

MINUTES



ORDINARY BOARD MEETING | 22 FEBRUARY 2023

MINUTES OF THE MEETING: Adelaide Hills Region Waste Management Authority Board held in the Mount Barker District Council Chambers, 6 Dutton Road, Mount Barker on Wednesday 22 February 2023 at 3pm.

PRESENT: Andy Baker, General Manager Infrastructure, Alexandrina Council; Alex Oulianoff General Manager Corporate Services, Mount Barker District Council; Cr Lucy Huxter, Adelaide Hills Council

via audio-visual means via Zoom webinar: Adrian Skull Chair; Heather Barclay General Manager Assets and Infrastructure, Rural City of Murray Bridge

IN ATTENDANCE: Leah Maxwell Executive Officer, AHRWMA; Sarah O’Flaherty Finance and Business Manager, AHRWMA; Ben Tume Operations Manager, AHRWMA; Tracey Muirhead Administration Officer, AHRWMA.

APOLOGIES:

1. MEETING COMMENCEMENT AND WELCOME

The meeting opened with an Acknowledgement of Country.

2. REGISTER OF INTEREST/CONFLICT

2.1 Adrian Skull – Board Member of Green Industries SA

2.2 Disclosure of Perceived Conflict of Interest

Date of Meeting: 22 February 2023

Board Member Name: Heather Barclay

Matter to be Discussed: 4.1 Waste and Resource Management Plan 2022-2027

Nature of Interest: The Draft Plan refers to initiative 1 – the Authority’s aspirational ownership of the Brinkley site, within the Rural City of Murray Bridge.

Disclosure of Perceived Conflict of Interest Declaration

Refer to Item: 4.1

Was Heather Barclay granted approval by the Minister to Participate in the meeting, pursuant to section 75(3) of the Act?: No

Did Heather Barclay take part in the meeting?: Yes

Did Heather Barclay remain in the chamber/online via Zoom?: Yes

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3. CONFIRMATION OF MINUTES

Moved Heather Barclay that the minutes for the ordinary board meeting held on 9 November 2022 be taken as read and confirmed.

Seconded: Adrian Skull

CARRIED
OM20230222.01

4. BUSINESS ARISING

4.1. Waste and Resource Management Plan 2022-2027

It was moved at the 09 November 2022 Board meeting that the draft plan be forward to Constituent Council management for comment, seeking responses if possible before mid-December 2022. This will inform the Strategic Plan, to be distributed in 2023.

Administration sent an email on 15 November 2022 requesting feedback. One Constituent Council has provided feedback to date. It is requested that Board Members please provide feedback and/or follow this up with appropriate staff as a priority.

5. RECOMMENDATIONS FROM ADVISORY COMMITTEES

5.1 Audit and Risk Committee Meeting

Moved Heather Barclay that the Board receive the Audit and Risk Committee Minutes and notes the Audit and Risk Committee recommendations.

Seconded: Alex Oulianoff

CARRIED
OM20230222.02

6. REPORTS

6.1. FY2023 Budget Review Two and Landfill Statistics

Moved Andy Baker that the Board receive and adopt FY2023 budget review two and landfill statistics.

Seconded: Alex Oulianoff

CARRIED
OM20230222.03

6.2. 2022 Risk Evaluation – WHS and IM System

Moved Lucy Huxter that the Board receive the outcomes of the 2022 Risk Evaluation of WHS and IM systems and note Management comments.

Seconded: Heather Barclay

CARRIED
OM20230222.04

6.3. BCP Review

Moved Andy Baker that the Board note the revision and annual testing of the Business Continuity Plan.

Seconded: Alex Oulianoff

CARRIED
OM20230222.05

6.4. Second Quarter Performance FY2023

Moved Lucy Huxter that the Board receives and notes the Second Quarter Performance Report FY2023 and a summary be provided to Constituent Council CEOs.

Seconded: Alex Oulianoff

CARRIED
OM20230222.06

7. INFORMATION REPORTS

Nil

8. CORRESPONDENCE

Nil

9. ANY OTHER BUSINESS

9.1. Agreement for extension and variation of management agreement – Heathfield Resource Recovery Centre – Online Motion

The Board approved via online motion 15 November 2022 that the Acting Executive Officer as the authorised delegate to sign the “Agreement for Extension and Variation of Management Agreement, Heathfield Resource Recovery Centre” and that the Acting Executive Officer undertakes the necessary actions to ensure an agreement is in place by 25 November 2022.

9.2. Appointment of three Independent Members to the AHRWMA Audit and Risk Committee – Online Motion

The Board appointed Elizabeth Williams via online motion 28 December 2022 as the Independent Chairperson of the AHRWMA Audit and Risk Committee commencing from the February 2023 ARC Meeting for a term of 1.5 years.

The Board appointed Rebecca Wilson via online motion 28 December 2022 as an Independent Member to the AHRWMA Audit and Risk Committee commencing from the

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February 2023 ARC Meeting for a term of 1.5 years.

Moved Andy Baker that the Executive Officer prepare and execute any and all documents

required to amend the Audit and Risk Committee ToR to include membership of a minimum of four comprising up to three Independent Members and seeks endorsement from Constituent Councils.

Seconded: Lucy Huxter

CARRIED
OM20230222.07

10. QUESTIONS WITH NOTICE

Nil

11. QUESTIONS WITHOUT NOTICE

Nil

12. MOTIONS ON NOTICE

Nil

13. MOTIONS WITHOUT NOTICE

Nil

14. CONFIDENTIAL REPORTS

Nil

MEETING CLOSED AT 4:10pm

CHAIRPERSON _____ **DATE** _____