



**FLEURIEU REGIONAL WASTE AUTHORITY
BOARD MEETING
PUBLIC MINUTES
30 SEPTEMBER 2019
9.00am – 11.00am
FRWA BOARD ROOM**

Meeting commenced at 9.00am

1. Welcome and apologies

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

PRESENT

FRWA Board

Michael Kelledy

Andy Baker

Elizabeth Williams

Peter Denholm

John Fernandez

Board Chair

District Council of Yankalilla staff member

Alexandrina Council staff member

Kangaroo Island Council elected member

Kangaroo Island Council staff member (Proxy)

FRWA Staff

John Coombe OAM

Deborah Hanson

Darren Stephens

Angela Moore

Acting Executive Officer FRWA (AEO)

Minute Secretary FRWA (Administration & Customer Service)

Regional Manager (RM) - 9.00am – 10.00am

Senior Finance Officer (SFO) - 9.00am – 10.00am

Apologies

Greg Georgopoulos

Tim Glazbrook

Glenn Sanford

Alistair Christie

Michael Scott

Kangaroo Island Council staff member

City of Victor Harbor elected member

City of Victor Harbor staff member

District Council of Yankalilla elected member

Alexandrina Council elected member

GUEST

Simon Grenfell

Preferred candidate – FRWA Executive Officer position
10.00am – 10.54am

2. CONFLICT OF INTEREST DECLARATIONS

None declared

3. CORRESPONDENCE

- 3.1 Hall Chadwick – Advising they have been appointed as the Liquidator of SKM Corporate Pty Ltd
Sealink Travel Group – Advising FRWA is defined as a Class D Client and FRWA is entitled to special benefits and entitlements

Correspondence received and noted

Moved: Peter Denholm

Seconded: Andy Baker

Carried

4. STANDING ITEMS

4.1 Confirmation of Minutes of previous meeting 28 August 2019

Public minutes were noted and confirmed as read.

Moved: Andy Baker

Seconded: John Fernandez

Carried

The Board ordered, pursuant to section 90(2) and (3) (a) of the *Local Government Act 1999*, that the public be excluded from the meeting except for **John Coombe (AEO), Deborah Hanson (Minute Secretary), Darren Stephens (Regional Manager) and Angela Moore (Senior Finance 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 the confidential minutes of the Board meeting of 28 August 2019 (agenda **items 4.1**); 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

The FRWA Board resolved to go into confidence

Moved: Andy Baker

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 **30 September 2019** in relation to confidential minutes of the Board meeting of 28 August 2019 (agenda **items 4.1**); 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 **5 years** from the date of this meeting or a lesser period as determined by the Executive Officer.

Moved: Andy Baker
Seconded: Peter Denholm
Carried

4.2 Confirmation of Minutes of FRWA Internal Audit Committee held 13 September 2019

IAC minutes were noted and confirmed as read.

Moved: Elizabeth Williams
Seconded: Andy Baker
Carried

4.3 Out of Session Board Paper 18 September 2019

Out of Session Board Paper was received and noted.

Moved: Elizabeth Williams
Seconded: Andy Baker
Carried

5. REGULAR REPORTS

5.1 Acting Executive Officer Report

The AEO presented his report to the Board

5.1.1 SKM Industries

- *The FRWA Board endorsed the actions of the Acting Executive Officer in not pursuing any further legal action in the recovery of costs from SKM Industries Pty Ltd.*

Moved: John Fernandez
Seconded: Peter Denholm
Carried

9.14am – Deborah Hanson, Angela Moore and Darren Stephens left the room

5.1.3 Appointment of an Acting Executive Officer

The Board ordered, pursuant to section 90(2) and (3)(a) of the *Local Government Act 1999*, that the public be excluded from the meeting with the exception of **John Coombe (Acting 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 verbal report in relation to agenda **item 5.1.3**, 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 5.1.3**.

The FRWA Board resolved to go into confidence

Moved: Elizabeth Williams
Seconded: Andy Baker
Carried

9.26am – Deborah Hanson, Angela Moore and Darren Stephens re-enter the room

6. STRATEGIC ITEMS/DECISIONS REQUIRED

6.1 FRWA Annual Report 2018-2019

Elizabeth Williams suggested that the graphs and data is rounded up to exclude decimal points

- *The Board approved the draft Annual Report for the 2018/2019 Financial Year*

Moved: Andy Baker
Seconded: Peter Denholm
Carried

6.2 Audited Financial Statements to 30 June 2019

- *The Board noted the General Purpose Financial Report for the year ended 30th June 2019*
- *The FRWA Board authorised the Chairperson of the Board and the Acting Executive Officer to sign the Certification of Financial Statements for the year ended 30th June 2019*

Moved: John Fernandez
Seconded: Peter Denholm
Carried

6.3 Revised FRWA 2019/2020 Budget

- *The Board noted the revised FRWA Budget 2019/20 and the contributions of the Regional Manager Operations, Kerbside Collections Supervisor & Workshop Coordinator in identifying efficiencies & cost saving measures where applicable.*
- *The Board noted additional information to support the revised budget can be supplied to councils upon request.*
- *The FRWA Board approved the revised budget be submitted to all constituent councils for their approval as per the FRWA Charter, with adoption of a revised budget to take place once approval by all councils has been received.*
- *The Board noted a report will be prepared for Alexandrina Council to explain efficiencies, the influence of employment costs on recalculation of the budget and offer service options to reduce budgeted costs.*

Moved: Andy Baker

Seconded: Peter Denholm

Carried

6.4 EOI – External Review Function

- *The Board noted the current agreement between FRWA and UHY Haines Norton will expire on 30th September 2019.*
- *The Board noted the IAC has appointed Peter Fairlie Jones and Elizabeth Williams to oversee the EOI process for provision of external finance review services, with an EOI to be sent out at a later time following discussions with the Office of Local Government and subject to a further report and recommendations provided to the IAC for consideration.*
- *The Board noted the IAC recommendation that external finance reviews be reduced from four to two per annum.*

Moved: John Fernandez

Seconded: Elizabeth Williams

Carried

6.5 Internal Audit Committee – Terms of Reference review

- *The Board approved the IAC recommendation that the new FRWA EO review the merits of continuing with the current IAC approach requiring Ministerial exemption, as opposed to adopting a formal Audit Committee in accordance with the LG Act.*

- *The Board noted the IAC has deferred a review of the terms of reference for the committee until point 1 is resolved.*

Moved: Elizabeth Williams

Seconded: Andy Baker

Carried

- *Formal motion to adjourn the meeting for a five minute break*

Moved: John Fernandez

Seconded: Elizabeth Williams

Carried

10.00am – Angela Moore and Darren Stephens left the room

10.00am – Simon Grenfell entered the room

7. CONFIDENTIAL MATTERS

5.1.2 Appointment of FRWA Executive Officer

The Board ordered, pursuant to Section 90 (2) and (3)(a) of the Local Government Act 1999, that the public be excluded from the meeting with the exception of **Deborah Hanson (Minute Secretary) and John Coombe OAM (Acting Executive Officer) and Simon Grenfell (EO candidate – limited to the period of his presentation and interactive session with the Board)** 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 5.1.2**, 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 5.1.2**

The FRWA Board resolved to go into confidence

Moved: Peter Denholm

Seconded: Andy Baker

Carried

Simon left the meeting at 10.54am

Carried Unanimously

Chairperson's Note : of the Board members who were apologies for this meeting, Glenn Sanford was a member of the Selection Panel that recommended Simon Grenfell for appointment. Other Board members indicated support for the appointment of Simon Grenfell.

Maintain Confidentiality of Confidential Item 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 **30th September 2019** in relation to confidential Item **5.1.2** and entitled **Appointment of FRWA Executive Officer** and the information by way of a report and any associated information thereto remain confidential and are not available for public inspection to **30 June 2020** or a lesser period as determined by the Executive Officer.

Moved: Peter Denholm

Seconded: Elizabeth Williams

Carried

8. ITEMS FOR INFORMATION ONLY

NIL

9. OTHER MATTERS

-The Board commended the work and services of John Coombe OAM as Acting Executive Officer over the last 3 months.

Moved: Peter Denholm

Seconded: Andy Baker

Carried

10. NEXT MEETING: 23 October 2019 – Annual General Meeting – Alexandrina Council

Meeting closed 11.08am

Date draft sent to the FRWA Board: 08/10/2019

23/10/19
Date approved:

Peter Denholm

Acting Chair of the FRWA Board

