

ITEM NUMBER: 18.1

CONFIDENTIAL REPORT NO: 114/08

25 MARCH 2008

Pursuant to Section 83 (5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- **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.**

Confidentiality of this document will remain until the resolution is reviewed on or before 31 December 2008 by the Council.

Confidential Reports may be handed back to Administration at the close of the Council meeting for confidential disposal.

If Members choose not to return them, it is their responsibility to ensure The items are secured or disposed of in a confidential manner.

CONFIDENTIAL

REPORT TO: COUNCIL

DATE: 25 MARCH 2008

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: CAROLA BREGENZER
PERSONAL ASSISTANT TO CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY

Attached is an information report arising from the meeting of the Southern Region Waste Resource Authority Board held on 3 March 2008.

Refer Attachment 1

RECOMMENDATION

That the SRWRA information report be received.

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.

The SRWRA Charter provides that:

- Meetings of the Board will not be conducted in a place open to the public;
- All documents present to, received at, or derived from a Board meeting will remain confidential and not available for public inspection unless the Board otherwise resolves; and
- Prior to the conclusion of each meeting of the Board, the board will identify which agendas items considered by the Board will be subject for an information report to the constituent councils.

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 3 March 2008 are presented to Council.

A handwritten signature in blue ink, appearing to read 'Rob Donaldson', with a horizontal line extending to the right.

ROB DONALDSON
CHIEF EXECUTIVE OFFICER

Administration Trim Reference - B1657

MINUTES

SOUTHERN REGION WASTE RESOURCE AUTHORITY

BOARD MEETING

Held on

Monday 3rd March, 2008

At

City of Onkaparinga
Ramsay Place, Noarlunga Centre

Civic Room

The Meeting commenced at 5.35pm

SCANNED	
DATE	11/3/08
DOC. NO.	08/9134
BUSINESS CONTAINER NO.	B.291
City of Holdfast Bay	

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
Bruce Williams	-	Member
Carol Bouwens	-	Member
Jeff Rittberger	-	Member
Mikki Bouchee	-	Member
Ian Walker	-	Member

IN ATTENDANCE:

Doreen Erwin	-	Deputy Member (until 6.40pm)
Frank Verrall	-	Deputy Member
Nick Brown	-	Executive Officer
Colin McArdle	-	Landfill Manager
Ruth Caudle	-	Senior Admin/Finance Officer

2. APOLOGIES:

Richard Peat	-	Deputy Member
Jim Huckstepp	-	Deputy Member

The Chairman opened the meeting and indicated the workshop item Business Plan Review, not discussed during the workshop, would be deferred to the end of business.

3. MINUTES OF MEETING

Moved: Terry Sutcliffe

Seconded: Jeff Rittberger

That the minutes of the Ordinary Meeting held on Monday 4th February 2008 be confirmed as a true and accurate record.

CARRIED

4. ITEMS OF BUSINESS

4.1 Action Reports

4.1.1 OHS&W Injury Management Policy & Procedure

Note: Page 26 of document to have the address changed to reflect SRWRA's address and to insert the correct version of the adopted document (March 2008) in page footer.

Moved: Jeff Rittberger

Seconded: Bruce Williams

1. That SRWRA adopt the amended Injury Management Policy & Procedure.
2. That the minutes, reports and attachments relating to Report No. 20/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 20/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.1.2 Simsmetal Agreement

Moved: Terry Sutcliffe

Seconded: Jeff Rittberger

1. That the Simsmetal Agreement Report be deferred to the next Board Meeting.
2. That the minutes, reports and attachments relating to Report No. 21/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 21/08 will not be the subject of an information report to Constituent Councils.

CARRIED

4.1.3 Gore System Trial

Moved: Mikki Bouchee

Seconded: Carol Bouwens

1. That SRWRA approach the major green organics processors Peats, Jeffries and Cleanaway (holder of the Gore Licence in Australia) to gauge their interest in using SRWRA's landfill site for the composting of green organics and food waste.
2. That the minutes, reports and attachments relating to Report No. 22/08 will remain confidential.

3. That the minutes, reports and attachments relating to Report No. 22/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.1.4 Stakeholders Engagement Policy

Moved: Jeff Rittberger

Seconded: Carol Bouwens

1. That SRWRA waits on the release of the Local Government Association Community Engagement Handbook before producing a Stakeholders Engagement Policy.
2. That the minutes, reports and attachments relating to Report No. 23/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 23/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.1.5 Greenhouse Gas Emission Auditing

Moved: Ian Walker

Seconded: Jeff Rittberger

1. That SRWRA defers the Greenhouse Gas Emission Audit until further clarification is received from the Federal Government.
2. That the minutes, reports and attachments relating to Report No. 24/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 24/08 will not be the subject of an information report to Constituent Councils.

CARRIED

4.1.6 Integrated Litter Management Plan

Moved: Jeff Rittberger

Seconded: Carol Bouwens

1. That SRWRA adopts the Integrated Litter Management Plan.
2. That the minutes, reports and attachments relating to Report No. 25/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 25/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.1.7 Cell 3 Stage 3 Budget

Moved: Jeff Rittberger

Seconded: Terry Sutcliffe

1. That SRWRA notes the estimates of the Cell 3 Stage 3 Construction Budget of \$2,958,793 (excluding GST).
2. That SRWRA approves the issuing of tender documents by Tonkin Consulting to known suppliers for the:
 - Supply and installation of HDPE geomembrane
 - Supply and placement of clay
 - Production and placement of aggregateand that a Tender Panel consisting of Executive Officer, Landfill Manager and Tonkin Consulting be formed to evaluate the tenders before reporting to the Board.
3. That the Administration includes a monthly Cell 3 Stage 3 Construction Report on the Agenda.
4. That the minutes and reports relating to Report No. 26/08 will remain confidential.
5. That the minutes and reports relating to Report No. 26/08 will be the subject of an information report to Constituent Councils.

CARRIED*Doreen Erwin departed meeting at 6.40pm***4.2 Administration Report****4.2.1 Administration Monthly Financial Report
Administration Report**

Moved: Mikki Bouchee

Seconded: Jeff Rittberger

1. That the Administration Monthly Financial Report and attachments be received.
2. That the minutes, reports and attachments relating to Report No. 27/08 (noting that summaries only) will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 27/08 will be the subject of an information report to Constituent Councils.

CARRIED**4.3 Landfill Operation Report****4.3.1 Landfill Manager Report**

Moved: Bruce Williams

Seconded: Jeff Rittberger

1. That the Landfill Manager report including Business Overview, Development Approvals, Alternative Daily Covers, OHS&W, Cell 3 Construction, Liner Temperature Monitoring and Plant Report, be received.

2. That the minutes and reports relating to Report No. 28/08 will be available to the public.
3. That the minutes and reports relating to Report No. 28/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.3.2 Capital Justification Report

Moved: Mikki Bouchee

Seconded: Terry Sutcliffe

1. That the approved "Contingency Capital" contained within the 2007/08 budget be allocated for the purchase of equipment required for construction of Cell 3 Stage 3. The items being:
 - Level Monitoring Equipment
 - Excavator Bucket
 - Water Header Tanks
2. That the minutes and reports relating to Report No. 29/08 will remain confidential.
3. That the minutes and reports relating to Report No. 29/08 will not be the subject of an information report to Constituent Councils.

CARRIED

4.3.3 Landfill Monthly Financial Report

Moved: Bruce Williams

Seconded: Mikki Bouchee

1. That the Landfill Monthly Financial Report and attachments be received noting that an additional expense line Cell 3 Stage 3 Internal Costs, has been added to Direct Costs.
2. That the minutes, reports and attachments relating to Report No. 30/08 (noting that summaries only) will available to the public.
3. That the minutes, reports and attachments relating to Report No. 30/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.4 Information Report

4.4.1 Civil Skills & Technology Centre Inc.

Moved: Carol Bouwens

Seconded: Jeff Rittberger

1. That the Civil Skills and Technology Centre Inc. Report be received.
2. That the minutes, reports and attachments relating to Report No. 31/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 31/08 will be the subject of an information report to Constituent Councils.

CARRIED

4.4.2 OHS&W Audits

Moved: Bruce Williams

Seconded: Terry Sutcliffe

1. That the OHS&W Audits Report be received.
2. That the minutes, reports and attachments relating to Report No. 32/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 32/08 will not be the subject of an information report to Constituent Councils.

CARRIED**4.4.3 Adjoining Landowners Meeting**

Moved: Carol Bouwens

Seconded: Ian Walker

1. That the Adjoining Landowners Meeting Report be received.
2. That the minutes, reports and attachments relating to Report No. 33/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 33/08 will be the subject of an information report to Constituent Councils.

CARRIED**4.4.4 General Information Report**

Moved: Jeff Rittberger

Seconded: Mikki Bouchee

1. That the General Information Report and attachments be received.
2. That the minutes, reports and attachments relating to Report No. 34/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 34/08 will not be the subject of an information report to Constituent Councils.

CARRIED**5. OTHER BUSINESS**

Mikki Bouchee advised that she would be an apology for the April Board Meeting.

Terry Sutcliffe (Member for City of Onkaparinga) advised the Board that the proposed Structure Plan for Seaford Heights from the Land Management Corporation will be available on the City of Onkaparinga's website on Friday.

The Executive Officer advised the Board that he had met with Eric Heapy, CEO of Adelaide Cemeteries Authority for further discussions regarding the use of the landfill site. The previous discussion with the Cemeteries Authority was in December 2006 and they would like to make a further presentation based on further research. The Board were happy to receive a presentation and the Executive Officer will organise this for the April Board Meeting.

BUSINESS PLAN REVIEW

Strategy Number 3

- Change date from April 2008 to May 2008 in replacement KPI.
- Additional KPI – Annual survey of remaining airspace.
- Additional KPI – Monthly report by Landfill Manager on the consumption of airspace.

Strategy Number 4

Additional Strategies:

Pursue the opportunities to offer the accessible area of the landfill site as a landlord to potential operators of an alternative dry recyclables MRF or in vessel composting of green organics/food waste or any other compatible users of the landfill site.

KPI's for the additional strategies:

Approach established operators to ascertain their interest in developing an alternative dry recyclables MRF or in vessel composting of green organics/food waste on the landfill site and report to the Board by September 2008.

Investigate the possible use of the landfill site for civil construction training and report to the Board by April 2008.

Strategy Number 9

Replacement KPI – change the post closure date to December 2008.

Additional Strategy:

Develop long term financial plans for the financial sustainability of the Authority

Additional KPI:

10 year Financial Plans to be in place by December 2008.

Integrate all documents into an Asset Management Plan by December 2008.

6. **NEXT MEETING**
Monday 7th April 2008

7. **CLOSURE**
Meeting Closed 7.25pm

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