED Cr Grimm that the list of Meeting dates for 2009 and Board Member contact information be received and noted.**

**CARRIED UNANIMOUSLY**

### **14.3 Minutes of the East Waste Audit Committee**

Cr Pavan nominated Mr. Peppin to become a member of the East Waste Audit Committee. Mr. Peppin accepted the nomination

**MOVED Cr Pavan, SECONDED Mayor Bria that Mr. Peppin be appointed to fill the vacancy on the Audit Committee.**

**CARRIED UNANIMOUSLY**

**MOVED Mayor Bria, SECONDED Cr Grimm that the Minutes of the East Waste Audit Committee held on 18<sup>th</sup> December, 2008 be received and noted.**

**CARRIED UNANIMOUSLY**

### **14.4 Local Government Association Governance Project**

The General Manager tabled the revised Governance Project for Members consideration.

**MOVED Mayor Bria, SECONDED Cr Busato that the General Manager advise the Local Government Association to proceed with the review of the Governance Project of East Waste as per the revised consultancy brief dated 6<sup>th</sup> January, 2009 for the agreed sum of \$8,250.00 including GST.**

**CARRIED**

### **14.5 Workshop Restructure**

The General Manager reported to Members regarding the restructure of the workshop to enable the Authority to conduct its maintenance.

### **14.6 Capacity Analysis/Volume Increase**

The General Manager tabled for Members information a table showing volume growth of all stream for Members to consider when analysing the capacity analysis previously provided.

### **14.7 Letter from Mitcham Council**

Mr. Rubbo has written in request for an extension to respond to the Strategic Plan on the Operational and Charge Methodology Restructure reports until the 27<sup>th</sup> February, 2009.

The Board granted the extension for City of Mitcham and the General Manager requested that the extension be granted to all Constituent Councils and the Board approved the extension to all Constituent Councils.

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### **14.8 Depot Yard - Bitumen**

**The General Manager updated Members of what is happening regarding the resurfacing of the depot yard.**

### **14.9 Correspondence – Mayor Bria**

The time being 7.52pm Mayor Bria declared a conflict of interest as the letter tabled by the Chair relates to a Code of Conduct resolution dated 9<sup>th</sup> October 2008. The time being 7.52pm the General Manager, Mr Buckley, declared a conflict of interest as the letter tabled by the Chair relates to an Industrial Matter.

**MOVED Mr. Peppin, SECONDED Cr Pavan that pursuant to Section 90 (2) and (3) of the Local Government Act 1999, an order be made by the East Waste Board that the public be excluded from the attendance at the meeting to the extent and only to the extent that the Board considers it to be necessary and appropriate to act in a meeting closed to the public and all East Waste staff in order to receive, discuss and consider in confidence:**

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

**and that the East Waste Board is satisfied that the principle that the meeting should be conducted in a place open the public, has been outweighed by the need to keep the receipt, discussion and consideration of the information confidential.**

**CARRIED UNANIMOUSLY**

**MOVED Mr. Peppin, SECONDED Cr Busato that pursuant to Section 91 (7) and (9) of the Local Government Act 1999 the Board orders that the correspondence and Minutes be kept confidential for a period not exceeding six (6) months or until the matter has been resolved.**

**CARRIED UNANIMOUSLY**

The time being 8.22pm Mayor Bria and the General Manager re-entered the meeting.

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### **ITEM 15. NEXT MEETING**

The next scheduled meeting of the East Waste Board to be held on **Thursday, 26th February, 2009** at **5.30pm** at the East Waste Depot, Temple Court, Ottoway.

### **ITEM 16. CLOSURE OF MEETING**

The Chairperson declared the meeting closed at 8.37pm

Minutes Confirmed

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**CHAIRPERSON**

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**Dated**