

ITEM NUMBER: 18.1

CONFIDENTIAL REPORT NO: 182/08

22 APRIL 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 30 June 2009 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: **22 APRIL 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
EXECUTIVE 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 7 April 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 7 April 2008 are presented to Council.



ROB DONALDSON
CHIEF EXECUTIVE OFFICER

Administration Trim Reference - B1657

MINUTES

SOUTHERN REGION WASTE RESOURCE AUTHORITY

BOARD MEETING

Held on

Monday 7th April, 2008

At

Southern Region Waste Resource Authority
282 Main South Road, Morphett Vale

The Meeting commenced at 5.08pm

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
Jim Huckstepp	-	(in place of Mikki Bouchee under Clause 2.2.3 of the Charter).

IN ATTENDANCE:

Doreen Erwin	-	Deputy Member
Richard Peat	-	Deputy Member
Frank Verrall	-	Deputy Member
Nick Brown	-	Executive Officer
Colin McArdle	-	Landfill Manager
Ruth Caudle	-	Senior Admin/Finance Officer
Eric Heapy	-	Invited Guest – Adelaide Cemeteries Authority (from 5.10pm until 5.38pm)
Kathy Bowden	-	Invited Guest – Adelaide Cemeteries Authority (from 5.10pm until 5.38pm)
Dr Tim Moore	-	Invited Guest – Balance Carbon Pty Ltd (from 5.40pm until 6.20pm)
Matt Shorten	-	Invited Guest – Balance Carbon Pty Ltd (from 5.40pm until 6.20pm)

2. APOLOGIES:

Mikki Bouchee	-	Member
Ian Walker	-	Member

SCANNED	
DATE	11/4/08
DOC. NO.	
BUSINESS CONTAINER NO.	3291
City of Holdfast Bay	

3. Presentation by Adelaide Cemeteries – Eric Heapy (CEO)

Eric Heapy and Kathy Bowden (Adelaide Cemeteries Authority) departed from the meeting 5.38pm.

Dr Tim Moore and Matt Shorten (Balance Carbon Pty Ltd) joined the meeting at 5.40pm.

4. Presentation by Balance Carbon – Dr Tim Moore

Dr Tim Moore and Matt Shorten (Balance Carbon Pty Ltd) departed meeting 6.20pm.

Meeting recessed for a short break.

Meeting resumed 6.30pm

5. MINUTES OF MEETING

Moved: Bruce Williams

Seconded: Jeff Rittberger

That the minutes of the Ordinary Meeting held on Monday 3rd March 2008, be confirmed as a true and accurate record.

CARRIED

6. ITEMS OF BUSINESS**6.1 Action Reports****6.1.1 Greenhouse Gas Emission Auditing**

Moved: Carol Bouwens

Seconded: Terry Sutcliffe

- 1. That SRWRA appoints Balance Carbon to conduct a Greenhouse Gas Emission Audit and prepare a report on new legislation relating to SRWRA's obligations regarding the reporting of Greenhouse Gas emissions at a cost of \$4,500 plus GST, noting and approving the rationale for variation from the Contracts and Tenders Policy in this instance.**
- 2. That the minutes, reports and attachments relating to Report No. 35/08 will be available to the public.**
- 3. That the minutes, reports and attachments will be the subject of an information report to Constituent Councils.**

CARRIED

6.1.2 SRWRA Charter Review

Moved: Jeff Rittberger

Seconded: Bruce Williams

- 1. That SRWRA accepts the 2008 Charter Review workshop changes and additions and seeks legal opinion on the proposed draft 2008 Charter.**
- 2. That the minutes, reports and attachments relating to Report No. 36/08 will be available to the public.**

3. That the minutes, reports and attachments will be the subject of an information report to Constituent Councils.

CARRIED

6.1.3 HDPE Geomembrane Tender

Moved: Jim Huckstepp

Seconded: Terry Sutcliffe

1. That SRWRA confirms the 25 March 2008 approval of the tender from Ertech Pty Ltd for \$368,303 (excluding GST) to supply and install the HDPE Geomembrane.
2. That the minutes, reports and attachments relating to Report No. 37/08 will remain confidential.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.1.4 Business Plan Review

Moved: Carol Bouwens

Seconded: Bruce Williams

1. That the draft Business Plan 2006-2009 including amendments is referred to the Constituent Councils for consideration in confidence.
2. That the Administration produces a public version of the Business Plan after the Constituent Councils have approved.
3. That the minutes, reports and attachments relating to Report No. 38/08 will remain confidential.
4. That the Board determine if the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.1.5 Personal Leave Policy

Moved: Terry Sutcliffe

Seconded: Jeff Rittberger

1. That SRWRA adopt the Personal Leave Policy.
2. That the minutes, reports and attachments relating to Report No. 39/08 will be available to the public.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.1.6 Strategic Plan

Moved: Jeff Rittberger

Seconded: Bruce Williams

1. That the Executive Officer write to the Constituent Councils with a request to conduct individual workshops as early as practicable and no

later than 30 June 2008 as the first step in the development of a Strategic Plan.

2. That the minutes, reports and attachments relating to Report No. 40/08 will be available to the public.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.1.7 Fuel & Lubricants Supply

Moved: Jim Huckstepp

Seconded: Jeff Rittberger

1. That SRWRA approves the Adelaide Fuel Distributors Fuel & Lubricants Supply Agreement and authorises the Chairman and Executive Officer to sign the Agreement documents and affix the seal, noting and approving the rationale for variation from the Contracts and Tenders Policy in this instance.
2. That the minutes, reports and attachments relating to Report No. 41/08 will remain confidential.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.2 Administration Report

6.2.1 Administration Monthly Financial Report

Moved: Jeff Rittberger

Seconded: Terry Sutcliffe

1. That the Administration Monthly Financial Report and attachments be received.
2. That the minutes, reports and attachments relating to Report No. 42/08 (noting that summaries only) will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 42/08 will be the subject of an information report to Constituent Councils.

CARRIED

6.3 Landfill Operation Report

6.3.1 Landfill Manager Report

Richard Peat (Deputy Member City of Onkaparinga) declared a Conflict of Interest as an employee of TPI and departed from the meeting at 7.20pm.

The Landfill Manager provided Members with a verbal market report in confidence.

Richard Peat returned to the meeting at 7.25pm.

Moved: Jim Huckstepp

Seconded: Bruce Williams

1. That the Landfill Manager Report including Business Overview, Development Approvals, OHS&W, Cell 3 Stage 3 Construction and Plant Report.
2. That the minutes, reports and attachments relating to Report No. 43/08 will be available to the public.
3. That the minutes, reports and attachments will be the subject of an information report to Constituent Councils.

CARRIED

6.3.2 Landfill Monthly Financial Report

Moved: Bruce Williams

Seconded: Jeff Rittberger

1. That the Landfill Monthly Financial Report and attachments be received.
2. That the minutes, reports and attachments (summaries only) relating to Report No. 44/08 will be available to the public.
3. That the minutes, reports and attachments (summaries only) will be the subject of an information report to Constituent Councils.

CARRIED

6.4 Information Report

6.4.1 Board Member Appointments

Moved: Carol Bouwens

Seconded: Terry Sutcliffe

1. That the Board Member Appointments Report be received.
2. That the minutes, reports and attachments relating to Report No. 45/08 will be available to the public.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED

6.4.2 Relocation of Existing Waste

Moved: Carol Bouwens

Seconded: Jim Huckstepp

1. That the Relocation of Existing Waste Report be received.
2. That the minutes, reports and attachments relating to Report No. 46/08 will be available to the public.
3. That the minutes, reports and attachments will be the subject of an information report to Constituent Councils.

CARRIED

6.4.3 Landfill Site Composting**Moved:** Carol Bouwens**Seconded:** Jim Huckstepp

1. That the Landfill Site Composting Report be received.
2. That the minutes, reports and attachments relating to Report No. 47/08 will remain confidential.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED**6.4.4 In Confidence Resolutions**

Note: Executive Officer to contact Michael Kelley to further investigate the "In Confidence" resolutions and the clauses in the documents regarding confidentiality.

Moved: Jeff Rittberger**Seconded:** Jim Huckstepp

1. That the In Confidence Resolutions report be received.
2. That the minutes, reports and attachments relating to Report No. 48/08 will remain confidential.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED**6.4.5 General Information****Moved:** Terry Sutcliffe**Seconded:** Bruce Williams

1. That the General Information Report and attachments be received.
2. That the minutes, reports and attachments relating to Report No. 49/08 will remain confidential.
3. That the minutes, reports and attachments will not be the subject of an information report to Constituent Councils.

CARRIED**7. OTHER BUSINESS**

7.1 The Chairman advised that KPI's for the Executive Officer and Landfill Manager will be finalised and circulated to Members at the appropriate time.

7.2 Adelaide Cemeteries Discussion

The Executive Officer to action further analysis on the non binding MOU.

7.3 The Chairman advised Members that he will not be available for the July 2008 Board Meeting.

8. **NEXT MEETING**
Monday 5th May 2008

9. **CLOSURE**
Meeting Closed 7.55pm

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Chairperson		
Date:	/	/