

**FLEURIEU REGIONAL WASTE AUTHORITY  
BOARD MEETING  
PUBLIC MINUTES  
27 MAY 2020  
10.00am – 1.00pm  
REMOTE MEETING VIA TELECONFERENCE**

Meeting commenced at 10.54am

**1. WELCOME**

The Chair acknowledged the traditional custodians of the land and paid respect to their elders past and present.

**2. PRESENT**

Michael Kelledy	Independent Chairperson – in person at Goolwa offices
Peter Denholm	Kangaroo Island Council elected member (Acting Chair)
John Fernandez	Kangaroo Island Council staff member
Elizabeth Williams	Alexandrina Council staff member
Michael Scott	Alexandrina Council elected member – in person at Goolwa offices
Glenn Sanford	City of Victor Harbor staff member
Tim Glazbrook	City of Victor Harbor elected member
Andy Baker	District Council of Yankalilla staff member
Alistair Christie	District Council of Yankalilla elected member

**3. APOLOGIES**

**4. IN ATTENDANCE**

**FRWA Staff**

Simon Grenfell	Executive Officer FRWA (EO) – in person at Goolwa offices
Angela Moore	Senior Finance Officer FRWA (SFO) – in person at Goolwa offices

## 5. CONFIRMATION OF MINUTES

**BM20040 Moved: Glenn Sanford**  
**Seconded: Peter Denholm**

That the Minutes of the FRWA Board meeting held on 25 March 2020, as circulated to members, be received as a true and correct record.

There were no matters arising.

**Carried**

## 6. DECLARATION OF CONFLICTS OF INTEREST

None

## 7. ACTION LIST

**BM20041 Moved: Alistair Christie**  
**Seconded: Peter Denholm**

That the Board receive the Action list for information.

**Carried**

## 8. REPORTS FOR DECISION

### 8.1 FRWA INTERNAL AUDIT COMMITTEE (IAC) MINUTES

**BM20042 Moved: Elizabeth Williams**  
**Seconded: Alistair Christie**

That the minutes for the FRWA Internal Audit Committee held on the 22 May be received and noted by the Board.

**Carried**

## **8.2 DRAFT FRWA 2020-30 STRATEGIC PLAN**

**BM20043 Moved: Andy Baker**

**Seconded: John Fernandez**

1. That the KPI - Reduce the cost of kerbside collection per property by 5% by 2025, Excluding CPI and solid waste levy is removed.
2. That the updated draft of the FRWA Strategic Plan 2020-2030 be forwarded to the FRWA Internal Audit Committee for comment.

**Carried**

## **8.3 FRWA Third Budget Review – 2019/20**

**BM20044 Moved: Elizabeth Williams**

**Seconded: Andy Baker**

The FRWA Board note the finance report as at March 2020 and third budget review.

**Carried**

## **8.4 AUDIT COMMITTEE TERMS OF REFERENCE**

**BM20045 Moved: Peter Denholm**

**Seconded: Alistair Christie**

That this report, with any further amendments recommended by the Executive Officer, be brought back to a future Board meeting following adoption of the amended Charter.

**Carried**

**8.5 ELECTRONIC PAYMENTS AT WASTE AND RECYCLING DEPOTS**

**BM20046 Moved: Andy Baker**  
**Seconded: Peter Denholm**

1. That the FRWA Board endorse the transition to electronic payments only at FRWA Waste and Recycling Depots from 2 June 2021.
2. That a transition period applies from 1 June 2020 to 1 June 2021 for customers unable to immediately comply with the new payment method.

**Carried**

**8.6 ALLOCATION OF FRWA ADMINISTRATION COSTS.**

**BM20047 Moved: Elizabeth Williams**  
**Seconded: John Fernandez**

1. That the Board endorse the calculation method used to determine the distribution of administration costs.
2. That the new distribution for administration costs be considered as part of the first budget review in 2020-21.

**Carried**

## 9. CONFIDENTIAL ITEMS

### 9.1 Landfill Disposal Contract

#### Move into Confidentiality

**BM20048 Moved: Michael Scott**  
**Seconded: Alistair Christie**

**Carried**

Pursuant to section 90(2) of the Local Government Act 1999, the Authority orders that all members of the public, except the Board Members of the Authority; Executive Officer; Senior Finance Officer and the minute taker, be excluded from attendance at the meeting for Agenda Item 9.1 – Landfill Disposal Contract

The Authority is satisfied, pursuant to section 90(3) (d) of the Act, commercial information of a confidential nature (not being a trade secret) the disclosure of which—

- (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
- (ii) would, on balance, be contrary to the public interest;

Further, the Authority is satisfied that the principle that the meeting should be conducted in a place open to the public has been outweighed in the circumstances because it involves the commercial in confidence information of two external parties. It is reasonable for this information to be dealt with in confidence for a period of twelve months. The FRWA Board resolves to go into confidence.

**BM20050 Moved: Alistair Christie**  
**Seconded: John Fernandez**

**Carried**

**Retain in Confidence - Section 91(7) & (9) Order**

That, having considered the matter in confidence, pursuant to section 91(7) and (9) of the Local Government Act 1999, the Authority orders that:

That having considered Agenda Item 9.1 – Landfill Disposal Contract in confidence under section 90(2) and (3) (d) of the Local Government Act 1999, the Authority, pursuant to section 91(7) and (9) of the Local Government Act 1999, orders that:

the minutes, reports, attachments and associated documents are to remain confidential and will not be available for public inspection for a period of twelve months, on the basis that it contains commercial information of a confidential nature the disclosure of which— could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

That this order be reviewed every 12 months

That pursuant to section 91(9)(c) of the Local Government Act 1999, the Authority delegates to the Executive Officer the power revoke, in whole or in part, the order made in paragraph 1 of this resolution at any time.

## **10. REPORTS FOR INFORMATION**

### **10.1 EXECUTIVE OFFICER REPORT**

**BM20051 Moved: Michael Scott**  
**Seconded: Elizabeth Williams**

The Board notes the report

**Carried**

## **11. OTHER MATTERS**

**12 NEXT MEETING: 24 JUNE 2020, Location TBC**

Meeting closed 1:00pm

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Date approved:

Michael Kelledy

Independent Chairperson - Fleurieu Regional Waste Authority