

RELEASED 12/12/2023

ITEM NO: 18.1  
REPORT NO: 384/07**CONFIDENTIAL**

REPORT TO: COUNCIL

DATE: 28 AUGUST 2007

SUBJECT: MINUTES OF THE SOUTHERN REGION WASTE RESOURCE AUTHORITY MEETING

STRATEGIC PLAN/  
CORPORATE PLAN  
OBJECTIVE/S: STRATEGIC PLAN: OBJECTIVE 2.3 - SUSTAINABLE ENVIRONMENT  
STRATEGIC PLAN: OBJECTIVE 3.1 – FINANCIAL ACCOUNTABILITY

WRITTEN BY: IAN WALKER  
EXECUTIVE MANAGER  
FINANCE AND CORPORATE

**EXECUTIVE SUMMARY**

Attached are the Minutes of the Southern Region Waste Resource Authority meeting held Monday 6 August 2007.

**REPORT DETAILS****Background**

The Southern Region Waste Resource Authority ('SRWRA') is a regional subsidiary established by the cities of Onkaparinga, Marion and Holdfast Bay pursuant to Section 43 of the Local Government Act. The City of Holdfast Bay has a 15% ownership interest. SRWRA is responsible for providing and operating waste management services on behalf of its constituent councils, including the landfill operation at McLaren Vale.

**Key Issues Discussion**

The SRWRA board is comprised of appointments made by each of the constituent councils and meets on a monthly basis.

Clause 2.5.17 of the SRWRA charter provides that meetings of the board will not be conducted in a place open to the public.

**Financial Sustainability Impact*****Budget***

This report does not have any direct budget implications.

***Full life cycle costs***

This report does not have any direct full life cycle cost implications.

**Conclusion**

The minutes of the SRWRA Board meeting held 6 August 2007 is presented to Council.

**RECOMMENDATION**

**That the minutes of this regional subsidiary be received.**



**IAN WALKER  
EXECUTIVE MANAGER  
FINANCE AND CORPORATE**

Administration Trim Reference: B1657

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Attachment: 1

DATE	9/8/07
DOC. NO.	07/33331
BUSINESS CONTAINER NO.	6291
City of Holdfast Bay	

## MINUTES

### SOUTHERN REGION WASTE RESOURCE AUTHORITY

#### BOARD MEETING

Held on

Monday 6th August 2007

At

Southern Region Waste Resource Authority

282 Main South Road, Morphett Vale

Board Room

The Meeting commenced at 5.05 pm

*This meeting of the Board was not conducted in a place open to the public (ref: Charter 2.5.17).*

*All documents presented to, received at or derived from the meeting will remain confidential and not available for public inspection unless the Board has otherwise resolved (ref: Charter 2.5.21).*

#### 1. PRESENT:

Mark Booth	-	Chairman
Terry Sutcliffe	-	Member (from 5.10 pm)
Debra Just	-	Member (from 5.08 pm)
Carol Bouwens	-	Member
Mikki Bouchee	-	Member
Jeff Rittberger	-	Member
Doreen Erwin	-	Deputy Member (in place of Terry Sutcliffe until 5.10pm) under Clause 2.2.3 of the Charter.
Jim Huckstepp	-	Deputy Member (in place of Ian Walker) under Clause 2.2.3 of the Charter.

#### IN ATTENDANCE:

Doreen Erwin	-	Deputy Member (from 5.10pm)
Frank Verrall	-	Deputy Member
Les Perry	-	Executive Officer
Colin McArdle	-	Landfill Manager
Ruth Caudle	-	Senior Admin/Finance Officer

#### 2. APOLOGIES:

Ian Walker

The Chairman recorded his thanks to the Board for his increased Stipend fee, and acknowledged the Landfill Operation for their splendid effort in organising the 12 years no Lost Time Injury presentation luncheon, that he and several Members attended. Landfill employees were presented with an engraved Leatherman Tool in recognition of their achievement. Members attending the function commented on the excellent presentation and condition of the Landfill Operation – a credit to the Management and employees.

### 3. MINUTES OF MEETING

**Moved:** Mikki Bouchee

**Seconded:** Doreen Erwin

**That the minutes of the Ordinary Meeting held on Monday 2nd July 2007 be confirmed as a true and accurate record.**

**CARRIED**

### 4. ITEMS OF BUSINESS

#### 4.1 Business Options – Long Term Finance Projects and Valuation

Members discussed the Business Options – Long Term Finance Projects and Valuation Report produced by Don Venn (Dean Newbery & Partners) and copied to Members. Administration to ensure that the report addresses the following items prior to detailed consideration of the report

- Plant Replacement
- Risks involved, divided into two categories:
  - Risk and Investment
  - Dividends, gate prices etc.

and that the technical issues in the Tonkin Consulting Report (Transfer Station Feasibility Study) be dealt with before the Long Term Financial Plan and Valuation. Deadline for the report review will be the end of September 2007.

**Moved:** Debra Just

**Seconded:** Mikki Bouchee

1. **That Members provide the Administration with specific points from the report for clarification within the next two weeks.**
2. **That a second meeting be held following the review of the Paul Lightbody (Tonkin Consulting) Transfer Station Feasibility Study, to discuss the financial projections.**
3. **That both report reviews are to be finalised by the end of September.**
4. **That the minutes and reports relating to Item 4.1 (Business Options – Long Term Finance Projects and Valuation) will remain confidential.**

**CARRIED**

**4.2 Transfer Station Feasibility Study**

Members discussed the Transfer Station Feasibility Study produced by Paul Lightbody (Tonkin Consulting) and copied to Members. The general consensus was that the report requires further attention by the consultant to address the terms of reference. Members expressed the opinion that the Executive Summary did not correlate with the main report. As this issue is critical to SRWRA's Strategic Plan, Members requested that Nick Brown (incoming Executive Officer) be invited to attend the 3rd September Board meeting.

Moved: Carol Bouwens

Seconded: Debra Just

1. That Members provide the Administration with specific points from the report for clarification within the next two weeks.
2. That a peer review be organised on the Transfer Station Feasibility Study before the next board meeting.
3. That Paul Lightbody (Tonkin Engineering) attend the next Board meeting to present and discuss the Transfer Station Feasibility Study report.
4. That the minutes and reports relating to Item 4.2 (Transfer Station Feasibility Study) will remain confidential.

**CARRIED**

*Item 4.3 Executive Officer/Acting Executive Officer deferred to end of meeting.*

**4.4 Finance****4.4.1 Monthly Financial Report - Administration**

Report No. 67/07 provided Members with a detailed Monthly Finance Report for the Administration operation covering the month of June 2007.

Moved: Terry Sutcliffe

Seconded: Jeff Rittberger

1. That the Monthly Administration Financial Report and attachments be received.
2. That the minutes, reports and attachments relating to Item 4.4.1 (Monthly Financial Report – Administration) will be the subject of an information report to Constituent Councils and available to the public, noting that summaries only will be provided.

**CARRIED**

**4.5 Landfill Operation Report****4.5.1 Landfill Manager's Report**

Report No. 68/07 provided Members with an overview of site operations including Business Overview, Facilities, Cell 2 Relocation, OHS&W, Plant Report and Collective Agreement.

The Landfill Manager gave a verbal update on the arrival of the second hand landfill compactor, advising that it is currently in quarantine but should expect the unit to be in Adelaide by the end of the current week.

Members were advised that Cleanaway Transpacific (formerly Cleanaway KKR and Brambles Cleanaway) are being charged the normal gate fee as from 1/8/07. The former contract is now void.

**Moved:** Carol Bouwens

**Seconded:** Jeff Rittberger

1. That the Landfill Manager's Report including the Business Overview, Updated Facilities, Cell 2 Relocation, OHS&W, Plant Report and Collective Agreement update be received.
2. That the minutes and reports relating to Item 4.5.1 (Landfill Manager's Report) will be the subject of an Information Report to Constituent Councils and available to the public.

**CARRIED**

#### **4.5.2 Monthly Financial Report – Landfill Operation**

Report No.69/07 provided Members with a detailed Monthly Finance Report for the Landfill Operation covering the month of June 07.

**Moved:** Mikki Bouchee

**Seconded:** Terry Sutcliffe

1. That the Monthly Landfill Operation Financial Report, explanatory notes and attachments be received.
2. That the minutes, reports and attachments relating to Item 4.5.2 (Monthly Financial Report – Landfill Operation) will be the subject of an information report to the Constituent Councils and available to the public, noting that summaries only will be provided.

**CARRIED**

#### **4.6 Information Report**

##### **4.6.1 General Information**

Report 70/07 provided Members with an update on EPA Licence renewal and Minutes from the Waste Care SA meeting 28/6/07.

**Moved:** Debra Just

**Seconded:** Terry Sutcliffe

1. That Report No.70/07 (General Information) be received.
2. That the Landfill Manager agreed with the EPA, to a one year licence renewal but stipulated that the SRWRA required all compliance dates to be removed from the licence.
3. That the EPA agreed to remove all compliance dates and have issued EPA Licence Number 16264 with an expiry date of 31/7/08.
4. That the minutes, reports and attachments relating to Item 4.6.1 (General Information) will be the subject of an information report to the Constituent Councils and available to the public.

**CARRIED**

## 5. OTHER BUSINESS

Jeff Rittberger advised that he will not be attending the next two board meetings.

Coffs Harbour Waste Conference brochures were tabled for Members information.

*Colin McArdle and Ruth Caudle retired from the meeting 5.58pm*

### 4.3 Executive Officer/Acting Executive Officer (*deferred from earlier in the evening*)

The Chairman detailed the process adopted for the Executive Officer recruitment and referred to information provided to Members via emails and confirmed that Nick Brown (CEO Kangaroo Island Council) has accepted the position and will commence duties on Monday 24th September.

The Chairman referred to previous information provided to Members (by email) relating to the appointment of Mr. Colin McArdle as Acting Executive Officer and invited discussion.

**Moved:** Terry Sutcliffe

**Seconded:** Jeff Rittberger

1. That the Landfill Manager, Colin McArdle, be appointed Acting Executive Officer from Tuesday 7th August to Friday 21st September, and that appropriate remuneration for higher duties be applied.
2. That the Leading Hand, Lindsay Minchin, be given appropriate remuneration for higher duties anticipated as a result of the Landfill Manager being appointed Acting Executive Officer.
3. That the minutes and reports relating Item 4.3 (Executive Officer/Acting Executive Officer) will be the subject of an information report to Constituent Councils and available to the public.

**CARRIED**

## 6. NEXT MEETING

Monday 3rd September 2007

**Reminder:** *Les Perry farewell dinner Monday 27/8/07 at St Francis Winery, Reynella. Time: 6.30 for 7pm. Board photographs will also be taken.*

## 7. CLOSURE

Meeting Closed 6.08 pm

<p>.....</p> <p>Chairperson</p>
<p>Date:        /        /</p>