



**FLEURIEU REGIONAL WASTE AUTHORITY
BOARD MEETING
PUBLIC MINUTES
16 May 2018
9.30am – 12.30pm
Encounter Room City of Victor Harbor Bay Rd**

Meeting commenced at 9.30am

1. Welcome and apologies

The traditional owners of the land and the pioneers who toiled and laboured to establish our communities were recognised.

The Chair welcomed Peter Fairlie-Jones, external member of the IAC to the meeting.

PRESENT

FRWA Board

Michael Kelledy	Chairperson
Tim Glazbrook	City of Victor Harbor elected member
Glenn Sanford	City of Victor Harbor staff member
Glen Rowlands	District Council of Yankalilla elected member
Andy Baker	District Council of Yankalilla staff member
Peter Denholm	Kangaroo Island Council elected member
John Fernandez	Kangaroo Island Council staff member
Simon Grenfell	Alexandrina Council staff member (arrived 9.40am)
Grant Gartrell	Alexandrina Council elected member proxy

FRWA Staff

Marina Wagner	Executive Officer FRWA
Angela Moore	Senior Finance Officer
Cynthia Clearie	Minutes Secretary

Guest

Peter Fairlie-Jones	External Member FRWA IAC
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Apologies

Jim Davis	Alexandrina Council elected member
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2. DECLARATION OF INTEREST BY BOARD MEMBERS

No changes.

3. CORRESPONDENCE

Correspondence received 13 March 2018 to 8 May 2018 taken as read.

4. STANDING ITEMS

4.1 Confirmation of Minutes from 21 March 2018

- *Confidential minutes were noted and confirmed as read.*

Moved: Glen Rowlands

Seconded: Peter Denholm

Carried

- *Public Minutes were noted and confirmed as read.*

Moved: Glenn Sanford

Seconded: Peter Denholm

Carried

4.2 Matters Arising and Action List

- *The Board noted the Action list, taken as read.*

4.3 Documents under Seal

N/A

CONFIDENTIAL MATTERS

4.4 Confidential Items List

Grounds for Confidentiality for Agenda Item 4.4:

In accordance with the Local Government Act 1999, Section 90 (3):

- a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
- (b) information the disclosure of which-
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the authority is conducting or proposing to conduct, business, or to prejudice the commercial position of the authority; and
 - (ii) would, on balance, be contrary to the public interest'

The Board ordered, pursuant to section 90 (3) (a) and (b) (i) and (ii) of the Local Government Act 1999, that the public be excluded from the meeting with the exception of Peter Fairlie-Jones (External Member of FRWA IAC), Cynthia Clearie (Minute Secretary), Angela Moore (Senior Finance Officer) and Marina Wagner (Executive Officer) on the basis that the Board considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider by way of a report in relation to agenda item 4.4, and the Board is satisfied that the principle that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving considering and discussing item 4.4.

The FRWA Board resolved to go into confidence

Moved: Glenn Sanford

Seconded: Glen Rowlands

Carried

1. *The Board ordered to maintain confidentiality of the 'Internal Audit Committee Minutes 5 May 2017' to 31 March 2020;*
2. *The Board ordered to maintain confidentiality of the 'Tender results Crushing C&D' to 31 May 2019;*
3. *The Board resolved to release board paper 4.6 of the 30 August 2017 board meeting- Chairperson of the FRWA Board from confidentiality;*

Moved: Glenn Sanford

Seconded: Grant Gartrell

Carried

4.5 Purchase of new RACV's

Grounds for Confidentiality for Agenda Item 4.5:

In accordance with the Local Government Act 1999, Section 90 (3):

- (b) information the disclosure of which-
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the authority is conducting or proposing to conduct, business, or to prejudice the commercial position of the authority; and
 - (ii) would, on balance, be contrary to the public interest';

The Board ordered, pursuant to section 90 (3) (b) (i) and (ii) of the Local Government Act 1999, that the public be excluded from the meeting with the exception of Cynthia Clearie (Minute

Secretary), Angela Moore (Senior Finance Officer), Peter Fairlie-Jones (External Member of FRWA IAC) and Marina Wagner (Executive Officer) on the basis that the Board considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider by way of a report in relation to agenda item 4.5, and the Board is satisfied that the principle that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving considering and discussing item 4.5.

The FRWA Board resolved to go into confidence

Moved: Glenn Sanford

Seconded: John Fernandez

Carried

Maintain Confidentiality of Confidential Items in Minutes

The Board ordered pursuant to Sections 91(7) and (9) of the Local Government Act 1999, that the Minutes of the Board meeting held on 16 May 2018 in relation to Confidential Item number 4.5 and titled 'Purchase of new RACVs' and the information by way of a report and any associated attachments thereto remain confidential and are not available for public inspection for a period of 30 months from the date of this meeting or a lesser period as determined by the Executive Officer.

Moved: Glenn Sanford

Seconded: Simon Grenfell

Carried

4.6 In-vessel composting project

Grounds for Confidentiality for Agenda Item 4.6:

In accordance with the Local Government Act 1999, Section 90 (3):

- (b) information the disclosure of which-
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the authority is conducting or proposing to conduct, business, or to prejudice the commercial position of the authority; and
 - (ii) would, on balance, be contrary to the public interest';

The Board ordered, pursuant to section 90 (3) (b) (i) and (ii) of the Local Government Act 1999, that the public be excluded from the meeting with the exception of Cynthia Clearie (Minute Secretary), Angela Moore (SFO), Peter Fairlie-Jones (External Member of FRWA IAC) and Marina Wagner (Executive Officer) on the basis that the Board considers it necessary and appropriate

to act in a manner closed to the public in order to receive, discuss and consider by way of a report in relation to agenda item 4.6, and the Board is satisfied that the principle that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving considering and discussing item 4.6.

The FRWA Board resolved to go into confidence

Moved: Glen Rowlands

Seconded: Grant Gartrell

Carried

Maintain Confidentiality of Confidential Items in Minutes

The Board ordered pursuant to Sections 91(7) and (9) of the Local Government Act 1999, that the Minutes of the Board meeting held on 16 May 2018 in relation to Confidential Item number 4.6 and titled 'In Vessel Composting Project' and the information by way of a report and any associated attachments thereto remain confidential and are not available for public inspection for a period of 36 months from the date of this meeting or a lesser period as determined by the Executive Officer.

Moved: Glen Rowlands

Seconded: Glenn Sanford

Carried

4.7 Recycling Matters

The report for this agenda item was tabled

Grounds for Confidentiality for Agenda Item 4.7:

In accordance with the Local Government Act 1999, Section 90 (3):

(b) information the disclosure of which-

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the authority is conducting or proposing to conduct, business, or to prejudice the commercial position of the authority; and*
- (ii) would, on balance, be contrary to the public interest';*

The Board ordered, pursuant to section 90 (3) (b) (i) and (ii) of the *Local Government Act 1999*, that the public be excluded from the meeting with the exception of Cynthia Clearie (Minute Secretary), Angela Moore (SFO), Peter Fairlie-Jones (External Member of FRWA IAC) and Marina Wagner (Executive Officer) on the basis that the Board considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider by way of a report in relation to agenda item 4.7, and the Board is satisfied that the principle that the

meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving considering and discussing item 4.7.

The FRWA Board resolved to go into confidence

Moved: Glenn Sanford

Seconded: Peter Denholm

Carried

Maintain Confidentiality of Confidential Items in Minutes

The Board ordered pursuant to Sections 91(7) and (9) of the Local Government Act 1999, that the Minutes of the Board meeting held on 16 May 2018 in relation to Confidential Item number 4.7 and titled 'Recycling Matters' and the information by way of a report and any associated attachments thereto remain confidential and are not available for public inspection for a period of 36 months from the date of this meeting or a lesser period as determined by the Executive Officer.

Moved: Peter Denholm

Seconded: Simon Grenfell

Carried

5. REGULAR REPORTS

5.1 WHS Report

1. *The Board noted the WHS and IM report*
2. *The Board endorsed the 2018-2020 WHS and IM Improvement Plan*

Moved: Glenn Sanford

Seconded: John Fernandez

Carried

5.2 Executive Officers Report

The EO acknowledged the good work of the SFO and the excellent support and cooperation she received from the FRWA's regional manager while she was acting in the EO role while the EO was on leave.

The EO updated the Board on the bin tagging program being carried out in parts of Alexandrina Council.

The Board noted the Executive Officers Report

Moved: Glen Rowlands
Seconded: Simon Grenfell
Carried

5.3 Operations Report

The EO informed the Board that the recycling baler was currently being installed and tested at the Kangaroo Island Resource Recovery Centre; the Board was also shown some photos.

The Board noted the Operations Report

Moved: Glenn Sanford
Seconded: John Fernandez
Carried

6 STRATEGIC ITEMS/DECISIONS REQUIRED

6.1 Strategic Items/Decision required

The Board noted the finance report as at 31st March 2018 and Third Budget Review 2017/18

Moved: Simon Grenfell
Seconded: Tim Glazbrook
Carried

7. Items for information only

Nil

8. Other Matters

The Chair asked how each Board member informs their Elected Members of the work carried out by FRWA:

- Simon Grenfell requested Alexandrina Council would like a quarterly presentation report with graphs or similar for the EM's;
- Kangaroo Island has regular discussions and also holds informal gatherings to update EM's; by way of example it was referred to regular briefings on the in-vessel composting matter;
- City of Victor Harbor provide their EM's with a copy of the board minutes and the summary report and if they have questions they speak to their board members Tim Glazbrook or Glenn Sanford;
- District Council of Yankalilla has discussions at council meetings and raise waste matters regularly with EM's.
- Andy Baker informed the Board that they have installed a smart bin in Second Valley that includes a monitoring system to let him know when it is 50% full. He also had a resident raise that there is some plastic matter in the mulch obtained from the Yankalilla Waste Depot due to people not separating loads correctly when they dump green waste.
- Glen Rowlands thanked Jane Brook for her presentations on the fortnightly collection system at the public information session;

The EO informed that the FRWA budget for 2018/19 had been passed by all councils and will be presented to the board for adoption at the June meeting.

Next Meeting 27 June 2018 DCY

Meeting closed: 12.28pm

Date draft sent to the FRWA Board: 21 May 2018

Date approved: 27 June 2018

Peter Denholm
A/ Chair of the FRWA Board