

Minutes

SOUTHERN REGION WASTE RESOURCE AUTHORITY

BOARD MEETING

Held on

Monday 10th February 2014

Meeting Commenced at 5:00PM

At

Southern Region Waste Resource Authority

282 Main South Road Morphett Vale 5162

Boardroom

(Light supper provided)

This meeting of the Board will NOT be 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 otherwise resolves (REF: - Charter 2.5.21)

1. OPENING

2. ATTENDANCE RECORD

2.1 PRESENT:

Mark Booth	-	Chairman
Carol Bouwens	-	Member
Jim Huckstepp	-	Member
Steve Mathewson	-	Member
Vincent Mifsud	-	Member
Kirk Richardson	-	Member
Lynda Yates	-	Deputy Member <i>(in place of Ian Walker under clause 2.2.3 of the Charter)</i>
Cheryl Connor	-	Deputy Member

IN ATTENDANCE

Mark Hindmarsh - Executive Officer
Henny Redden - Senior Finance/Admin Officer

2.2 APOLOGIES

Lindsay Minchin - Acting Landfill Manager
Ian Walker - Member
Sharon Nash - Deputy Member

3. MINUTES OF MEETING

3.1 Board Meetings

Moved: Jim Huckstepp

Seconded: Carol Bouwens

Recommendation

That the minutes of the Ordinary Meeting held on 2nd December 2013 be confirmed as a true and accurate record.

CARRIED

Moved: Vincent Mifsud

Seconded: Lynda Yates

3.2 Recommendation

That the minutes of the Special Meeting held on 20th December 2013 be confirmed as a true and accurate record.

CARRIED

3.3 Audit Committee Meeting

Moved: Kirk Richardson

Seconded: Vincent Mifsud

Recommendation

That the minutes of the Audit Committee Meeting held on the 10th December 2013 be received and noted.

CARRIED

4. ITEMS OF BUSINESS

4.1 Action Reports

4.1.1 Policy Reviews

Moved: Vincent Mifsud

Seconded: Lynda Yates

- 1. That SRWRA adopts the amended Risk Management Policy, the Asset Management Policy, the amended Internet & Email Policy, the amended Investment Policy, the Training & Development Policy, the Whistleblower Protection Policy and Drug and Alcohol Policy for a further 12 months.**
- 2. That the amended policies will be published on the SRWRA website.**
- 3. That Work Health safety be included as a standing agenda item.**
- 4. That the Board determines the minutes, reports and attachments relating to Report No. 01/14 will be available to the public.**
- 5. That the Board determines Report No. 01/14 will be the subject of an information report to the Constituent Councils.**

CARRIED

4.1.2 Les Perry Memorial Grants

Moved: Carol Bouwens

Seconded: Kirk Richardson

- 1. That SRWRA approves the three Memorial Grant applications for a total grant allocation of \$1440.65.**
- 2. That the Board determines the minutes, reports and attachments relating to Report No. 02/14 will be available to the public.**
- 3. That the Board determines the minutes, reports and attachments will be the subject of an information report to Constituent Councils.**

CARRIED

4.2 Finance Reports

4.2.1 Budget Review Two – Oct to Dec 2013

Moved: Jim Huckstepp

Seconded: Steve Mathewson

- 1. That the Budget Review Two Report including explanatory notes and attachments be received.**
- 2. That the Budget Review Report incorporating recommended variations be adopted.**
- 3. That the Statutory Budget incorporating recommended variations be adopted.**
- 4. That the Board determines the minutes, reports and attachments (summaries only) relating to Report No. 03/14 will be available to the public.**
- 5. That the Board determines Report No. 03/14 will be the subject of an information report to Constituent Councils.**

CARRIED

4.3 Information Reports

4.3.1 Executive Officer's Information Report

Moved: Lynda Yates

Seconded: Vincent Mifsud

- 1. That the Executive Officer's information report be received.**
- 2. That the Board determines the minutes, reports and attachments relating items 1, 2 and 3 in Report No. 04/14 will be available to the public with items 4 and 5 to remain confidential.**
- 3. That the Board determines Report No. 04/14 will be the subject of an information report to Constituent Councils with the exception of the confidential matters.**

CARRIED

4.3.2 LGA Workers Comp Scheme KPI Audit

Moved: Carol Bouwens

Seconded: Jim Huckstepp

- 1. That the Executive Officer's information report be received.**
- 2. That the Board determines the minutes, reports and attachments relating to Report No. 05/14 will be available to the public.**
- 3. That the Board determines Report No. 05/14 will be the subject of an information report to Constituent Councils.**

CARRIED

4.3.3 LEMP Update & Northern Area As Constructed Report

Moved: Steve Mathewson

Seconded: Lynda Yates

- 1. That the Executive Officer's information report be received.**
- 2. That the Board determines the minutes, reports and attachments relating to Report No. 06/14 will be available to the public.**
- 3. That the Board determines Report No. 06/14 will be the subject of an information report to Constituent Councils.**

CARRIED

4.3.4 Landfill Managers Information Report

Moved: Vincent Mifsud

Seconded: Kirk Richardson

1. That the Acting Landfill Managers Report information report be received.
2. That the Board determines the minutes, reports and attachments relating to Report No. 07/14 will be available to the public.
3. That the Board determines Report No. 07/14 will be the subject of an information report to Constituent Councils

CARRIED

4.3.5 General Information Report

Moved: Jim Huckstepp

Seconded: Carol Bouwens

1. That the General Information Report be received.
2. That the Board noted the Work Health Safety issues discussed at the toolbox meetings.
3. That the Board determines the minutes, reports and attachments relating to Report No. 08/14 will be available to the public.
4. That the Board determines Report No. 08/14 will be the subject of an information report to Constituent Councils.

CARRIED

5. OTHER BUSINESS

5.1 Late Report – Audit Committee

Moved: Carol Bouwens

Seconded: Vincent Mifsud

1. That SRWRA seeks the reappointment of the three independent Audit Committee members, Allen Bolaffi, Vicki Brown and Greg Connor, one Board Audit Committee member Mark Booth and one Board Deputy Audit Committee member Steve Mathewson for an additional 2 months, the current term therefore expiring in February 2015.
2. That the Board determine the minutes, reports and attachments relating to Report No. 09/14 will be available to the public.
3. That the Board determines Report No. 09/14 will be the subject of an information report to the Constituent Councils.

CARRIED

6. NEXT MEETING

5th May 2014

7. CLOSURE

Meeting Closed at 6.00pm

