

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 22 AUGUST 2023
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Acting Mayor Nathan Daniell

Members:

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Pauline Gill
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Leith Mudge
Councillor Kirsty Parkin
Councillor Melanie Selwood

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Terry Crackett	Director Corporate Services
Peter Bice	Director Infrastructure & Operations
Natalie Armstrong	Director Development & Regulatory Services
Rebecca Shepherd	Manager Community Capacity
Deryn Atkinson	Manager Development Services
Karen Cummings	Manager Property Services
Lachlan Miller	Exec Manager Governance & Performance
Melissa Grimes	Consultant - Governance
Pam Williams	Minute Secretary

1. COMMENCEMENT

The meeting commenced at 6.30pm.

2. OPENING STATEMENT

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kurna people. They are Custodians of this ancient and beautiful land and so we pay our respects to Elders past, present and emerging. We will care for this country together by ensuring the decisions we make will be guided by the principle that we should never decrease our children's ability to live on this land.

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3. Apology

Cr Louise Pascale
Cr Mark Osterstock
Cr Lucy Huxter

3.1 Leave of Absence

Mayor Jan-Claire Wisdom 14 August – 24 September 2023, approved at Council 11 April 2023.

3.2 Absent

Nil

4. MINUTES OF PREVIOUS MEETINGS

4.1 Council Meeting – 8 August 2023

Moved Cr Malcolm Herrmann
S/- Cr Adrian Cheater

221/23

That the minutes of the Ordinary Council meeting held on 8 August 2023 as supplied, be confirmed as an accurate record of the proceedings of that meeting with the inclusion of Carried Unanimously in the resolution outcome of Item 4.1 – Minutes of 25 July 2023 Ordinary Council Meeting.

Carried Unanimously

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5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

5.1 General Conflict of Interest, Cr Melanie Selwood – Item 12.1 Recovery Ready Halls Grant

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest in Item <number/name>, the nature of which is as follows:

- I am a volunteer with one of the proposed groups and my husband has indicated an intention to join the management committee but yet has to attend his first meeting. Due to our close ties with that group I will leave the meeting.

Cr Melanie Selwood intends to leave the Chamber when this item is discussed.

5.2 General Conflict of Interest, Cr Leith Mudge – Item 12.1 Recovery Ready Halls Grant

Under section 75B of the *Local Government Act 1999* Cr Leith Mudge disclosed a General (section 74) Conflict of Interest in Item 12.1 Recovery Ready Halls Grant, the nature of which is as follows:

I wrote a recommendation letter for one of the applicants and it would not be appropriate for me to be a decision maker on these grants.

Cr Leith Mudge intends to leave the Chamber when this item is discussed.

5.3 General Conflict of Interest, Cr Leith Mudge – Item 11.1 Bringing Community Groups Together

Under section 75B of the *Local Government Act 1999* Cr Leith Mudge disclosed a General (section 74) Conflict of Interest in Item 11.1 Bringing Community Groups Together, the nature of which is as follows:

I am involved in an unincorporated community group that may benefit from the outcome of the motion.

Cr Leith Mudge advised that he believes he will be able to put the public interest ahead of any private interest and make a fair and impartial decision and will participate in discussions and vote.

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5.4 General Conflict of Interest, Cr Nathan Daniell – Item 11.1 Bringing Community Groups Together

Under section 75B of the *Local Government Act 1999* Cr Nathan Daniell disclosed a General (section 74) Conflict of Interest in Item 11.1 Bringing Community Groups Together, the nature of which is as follows:

I have contributed to the development of an unincorporated community group in Bridgewater called Activating Bridgewater.

Cr Nathan Daniell advised that he believes he will be able to put the public interest ahead of any private interest and make a fair and impartial decision and will participate in discussions and vote.

5.5 General Conflict of Interest, Cr Melanie Selwood – Item 11.1 Bringing Community Groups Together

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest in Item 12.1 Recovery Ready Halls Grant, the nature of which is as follows:

I am a member of two community groups but am not a member of the management committee.

Cr Melanie Selwood will participate in discussions and vote.

6.34pm Cr Herrmann left the Chamber.

6. PRESIDING MEMBER'S OPENING REMARKS

Welcome Country Cabinet this week, will engage with them, opportunities ...

7. QUESTIONS ADJOURNED/LYING ON THE TABLE

7.1 Questions Adjourned

Nil

7.2 Questions Lying on the Table

Nil

8. PETITIONS/DEPUTATIONS/PUBLIC FORUM

8.1 Petitions

Nil

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8.2 Deputations

Nil

8.3 Public Forum

Nil

6.37pm Cr Malcolm Herrmann returned to the Chamber.

9. PRESENTATIONS

**9.1 Department of Environment re Gawler Rive Flood Management Business Case –
Katharine Ward, Project Manager**

10. QUESTIONS ON NOTICE

10.1 Community & Recreation Facilities Framework (Cr Melanie Selwood)

1. Which recreation facilities have chosen to 'opt-in' to Council taking on maintenance?
2. Which recreation facilities have chosen to 'opt-out' from Council maintenance and continue their own maintenance with a contribution from Council?
3. How is the funding contribution calculated for groups who have chosen to opt-out?
4. Will any funding contribution remain for a fixed-term or will it have a staged increase over time (e.g. in line with CPI)?
5. Where groups have opted in, is Council committing to a schedule for maintenance based around game times and the specific requirements of each recreation ground?
6. What is Council's budget allocation for maintenance for both opt-in and opt-out?
7. Have Council's budget projections for recreation facilities changed now that most groups have made their decision to opt-in or opt-out?
8. What extra administrative burdens have been placed on volunteer committees regarding maintenance (such as risk assessments, safe operating procedures, application and acquittals for funding)?

Officer Response

Council endorsed the Community and Recreation Facility Framework (CRFF) at its 23 August 2022 meeting following an extensive development, engagement and collaboration process over the previous four years.

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There are some substantial improvements that the adoption of the CRFF and its ongoing implementation will facilitate. These include:

- Significantly improved equity in Council resourcing and support between Council and community owned facilities
- The allocation and spending of Council resources in accordance with agreed priorities and approved service levels
- Significantly improved standard of facilities over time for the community
- Allocation of funding to ensure ongoing safety of facilities is achieved for the community
- Clear obligations and arrangements for Council and community groups, clubs and associations
- Assistance with clubs planning for the future
- Policy positions that reflect the Adelaide Hills Council and its unique environment
- Clear Work, Health and Safety obligations and processes for community groups, clubs and associations

The CRFF project was an action from Council's Sport and Recreation Strategy (2016-2021), and following its adoption, also replaced Council's Sport and Recreation Policy. A significant part of the CRFF's implementation involved the development of new leases for Council owned sites, and arrangements regarding Council's contribution towards oval maintenance.

1. **Which recreation facilities have chosen to 'opt-in' to Council taking on maintenance?**
2. **Which recreation facilities have chosen to 'opt-out' from Council maintenance and continue their own maintenance with a contribution from Council?**

The following table outlines the intentions of community groups, clubs and associations at the time of compiling this response in regards to oval maintenance under the new CRFF.

Currently, Council directly maintains five (5) recreation facilities (i. e. opting in) with the rest being maintained by the community groups with a financial contribution from Council as highlighted below under the third 22/23 oval maintenance allocation column. With the rollout of the new CRFF it is likely that eight (8) recreation facilities will choose the "Opt In" option. This includes the sites listed below as "hybrid" sites where there is no automated irrigation system. In these instances, Council will maintain the site and pay for bore electricity costs, and the club will continue to irrigate the oval manually. Included in this list is Heathfield Oval who have chosen to continue with the current arrangement of Council maintaining their oval under their existing Lease.

Eleven sites have chosen to "Opt Out" of Council undertaking maintenance, instead choosing a cash contribution from Council together with the ongoing utilisation of volunteers to maintain their ovals.

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The split of sites is shown below where the highlighted sections represent budgeted costs based on Opt In/ Out decision for 2023/24:

Site	Ownership	22/23 allocation or cost	Council Cost (Opt In Hybrid)	Council Cost (Opt In)	Min amount (Opt Out)	Opt In/ Out status
Bradbury (*)	Council	14,000		18,000	10,000	Opt In
Bridgewater (*)	Council	12,000		15,000	9,000	Opt In
Woodside	Council	12,200		58,000	25,000	Opt In
Aldgate (*)	Council	10,000		12,000	6,500	Opt In
Ashton	Council	5,400	25,000	40,000	9,000	Hybrid
Heathfield (*)	Council	12,000		15,000	12,000	Remaining on current Lease
Mylor	Council	5,400		19,000	13,000	Opt Out
Scott Creek	Council	5,400	18,000	26,000	9,000	Hybrid
Balhannah	Council	7,000		21,000	14,000	Opt Out
Basket Range	Community	5,400		15,000	9,000	Opt Out
Birdwood	Community	7,000		31,000	20,000	Opt Out
Forest Range	Community	5,400		15,000	9,000	Opt Out
Gumeracha	Council	7,000		22,000	9,000	Opt Out
Houghton	Community	5,400		18,000	10,000	Opt Out
Kersbrook	Community	7,000		24,000	14,000	Opt Out
Lenswood	Community	5,400		15,000	9,000	Opt Out
Lobethal	Community	7,000		25,000	14,000	Opt Out
Mount Torrens	Community	5,400	25,000	40,000	12,000	Hybrid
Paracombe	Community	5,400		19,000	11,000	Opt Out
Uraidla	Community	7,000		22,000	13,000	Opt Out
Stirling (*)	Council	12,000		15,000	8,000	Opt In
		\$162,800	\$68,000	\$133,000	\$145,000	

(*) Cost shown for 2022/23 are estimates only as ledger records at a consolidated level.

3. How is the funding contribution calculated for groups who have chosen to opt-out?

For the sites that have chosen to “Opt Out” (i. e. choosing an annual cash contribution from Council) the funding contribution is calculated at a rate per square metre based on the size of the oval. The rate per square metre is based on a standard level of service appropriate for community use. This approach attempts to ensure that equity is maintained across all of the facilities, a key outcome of the adopted CRFF.

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- 4. Will any funding contribution remain for a fixed-term or will it have a staged increase over time (e.g. in line with CPI)?**

It is proposed by the Administration to alter allocations based upon CPI each year. This will be undertaken as part of the development of the Annual Business Plan.

- 5. Where groups have opted in, is Council committing to a schedule for maintenance based around game times and the specific requirements of each recreation ground?**

Yes. Funding allocations for both the opt in and opt out scenarios have been based on the same level of service for active open spaces across the whole Council area, to a “community use” standard. This level of service has been communicated with each Lessee. If Clubs/Lesseees are seeking a level of service over and above the community standard that has been adopted by Council, this needs to be undertaken at their own cost.

- 6. What is Council's budget allocation for maintenance for both opt-in and opt-out?**

As per the table above the current allocation for maintenance costs is as follows:

- for those opting in (but under a hybrid model) the cost to Council is \$68k
- for those opting in (or remaining on their current lease) the cost to Council is \$133k
- for those opting out the cost to Council is \$145k

- 7. Have Council's budget projections for recreation facilities changed now that most groups have made their decision to opt-in or opt-out?**

Based on the expected mix of those opting in and those option out the budget projections at this time have not changed. This will be regularly reviewed, and if necessary, adjusted as part of normal budget processes.

- 8. What extra administrative burdens have been placed on volunteer committees regarding maintenance (such as risk assessments, safe operating procedures, application and acquittals for funding)?**

There is expected to be an increase in the reporting requirements for lessees. This relates to the need to meet work, health and safety reporting at their sites, as well as acquittal of funds allocated for expenditure on oval maintenance (where they have opted out). Council staff are working with groups to ensure where possible any additional reporting is minimised.

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11. MOTIONS ON NOTICE

Cr Leith Mudge, Cr Melanie Selwood and Acting Mayor Nathan Daniell declared a General Conflict of Interest at Agenda Item 5, 'Declaration of Interest by Members of the Council' in relation to Item 11.1.

11.1 Bringing Community Groups Together

**Moved Acting Mayor Nathan Daniell
S/- Cr Pauline Gill**

222/23

- 1. Council convenes an inaugural gathering of our local community groups whose primary focus is to assist and promote a vibrant and thriving community for their local area.**
- 2. The inaugural gathering has two key objectives, to provide:**
 - a. An opportunity for information sharing between different community groups;**
 - b. To provide both the administration and elected members with insight into how the community groups are supporting their local area, along with current opportunities and challenges they face.**
- 3. Council engages with local community groups to inform the format of the event.**
- 4. Once the event has been held the CEO prepare a report which:**
 - a. Reviews and reports on the success (or otherwise) of the event;**
 - b. Considers the merits and feasibility of holding semi-regular events such as this into the future.**

Carried Unanimously

Cr Leith Mudge, Cr Melanie Selwood and Acting Mayor Nathan Daniell voted 'for' the motion. The majority of persons who were entitled to vote at the meeting voted in favour of the motion.

12. OFFICER REPORTS – DECISION ITEMS

Cr Leith Mudge and Cr Melanie Selwood declared a General Conflict of Interest at Agenda Item 5, 'Declaration of Interest by Members of the Council' in relation to Item 12.1

7.15pm Cr Leith Mudge and Cr Melanie Selwood left the chamber.

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12.1 Recovery Ready Halls Grant

Moved Cr Malcolm Herrmann
S/- Cr Adrian Cheater

223/23

Council resolves:

1. That the report be received and noted.
2. That Council approve the awarding of Recovery Ready Halls funding totalling \$228,000.00 as follows:

Charleston Community Centre	Kitchen upgrade, UHF radios, internal electrical upgrade	\$25,000
Houghton Inglewood & Hermitage Memorial Park Inc	Solar panels, battery & Generator	\$15,000
Mylor Citizens Friendship Club Inc	Replacement rainwater tank	\$10,000
Longwood Bradbury Progress Association	Servery window & community noticeboard	\$3,000
Uraidla & Summertown Horticultural & Floricultural Society	Ember proofing works to roof	\$27,000
Upper Sturt Community Association Inc	Planning & engineering docs for accessibility works, website upgrade, generator & BBQ	\$10,000
Basket Range war memorial hall Inc	Solar panels & battery	\$30,000
Piccadilly Community Hall Inc	Access ramp, handrails & compliant doors	\$18,000
Uraidla Institute	Electrical upgrade & air-conditioning units	\$35,000
Gumeracha & District Town Hall Committee Inc	Electrical upgrade	\$25,000
Mount Torrens Soldiers Memorial Hall Inc	Electrical upgrade	\$22,000
Scott Creek Progress Association	Kitchen upgrade	\$8,000

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3. That Council authorises the Chief Executive Officer to amend specific financial allocations to each recipient if required due to changes in circumstances, (including but not limited to: reduced project management costs, applicants' ability to commit to the scope of work for the allocated funding and projects not proceeding) not exceeding total funding amount of \$250,000.

Carried Unanimously

7.22pm Cr Leith Mudge and Cr Melanie Selwood returned to the Chamber

12.2 Preliminary End of Year Financial Results and Carry Forwards

Moved Cr Malcolm Herrmann
S/- Cr Melanie Selwood

224/23

Council resolves:

1. That the report be received and the preliminary end of year financial results for 2022-23 be noted.
2. That the following Carry Forward amounts from 2022-23 (*Appendix 1* of this report) be approved for inclusion in the 2023-24 Budget:
 - a. Additional Capital expenditure of \$4,488,377
 - b. Additional Capital Income of \$2,919,143
 - c. Additional Operating expenditure of \$439,736
 - d. Additional Operating income of \$434,636
3. To note that changes to the 2023-24 Budget as a result of the proposed Carry Forward amounts will result in Financial sustainability indicators within Council's agreed targets as follows:

i. Operating Surplus Ratio	2.1%	(Target 1% to 5%)
ii. Operating Surplus Ratio (underlying)	2.2%	(Target 1% to 5%)
iii. Net Financial Liabilities Ratio	54%	(Target 25% to 75%)
iv. Asset Renewal Funding Ratio	100%	(Target 95% to 105%)

Carried Unanimously

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12.3 Appointment to Adelaide Hills Reconciliation Working Group

Moved Cr Pauline Gill
S/- Cr Kirrilee Boyd

225/23

Council resolves that Cr Leith Mudge be appointed to the Reconciliation Working Group for the term 9 August 2023 to 28 February 2025.

Carried Unanimously

12.4 Accredited Professionals Policy

Moved Cr Leith Mudge
S/- Cr Chris Grant

226/23

Council resolves:

1. That the report be received and noted.
2. With an effective date of 5 September 2023, to revoke the 23 June 2020 Accredited Professionals Policy and to adopt the 22 August 2023 Accredited Professionals Policy as contained in *Appendix 1*.
3. The Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the draft Accredited Professional Policy contained in *Appendix 1*.

Carried Unanimously

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12.5 Code of Practice for Access to Meetings and Documents

Moved Cr Leith Mudge
S/- Cr Adrian Cheater

227/23

Council resolves:

1. That the report be received and noted.
2. That in relation to the *Code of Practice for Access to Council, Council Committee and Designated Informal Gathering Meetings & Documents*:
 - a. With an effective date of 23 August 2023, adopt the *Code of Practice for Access to Council, Council Committee and Designated Informal Gathering Meetings & Documents* as contained in Appendix 1.
 - b. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the *Code of Practice for Access to Council, Council Committee and Designated Informal Gathering Meetings & Documents* prior to the date of effect.

Carried Unanimously

12.6 Delegation Review

Not included in the Agenda

13. OFFICER REPORTS - INFORMATION ITEMS

13.1 Quarterly Council Performance Q4

Moved Cr Pauline Gill
S/- Cr Chris Grant

228/23

Council resolves that the report be received and noted.

Carried Unanimously

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13.2 Service Review Biannual Report – Civil Services

**Moved Cr Kirrilee Boyd
S/- Cr Leith Mudge**

229/23

Council resolves that the report be received and noted.

Carried Unanimously

14. QUESTIONS WITHOUT NOTICE

Cr Malcolm Herrmann –Warren Road, Martin Hill Road & Lucky Hit Road Intersection, Forreston

15. MOTIONS WITHOUT NOTICE

Nil

16. REPORTS

16.1 Council Member Function or Activity on the Business of Council

Cr Melanie Selwood

- 10 August, Woodside Recreation Grounds Committee Meeting
- 17 August, Greater Adelaide Regional Plan Discussion Paper Briefing Session for Elected Members

Cr Malcolm Herrmann

- 6 August, RSL Annual Dinner, Stirling
- 12 August, Opening Caravan Park, Mount Pleasant
- 14 August, Neighbour Hood Watch Winding Up, Gumeracha
- 19 August, Adelaide Hills (War Memorial) Swimming Centre, Woodside

16.2 Reports of Members as Council/Committee Representatives on External Organisations

Cr Malcolm Herrmann

- 7 August, GRFMA Audit Committee, North Adelaide
- 17 August, GRFMA, Gawler

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16.3 CEO Report

Greg Georgopoulos, CEO, provided Council with a verbal update, including:

- Staff Engagement strategy
- Organisational strategy
- Engagement with Community
- Boundary Reform proposal
- Economic & Environmental potential of region to Country Cabinet
- Council Champions initiative

17. REPORTS OF COMMITTEES**17.1 Council Assessment Panel – 9 August 2023**

**Moved Cr Leith Mudge
S/- Cr Adrian Cheater**

230/23

That the minutes of the Council Assessment Panel meeting held on 9 August 2023 as distributed, be received and noted.

Carried Unanimously

17.2 Audit Committee

Nil

17.3 CEO Performance Review Panel

Nil

17.4 Boundary Change Committee

Nil

18. CONFIDENTIAL ITEMS

Nil

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19. NEXT ORDINARY MEETING

The next ordinary meeting of the Adelaide Hills Council will be held on Tuesday 12 September 2023 from 6.30pm at 63 Mt Barker Road, Stirling.

20. CLOSE MEETING

The meeting closed at 7.48pm.