

Minutes of the Meeting of the Board of Northern Adelaide Waste Management Authority

Date: 26/06/2020

Time: 4.05pm

Venue: NAWMA Education Centre; 71-75 Woomera Avenue, Edinburgh Parks

Welcome

1. PRESENT

Mr Brian Cunningham	Independent Chairperson
Mr Sam Green	City of Playford
Cr Shirley Halls	City of Playford
Cr Clint Marsh	City of Playford (Deputy)
Mr Charles Mansueto	City of Salisbury
Cr Julie Woodman	City of Salisbury
Cr Paul Koch	Town of Gawler
Cr Paul Little	Town of Gawler

2. IN ATTENDANCE

Mr Adam Faulkner	Chief Executive Officer
Mr Danial Dunn	Chief Operations Officer
Mrs Rachel Zhou	Finance Manager
Mrs Amy Hosking	Executive Assistant

APOLOGIES

Ms Grace Pelle	City of Playford
Cr Graham Reynolds	City of Salisbury
Cr Shiralee Reardon	City of Salisbury (Deputy)
Mr Henry Inat	Town of Gawler
Cr Diane Fraser	Town of Gawler (Deputy)

3. DISCLOSURE OF CONFLICTS

Declaration of the following;

Conflicts of Interest

That all members of the Board declare that they have read and considered all papers circulated within this agenda and had no known conflict of interest or potential conflict of interest with respect to those matters. If a conflict becomes apparent during discussion, then the member will declare at that time.

Confidentiality Statement

Members of the Board are reminded of their obligations under Clause 7.4.15 of the NAWMA Charter to keep confidential documents and any information provided to them on a confidential basis for their consideration prior to a meeting of the Board and until such time as these matters have been considered and the Board determines that they are appropriate to be released to the public generally.



4. CONFIRMATION OF MINUTES

Moved Cr Halls that the Minutes of the Joint Northern Adelaide Waste Management Authority Board and Audit Committee Meeting held on Thursday, 14 May 2020 be received, confirmed and adopted.

Seconded Cr Little **Carried**

Moved Cr Halls that the Minutes of the Northern Adelaide Waste Management Authority Audit Committee held on Thursday, 18 June 2020 be received and noted.

Seconded Cr Little **Carried**

5. MATTERS ARISING FROM THE MINUTES

5.1. Capital Works Program Summary (standing item)

Moved Mr Mansueto that the Report is received and noted.

Seconded Cr Marsh **Carried**

5.2. Action List (standing item)

Moved Mr Green that the Report is received and noted.

Seconded Cr Woodman **Carried**

5.3. LGRS Action Plan

Moved Cr Woodman that the Report is received and noted, and the Board continue to be updated on the progress of the Action Plan.

Seconded Cr Halls **Carried**

5.4. Board Self-Assessment

Moved Mr Mansueto that the Report is received and noted.

Seconded Cr Little **Carried**

5.5. Research Road (Pooraka) Transfer Station Lease

Moved Cr Koch that the Report is received and noted, and the Board authorise the Chief Executive Officer to write to the City of Salisbury highlighting the independent fire safety report and seeking an acknowledgment of the inherited risk and a contribution to remedy the site non-compliance.

Seconded Cr Marsh **Carried**

6. BRIEFING ITEMS

6.1. Landfill Alternative Project

1. Moved Cr Woodman that the Northern Adelaide Waste Management Authority Board recommend that pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Northern Adelaide Waste Management Authority orders that the public, with exception of the Northern Adelaide Waste Management Authority staff present, be excluded from the meeting on the basis that the Northern Adelaide Waste Management Authority Board will receive, discuss and consider:

(d) 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 public interest;

And the Northern Adelaide Waste Management Authority Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the report, attachments and discussion confidential

Seconded Cr Marsh **Carried**

2. Moved Cr Koch that the Updated Procurement Policy, and the Draft (new) Unsolicited Proposal Policy be endorsed in principle, with the final drafting and amendments to be circulated under separate cover.

Seconded Mr Green **Carried**



3. Moved Cr Little that under Section 91(7) and (9) of the Local Government Act 1999 the Northern Adelaide Waste Management Authority Board orders that the report, attachments and discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed
Seconded Cr Halls **Carried**

4. Moved Cr Little that the meeting moves out of confidence
Seconded Cr Marsh **Carried**

7. QUESTIONS WITHOUT NOTICE

Nil

8. CONFIDENTIAL ITEMS

8.1. COAG Export Ban (Fibre EOI)

1. Moved Cr Halls that the Northern Adelaide Waste Management Authority Board recommend that pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Northern Adelaide Waste Management Authority orders that the public, with exception of the Northern Adelaide Waste Management Authority staff present, be excluded from the meeting on the basis that the Northern Adelaide Waste Management Authority Board will receive, discuss and consider:

(d) 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 public interest;

And the Northern Adelaide Waste Management Authority Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the report and discussion confidential

Seconded Cr Woodman **Carried**

2. Moved Cr Little that the Report is received and noted
Seconded Cr Woodman **Carried**

3. Moved Cr Marsh that under Section 91(7) and (9) of the Local Government Act 1999 the Northern Adelaide Waste Management Authority Board orders that the report and discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed
Seconded Cr Little **Carried**

4. Moved Cr Koch that the meeting moves out of confidence
Seconded Cr Halls **Carried**

8.2. Operational Report

1. Moved Cr Woodman that the Northern Adelaide Waste Management Authority Board recommend that pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Northern Adelaide Waste Management Authority orders that the public, with exception of the Northern Adelaide Waste Management Authority staff present, be excluded from the meeting on the basis that the Northern Adelaide Waste Management Authority Board will receive, discuss and consider:

(d) 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 public interest;

And the Northern Adelaide Waste Management Authority Board is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the report and discussion confidential

Seconded Cr Marsh **Carried**



2. Moved Cr Halls that the Report is received and noted, and the Balefill Management Consultative Committee meeting minutes of 1 June 2020 are noted.

Seconded Mr Mansueto **Carried**

3. Moved Cr Little that under Section 91(7) and (9) of the Local Government Act 1999 the Northern Adelaide Waste Management Authority Board orders that the report and discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed

Seconded Cr Woodman **Carried**

4. Moved Cr Koch that the meeting moves out of confidence

Seconded Cr Woodman **Carried**

9. NAWMA MANAGEMENT AND ADMINISTRATION REPORT

Reports for Decision

9.1. Draft 2020/2021 Budget and Annual Business Plan

Moved Mr Green that:

1. The Board adopts the 2020/2021 Budget, and
2. Subject to all City of Salisbury and Town of Gawler endorsement, the Board adopts the 2020/2021 Annual Business Plan, and;
3. The Board instructs Management to distribute the 2020/2021 Budget and Annual Business Plan documents (upon City of Salisbury and Town of Gawler endorsement) to Constituent Councils

Seconded Cr Marsh **Carried**

9.2. 2019/2020 Budget Review Three (3)

Moved Mr Green that the Board adopt Budget Review Three (3) financial reports for the 2019/2020 financial year and Management be instructed to distribute Budget Review Three (BR3) to Constituent Councils

Seconded Cr Halls **Carried**

9.3. Constituent Council Service Level Agreements (SLA)

Moved Mr Green that:

1. The Report is received and noted, and
2. Town of Gawler and City of Playford Service Level Agreements are adopted by the Board, as endorsed by the Constituent Councils, and;
3. Pending endorsement by Council without change, the City of Salisbury Service Level Agreement is adopted by the Board.

Seconded Cr Koch **Carried**

9.4. CEO Performance and Development Committee

Moved Mr Green that the Board notes the Minutes of the CEO's Performance and Development Committee, from their meeting of 9 June 2020.

Seconded Cr Little **Carried**

Reports for Information

9.5. 2019/2020 External Audit Engagement Letter and Plan, and Interim Audit Letter and Report

Moved Cr Little that the Report is received and noted.

Seconded Cr Halls **Carried**

9.6. Audit Committee Independent Member Update

Moved Cr Halls that the Report is received and noted.

Seconded Cr Marsh **Carried**



9.7. 2019/2020 Annual Business Plan progress report (standing item)

Moved Mr Mansueto that the Report is received and noted.

Seconded Cr Woodman **Carried**

9.8. WHS Steering Committee Minutes (standing item)

Moved Cr Little that the Report is received and noted.

Seconded Cr Marsh **Carried**

10. OTHER BUSINESS

10.1. Advocacy

The Chair and Chief Executive Officer provided a verbal update.

10.2. Edinburgh North Insurance

The Chief Executive Officer provided a verbal update.

11. NEXT MEETING OF THE BOARD

The next meeting of the Board is to be held on Thursday, 10 September 2020 at 5.22pm at NAWMA Boardroom: 71-75 Woomera Avenue, Edinburgh Parks

12. CLOSURE OF THE MEETING

The meeting closed at 5.22pm

