

MINUTES

OF THE ORDINARY BOARD MEETING | 16 JUNE 2022



PRESENT: in the Mount Barker District Council Chambers, 6 Dutton Road, Mount Barker: Adrian Skull Chair; Heather Barclay General Manager Assets & Infrastructure, Rural City of Murray Bridge; Alex Oulianoff General Manager Corporate Services, Mount Barker District Council; John McArthur Manager Sustainability, Waste and Emergency Management, Adelaide Hills Council; Cr Michael Scott, Alexandrina Council

IN ATTENDANCE: Ms Leah Maxwell Executive Officer AHRWMA; Ms Sarah O’Flaherty Finance and Business Manager, AHRWMA; Mr Ben Tume, Operations Manager AHRWMA; Mr Matt Black Minute Secretary, Mount Barker District Council

1. MEETING COMMENCEMENT AND WELCOME

Meeting commenced 3.01pm

2. APOLOGIES

Nil

3. CONFIRMATION OF MINUTES

Moved Heather Barclay that the minutes for the ordinary board meeting held on 26 May 2022 be taken as read and confirmed.

Seconded

CARRIED
OM20220616.01

4. CONFLICTS OF INTEREST

Nil

5. RECOMMENDATIONS FROM ADVISORY COMMITTEES

6.1 Audit Committee Review

Moved John McArthur that the Board:

- a. Nominate and appoint Board Members to form a working group which will, in conjunction with the Executive Officer, review the Authority’s Audit Committee Terms of Reference, including the composition of the Audit Committee.
- b. The working group provide a report to a special Board Meeting with revised terms of reference by 31 July 2022 for Board approval and a proposed process to establish the audit committee in accordance with the Charter and Local Government Act 1999.
- c. The working group determine a timeline for project completion, with consideration to:
 - the audit committee meeting scheduled for 7 September 2022 where the

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- committee will review the Authority's audited financial statements,
- Council caretaker periods, and
- Future Authority Board meeting dates

d. The Board nominate the following members to the Audit Committee review working group: Alex Oulianoff and Heather Barclay

Seconded Cr Michael Scott

CARRIED
OM20220616.02

6.2 Bank Signatories and Online Banking Amendments

Moved Heather Barclay that Board nominate the following Members to be bank signatories:

- Board member: Alex Oulianoff
- Board member: Adrian Skull

And these members are recorded as signatories for the Authority's Bank SA account. That the new signatories and the Chair sign the bank documentation as per attachments.

Seconded John McArthur

CARRIED
OM20220616.03

6.3 Code of Conduct for Authority Board Members

Moved John McArthur that the Board receive and adopt in principle the AHR-POL-H12 Code of Conduct AHRWMA Board Members. We will bring back to the next meeting a process for handling alleged breaches of this code for adoption by the Board.

Seconded Alex Oulianoff

CARRIED
OM20220616.04

6.4 Annual Business Plan and Budget 2022/23 Including Revised LTFP

Moved Alex Oulianoff that the Business Plan and Budget 2022/23, including the LTFP be received and adopted.

Seconded John McArthur

CARRIED
OM20220616.05

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6.5 Board Meeting Dates 2022/23

Moved Heather Barclay that the Board set the dates for the ordinary meetings of the Board in accordance with the Schedule provided, noting that special meetings and email resolutions may be required in addition to the proposed schedule throughout the year. Meetings will be held at the Mount Barker District Council or the Brinkley Landfill and/or

Via Zoom (to be advised within the Agenda) at 3pm.

- Wednesday, 7 September, 2022 (Audit Committee Meeting)
- Thursday, 29 September 2022 (Annual Report and Audited Financial Statements)
- Wednesday, 9 November 2022 (Budget Review 1)
- Thursday, 16 February 2023 (Budget Review 2)
- Thursday, 16 March 2023 (Draft Annual Business Plan and Budget)
- Thursday, 18 May 2023 (Budget Review 3)
- Thursday 15 June 2023 (Final Annual Business Plan and Budget Adoption)

Seconded Alex Oulianoff

CARRIED
OM20220616.06

6. INFORMATION REPORTS

Nil

7. CORRESPONDENCE

Nil

8. ANY OTHER BUSINESS

9.1 Murraylands Tender

Unsuccessful, awarded to another provider.

9.2 Future Aims

Sharing our successes, education for stakeholders and communication on how we are all tracking should be high in the list of aims. Aims should be measurable and an incentive to do more.

9.3 Leave for the Executive Officer

The EO is taking leave from the end of August, returning late January. Sarah O'Flaherty and Ben Tume to share the role's responsibilities (two and a half months each).

9.4 Performance Reporting

Request for reporting on cyber security, environment and WHS.

9.5 Policies

Establish the relevant policies from the Charter.

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9.6 Strategic Plan

The Board to be involved in looking at the Strategic Plan and the Long Term Financial Plan.

9.7 Insurances/Director's Insurance

Local Government Risk Services has provided a reasonable quote. Provisions to be provided to the Board.

9.8 Onboarding Session

Training, governance and induction session to be provided at the Brinkley site; to be combined with a Board meeting.

9. QUESTIONS WITH NOTICE

Nil

10. QUESTIONS WITHOUT NOTICE

Nil

11. MOTIONS ON NOTICE

Nil

12. MOTIONS WITHOUT NOTICE

Nil

13. CONFIDENTIAL REPORTS

Nil

14. CLOSE

MEETING CLOSED AT 4.31pm

CHAIRPERSON _____ **DATE** _____