



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: Mayor Jan-Claire Wisdom

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Nathan Daniell
Councillor Pauline Gill
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Louise Pascale
Councillor Melanie Selwood

Notice is given pursuant to the provisions under Section 83 of the *Local Government Act 1999* that the next meeting of the Council will be held on:

Tuesday 10 October 2023

6.30pm

63 Mt Barker Road Stirling

A copy of the Agenda for this meeting is supplied under Section 83 of the Act.

Meetings of the Council are open to the public and members of the community are welcome to attend. Public notice of the Agenda for this meeting is supplied under Section 84 of the Act.

A handwritten signature in black ink, appearing to read 'GG', is positioned above the name of the Chief Executive Officer.

Greg Georgopoulos
Chief Executive Officer



ORDINARY COUNCIL MEETING

**AGENDA FOR MEETING
Tuesday 10 October 2023
6.30pm
63 Mt Barker Road Stirling**

ORDER OF BUSINESS

1. COMMENCEMENT

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.

3. APOLOGIES/LEAVE OF ABSENCE

- 3.1. Apology
Apologies were received from
- 3.2. Leave of Absence
- Requested by Cr Chris Grant 30 October to 10 November 2023
 - Requested by Cr Leith Mudge 22 October to 27 October 2023 and 13 November to 16 November 2023
- 3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 26 September 2023
That the minutes of the ordinary meeting held on 26 September 2023 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

6. MAYOR'S OPENING REMARKS

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
- 8.2. Deputations
 - 8.2.1. Imagine Uraidla – Ms Jessica De Campo
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

Nil

12. ADMINISTRATION REPORTS – DECISION ITEMS

12.1. Bushfire Mitigation Strategy Public Consultation

- 1. *That the report be received and noted.*
- 2. *That Council approves public consultation on the draft Bushfire Mitigation Landscape Strategy, as contained in Appendix 1, to commence on Wednesday 18 October 2023 and conclude on Friday 17 November 2023.*
- 3. *That the Chief Executive Officer, or delegate, be authorised to make formatting and/or other minor content changes to reflect any outcomes from the meeting deliberations prior to public consultation commencing.*
- 4. *That the Chief Executive Officer, or delegate, be authorised to amend the dates for public consultation should circumstances arise necessitating a change to occur.*

12.2. 37 Yanagin Road Greenhill - Revocation of Community Land Classification

- 1. *That the report be received and noted.*
- 2. *That the Community land classification over portion of Allotment 7 in File Plan 129661 in Certificate of Title Volume 5636 Folio 762 has hatched in purple in be revoked as hatched in purple in Appendix A.*

3. *The land swap to proceed with the areas hatched in green to be amalgamated in Allotment 7 in File Plan 129661 in Certificate of Title Volume 5636 Folio 762, known as Yanagin Reserve. The area hatched in purple to be amalgamated into the adjoining owners land parcel in Certificate of Title Volume 5350 Folio 424 as shown in Appendix 1 of this Report.*
4. *Council to apply to vary the Heritage Agreement currently over Yanagin Reserve showing the land swap variations accordingly.*

12.3. Pedare Park Road Woodside – Road Opening and Closure

1. *That the report be received and noted.*
2. *The land marked “A” in Preliminary Plan No. 22/0043 (known as the Road Land) be closed and declared surplus to Council’s requirements.*
3. *That upon deposit of the Road Closure, the land will be excluded from the classification of Community Land and not be included in Council’s Community Land Register.*
4. *That the Chief Executive, or his delegate, be authorised to negotiate with the owners of 205 Pedare Park Road for the sale and transfer of the piece marked “A” in Preliminary Plan No. 22/0043 for either:*
 - a) *the sum of \$40,000 plus GST based on the “Before and After method” of valuation; OR*
 - b) *Nil consideration given the initial construction of Pedare Road on the adjoining property potentially contributed to the encroachment.*
5. *That the Chief Executive, or his delegate, be authorised to purchase from the owners of 340 Tiers Road Woodside, the piece marked “1” in Preliminary Plan No. 22/0043 for the sum of \$108,000 plus GST (if applicable).*
6. *That the net capital cost required to fund the road exchanges be included into the 2023/24 Budget.*
7. *That the Chief Executive Officer is authorised to finalise and sign all necessary documentation pursuant to this resolution.*

12.4. Revised CEO Probation Review Process

1. *That the report be received and noted.*
2. *That Council approve the revised CEO Probationary Period Performance Review Process and Key Performance Indicators during the probationary period as detailed in attachment 1 to this report.*

13. ADMINISTRATION REPORTS – INFORMATION ITEMS
Nil

14. QUESTIONS WITHOUT NOTICE

15. MOTIONS WITHOUT NOTICE

16. REPORTS

- 16.1. Council Member Function or Activity on the Business of Council

16.2. Reports of Members/Officers as Council Representatives on External Organisations

16.3. CEO Report

17. REPORTS OF COMMITTEES

17.1. Council Assessment Panel
Nil

17.2. Audit Committee
Nil

17.3. CEO Performance Review Panel – 28 September 2023
That the report and minutes of the CEOPRP meeting held on 28 September 2023 as supplied, be received and noted. The Terms of Reference review to occur at the next Council meeting.

17.4. Boundary Change Committee
Nil

18. CONFIDENTIAL ITEM

18.1. Electricity Procurement – Legal Matter

19. NEXT MEETING

Tuesday 24 October 2023 at 6.30pm, 63 Mt Barker Road, Stirling

20. CLOSE MEETING

Council Meeting & Workshops 2023

DATE	TYPE	LOCATION	MINUTE TAKER
OCTOBER 2023			
Tues 3 October	Workshop (moved due to public holiday)	Woodside	N/A
Tues 10 October	Council	Stirling	Jody Atkins
Wed 11 October	CAP	Stirling	Karen Savage
Mon 16 October	Audit Committee	Stirling	TBA
Tues 17 October	Professional Development	Stirling	N/A
Tues 24 October	Council	Stirling	Jody Atkins
NOVEMBER 2023			
Mon 6 November	Workshop	Woodside	N/A
Wed 8 November	CAP	Stirling	Karen Savage
Tues 14 November	Council	Stirling	Jody Atkins
Mon 20 November	Audit Committee	Stirling	TBA
Tues 21 November	Workshop	Stirling	N/A
Tues 28 November	Council	Stirling	Jody Atkins
DECEMBER 2023			
Mon 4 December	Workshop	Woodside	N/A
Wed 13 December	CAP	Stirling	Karen Savage
Thur 14 December	CEOPRP	Stirling	TBA
Tues 19 December	Council	Stirling	Jody Atkins

Meetings are subject to change, please check agendas for times and venues. All meetings (except Council Member Professional Development) are open to the public.

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Date: _____

Meeting Name (please tick one)

- | | | | |
|------------------------------|--------------------------|---------------------------|--------------------------|
| Ordinary Council | <input type="checkbox"/> | Audit Committee | <input type="checkbox"/> |
| Special Council | <input type="checkbox"/> | Boundary Change Committee | <input type="checkbox"/> |
| CEO Performance Review Panel | <input type="checkbox"/> | Other: _____ | <input type="checkbox"/> |

Item No **Item Name:**

(Only one conflict of interest entry per form)

I, Mayor / Cr _____ have identified a conflict of interest as:

GENERAL

MATERIAL

GENERAL

In considering a General Conflict of Interest (COI), an impartial, fair-minded person might consider that the Council Member’s private interests might result in the Member acting in a manner that is contrary to their public duty.

MATERIAL

In considering a Material Conflict of Interest (COI), a member of a council has a material conflict of interest in a matter to be discussed at a meeting of the council if a class of persons as defined in s75(1)(a-l) in the Act would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter at the meeting.

The nature of my conflict of interest is as follows:

(Describe the nature of the interest, including whether the interest is direct or indirect and personal or pecuniary)

I intend to deal with my conflict of interest in the following transparent and accountable way:

- I intend to **stay** in the meeting (please complete details below)
- I intend to **stay** in the meeting as exempt under s75A (please complete details below)
- I intend to **leave** the meeting (*mandatory if you intend to declare a Material conflict of interest*)

The reason I intend to stay in the meeting and consider this matter is as follows:

(This section must be completed and ensure sufficient detail is recorded of the specific circumstances of your interest.)

Office use only: Council Member voted FOR / AGAINST the motion.

8. DEPUTATIONS

For full details, see Code of Practice for Meeting Procedures on www.ahc.sa.gov.au

1. A request to make a deputation should be made by submitting a Deputation Request Form, (available on Council's website and at Service and Community Centres) to the CEO seven clear days prior to the Council meeting for inclusion in the agenda.
2. Each deputation is to be no longer than ten (10) minutes, excluding questions from Members.
3. Deputations will be limited to a maximum of two per meeting.
4. In determining whether a deputation is allowed, the following considerations will be taken into account:
 - the number of deputations that have already been granted for the meeting
 - the subject matter of the proposed deputation
 - relevance to the Council agenda nominated – and if not, relevance to the Council's powers or purpose
 - the integrity of the request (i.e. whether it is considered to be frivolous and/or vexatious)
 - the size and extent of the agenda for the particular meeting and
 - the number of times the deputee has addressed Council (either in a deputation or public forum) on the subject matter or a similar subject matter.

8.3 PUBLIC FORUM

For full details, see Code of Practice for Meeting Procedures on www.ahc.sa.gov.au

1. The public may be permitted to address or ask questions of the Council on a relevant and/or timely topic.
2. The Presiding Member will determine if an answer is to be provided.
3. People wishing to speak in the public forum must advise the Presiding Member of their intention at the beginning of this section of the meeting.
4. Each presentation in the Public Forum is to be no longer than five (5) minutes (including questions), except with leave from the Council.
5. The total time allocation for the Public Forum will be ten (10) minutes, except with leave from the Council.
6. If a large number of presentations have been requested, with leave from the Council, the time allocation of five (5) minutes may be reduced.
7. Any comments that may amount to a criticism of individual Council Members or staff must not be made. As identified in the Deputation Conduct section above, the normal laws of defamation will apply to statements made during the Public Forum.
8. Members may ask questions of all persons appearing relating to the subject of their presentation.

Item 4 Minutes of Council

ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 26 September 2023
63 MT BARKER ROAD STIRLING

In Attendance

Presiding Member: Mayor Jan-Claire Wisdom

Members:

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Nathan Daniell
Councillor Pauline Gill
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Louise Pascale
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
David Waters	Director Community Capacity
Melissa Grimes	Consultant - Governance
Jody Atkins	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 Kaurna 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.

3. Apology

Nil

Mayor _____ 26 September 2023

**ADELAIDE HILLS COUNCIL
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3.1 Leave of Absence

Moved Cr Nathan Daniell
S/- Cr Louise Pascale

243/23

That a Leave of Absence from all duties of office be granted to Cr Kirsty Parkin from 2 October 2023 to 8 October 2023

Carried Unanimously

3.2 Leave of Absence

Moved Cr Kirrilee Boyd
S/- Cr Chris Grant

244/23

That a Leave of Absence from all duties of office be granted to Cr Malcolm Herrmann from 2 October 2023 to 8 October 2023

Carried Unanimously

3.3 Absent
Nil**4. MINUTES OF PREVIOUS MEETINGS****4.1 Council Meeting – 12 September 2023**

Moved Cr Kirsty Parkin
S/- Cr Malcolm Herrmann

245/23

That the minutes of the Ordinary Council meeting held on 12 September 2023 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

6:37pm Cr Melanie Selwood left the meeting.
6:40pm Cr Melanie Selwood rejoined the meeting.

ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 26 September 2023
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5.1 Material Conflict of Interest, Cr Mark Osterstock – Item 11.2, Dangerous Driving at Basket Range (Cr Leith Mudge)

Cr Mark Osterstock declared that pursuant to the provisions of Section 75 and 75A (3) of the *Local Government Act 1999*, being an employee of the crown, namely the South Australian Police, and noting that the question before council directly concerns the South Australian Police, I therefore have, according to law, a material conflict of interest and will not be participating in the debate and will be vacating the chamber at the appropriate time.

5.2 Material Conflict of Interest, Cr Mark Osterstock – Item 12.4 Nomination for Dog and Cat Management Board

Cr Mark Osterstock declared that pursuant to the provisions of Section 75 and 75A (3) of the *Local Government Act 1999*, as he will be nominating for the position on the Dog and Cat Management Board which attracts a sitting fee for attendance at meetings, that he has a material conflict of interest and will not be participating in the debate and will be vacating the chamber at the appropriate time.

5.3 Material Conflict of Interest, Cr Kirsty Parkin – Item 12.4, Dog and Cat Management Board

Cr Kirsty Parkin declared that pursuant to the provisions of Section 75 and 75A (3) of the *Local Government Act 1999*, that her father is the Chairperson of the Dog and Cat Management Board, therefore, she has a general conflict of interest and will not be participating in the debate and will be vacating the chamber at the appropriate time.

6. PRESIDING MEMBER'S OPENING REMARKS

Mayor Wisdom advised she has been on leave for six weeks; she thanked Cr Nathan Daniell for his outstanding service as acting Mayor during this period.

Additional thanks were tendered to Mr Peter Bice, Director Infrastructure and Operations on his excellent service not only to whole of Council (including members) but also to citizens.

Congratulations to Council as a whole, who were recently awarded the South Australian Resilient Australia Local Government Award at Government House. The award was in recognition of the Towards Community Led Emergency Resilience Program which aligned with the recent bushfire events.

7. QUESTIONS ADJOURNED/LYING ON THE TABLE

Nil

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8. PETITIONS/DEPUTATIONS/PUBLIC FORUM**8.1 Petitions**

Nil

8.2 Deputations**8.2.1 Dangerous Driving at Basket Range - Mr Simon Warwick****8.3 Public Forum**

Nil

9. PRESENTATIONS

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

With leave of the meeting, all members present agreed to bring forward item 11.2 as the next item of business.

7.03pm Cr Mark Osterstock declared a material conflict of interest as advised in item 5.1 and left the meeting.

11.2 Dangerous Driving at Basket Range (Cr Leith Mudge)

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

That the CEO: **246/23**

- 1. Works with the local residents and businesses, Basket Range CFS, Basket Range Primary School, SA Police (SAPOL) and the Department of Infrastructure and Transport (DIT) to reduce the occurrence and impact of reckless and dangerous driving at excessive speeds in Basket Range (including driving with attitude - hoon driving).**
 - 2. Investigates and implements (if feasible) additional parking controls and enforcement in areas where dangerous drivers often congregate:**
 - a. The section of Burdetts Road in front of the Basket Range Hall, Post Office and CFS station.**
 - b. The informal car park next to the CFS station.**
-

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3. Writes to DIT to request that the section of the state maintained Lobethal Road between the area near the crossroads with Burdetts Road and Range Road and the Hunters Road intersection have its speed limit reduced from the current 80 km/hr and to consider this area as a road safety “black spot” to be eligible to receive funding accordingly.
4. Conducts an investigation and develops a Traffic Impact Statement for submission to DIT regarding a speed limit reduction from the current 80 km/hr along Burdetts Road, Range Road and Basket Range Road in the areas leading to their intersection with Lobethal Road.
5. Seeks to work with DIT and SAPOL to investigate further traffic controls and warnings to improve road safety along Lobethal Road and feeder roads i.e. Basket Range Road, Burdetts Road and Range Road, including (but not limited to):
 - a. Additional pedestrian warning signs near The Manor Basket Range function centre and the Basket Range Primary School.
 - b. Fixed speed camera along Lobethal Road.
 - c. Give Way or Stop signs at the junction of Lobethal Road and Basket Range Roads.
 - d. A radar activated variable speed sign at the junction of Lobethal Road and Basket Range Roads.
6. Asks SAPOL to increase enforcement activity in this area.
7. Write a submission to apply for 2024/25 black spot funding in relation to the roads being assessed as part of this motion.

Carried Unanimously

7.33pm Cr Mark Osterstock returned to the meeting.

11.1 Sustainable Procurement (Cr Melanie Selwood)

**Moved Cr Melanie Selwood
S/- Cr Kirrilee Boyd**

247/23

1. That CEO undertakes a review of the current Procurement Policy and Procurement Framework against the International Standard for Sustainable Procurement ISO 20400;
2. From 1 July 2024 all tenders shall request the following information and these criteria are taken into account in assessing the sustainability of a tender, with weighting and application determined as part of the review undertaken by the CEO:
 - a. Carbon footprint
 - b. Sustainability of their supply chain
 - c. Practices to minimise waste

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- d. Percentage of locally sourced materials
 - e. Estimated lifespan of materials used
 - f. End of life planning for materials used (eg recycle, reuse)
 - g. Inclusion policy regarding equal opportunity measures for employment in their organisation;
3. That a workshop of Council be held before 31 December 2023 to provide outcomes of the review; and
 4. That a report be returned to Council with the updated Procurement Policy and any other related matters that require Council's attention no later than March 2024.

Amendment

Moved Cr Adrian Cheater

S/- Cr Pauline Gill

1. That CEO undertakes a review of the current Procurement Policy and Procurement Framework against the International Standard for Sustainable Procurement ISO 20400;
2. From 1 October 2023 for all new tenders and quotes over \$10,000 shall request the following information:
 - a. Carbon footprint
 - b. Sustainability of their supply chain
 - c. Practices to minimise waste
 - d. Percentage of locally sourced materials
 - e. Estimated lifespan of materials used
 - f. End of life planning for materials used (eg recycle, reuse)
 - g. Inclusion policy regarding equal opportunity measures for employment in their organisation;
3. That a workshop of Council be held before 31 December 2023 to provide outcomes of the review; and
4. That a report be returned to Council with the updated Procurement Policy and any other related matters that require Council's attention no later than March 2024.

Carried Unanimously

The Amendment became the motion

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Moved Cr Melanie Selwood

S/- Cr Kirrillee Boyd

1. That CEO undertakes a review of the current Procurement Policy and Procurement Framework against the International Standard for Sustainable Procurement ISO 20400;
2. From 1 October 2023 for all new tenders and quotes over \$10,000 shall request the following information:
 - a. Carbon footprint
 - b. Sustainability of their supply chain
 - c. Practices to minimise waste
 - d. Percentage of locally sourced materials
 - e. Estimated lifespan of materials used
 - f. End of life planning for materials used (eg recycle, reuse)
 - g. Inclusion policy regarding equal opportunity measures for employment in their organisation;
3. That a workshop of Council be held before 31 December 2023 to provide outcomes of the review; and
4. That a report be returned to Council with the updated Procurement Policy and any other related matters that require Council's attention no later than March 2024.

Carried Unanimously

8.05pm Cr Nathan Daniell left the meeting.

8.07pm Cr Nathan Daniell returned to the meeting.

12. OFFICER REPORTS – DECISION ITEMS

12.1 Planning, Development and Infrastructure Act 2016 Delegations

Moved Cr Malcolm Herrmann

S/- Cr Mark Osterstock

248/23

1. That the report be received and noted.
2. Delegations made under *Planning, Development and Infrastructure Act 2016*, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council, a Designated Authority; a Designated Entity – (Instrument A)
 - a. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed

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Instrument of Delegation (contained in the attachment this Report) are hereby delegated this 26 September 2023 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation with the addition of a condition to read “subject to consultation with Council” for provisions: s22(4)(a)(i), s74(8)(c), s83(1)(i), s84(1)(c)(ii)(A), s113(5)(a)(iii) and r109(1)(b).

- b. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
3. Delegations made under *Planning, Development and Infrastructure Act 2016*, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Relevant Authority – (Instrument B)
 - a. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation (contained in the attachment this Report) are hereby delegated this 26 September 2023 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
 - b. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.

Carried Unanimously

12.2 Proposal to change suburb name of portion of Rostrevor to Morialta

Moved Cr Louise Pascale
S/- Cr Mark Osterstock

249/23

1. That the report be received and noted
2. That Council acknowledges the area of Rostrevor within the Adelaide Hills Council is unique in its character and design, with a community that is dedicated to its preservation, history and environment.
3. That Adelaide Hills Council will take no further action at this time.

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4. That the CEO (or his delegate) advises the Morialta Resident's Association of its decision.

Carried Unanimously

12.3 Consideration of bike lockers for personal use

8.20pm - Cr Louise Pascale and Cr Lucy Huxter left the meeting.

8.22pm - Cr Lousie Pascale and Cr Luce Huxter returned to the meeting.

Moved Cr Melanie Selwood

S/- Cr Nathan Daniell

250/23

1. That the report be received and noted.
2. That Council approve a survey of cyclist and public transport users be undertaken in conjunction with Bike SA to understand needs, demand, and final priority sites for consideration in this Public Transport Amenity Program.
3. Subject to the results of the survey, that Council considers a Public Transport Amenity Program, that includes the installation of bike lockers or bike cages as part of the 2024/25 Annual Business Planning process.

Carried Unanimously

12.4 Nomination to Dog and Cat Management Board

8.32pm - Cr Mark Osterstock declared a material conflict of interest as advised in item 5.1 and left the meeting.

8.33pm - Cr Kristy Parkin declared a material conflict of interest as advised in item 5.1 and left the meeting.

Moved Cr Kirrilee Boyd

S/- Cr Leith Mudge

251/23

To endorse the nomination of Cr Mark Osterstock for the Dog & Cat Management Board and authorise the Chief Executive Officer to lodge the completed nomination form(s) to the Local Government Association by COB Friday 27 October 2023.

Carried Unanimously

8.34pm – Cr Mark Osterstock returned to the meeting.

8.35pm – Cr Kirsty Parkin returned to the meeting.

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13. OFFICER REPORTS - INFORMATION ITEMS

Nil

14. QUESTIONS WITHOUT NOTICE

Cr Leith Mudge - Referendum

Cr Louise Pascale – Building works being affected by bankruptcy of building companies.

Cr Malcom Herrmann – Amy Gillett Bikeway update.

15. MOTIONS WITHOUT NOTICE**15.1 Moved Cr Malcom Herrmann
S/- Cr Kirsty Parkin**

252/23

That the Mayor writes to the following clubs congratulating them on winning the Hills Football League Premierships:

Gumeracha Football Club - "A" and "B" Grade

Birdwood Football Club - Junior Colts

Kersbrook Football Club- Mini Colts

Uraidla – U18 Boys

Uraidla - U11 Mixed Team

Mt Lofty - U14 Boys

Mt Lofty - U17 Girls

Carried Unanimously

**15.2 Moved by Mayor Wisdom
S/- Cr Chirs Grant**

15.2.1 That the Adelaide Hills Council acknowledges and thanks Mr Peter Bice for his valuable 7.5 years contribution as Director Infrastructure and Operations to the organisation and the community and we wish him well for his future endeavours.

15.2.2 That the Adelaide Hills Council acknowledges and thanks Mr Lachlan Miller for his valuable 10 years contribution as the Executive Manager Governance to the organisation and the community and we wish him well for his future endeavours.

15.2.3 That the Adelaide Hills Council acknowledges and thanks Mrs Pam Willams for her valuable 27 years contribution as the Executive Assistant to the Mayor and CEO, the organisation and the community and we wish her well for her future endeavours.

Carried Unanimously

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16. REPORTS**16.1 Council Member Function or Activity on the Business of Council**

Cr Malcom Herrmann

- 16 September, HFL Country Division Grand Final- medal presentation
- 21 September, Restvale Lobethal - AGM

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

Nil

16.3 CEO Report

Nil

17. REPORTS OF COMMITTEES**17.1 Council Assessment Panel - 13 September 2023**

Moved Cr Leith Mudge

S/- Cr Kirsty Parkin

253/23

That the minutes of the CAP meeting held on 13 September 2023, as supplied, 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

19. NEXT ORDINARY MEETING

The next ordinary meeting of the Adelaide Hills Council will be held on Tuesday 10 October 2023 from 6.30pm at 63 Mt Barker Road, Stirling.

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 26 September 2023
63 MT BARKER ROAD STIRLING**

20. CLOSE MEETING

The meeting closed at 8.59pm

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 10 October 2023
AGENDA BUSINESS ITEM**

Item: 12.1

Responsible Officer: Rebecca Shepherd
Manager Community Development
Community Capacity

Subject: Bushfire Mitigation Landscape Strategy

For: Decision

SUMMARY

Adelaide Hills Council has received funding through the Federal Government's Preparing Australian Communities grant to develop an up to date, evidence-based Bushfire Mitigation Landscape Strategy. Following the Cuddlee Creek and Cherry Gardens fires during 2019-20 and 2021, there was consistent feedback from the communities impacted indicating the need for clear documentation of both Council and resident responsibilities in managing vegetation, particularly on public land (including roadside reserves). The strategy therefore brings together Council's current operational plans and programs regarding fire mitigation, as well as setting out the legislative and practical responsibilities of residents. It also draws on best practise fire management practises and fire ecology to suggest future areas for investment or further investigation.

Alongside the strategy will sit several educational resources intended to educate the community around property preparation and land management information specific to the region; as well as materials which clarify Council's operational priorities and responsibilities. Consultation with key community groups and stakeholders to date has already identified some common themes where further information is desired, but in order to confirm and prioritise those themes, a public consultation on the strategy is planned.

The Landscape Management Project, which incorporates the development of the strategy and related educational materials, is due for completion in June 2024.

The purpose of this report is to seek Council approval to undertake public consultation on the draft Bushfire Mitigation Landscape Strategy, with feedback received informing the final version.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
- 2. That Council approves public consultation on the draft Bushfire Mitigation Landscape Strategy, as contained in Appendix 1, to commence on Wednesday 18 October 2023 and conclude on Friday 17 November 2023.**

3. **That the Chief Executive Officer, or delegate, be authorised to make formatting and/or other minor content changes to reflect any outcomes from the meeting deliberations prior to public consultation commencing.**
 4. **That the Chief Executive Officer, or delegate, be authorised to amend the dates for public consultation should circumstances arise necessitating a change to occur.**
-

1. **BACKGROUND**

The development of the Bushfire Mitigation Landscape Strategy has involved staff from several Directorates within Council, as well as key community stakeholders (including the Adelaide Hills Community Action Bushfire Network) and staff from relevant fire management agencies. It has been a highly collaborative process incorporating comprehensive feedback from all involved.

With the first draft now complete, and reviewed by both relevant Directors and Elected Members, it is intended that a public consultation be carried out. By promoting this project to the community and giving residents an opportunity for input, it is expected that the strategy will be more widely used and understood.

This report details the benefits of public consultation specific to this project, and addresses considerations around timing, key messages and risk management. This is consistent with the information presented during the Council workshop on 4 September 2023.

2. **ANALYSIS**

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal Community Wellbeing

Objective C2 A connected, engaged and supported community

Priority C2.4 Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them.

The Bushfire Mitigation Landscape Strategy ultimately aims to clarify the responsibilities of both Council and residents in managing the landscape for bushfire mitigation. It draws on research and community consultation undertaken to date to identify gaps in practical information currently available, and recommends the development of a set of educational materials to provide residents with the information they need to be able to adequately manage and prepare their properties. To ensure these materials are as useful as possible, it is important that Council invites feedback from across the region which reflects the diversity in land types, geographical communities and other factors influencing people's ability to prepare. Therefore, the consultation will encourage that feedback and use it to inform development of educational materials in response to community need.

Goal	A valued natural environment
Objective N2	Recognize the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts
Priority N2.3	Mitigate bushfire risks across the landscape by undertaking fuel reduction activities including woody weed control, maintenance of asset protection zones and educate & enforcement to reduce fuels on private property.

Environmental resilience is closely linked to community and social resilience. Without emotional and physical investment from people, natural environments are at greater risk of impact from natural disasters including bushfire. Education and enforcement to reduce fuels on private property is critical in contributing to overall resilience of the landscape, and this requires ongoing opportunities to engage in dialogue with the community regarding the importance of their individual actions.

Goal	A valued natural environment
Objective N3	Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment
Priority N3.1	Increase knowledge and environmental awareness within the community through engagement and education.

Effective engagement through the proposed consultation process is expected to increase community awareness about the strategy, leading to greater understanding of the natural environment and how best to manage it. Through increasing community knowledge and creating the opportunity for residents to participate in development of this strategy and associated actions; there is a greater likelihood of positive behavioural change and proactive management of private land. This will contribute to overall fire mitigation efforts across the AHC, including those achieved through Council’s operational programs as well as the operations of other agencies including the Country Fire Service (CFS) and Department for Environment and Water (DEW).

AHC’s *Roadside Vegetation Management Plan 2015-2020* (“the RVMP”), which has been endorsed by the Native Vegetation Council, describes our commitment to roadside vegetation: *to maintain road traffic safety within legislative parameters while retaining remnant roadside vegetation of high biodiversity value*. This commitment is consistent with the management of roadside vegetation set out in the Bushfire Mitigation Landscape Strategy, which aims to balance biodiversity value with fire mitigation in the highest risk areas, as well as educating adjacent landholders about the importance of conservation; particularly within Native Vegetation Marker Sites, protected under the *Native Vegetation Act 1991* (the “NVC Act.”).

The Bushfire Mitigation Landscape Strategy also helps support the goals of the *AHC Biodiversity Strategy 2019-2024*; specifically *ongoing monitoring and management of Council reserves and NVMS through managing fuel loads*. Programs referenced in both strategies which help to achieve this include DEW’s Burning on Private Lands (BoPL) program; AHC Woody Weed Control program; and Asset Protection Zone management plans. The Bushfire Mitigation Landscape Strategy describes how each of these programs will contribute to fire mitigation efforts across our landscape, and how Council will communicate these efforts to the public.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

Fire mitigation is a contentious and often emotionally charged issue across the Adelaide Hills. There is therefore a risk that residents may view this consultation process as an opportunity to report site-specific issues they feel Council should prioritise, particularly high levels of vegetation on roadside verges.

Should this occur, and their recommendations not be followed up; this could pose a reputational risk to Council. AHC does have a robust process already in place for reporting issues, which residents can access separately on Council’s website, and this will be stated clearly on the consultation webpage and potentially in other communications also. Ensuring this step is taken is a new mitigation action created in the process of undertaking risk assessment.

The clear promotion of our existing CRM process, both on the consultation webpage and associated promotional materials, will assist in mitigating the risk of:

residents using the consultation process to report site specific fire mitigation issues, which may cause a reputational risk to Council where these issues are not immediately followed up.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (3E)	Low

➤ **Financial and Resource Implications**

The development of this Bushfire Mitigation Landscape Strategy is a key deliverable of AHC’s Landscape Management Project, funded through a Preparing Australian Communities grant until June 2024. The project has an operational budget of \$5K, which will cover the cost of advertising and promotion of this consultation (not expected to exceed \$1K). There are no financial implications for Adelaide Hills Council resulting from the consultation; however, implementation of some of the recommendations within the strategy may require future resourcing (either through external funding opportunities or AHC’s existing budget). Council’s Landscape Management Project Officer is leading the development of the strategy and public consultation. This position is contracted until June 2024 and is funded through the Federal Government’s Preparing Australian Communities grant.

➤ **Customer Service and Community/Cultural Implications**

The consultation asks for community feedback relating to the range of information currently available to residents, to assist them to prepare their own properties for bushfire season. The strategy recognizes that some residents may face barriers in achieving this, including those who live with a disability or are otherwise physically unable to perform activities such as removing overhanging branches and fine fuels on the ground. Council has developed a set of ‘shared responsibility’ tables, in collaboration with a focus group of community members and key stakeholders, which will be released for comment along with the draft strategy, and

endeavour to clarify the support available through Council and alternative services for those residents.

This consultation may prompt an increase in enquiries to AHC’s Customer Service team regarding bushfire mitigation programs. AHC’s Technical Officer, Parks and Reserves has previously provided Customer Service staff with an overview of these programs to be referred to in case of general enquiries. A bushfire mitigation task list, detailing key actions and timeframes, has now been developed in addition to this which can be provided if required during the consultation period.

➤ **Sustainability Implications**

The Bushfire Mitigation Landscape Strategy is fundamentally concerned with environmentally and economically sustainable management of our landscape. It is underpinned by the intention to balance bushfire risk mitigation with appropriate protection of the region’s biodiversity, and to recognise the ecological value of various vegetation communities across the AHC rather than to classify them all as simply “fuel loads”.

This is directly reflected in one of the four key priorities of the strategy; that is *‘Utilising latest fire science approaches to assist in balancing bushfire mitigation with biodiversity.’* Significant input has been sought from staff within our organisation who have the appropriate technical knowledge to help achieve this. Furthermore, extensive research has gone into development of the strategy concerning the principles of fire ecology and how these apply.

➤ **Engagement/Consultation conducted in the development of the report**

Council Committees: Not Applicable

Council Workshops: Presentation to Council workshop by Miranda Hampton, Senior Community Resilience Officer, Monday 4 September 2023

Advisory Groups: Not Applicable

Administration: This report has been viewed by Miranda Hampton (Senior Community Resilience Officer) and David Waters (Director Community Capacity)

Development of the draft strategy, and planning for proposed consultation, has involved the following staff:

John McArthur, Manager Sustainability, Waste and Emergency Management

Chris Janssan, Manager Open Space

Miranda Hampton, Senior Community Resilience Officer

Pia Charlton, Landscape Management Project Officer

Matthew Ahern, Team Leader Regulatory Services

Andrew Kirkley, Technical Officer Parks and Reserves

Sarah Hill, Community Engagement Coordinator

External Agencies: Key agencies involved in strategy development to date include:
SA Country Fire Service

Department for Environment and Water
Hills & Fleurieu Landscape Board
Forestry SA

Community: Online consultation group (comprised of 6 community members and 6 agency representatives) met three times during June and July 2023 to inform development of ‘shared responsibility’ tables. A consultation report on this process was provided to Elected Members prior to the Council workshop on 4 September 2023.

3. OPTIONS

Council has the following options:

- I. That public consultation on the draft Bushfire Mitigation Landscape Strategy be approved, to be undertaken between 18th October and 17th November 2023 (Recommended)
- II. That public consultation on the Bushfire Mitigation Landscape Strategy is not approved at this stage, and is postponed to a later date (Not Recommended)
- III. That public consultation on the Bushfire Mitigation Landscape Strategy is not approved to take place at any stage (Not Recommended)

4. APPENDICES

- (1) Draft Bushfire Mitigation Landscape Strategy
- (2) Community Engagement Strategy

Appendix 1

DRAFT Bushfire Mitigation Landscape Strategy

Bushfire Mitigation Landscape Strategy

2024-2028



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DRAFT

BACKGROUND AND PURPOSE

Message from the CEO/Mayor

To be provided

Acknowledgement of Country

Council acknowledges that we undertake our business on the traditional lands and waters of the Peramangk and Kurna people.

We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land.

Together we will care for this Country for generations to come.

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Context

The Adelaide Hills Council (AHC) region spans an area of 795 km², with a total population of around 40,000 residents. One of the key characteristics of our area is its abundance and diversity of vegetation. This includes areas of primary production such as pastures, farmland, orchards and vineyards; as well as areas of native vegetation which have a high biodiversity value. High levels of vegetation can, however, contribute to the impact of bushfires when they do occur.

Historically, the Adelaide Hills have been impacted by a number of major bushfire events and declared bushfire emergencies. Our relatively high population, particularly in peri-urban areas and the hills face zone, creates a challenge in effectively managing future risk.

The Keelty Review, developed in response to the significant bushfire season of 2019-20, found that during that season **extreme weather conditions meant that no level of hazard reduction could have prevented the fires**. This is a vitally important message to anyone living in a high bushfire risk area: fuel hazard reduction programs are not always enough to prevent the impacts of fire.

The most effective way we can minimize negative impacts is by combining effective fuel load management with education and community preparedness, as well as developing new approaches to bushfire risk mitigation in line with the latest research and best practice management.

This strategy sets out how Adelaide Hills Council will meet these objectives on an ongoing basis, and how our community can support these efforts. While Council has a number of other initiatives and programs in place to support preparedness, the scope of this strategy is specifically around vegetation management, which is a complex area in its own right.

It aims to ensure we are doing our part to meet Recommendation 5 of the Keelty Review:

Clarify and streamline processes and educate the community about their roles and responsibilities in managing native vegetation to improve hazard reduction.

We have engaged extensively with numerous community members, groups, and organizations to ensure this strategy is realistic and achievable. A list of stakeholders who have had input into this strategy is provided in the Appendices.

Aims

The three major aims of this strategy are:

- To have an informed, empowered and proactive community that effectively contributes to vegetation management.
- To bring together Council's operational plans and processes related to vegetation management and bushfire mitigation in one place, and to clarify our responsibilities.
- To ensure Council's approach is effective and expectations of both Council and community are realistic.

Strategic priorities

This strategy sets out an overall direction on how bushfire risk will be managed across AHC over the next four years, including the responsibilities of Council, residents and other relevant agencies.

The operational appendices form the basis of our operations as a Council. Both the strategy and the operational plans should be reviewed annually following the bushfire danger season, with formal review and updates taking place every four years in line with the AHC Strategic Plan.

There are four strategic priorities underpinning the Bushfire Mitigation Landscape Strategy. Each of these is explored in more detail in the relevant section.

1. **Strengthening partnerships with other agencies** to foster a landscape scale approach to bushfire mitigation
2. **Improving education and providing clear direction** and resources to the community around vegetation management for bushfire risk
3. **Utilising latest fire science approaches** to assist in balancing bushfire mitigation with biodiversity
4. **Continuous improvement of Council's operational plans** in line with best practice approaches and using a rigorous ongoing review process

It should be acknowledged that the strategy is designed to be **financially and operationally sustainable**. Council will work with the resources we currently have in the most effective and efficient way. However, opportunities have been identified to utilise future funding for the strategic priorities above.

The guiding documents and references that have informed this strategy are listed in the "References" section. We have also identified future opportunities and constraints under each priority.

Overview of Operational Plans

AHC has a number of operational plans and programs in place which contribute to our fire mitigation efforts. This strategy brings them all together.

These plans are included as operational appendices, and can be found at the back of this strategy. A brief overview is also provided here.

1. Roadside Reserve Annual Maintenance Program (RRAMP)

The aim of the RRAMP is to maintain sight lines for road safety, and reduce vegetation adjacent road corridors to mitigate the impacts of fire. Roads that are included on the RRAMP treatment schedule have been prioritized on the basis of traffic volumes, access and egress, and the connectivity of road systems that provide strategic fuel control breaks in the landscape.

2. Asset Protection Zones program (APZs)

An APZ is a specified area surrounding a built asset or structure where vegetation fuel loads are reduced to inhibit the travel of fire and reduce the effects of heat, flame and ember attack. Council has established APZs on its works program which it manages on an annual basis.

3. Fire Track Maintenance Program

Council manages and maintains a strategic network of fire tracks on both public and private land to support the CFS and state government fire management agencies to implement fire suppression operations.

4. Burning on Private Lands Program (BoPL)

AHC supports the Department for Environment and Water with its BoPL program. Strategic sites identified through the Bushfire Management Area Plan are targeted for this program.

5. Private property inspections

Prior to fire danger season each year, Council Rangers carry out inspections of private properties across the district and assess fire risk. Properties identified as not being adequately prepared are issued an expiation notice under the SA Fire and Emergency Services Act 2005 (Section 105F), and are required to take action within 21 days to ensure their property is prepared.

Incorporating Traditional knowledge

Adelaide Hills Council spans across both Kurna and Peramangk Country. We recognise the need to work collaboratively and meaningfully with our First Nations communities, who have deep knowledge and connection to the land and understanding of how fire can be used as a land management tool.

This is an ongoing commitment and **if Council wishes to explore further, it would require dedicated staff time to facilitate**, building relationships and dialogue between Council and traditional owners. AHC does not currently have a program of this nature in place; however the importance of such work is outlined in this strategy to inform future funding opportunities. We can draw on lessons from co-management plans that have been successful elsewhere, including **the [Blue Mountains](#) in NSW, as well as several [Parks Victoria](#) agreements.**

The Kurna seasonal calendar below is accompanied by a list of ways in which the land is managed and can be looked after in each season [Kurna calendar - Indigenous Weather Knowledge - Bureau of Meteorology \(bom.gov.au\)](#)



These resources from the AFDRS website are also useful for framing the role of fire in the landscape from a First Nations perspective: [AFDRS Caring-for-Mob Poster A1 2023 3 6 v1.0 WEB.pdf](#)

Challenges

Many parts of Australia are prone to fire. The way fire interacts with our landscape can be both beneficial and detrimental; and Council does have a role to play in supporting our community to adapt and prepare for the negative impacts

The challenges in effectively managing fire risk across the Adelaide Hills Council area have been carefully considered in developing this strategy, and actions identified to manage these effectively. Key challenges are summarized below.

Community:

We have a unique demographic in the Adelaide Hills, with both an ageing population and a number of 'tree changers' who have moved to the area seeking a new lifestyle. We also have a strong tourism sector, with regular visitation from people outside our region who may not necessarily be aware of the risk of bushfire. Additionally, there are many residents who commute to the city for work each day and are not always present to enact bushfire plans or prepare their properties on high-risk days.

This creates a need to deliver consistent and clear messaging around residential vegetation management, which responds to the needs of a wide cross-section of the community. We also recognise those who are living with disability or personal challenges which may impact their capacity to contribute to property preparation. While Council does currently coordinate some programs for eligible residents through the Hills Home and Community Support team, this strategy recognises that further educational materials could also be developed to provide additional assistance.

An additional challenge is that of absentee landholders- that is, where landowners do not reside at the property they own, and do not lease it to others. These properties are therefore effectively vacant and although the responsibility for fire mitigation lies with the owners, on occasion this obligation is not met and residents may be issued with a 105F infringement notice under the Fire and Emergency Services Act (FES Act) 2005. If the resident fails to undertake the necessary work within the prescribed time period, this work is organised by Council and completed by contractors at the resident's expense.

Council has updated its enforcement policy so that any property which has received a 105F notice in the five years leading up to annual inspections will be issued an expiation at first inspection. This is to encourage owners to act more quickly to rectify property preparation issues. Increased education around property preparation is also a current focus for Council.

Environment:

A key challenge for AHC is ensuring bushfire risk mitigation is balanced appropriately with biodiversity conservation. There is often some tension between managing risk to life and property, and protecting native vegetation in line with the Native Vegetation Act 1991 and with our goals and objectives as a Council.

For example, many native species (such as *Acacia pycnantha* or golden wattle) are colonizers which can quickly take over and create heavier fuel loads following a significant fire. However when these occur in protected areas, for example on road verges under the Native Vegetation Marker Scheme, removing them is not always an option according to the Native Vegetation Act 1991. We therefore need to work with landholders to identify effective alternatives that can reduce their risk.

Furthermore, we know that only 10% of the original native vegetation of the Adelaide Hills remains today¹; which means we need to prioritize areas of remnant vegetation for conservation wherever possible. We will do this by ensuring our annual maintenance plans do not encroach on areas identified for conservation according to Council's Biodiversity Strategy.

The impacts of climate change on our fire season, and on the intensity of significant fires when they do occur, must also be acknowledged. As outlined in a recent report by Griffith University and the Australian National University, ***'The world is already experiencing 1°C of global warming above pre-industrial levels. Projected climate change will further increase dangerous fire weather danger over most of Australia and particularly in south-eastern Australia, with longer and more severe fire seasons, more days of high, very high and extreme fire danger, more area burned, and increased fire control difficulty.'***²

Under Strategic Priority 3, a set of recommendations is outlined to help address this challenge now and in future.

Infrastructure and assets:

There are a significant number of nursing homes and schools within our Council area, which are deemed vulnerable or high-risk assets. Where possible, Council maintains Asset Protection Zones (APZs) of cleared vegetation around these facilities; however we cannot clear around every site due to topography as well as funding and resource constraints. We rely on the most up-to-date mapping and simulation technologies available to us to determine where APZs are of highest value.

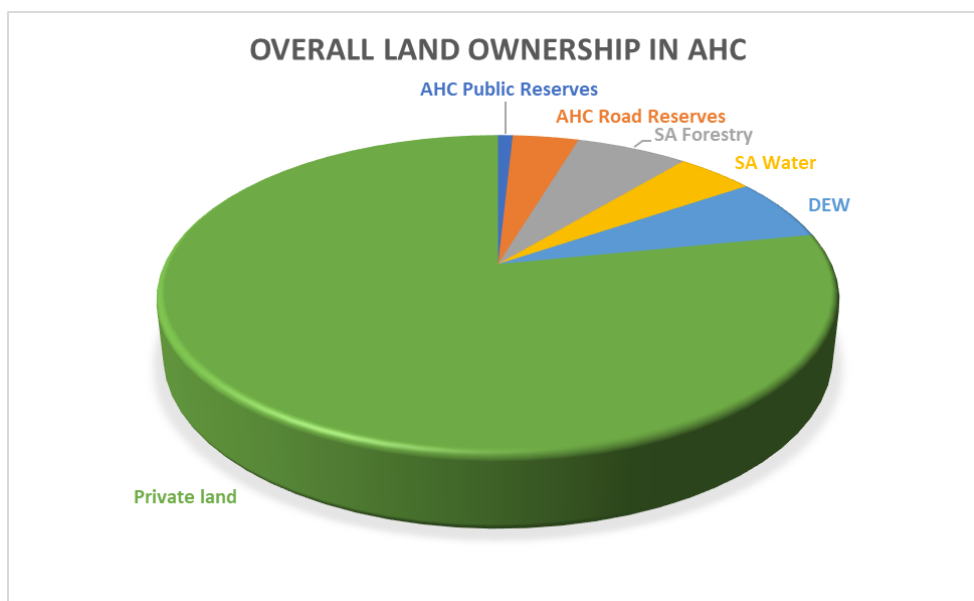
As part of this schedule, we have also incorporated key communication infrastructure, such as mobile phone towers adjacent to Council-maintained fire tracks. It should be noted that telecommunications towers are not generally the responsibility of Council and are usually owned by telecommunications companies and maintained by those companies and by SA Power Networks.

It is important to note that while this strategy is specifically focused on vegetation and landscape management, other measures are in place to protect assets and infrastructure within our Council area. These include planning regulations for new buildings, including Bushfire Attack Level (BAL) ratings; as well as embedding community resilience into our Emergency Management operations and frameworks. More detail can be found by consulting the relevant sections of our website.

Education:

Managing bushfire risk is not solely the responsibility of Council but is shared with other agencies and with the wider community. In the past, there has been a lack of clear information and direction around what 'shared responsibility' looks like in practice. AHC acknowledges our ongoing role in increasing public awareness of these issues, as well as providing transparency in our own processes and operations. Under Strategic Priority 2, a clear breakdown of responsibilities is provided along with direction on where our community can find further information and assistance.

The following graph provides a breakdown of land ownership across the AHC, which shows that less than 10% of all land in the AHC area is owned by Council. This reflects the need for us to work collaboratively with state government and private landholders to manage our landscape effectively.



Links to our Strategic Plan

The AHC Strategic Plan is reviewed every four years, coinciding with the review dates of the Bushfire Mitigation Strategy. For the period 2024-2028, the following strategic goals will inform Council’s bushfire mitigation operations:

GOAL C: COMMUNITY WELLBEING

C2. A connected, engaged and supported community	C2.4 Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them
C3. A community that grows together	C3.3 Empower our community groups and leaders...supporting communities to be cohesive in progressing local projects
C4. An active, healthy, thriving and resilient community	C4.5 Take an all hazards approach to emergency management so we can support the emergency services and the community before, during and after disaster events

GOAL N: A VALUED NATURAL ENVIRONMENT

N1. Conserve and enhance the regional natural landscape character and amenity values of our region	N1.2 Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts
N2. Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts	N2.3 Mitigate bushfire risks across the landscape by undertaking fuel reduction activities including woody weed control, maintenance of asset protection zones and educate & enforcement to reduce fuels on private property
N3. Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment	N3.1 Increase knowledge and environmental awareness within the community through engagement and education
	N3.3 Continue to work in partnership with the Resilient Hills & Coasts region to build Council and community resilience to the impacts of climate change

GOAL O: A PROGRESSIVE ORGANISATION

O3. Our organization is financially sustainable for both current and future generations	O3.4 Assess the range and level of services undertaken to ensure they fulfil Council’s legislative and strategic intent
O5. We are accountable, informed, and make decisions in the best interests of the whole community	O5.2 Make evidence-based decisions and prudently assess the risks and opportunities to our community before taking action

Future opportunities: Summary

- The way we manage properties with absentee landholders needs to be continuously revisited with Council’s Regulatory Services Team.
- There is a lack of information for renters and landlords regarding property preparation, which could be addressed through the development of a new resource for this audience.
- There is also an opportunity to develop new resources and supports for those members of our community physically unable to carry out property preparation activities. This will require consultation with key staff from the Positive Ageing Team, as well as our Social Planning Officer.
- We could be working more closely with landholders concerned about extensive regrowth from colonizing species (such as *Acacia pycnantha*) post fire. This may involve sharing easily accessible information relating to their life cycles and how they can be managed; as well as specific advice for landholders when required.
- Dedicated funding and resources are required to investigate a co-design approach to implement First Nations landscape management methods, including cultural burning.
- It is recommended that AHC undertakes a review of our annual maintenance plans to ensure they do not encroach on areas identified for conservation according to Council’s Biodiversity Strategy.

References

1 DEH. (2009). *Informing Biodiversity Conservation for the Adelaide and Mount Lofty Ranges Region, South Australia. Priorities, Strategies and Targets*. Department for Environment and Heritage, Government of South Australia.

2 Mackey et. al 2021, *How does climate affect bushfire risks in the native forests of south-eastern Australia? Bushfire Recovery Project Report No. 1*, Griffith University & Australian National University, www.bushfirefacts.org/

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STRATEGIC PRIORITY 1: STRENGTHENING PARTNERSHIPS WITH OTHER AGENCIES

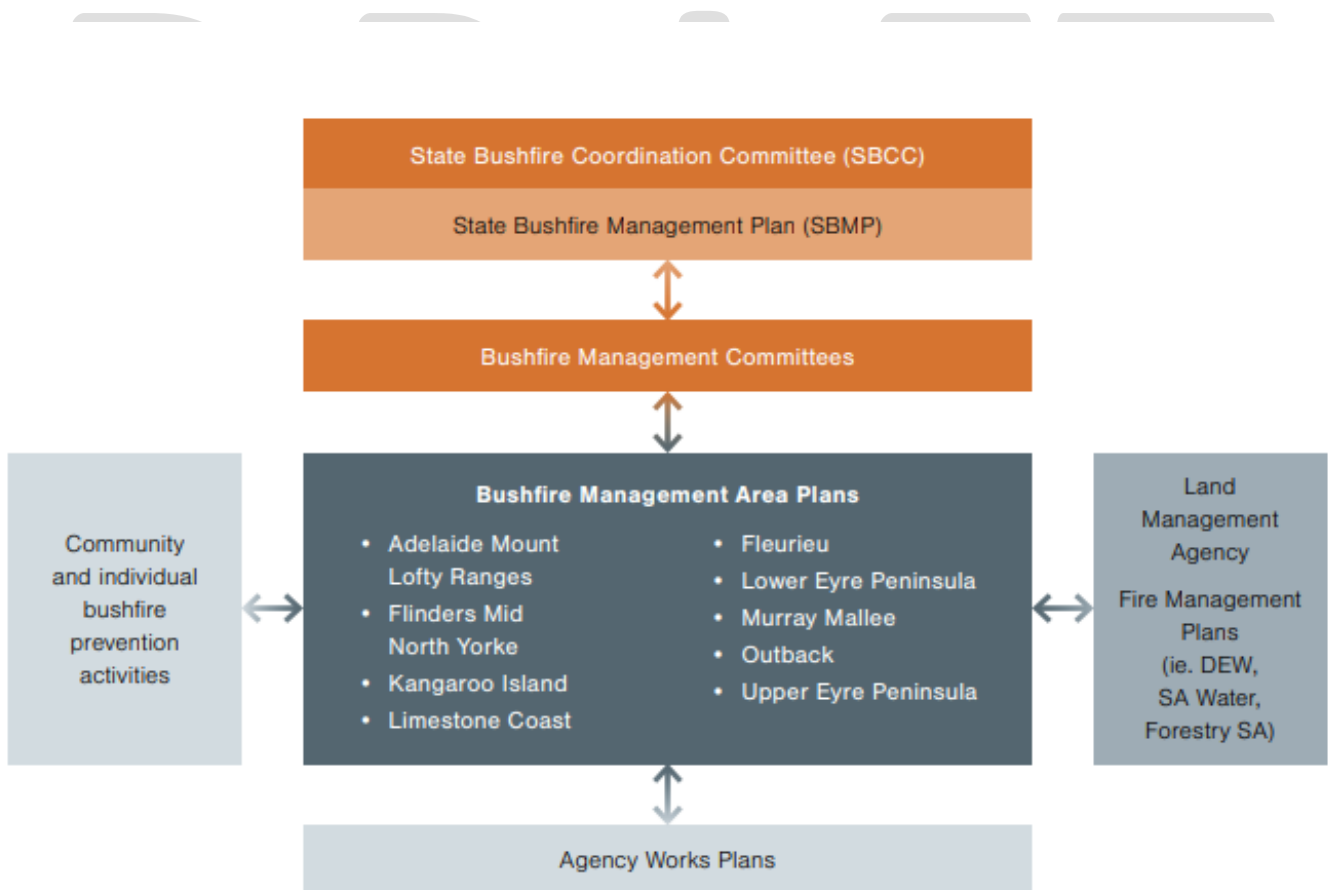
There are numerous other organizations involved in bushfire mitigation and landscape management across AHC and South Australia more widely. It is therefore important that our Council's operations are informed by existing policies and practices, and that we are meeting our obligations under these.

This strategy has been developed in line with several key pieces of legislation, which are summarized below.

Legislation	Section	Details
SA Fire and Emergency Services Act 2005	71A	The State Bushfire Prevention Committee has a responsibility to prepare and review Bushfire Management Area Plans and to oversee their implementation. They are also to provide guidance to individual bushfire management committees.
	105(F)	<p>Owners of private land must take reasonable steps to prevent or inhibit the outbreak or spread of fire through the land.</p> <p>Authorized Council staff may request in writing that private landholders rectify issues on their properties relating to bushfire preparedness and prevention. Maximum penalty for failing to comply is \$10,000.</p>
SA Native Vegetation Act 1991	33B (1)a	An authorised officer, appointed by local council, may enter and inspect any land for any reasonable purpose connected with the enforcement of this Act.
	Schedule 1: Principles of Native Veg Clearance	Native vegetation should not be cleared if, in the opinion of the Council, it comprises a high level of biodiversity, or it has significance as a habitat for wildlife or includes rare plants or plant communities.
Commonwealth Environment Protection and Biodiversity Conservation Act 1999	Part 3, Div. 1 (C 18)	A person must not take action that will have a significant impact on any threatened species or ecological community.

Landscapes SA Act 2019	192 (8)	All regional landscape boards must carry out proper measures for the destruction or control of declared animals on public and private lands, including road reserves.
SA Local Government Act 1991	221	A person (other than the council or a person acting under some other statutory authority) must not make an alteration to a public road unless authorised to do so by the council. Maximum penalty: \$5 000. This includes removal of vegetation.

This diagram shows the relationship between AHC's bushfire mitigation strategy and key committees and plans related to bushfire mitigation in SA. The agency works plans specific to AHC are discussed in more detail under Strategic Priority 2.



From [SASBMP.pdf \(safecom-files-v8.s3.amazonaws.com\)](#), p2

Risk analysis within the Bushfire Management Area Plan is determined using several inputs, including:

- Vulnerability of assets and people.
- Vegetation type and its distance from the asset.
- Predominant slope of the vegetation in relation to the asset.
- Access and/or egress to and from the asset.
- Frequency of ignitions in the general area of the asset.

Links to relevant frameworks and plans

The following documents have been used extensively to guide development of our strategy and future priorities. They provide solid examples of best practice fire management and methodology, and should be referred to in future reviews of this strategy.

- State Bushfire Coordination Committee (SBCC) 2016, [Adelaide and Mt Lofty Ranges Bushfire Management Area Plan June 2016](#)
- NSW Department of Planning, Industry and Environment 2020, [Fire Management Manual 2020-21](#)
- State Bushfire Coordination Committee (SBCC) 2020, [Bushfire Management Zone Standard and Guidance for Use](#)
- State Government of Victoria (VicRoads) 2013, [Road Bushfire Risk Assessment Guidelines and Risk Mapping Methodology](#)

We also work closely with several neighboring Councils and have developed this strategy to align with their fire management plans as appropriate:

- [City of Tea Tree Gully Bushfire Mitigation Framework 2022 - 2026](#)
- [City of Onkaparinga Bushfire Management Plan 2020-2024 version 2.0](#)
- [Kangaroo Island Fire Management Plan](#)

Current actions

AHC is committed to working with other agencies including the SA Country Fire Service, Department of Environment and Water, Hills & Fleurieu Landscape Board, and other state government agencies and community action groups to ensure a shared approach to vegetation and landscape management can be achieved. The responsibilities of Council and the community are set out under Strategic Priority 2.

As part of our approach to landscape management, AHC has also initiated a cross-council bushfire action group focused on vegetation management and fire mitigation. The group comprises fire management staff from multiple Councils across the Adelaide Mt Lofty Ranges Bushfire Management Area, and its aim is to collaborate on landscape scale issues such as verge management and fire track maintenance, as well as developing educational resources with consistent messaging across all Council areas.

Future opportunities: Summary

- We will work to establish more robust partnerships with other agencies including SA Water, National Parks and Wildlife Service, and the DEW Burning on Private Lands program. This includes formalising resourcing arrangements to support DEW to deliver the BoPL, particularly regarding follow up weed control for 4-5 years following burning.
- AHC will continue its involvement in the cross-council bushfire action group over the coming years, actively identifying opportunities to build on and improve current practises at a wider scale.
- Through the Cross-Council Bushfire Action Group (CCBAG), we will advocate to the AMLR Bushfire Management Committee for more streamlined approaches to landscape scale issues such as fire track mapping and maintenance.

STRATEGIC PRIORITY 2: IMPROVING EDUCATION AND PROVIDING CLEAR DIRECTION

Local government obligations

According to the State Bushfire Management Plan 2021-25 (SBMP)¹, local governments are required to undertake the actions outlined below. These actions demonstrate that Council's obligations are largely around prevention and preparedness, with communication being a key priority.

Prevention

- Provide additional public education on high risk activities during periods of high fire danger (with CFS and SAPOL)
- Issuing of permits to burn during fire danger season (with CFS)
- Annual inspection and compliance notifications (with CFS)
- Communication and information provision regarding native vegetation clearance processes (with CFS, MFS and NVC)
- Communication and information provision regarding the role of public land management in hazard reduction (with CFS, DEW, SA Water, Forestry SA)
- Hazard and fuel reduction burning (in partnership with all other agencies)

Preparedness

- Improve preparation and planning of suitable routes to designated locations to reduce risk (with SAPOL, SAFECOME, CFS and DIT)
- Suitable venues or locations identified across the state for Relief and Recovery Centres (with Housing SA, Zone Emergency Management Committees, SAPOL)

Response

- Assist in timely activation of relief centres and support for communities impacted by bushfire (with Housing SA and Zone Emergency Management Committees)

Recovery

- Management of recovery following a bushfire incident to improve and enhance conditions in an affected community (with other agencies)

Council has the following plans and policies in place, in addition to this Bushfire Mitigation Landscape Strategy, which assist in meeting our prescribed responsibilities as well as promoting our region's biodiversity and ecological value.

- [Roadside Vegetation Management Plan 2015-2020](#)
- [Biodiversity Strategy 2019-2024](#)

We are also guided by the following plans from other agencies:

- Hills & Fleurieu Landscape Board Pest Management Strategy
- Hills & Fleurieu Landscape Board Regional Roadside Weed Control Work Plan
- AMLR Zone Emergency Management Plan

Resident responsibilities

Following the 2019-20 Black Summer bushfires, a report was produced by Australia's Natural Hazards Cooperative Research Centre to identify key issues and learnings from the season. The final report clearly highlights 'the need for integrated and holistic responses to risk reduction- ***a shared responsibility between governments, fire and emergency services, businesses and communities at risk***'.²

Under the Fire and Emergency Services Act Section 2005 S105(F): **'Owners of private land must take reasonable steps to prevent or inhibit the outbreak or spread of fire through the land.'**

Without a clear definition of 'reasonable steps,' there is potential for a lack of action; and this is especially likely when community members perceive that others around them are not doing enough. This is of particular concern in the Adelaide Hills, as we have high proportions of vegetation which is often connected regardless of property tenure. This means the actions of individual property owners can have a considerable impact on those living around them.

This is why it's important that we are collaborative in our management of the risks, and that those living in bushfire prone areas clearly understand those risks. Council acknowledges that for some time there has been a lack of consistent information about what 'shared responsibility' looks like in practise. We have therefore developed detailed information for our community to clarify expectations around this. This information is also set out under Strategic Priority 2.

We have done this in consultation with a focus group comprised of residents and other key stakeholders; including the CFS, National Parks & Wildlife and DEW; as well as collaborating with neighbouring councils to ensure consistency in the information being offered.

It is important to note that while Council has its own responsibilities for managing fire risk across the Hills, residents are also expected to be proactive in managing their own land. There are steps we can all take to mitigate the overall risks to our landscape, and those are set out across the following pages.

Our resources and where to find them

Though consultation undertaken on this strategy to date, we have identified several recurring themes on which our community have indicated they would like further information. We are intending to prioritise the development of those which receive most interest during wider consultation. The final version of this strategy will then include links to where this information can be found.

Topics suggested to date include:

- Native Vegetation Marker Sites
- The S221 process explained
- FAQs on our Roadside Reserve Maintenance Program (including which roadsides are included)
- How to prepare your property for the fire season (may be one resource incorporating different property types, or several resources- one for each property type)
- Verge display guidelines
- How verges are managed (Cross-council collaboration)

It is recommended that this list be reviewed every 4 years to ensure any new knowledge gaps are filled, and updated case study examples and best practise guidelines can be incorporated.

References

1 Government of South Australia 2021, *State Bushfire Management Plan*, available at [SASBMP.pdf \(safecom-files-v8.s3.amazonaws.com\)](https://safecom-files-v8.s3.amazonaws.com/SASBMP.pdf)

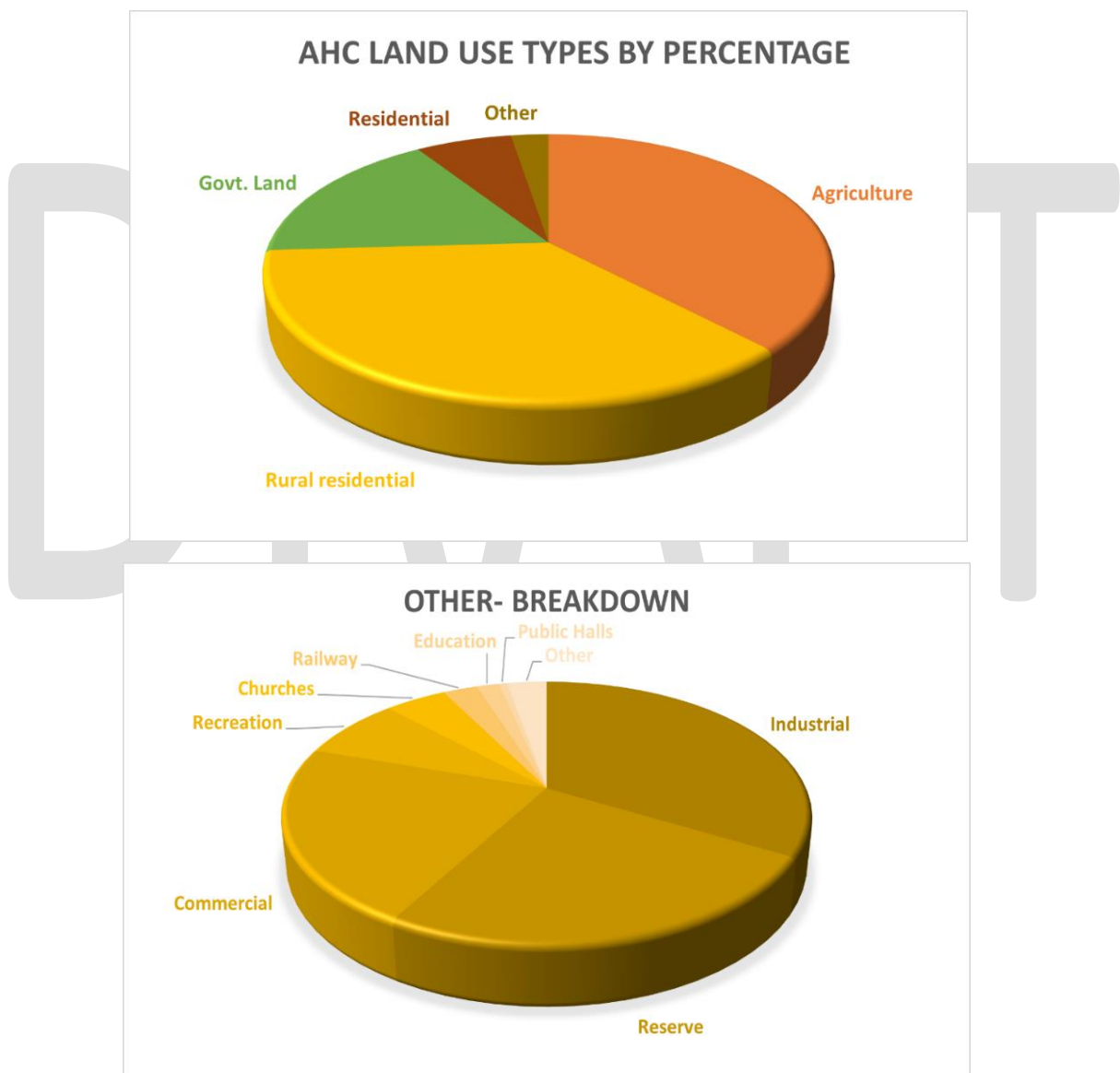
2 Natural Hazards Research Australia (2023) *Understanding the Black Summer bushfires through research: a summary of key findings from the Bushfire and Natural Hazards CRC, report*, available at www.naturalhazards.com.au/black-summer

Summary of responsibilities

A 2023 report by Resilient Hills & Coasts states:

Communicating Bushfire prevention and preparedness must include a coherent and strong message about 'shared responsibility' (Resilient Hills & Coasts Bushfire and Biodiversity Report 2023 Part C: Discussion and Recommendations)

The AHC region encompasses multiple different land use types, as shown below. This means that we need to tailor the information available to our community to ensure all of these land uses are represented.



The information on the following pages has been developed to clarify the breakdown of responsibilities for residents, Council and other agencies.

PRIVATE PROPERTY PREPARATION

Council responsibilities	Resident responsibilities	Other agencies (if relevant)
<p>Under the Fire and Emergency Services Act 2005 (Section 105F), <i>Authorized officers, including certain Council staff, may request in writing that private landholders rectify issues on their properties relating to bushfire preparedness and prevention. Maximum penalty for failing to comply is \$10,000.</i></p> <p>Council has a role to play in clearly informing residents of their obligations according to relevant legislation. Our public-facing resources will be updated regularly to reflect this.</p>	<p>Under the Fire and Emergency Services Act 2005 (Section 105F): <i>Owners of private land must take reasonable steps to prevent or inhibit the outbreak or spread of fire through the land.</i></p> <p>This involves clearing a defensible space around your dwelling, clearing fine fuels in the lead up to fire season, thinning particularly dense vegetation that is likely to carry fire quickly.</p> <p>The most important factor in protecting a home is to appropriately manage vegetation within 20m of the building. See Department for Environment and Water - Fire prevention: around...</p> <p>Residents may at times be requested to clear a fire break on their property, where fuel loads exceed safe thresholds. It's important to note that while fire breaks can slow or halt lower intensity fires, they don't offer protection against ember attack- so clearing a break as a standalone action is not enough to mitigate risk.</p>	<p>DEW delivers the Burning on Private Lands (BoPL) program, supporting public and private land managers to conduct prescribed burns on private properties identified as containing high fuel loads & providing strategic connectivity of other fuel reduced buffer zones at a landscape level.</p> <p>SA CFS is the lead agency when it comes to community education regarding bushfire mitigation.</p>

	<p>You can find more information on our website at Bushfires and Fire Prevention • Adelaide Hills Council (ahc.sa.gov.au)</p>	
<p>What we are doing</p> <p>Council is developing a series of case studies with photographic and visual elements to demonstrate good property preparation and share information on how this is achieved. This will cover a range of different property types.</p> <p>We work in partnership with the CFS wherever possible to deliver educational sessions and workshops- including “Bushfire Ready” (both online and in person), Firey Women, and targeted awareness campaigns.</p> <p>To assist with private property preparation, we offer up to 24 free green waste drop off days per annum. You can check dates on our website here Free Green Organics Drop Off Days • Adelaide Hills Council (ahc.sa.gov.au)</p>	<p>How Council can help</p> <p>Our Regulatory Services team can provide advice on regulatory obligations and site-specific requirements as needed. For more information contact AHC on 8408 0400.</p> <p>Council also administers burning permits to help residents with the reduction of fuel loads on private properties.</p> <p>Strategic planting around homes and assets can be a great way to maintain biodiversity and help address fire risk. We have a Low Flammability Planting Guide that can be used to determine the best native species for your area.</p>	<p>For more information</p> <p>For new homes and developments, the clearance of native vegetation may require approval from the Native Vegetation Council. Council approval may also be required for removal of trees with a circumference greater than 2m in some cases. If you are building or developing in the AHC, it is advisable to check with our Duty Planner before proceeding. Call AHC on 8408 0400 and ask to be put through.</p> <p>Property owners wanting more information about the BoPL program can contact DEW fire management staff following the links at www.environment.sa.gov.au/topics/fire-management/contact-us</p> <p>Bushfire Resilience Inc. based in Victoria has a great selection of webinars and other resources about preparing private property. You can browse and watch them here Resource Hub - Bushfire Resilience Inc</p>

		<p>The ClimateWise communities website also has a range of very useful information about how residents can manage their vegetation effectively.</p>
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FIRE TRACK MAINTENANCE

Council responsibilities	Resident responsibilities	Other agencies (if relevant)
<p>There are several different categories of fire tracks, with responsibility for their management falling to various organisations and land managers.</p> <p>While this is a complex space to manage, Council is committed to supporting the community in maintaining fire access tracks and will work closely with the CFS to ensure this is done.</p>	<p>Where fire tracks traverse private land, Council does rely on landowners to maintain clear passage where possible, and to report any issues to Council.</p> <p>Council can provide assistance to maintain fire tracks on private property where the track is identified as high priority and the landowner is unable to manage without support.</p>	<p>CFS has its own Group Response Plans which contain information about fire tracks in each area. Any new tracks should complement those which already exist.</p> <p>ForestrySA maintains a network of fire tracks in forest reserves (plantation and native forest) under its jurisdiction.</p> <p>SA Water maintains a network of fire tracks in land under its jurisdiction (including reservoir reserves).</p> <p>DEW maintains a network of fire tracks in land under its' jurisdiction (including Conservation Parks and National Parks).</p> <p>The removal of any native vegetation at a distance greater than 5m from fire tracks, is subject to approval through the Native Vegetation Council. This is regardless of who owns the land.</p>

What council is doing	How Council can support you	For more information
<p>We are currently working with the support of the CFS to design an audit process for all fire tracks in the AHC district, and to determine how best to manage them.</p>	<p>If you do have a fire access track on your property and are unable to maintain it yourself, you can contact Council to notify us of maintenance required. We will program maintenance if the condition of the track warrants it. Contact AHC's Technical Officer, Parks & Reserves through council's Customer Contact Centre 8408 0400.</p>	<p>For clear detail on types of fire access tracks and how they are constructed, visit www.landscape.sa.gov.au/mr/publications/bushfire-prevention-constructing-fire-access-tracks</p> <p>You can also reflect to Section 5.4 of SAFECOM's fire track guidelines here https://safecom-files-v8.s3.amazonaws.com/current/docs/fire_breaks_and_fire_access_tracks_2005%20%281%29.pdf</p>

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PUBLIC PARKS AND RESERVES

Council responsibilities	Resident responsibilities	Other agencies (if relevant)
<p>Under Section 105G of the Fire and Emergency Service Act 2005: <i>A council that manages land in a bushfire risk area must take appropriate steps to prevent and inhibit fires, and to minimize the risk to property and life.</i></p> <p>In order to achieve this, AHC maintains fire breaks, fire access tracks and Asset Protection Zones in strategic areas across our district.</p> <p>Our Biodiversity team also undertakes control measures for woody weed infestations that increase fuel loads in public areas.</p>	<p>A number of active Landcare groups assist Council with the management of natural area reserves through revegetation and weed control, as well as site monitoring which allows for early management interventions when issues arise.</p>	<p>DEW has Fire Management Plans for 15 reserves across the Mt Lofty Ranges, 10 of which are located within the Adelaide Hills Council LGA. The responsibility for these reserves rests with state government.</p> <p>Local government has no authority to direct other government agencies to conduct any works on state government or federal land.</p> <p>ForestrySA has Forest Management Plans for 19 forest reserves, including five (5) Native Forest Reserves, within the Adelaide Hills Council LGA. The responsibility for these reserves rests with state government. To see existing ForestrySA forest management plans, visit Native Forest Reserves ForestrySA</p>
What we are doing	How Council can help	For more information
<p>According to AHC's Biodiversity Strategy, approximately fifty Council reserves and Crown land parcels in the AHC are managed for conservation⁴. This involves active revegetation as well as threat</p>	<p>AHC supports Landcare groups with equipment and material resources to conduct their on ground work.</p>	<p>For details on involvement in Landcare groups, contact AHCbiodiversity@ahc.sa.gov.au</p>

abatement measures including pest plant management and prescribed burning.

We are exploring opportunities for working with traditional owners to manage public land in accordance with First Nations cultural values and knowledge.

We are also currently assessing opportunities to enhance management options for natural area reserves, through development of formal site management plans where possible.

We can support initiatives to engage traditional owners from the Kurna and Peramangk Nations to participate in natural area management and potentially incorporate cultural burning practises into prescribed burning programs.

To see existing NPWS park management plans, visit the [DEW National Parks and Wildlife Service website](#).

For details on weed control programs across the region, contact Hf.LandscapeBoard@sa.gov.au

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ROADSIDE VERGE MANAGEMENT

Council responsibilities	Resident responsibilities	Other agencies (if relevant)
<p>Council has a Roadside Vegetation Management Plan (RVMP) which has been endorsed by the Native Vegetation Council, and guides our work on roadsides. The AHC commitment to roadside vegetation is <i>to maintain road traffic safety within legislative parameters while retaining remnant roadside vegetation of high biodiversity value.</i>¹</p> <p>According to the SA Fire and Emergency Services Act 2005 (Section 105G): <i>A council that manages land in a bushfire risk area must take appropriate steps to prevent and inhibit fires, and to minimize the risk to property and life.</i></p> <p>As shown in the pie graph on the following page, council is responsible for less than 5% of roadsides in the AHC area. We do schedule works on a priority basis on these roadsides as outlined below.</p>	<p>All native vegetation is protected under the SA Native Vegetation Act 1999, and may not be pruned or removed without formal approval. Fines of up to \$5000 can apply.</p> <p>Therefore, any activity on a road verge undertaken by a resident requires permission from Council under Section 221 of the Local Government Act. Application forms are found here: Authorisation to Alter a Public Road • Adelaide Hills Council (ahc.sa.gov.au)</p> <p>Where verges have been identified as containing high biodiversity value, and are included on the Native Vegetation Marker Scheme, works may only be carried out by council or their approved contractors. Residents can contact council's Customer Contact Centre to request works as appropriate.</p> <p>Any work on roadside verges that are considered to be for amenity value or for general maintenance is the responsibility of the adjacent resident.</p>	<p>Neighbouring Councils do exchange information on roads where boundaries are shared. We are continually looking at scheduled maintenance works on these sites and assessing how best to share resources and carry out works in a timely and effective manner.</p> <p>Under the Landscape South Australia Act 2019 (Section 194), , Landscape Boards are responsible for managing declared weeds on all roadsides regardless of who owns them. This includes those covered under the Native Vegetation Marker Scheme.</p> <p>DIT is responsible for maintaining their own roadside verges, but only to within 1.5m of the sealed road edge. The remainder of the verge is technically the responsibility of council, but we only carry out mitigation works on those deemed highest priority according to data from the Bushfire Management Area Plan.</p>

	<p>Council is aware that there are community groups that have voluntarily formed to share resources and ensure fuel loads are reduced on adjacent roadsides prior to fire danger season. We are looking at opportunities to further showcase and support these initiatives.</p>	
<p>What we are doing</p>	<p>How Council can help</p>	<p>For more information</p>
<p>Council operates three programs to maintain road verges: Annual Roads and Reserves Maintenance Program (RRAMP); which is focussed on fire mitigation & road safety; the Roadside Vegetation Management Program (RVMP) which is focussed on biodiversity protection; and the woody weed control works program undertaken in council managed reserves set aside for conservation.</p> <p>We have initiated a cross-council reference group with neighbouring Councils looking at best practise management for verges and public lands.</p>	<p>When elevated fuel loads exist, and warrant council action, we will mechanically slash or chemically spray identified fuel loads. Our approach is to prioritise verges that present the greatest fuel load risk to infrastructure and assets.</p> <p>Council will consider waiving the fee of any S221 application based on the nature of proposed works, or if it is proposed to establish revegetation with native species.</p>	<p>If you have specific questions around management of a verge adjacent your property, contact Council on 8408 0400.</p> <p>There is not enough evidence to suggest that roadside vegetation, and native vegetation in general, is exclusively responsible for increasing or decreasing the landscape bushfire risk to life and assets; as fire behaviour is also determined by topography and weather. (Resilient Hills & Coasts Bushfire and Biodiversity report Discussion and Recommendations p3)</p>

According to roadside maintenance plans developed interstate, *supporting and promoting leave early messaging should be the key focus, as driving on any road during a bushfire is inherently dangerous.*² AHC is committed to supporting the CFS to share this message in the lead up to and during fire danger season each year via our website, social media, community education workshops run in partnership with the CFS.

Where significant regrowth of native vegetation occurs following a fire event, Council assesses the need for fuel hazard reduction on a site-by-site basis. To preserve local biodiversity, we will only undertake works where vegetation fuel thresholds exceed acceptable levels. We are working to develop a case study on how this can be effectively managed.

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The map on the following page shows which agencies are involved in managing roadside reserves across AHC. As highlighted in the pie graph, Council only owns around 5% of verges in our area. Others are the responsibility of state and federal government, and in some cases private landholders.

Whilst other Councils do maintain all verges in their district, AHC is in a unique position where it is not feasible for us to do this due to our topography and high levels of roadside vegetation. Instead, we prioritise maintenance based on set criteria, and where possible, identify opportunities for neighbouring Councils to assist with works along shared boundaries.

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Council Road Verges & Land Area



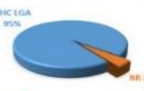
**AREAs to Proportion to Whole Council based on 2021 method of whole LGA LESS merging all land parcels to get Road Casing, less the FWY corridor
Total = 37.6614km2**

Road Reserves
30.8554

AHC Owned Land
6.806 km2

Freeway Corridor
1.6734 km2

PROPORTION OF AHC LAND & ROAD RES TO WHOLE OF AHC



794.387 km2

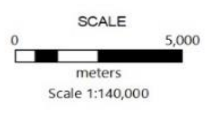
AREAs to Proportion to Whole Council based on 2019 method of Road Lengths X estimated Road Reserve Widths. Total 20.6km + Land =27.406km2

Unmade Roads	160,000m x 15m	2.4km2
Unsealed (dirt) Road Reserves	4,000,000m x 15m	6km2
Sealed (Bitumen) Road Reserves	610,000m x 20m	12.2km2

LEGEND

- Townships
- Private Land within Adelaide Hills Council Area
- Private Roads
- Unmade Road Reserves
- Unsealed (dirt) Road Reserves
- Sealed (Bitumen) Road Reserves
- DIT (Department of Transport FWY Corridor)
- DIT Roads (Department Transport)
- Council Owned Land
- Grey Lines show Property Boundaries

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Future opportunities: Summary

- AHC works closely with the CFS Region 1 and 2 Community Engagement Unit to identify key risk areas for targeted engagement each year. We will continue to support this partnership on an ongoing basis, and where possible contribute time and resources to enhance community education in these areas.
- We intend to work with our internal communications team to schedule regular reminders on private property preparation to be shared on our social media platforms. This information will include links to low flammability planting guides, as well as tips for verge management and targeted information for managing different land types (agricultural, hobby farms, orchards, bush blocks etc.)
- A detailed audit of our existing fire track network would be valuable in helping to determine the tracks of highest strategic value, map the classification of all tracks in the district, and identify opportunities to add or remove tracks as appropriate.
- We will continue to explore opportunities to inform residents of fire mitigation works happening near them, through the expanded use of technologies including MyLocal and StoryMaps.
- Recognising the need for greater awareness raising of fire risk and preparation across our community, we are looking to produce a series of videos (to be shared on our website and social media) discussing property preparation tips for a variety of land types.

References

1. [Name of Council \(ahc.sa.gov.au\)](#)
2. [Road Bushfire Risk Assessment Guidelines and Risk Mapping Methodology.pdf](#)
3. [SOUTH AUSTRALIAN \(safecom-files-v8.s3.amazonaws.com\)](#)
4. [Biodiversity-Strategy-2019-24.pdf \(ahc.sa.gov.au\)](#)

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STRATEGIC PRIORITY 3: UTILISING LATEST FIRE SCIENCE APPROACHES

There is a large and continuously growing body of research around fire science and ecology. In Australia, fire has always been part of the landscape and when it is understood and managed effectively, it provides benefits to both the natural environment and the people who live there.

We know that fire regimes have changed substantially since pre-European settlement, leading to adverse impacts on native species from both uncontrolled bushfires and prescribed burning. This includes the impacts of fire events occurring too infrequently, as many native plants rely on fire to germinate. When fire moves through an ecosystem it effectively clears a lot of undergrowth and allows more natural light in, which improves the nutrient balance of the soil and reduces competition amongst multiple plant species.¹

Some of the other ecological benefits of fire include:

- Eliminating invasive weeds and creating improved conditions for native species to thrive.
- Regenerating seeds of native plants that have been dormant in the soil.
- Flushing out insects that may have caused damage to the soil and tree roots.

Standing burnt trees with hollows can also provide valuable habitat for native animal species such as birds and possums, while fallen burnt logs create safe havens for lizards and other small reptiles.

Research carried out in 2018 shows 90% of Adelaide Hills and Eyre Peninsula residents surveyed would like to see biodiversity considered in bushfire policy.²

This section of the strategy provides an overview of the latest fire science and ecology available, and how AHC plans to utilise this knowledge in our approach to fire mitigation work.

Vegetation management principles

There are a range of vegetation management techniques we can use in fire mitigation. When deciding which ones to apply, we need to consider not just how to reduce fuel loads; but also how to minimise negative impacts on our natural environment.

Different techniques can also be used for various land uses. For example, grazing stock in a mosaic pattern may be an effective mitigation strategy on agricultural land;

whereas road verges are more likely to respond to slashing or spraying (depending on the types of vegetation present).

Our Council's fire mitigation operations are informed by the latest available fire science research and best practice. We source our information largely from the following places:

- [Australian Institute Disaster Resilience | Home \(aidr.org.au\)](https://aidr.org.au)
- [Homepage | Natural Hazards Research Australia](https://www.nhri.gov.au)
- [Bushfire | Geoscience Australia \(ga.gov.au\)](https://ga.gov.au)

Cultural burning, hazard reduction burning and ecological burns

There are a number of different types of burns that can be carried out to help manage our land. All of these are considered forms of 'prescribed burning.'

- Cultural burning is the intentional use of fire by First Nations Australians, conducted under low intensity conditions, and resulting in both ecological outcomes and enhanced connection to Country.
- Ecological burning is informed by the principles of cultural burning, but is a Westernised practice that doesn't always involve traditional owners directly. Also carried out in cooler conditions and in targeted patches- often in a mosaic pattern- it aims to reduce the fuel loads available in the event of a larger, uncontrolled fire.
- Hazard reduction burning usually involves a larger burn area, and higher intensity conditions. It is controlled, but instead of being introduced at ground level it is used to reduce fuel loads in all layers of vegetation- including the canopy layer.

According to DEWNR's guidelines³, which in turn are informed by various research around fire ecology, mosaic burning is one of the most effective methods of achieving both fuel reduction and ecological outcomes. The guidelines also lay out clear flowcharts to assist in deciding whether to conduct prescribed burning based on several factors.

Future opportunities: Prescribed burning

- Prescribed burning is generally conducted by state government and CFS, rather than at a Council level; however it is recommended that AHC work to identify opportunities to collaborate on burning in the future in areas where Council and state government land meet.
- A future priority should be to develop fire management plans for Council-owned parks (such as Lobethal Bushland Park), reflecting both hazard reduction and ecological priorities. This may involve measures such as controlled burning on adjacent land (potentially through the Burning on Private Lands program), as well as creation of buffer zones through planting fire-resistant species around park perimeters.
- We do need to consider that ***'the resilience of some biodiversity assets can be improved with the use of ecological burns, at the right scale and timing, however this requires strong evidence that the species, or ecological community, will respond favourably to fire'*** (Resilient Hills & Coasts Bushfire and Biodiversity report Discussion & Recommendations, p3). This means we will need to act on the best available information and work closely with Biodiversity staff in designing any ecological burning programs in the future.
- AHC would like to explore work in partnership with Kaurna and Peramangk nations to identify ideal locations and schedules for conducting cultural burns where possible. This needs to be done through ongoing and respectful relationships between those involved, and will involve formalized and well-resourced approaches to facilitating the work, which has been crucial to the success of such partnerships in other local government areas as summarized below:
'It is critical to empower First Nations to contribute to current bushfire management and ensure that the decision or approach to undertake Indigenous fire management is solely that of the First Nations groups of the RH&C region' (Resilient Hills & Coasts Bushfire and Biodiversity report Discussion & Recommendations, p3)

Responding to the impacts of climate change

It's important to note the impacts of climate change on the frequency and intensity of bushfires in Australia. According to a Natural Hazards Australia CRC report into the Black Summer Bushfires of 2019-20, ***'drought and heatwave conditions in the lead up to multiple fires during Black Summer were a key factor in fire behaviour. This demonstrates how vital effective preparation will be in future given shifts in our climate towards more frequent heatwaves and droughts.'***⁴

This is not the only piece of research that demonstrates the need for a more proactive planning approach to vegetation management. Multiple reports on the same Black Summer season show that climate change was instrumental in the size and intensity of these fires, suggesting that 'the magnitude and ferocity of the 2019/2020 fires would have been virtually impossible without climate change.'⁵

Lightning strike is the leading cause of bushfires in Australia,⁶ and this may have implications on future fire events too as electrical storms also become more frequent and intense. At any rate, we need to plan for future events knowing that both climate change impacts are continuing to increase, and fire is inevitable in our landscape.

We will be informed by the [Resilient Hills and Coasts Climate Change Adaptation Plan](#), which suggests the following priority adaptation options for local government:

- **Greater investment into community education**, including 'welcome packs' for new residents. This is currently being explored both through various Redicommunities groups who have developed their own 'welcome pack' templates with council support, and through the inclusion of bushfire preparedness information with rates notices in the lead up to fire danger season.
- **Improved rates and timeframes for enforcement of Section 105F notices**
AHC already has quite a short timeframe for residents to action their notices (21 days), recognising the priority that needs to be given to removing excess fuel hazards. In the leadup to the 2023-24 fire season, AHC has changed the way we enforce the Fire and Emergency Services Act 2005. Properties which have received a 105F notice in the last 5 years will now be issued with an expiation at first inspection. This is to encourage owners to act more quickly to clean up ahead of fire season.

Future opportunities: Responding to climate change

AHC will consider a range of options to allow us to better adapt to the likelihood of more frequent and intense fire conditions due to climate change. These include:

- Promoting small-scale burns in public lands adjacent to private property where feasible. This is in line with AFAC's recommendation that these types of burns can not only reduce bushfire threat, but also to maintain and revive biodiversity affected by changed fire regimes associated with European settlement over the past 240 years.⁷ It also reflects the findings of a report into prescribed burning on Kangaroo Island, which found that risk mitigation burning was more effective in areas at the interface of vegetation and buildings, rather than in large areas of bush.⁸
- Reframing some burning programs as 'ecological' rather than hazard reduction burns, reflecting the benefit of following more natural fire regimes where possible.
- Working in close collaboration with the CFS to report on real-time curing of grasslands to inform declaration of fire danger seasons.
- Work with DEW to identify opportunities for partnering on mosaic or other prescribed burning programs, to meet landscape scale objectives.

Mapping and data collection

Traditionally, local governments have relied on Bushfire Management Area Plans (BMAPs), produced by the SA CFS, to inform scheduling of fire mitigation works.

There are however limitations to these, and there is an opportunity through updated mapping and simulation techniques for Councils to undertake more detailed mapping of fuel loads, vegetation types and predicted fire behaviour. This is an area AHC is currently investigating.

This approach is in line with the work currently being undertaken in other states, as reflected in Recommendation 36 of a NSW Bushfire Inquiry carried out following the 2019-20 fire season:

'Recommendation #36: Long-term ecosystem and land management modelling, improved understanding of ecosystem health and impact of bushfire disturbances'.¹⁰

Our future scheduling of fire mitigation work on public land will be based on mapping and relevant data sets, with the areas identified as higher risk being prioritized for treatment. Our fire track network review will also be influenced by this data.

Working with the AMLR cross-council bushfire action group (CCBAG), we will also ensure that our approach is consistent with that of other councils and that information can be shared across boundaries. The modelling we are undertaking uses [BARRA data from the Bureau of Meteorology](#) to obtain a more accurate picture of fire weather scenarios and the types of conditions we need to consider in our planning.

Managing native vegetation following fire

Following an uncontrolled bushfire, the recovery of native plants and animals is not only crucial to ensure the health of ecosystems, but to improve the wellbeing of impacted communities by demonstrating restoration of important local environments.

This was demonstrated clearly after the 2019 Cuddlee Creek fire, when AHC's Creative Recovery program encouraged residents to capture their thoughts and emotions through various media following the fire. One of the strongest themes that came through during this process was the sense of hope that came with the regeneration of impacted landscapes.

After a significant fire event, Landcare and Friends groups are often inundated with new volunteers wanting to help with weed control and revegetation efforts. This is an area Council would like to support further, to remove the extra workload from existing group members who may also be personally impacted.

DRAFT

Best practice examples

Many local government organisations interstate are already doing great work in this area which we can learn from. Two examples are provided here, with recommendations on how AHC can adopt key elements of each approach.

Bushfire Resilience Inc. (Victoria)

Bushfire Resilience Inc. (BRI) was created by a group of community members from fire-affected areas in Victoria in 2020. It is an independent organisation and is sponsored by Bendigo Bank. The major focus of BRI to date has been the development of a series of webinars assisting residents to understand their bushfire risk and better prepare for fires. A number of experts from various fields have been invited to present during these webinars.

The content of the webinars is relevant to all Australians living in bushfire prone areas, so rather than attempt to recreate it, AHC will look to promote content such as BRI's webinars via social media and other channels in the lead up to fire season each year. We will also continue to review whether any new content has become available through other sources that we can actively promote.

More information is available at www.bushfireresilience.org.au

Hotspots (NSW)

Delivered by the NSW Rural Fire Service (RFS) and the Nature Conservation Council (NCC) of NSW, the Hotspots Fire Project is a training program for both landholders and land managers in NSW. It states its mission as: ***Working with our partners to increase community understanding, confidence and capacity to sustainably manage fire for ecological and First Nations cultural outcomes, whilst protecting life and property.***

The training delivered through Hotspots is flexible and designed according to the needs of each participating community. The key outcomes are that participants will be trained to successfully conduct prescribed burning, as well as developing individual fire management plans for their properties. While AHC is not currently resourced to offer this scale of training to our community, it is a future opportunity that we may consider should appropriate funding streams become available.

More information is available at www.hotspotsfireproject.org.au

Future opportunities: Using technology and best practise examples

- Mapping and simulation technologies are constantly evolving and offering more detailed insights into fire behaviour and management techniques. AHC Fire Prevention staff will continue to seek out the most appropriate technologies to assist with scheduling mitigation works.
- We would like to consider how to support and expedite the training and induction of new volunteers, supported through our Biodiversity program. This would aim to address the challenges that often arise following bushfire events, where an influx of new volunteers can place further onus on fire-affected community members attempting to carry out these works.
- We will actively promote resources from Bushfire Resilience Inc. in the lead up to fire season each year, as well as seeking and promoting other sources of information to assist residents with property preparation.
- Our resources will reflect, wherever relevant, the CFS position statement on large trees in relation to bushfire risk. It is hoped that this will help address misconceptions and assist residents to better manage large trees on their properties.
- It would be beneficial for AHC to explore funding opportunities for future programs similar to the NSW Hotspots approach (i.e. participants are trained to successfully conduct prescribed burning, as well as developing individual fire management plans). Consideration would be given to how this might operate within the AHC area, which landholders or communities would be prioritized to receive the training based on risk level, and which other agencies could be approached to co-fund and co-deliver the program.

References

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- 5. Norman, Newman & Steffen 2021, *Apocalypse Now: Australian bushfires and the future of urban settlements*, [Apocalypse now: Australian bushfires and the future of urban settlements | npj Urban Sustainability \(nature.com\)](https://www.nature.com)
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- 7. Australasian Fire and Emergency Service Authorities Council (AFAC) Ltd. 2015, *Overview of Prescribed Burning in Australasia*, [Overview of Prescribed Burning in Australasia \(aidr.org.au\)](https://www.aidr.org.au)
- 8. Natural Hazards Research Australia 2021, *Risk mitigation from prescribed burning in Kangaroo Island and Mount Lofty Ranges- Black Summer final report*, [Risk mitigation from prescribed burning in Kangaroo Island and Mount Lofty Ranges - Black Summer final report | Natural Hazards Research Australia](https://www.naturalhazards.com.au)
- 9. CFS and NVC 2022, *Tree Preservation and Bushfire Prevention: A Comparison of Australia's Bushfire Clearance Exemptions*, [Adelaide's trees - Conservation Council SA \(conservation.sa.gov.au\)](https://www.conservation.sa.gov.au)
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STRATEGIC PRIORITY 4: CONTINUOUS IMPROVEMENT OF COUNCIL'S OPERATIONAL PLANS

It is important that we regularly assess the effectiveness of our operations; therefore the following review process will apply to the Bushfire Mitigation Landscape Strategy.

Review process

This strategy will undergo a **major review** every 4 years, in line with AHC's Strategic Plan. Strategy reviews will be undertaken by Fire Prevention Officers and their relevant managers.

As part of the major review, responsible staff will consider the following:

1. Is there any information, including links to other resources, within the strategy that have dated? Can they be updated, or do they need to be removed?
2. Can we refer to more current research and reviews than what appears here?
3. Are there any major operational changes or resourcing constraints that impact our ability to deliver all aspects of this strategy? If so, how can they be managed across relevant departments to continue to achieve the strategy objectives?
4. Where 'future opportunities' listed have been realised and are no longer relevant, can they be removed completely? Or do they create an opportunity for further work in this area?

The review process will take into account the updating of our Bushfire Mitigation Task List.

All major reviews of this strategy should be done with reference to the following guiding documents:

- State Bushfire Coordination Committee (SBCC) 2016, [Adelaide and Mt Lofty Ranges Bushfire Management Area Plan June 2016](#)
- NSW Department of Planning, Industry and Environment 2020, [Fire Management Manual 2020-21](#)
- State Bushfire Coordination Committee (SBCC) 2020, [Bushfire Management Zone Standard and Guidance for Use](#)
- State Government of Victoria (VicRoads) 2013, [Road Bushfire Risk Assessment Guidelines and Risk Mapping Methodology](#)

The strategy will also be reviewed for general updates annually following the fire danger season, and operational appendices will be adjusted as needed.

When a major fire event has occurred in the AHC area, key staff will also review the strategy to identify any areas that may need further consideration or prioritization.

Glossary of Terms

- **AFDRS:** Australian Fire Danger Rating System. This rating system, introduced in 2022, is consistent across Australia and replaces individual state and territory rating systems. For more information and to view the four ratings, visit the [AFDRS website](#).
- **SA CFS:** South Australian Country Fire Service. This consists of paid staff and volunteers. As a professional organization, CFS are the state hazard leaders in bushfire management.
- **DEW:** Department for Environment and Water. DEW is responsible for the management of conservation parks across SA.
- **BMA:** Bushfire Management Area. SA is divided into nine BMAs, which are listed [here](#).
- **BMAP:** Bushfire Management Area Plan. Each Bushfire Management Area has its own plan, overseen by the BMC.
- **BMC:** Bushfire Management Committee. A body of representatives from state and local government, fire management authorities and emergency services who make decisions about bushfire management in their region. BMCs report to the SBCC.
- **SBCC:** State Bushfire Coordination Committee. A state-level committee appointed by the Governor under the Fire and Emergency Services Act 2005.
- **APZ:** Asset Protection Zones. Areas cleared around high risk assets including schools and aged care facilities, with the aim of reducing the impact of potential fires to these assets.
- **RRAMP:** Roadside Reserve Annual Maintenance Plan. Council's schedule for treatment works on public land.

Operational Appendices (to be provided)

- Annual Roadside Reserve Maintenance Plan (RRAMP) schedule
- Spraying Program
- Fire Track Maintenance Program (under development)
- Map of all roadside Blue Marker Sites in AHC and overview of BMS scheme (under development)
- Bushfire Mitigation task list/schedule

Appendix: Evidence and engagement base

Development of the strategy has been informed by the following sources of information and best practice examples:

- Hotspots Fire Management program, NSW
- Bushfire Resilience Inc. Victoria
- Case studies developed by the SA Resilient Hills & Coasts Bushfire and Biodiversity group
- Natural Hazards Research Australia (Bushfire & Natural Hazards CRC)
- NRM Regions Australia Bushfire Recovery Knowledge Hub
- NSW Nature Conservation Council
- Australian Institute of Disaster Resilience

We have engaged with the following groups and community organizations to ensure this strategy is realistic and achievable:

- SA Country Fire Service staff and volunteers
- Adelaide Hills community members (via online consultation group)
- Department for Environment and Water
- Forestry SA
- Hills & Fleurieu Landscape Board
- Fire ecologists and scientists from Uni SA and Adelaide University
- Adelaide Hills Community Action Bushfire Network (AHCABN)
- Cuddlee Creek and Cherry Gardens Recovery Groups
- Fire Management staff from neighbouring Councils within the AMLR region
- Nillumbik Shire Council, Victoria (which has similar landscape and demographics to AHC)
- Local Landcare groups and Friends of Parks

Appendix 2

Community Engagement Strategy

Community Engagement Strategy for AHC Bushfire Mitigation Landscape Strategy

Simple project description	Adelaide Hills Council is currently developing an updated, evidence-based Bushfire Mitigation Landscape Strategy. Feedback is being sought on the draft plan and key accompanying information.
Project manager / lead contact	Pia Charlton
Directorate	Community Development
Budget line	n/a
Location of project <i>(Add a map further in document)</i>	Adelaide Hills Council
Critical dates / timeline <i>(Could be council meeting commitment, budget commitment or another linked project)</i>	4th September: Workshop with Elected Members 1st December: Start of fire danger season (Adelaide Mount Lofty Ranges region)* *Conducting this consultation well before the advent of fire danger season would be preferable
Legislative and strategic requirements <i>AHC has a <u>Public Consultation Policy</u> (Take a look at Table 1 & Table 2)</i>	Type 1: Strategic Management Plan

PROJECT CONTEXT – WHAT'S THE PROJECT ABOUT?

Adelaide Hills Council has received funding until June 2024 to deliver the Landscape Management project, as part of the Towards Community Led Emergency Resilience (TCLER) program.

The key outcomes of this project include the development of an updated Bushfire Mitigation Strategy, setting out the responsibilities of residents, Council and other agencies in managing vegetation to reduce bushfire risk; as well as the creation of several key educational resources to inform the community of actions they can take to achieve this. Council's current operational plans relating to bushfire mitigation will also be reviewed internally throughout the process, with updates noted as part of the strategy.

Through developing this strategy, it is hoped that AHC will be able to increase community understanding around the risks of living in bushfire prone areas, and to enable a shift towards greater personal responsibility for managing fuel loads as well as preserving local biodiversity.

Extensive consultation has already been undertaken with key community groups and stakeholders. Wider consultation on the draft is necessary to ensure the information in the strategy is relevant, easy to understand, and sets realistic expectations for our community.

RELATED DOCUMENTS

- Draft Bushfire Mitigation Landscape Strategy (provided as Appendix 1 to Council report)
- Consultation outcomes report- online group (provided prior to 4th September Council meeting)

KEY MESSAGES

- Living in the Adelaide Hills means we need to anticipate the risk of bushfire. Managing vegetation on roadside verges, in public reserves and parks, and on private property can help to mitigate the impacts of fire, which is why Council is developing an up-to-date, evidence-based Bushfire Mitigation Strategy.
- The strategy will focus on ways that Council, residents and other agencies can work together to most effectively manage vegetation to reduce the impact of bushfires.
- The draft strategy is now available for comment. We are specifically seeking feedback around:
 - What information you would like, and how you would like to access it, to enable you to better manage your own property.
 - Whether the information on shared responsibility is clear and sufficient.
 - If you feel we have missed anything in the strategy or in our strategic priorities.
- You can provide comments:
 - Using the online submission form
 - via email to) mail@ahc.sa.gov.au
 - via mail to Community Engagement Coordinator, 63 Mt Barker Road Stirling SA 5152

ENGAGEMENT PURPOSE – WHAT DO YOU WANT TO ACHIEVE THROUGH ENGAGEMENT?

- To promote the consultation feedback opportunity to relevant stakeholders.
- To provide an opportunity for key stakeholders to provide their feedback simply and easily.
- To ensure there is community input into the Bushfire Mitigation Strategy and it is likely to be useful to the Adelaide Hills Council and community when released.

PREVIOUS ENGAGEMENT / COMMUNICATIONS

We consulted with a number of community members and staff from relevant organisations as part of an online engagement group during June and July 2023. Outcomes on that process are linked above and have helped inform this consultation.

LIKELY RISKS AND PROPOSED MITIGATION

Risk	Risk level (low, medium, high)	Description	Mitigation
Media interest	M	Media may express interest in interviewing key staff around	Respond on request and where required, ask Mayor or CEO for comment.

		Council's current operations	
Community outrage	L	There is significant feedback during public consultation suggesting Council is not doing enough to mitigate fire risk. This may lead to reputational risks for Council also.	Provide as much detail as possible on the consultation webpage to increase understanding of Council's existing resources and the scope of works to be carried out (e.g. through maps of total verge area in AHC managed by other agencies) Show level of endorsement from agencies including CFS Region 1.
High sensitive site (education, aged care or biodiversity or previous trauma or multiple previous council interactions)	L	Strategy may feel confronting to people impacted by past bushfires or with anxiety about bushfires	Strategy to include a helpline number or a statement to acknowledge those impacted by fires.
Complex project to understand	NA		
Multiple project partner/ agencies	H	The project covers a complex management space with other organisations involved.	Other key agencies have been extensively involved and we can promote this through their channels to give them a chance for input.
Tight timeline	L		
Low budget	L		
Large area / group of people impacted	M		
Politically sensitive (local, state or fed gov interest)	L		

NEGOTIABLES / COMMUNITY INFLUENCE

- The focus of educational materials to be developed by AHC around property preparation and vegetation management.
- The layout and content of the 'shared responsibility' tables developed through our earlier online consultation.
- Minor content changes and additions to the Bushfire Mitigation Landscape strategy may also result if key themes arise through feedback received.

PEOPLE TO BE INVOLVED

- Online project group members
- Adelaide Hills Community Action Bushfire Network
- AHC Redicommunities participants
- Relevant stakeholder organisations including SA CFS, Department for Environment and Water, Hills and Fleurieu Landscape Board
- SA Dairy Farmers, Fruit Growers and Primary Producers Associations
- CFS volunteers and staff?
- Local Members of Parliament (can promote the project)

ENGAGEMENT APPROACH - HOW WILL WE ENGAGE?

Public Participation Goal – To obtain public feedback on analysis, alternatives and/or decisions.

Promise to the Public – we will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how input influenced the decision. We will seek your feedback on drafts and proposals.

Who (people)	How (method for engaging)	What (resources/ materials needed)
AHC residents	Online consultation <ul style="list-style-type: none"> Email to all registered in EHQ Website Newsletter Specific stakeholder groups 	<ul style="list-style-type: none"> Draft Bushfire Mitigation Landscape Strategy- full version Executive Summary- Bushfire Mitigation Landscape Strategy Shared responsibility tables EHQ page Online feedback form Newsletter content Website content Social media content
Online group	Direct email thanking for time and effort and asking for feedback	
Adelaide Hills Community Action Bushfire Network	Email	
AHC Redicommunities participants	Email	
Relevant stakeholder organisations including SA CFS, Department for Environment and Water, Hills and Fleurieu Landscape Board	Email/phone calls	
SA Dairy Farmers, Fruit Growers and Primary Producers Associations	Email- via Brett Mayne	
CFS volunteers and staff	Email/phone calls	
Local Members of Parliament (can promote the project)	Email/phone call	

WAYS FEEDBACK CAN BE PROVIDED

- Tools via the Engagement Hub page
- Email to engage@ahc.sa.gov.au
- Mail to Community Engagement Coordinator, 63 Mount Barker Road, Stirling SA 5152
- Phone 8408 0400
- Hardcopy feedback forms

ENGAGEMENT TIMELINE

Date	Activity
18 th October 2023	Public consultation opens (pending Council approval)
17 th November 2023	Public consultation closes
November-December 2023	Compile feedback into key themes and collate consultation outcomes report
Jan-Feb 2024	Incorporate relevant feedback into final draft strategy (to be endorsed by Council)

RESOURCES REQUIRED FROM COMMUNICATIONS TEAM

- Help completing this strategy
 - Feedback tools (advice)
 - Stakeholder database
- Engagement materials / tools
 - [Community Engagement Hub Page](#)
 - Hardcopy information sheet / info pack
- Communication materials
 - AHC website
 - news story
 - home page banner
 - page content
 - Hills Hub announcement
 - Media release
 - Advert in the courier (only needed for legislated consultations)
 - Social media – normal posts or paid campaign
 - AHC Facebook
 - Libraries Facebook
 - Community centres Facebook
 - Fabrik Facebook / Instagram
 - Youth leadership Facebook
 - AHC Twitter
 - AHC Instagram
 - AHC LinkedIn
 - Campaign email
 - Courier column
 - Hills Voice Council e-newsletter to be distributed 1st week each month
 - Library borrowing screens
 - Library computers

PROPOSED QUESTIONS TO ASK

1. Do you currently feel you are equipped to appropriately manage vegetation on your property leading up to each fire season?
2. If not, what are the major barriers preventing you from achieving this? How could they be addressed?
3. What information would be useful in helping you and your neighbours better prepare your properties? How is this best presented?
4. Are there any cohorts in our community that need extra information or consideration? (E.g. is there a need for property preparation guidelines or linking services for people living with disability or impairment? Others??)
5. It is not a legislative requirement for local government to manage roadside verges; so traditionally this has been seen as a “shared responsibility” between Councils and their residents. We have provided a detailed outline in the draft strategy of what this looks like. Are the expectations for residents realistic for you? If not, how could this be addressed?

FEEDBACK CAPTURE

All feedback provided will be collated which is essential for audit and accountability purposes.

Responses provided should be recorded in the feedback capture database so if more than one staff member is responding messages are consistent.

Feedback received from elected members should also be captured in a separate tab of the spreadsheet.

RESPONSE ANALYSIS AND REPORTING

All feedback will be reviewed by the project team, actions assigned and next steps considered.

A Consultation Outcomes Report should be developed for all legislated consultations.

The Consultation Outcome Report should also include who was engaged, how, when and what they said, individual responses need not be included a summary of key themes is considered accurate. It should be jargon free and written for the community and elected members. A draft report structure should be approved by the project team.

The Consultation Outcomes Report will be included in the report to be presented to council. Once approved the Report will be made available for download on the project website and its availability will be communicated to all participants.

RECORDS MANAGEMENT

The following folders will be set up on the Records Hub

- **AHC Bushfire Mitigation Landscape Strategy Consultation Materials**
- **AHC Bushfire Mitigation Landscape Strategy Consultation Feedback**

EVALUATION

- Number of Community Members participating and providing feedback

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 10 October 2023
AGENDA BUSINESS ITEM**

Item:	12.2
Responsible Officer:	Karen Cummings Manager, Property Services Corporate Services
Subject:	37 Yanagin Road Greenhill – revocation of Community Land classification
For:	Decision

SUMMARY

The purpose of this report is to seek a Council resolution to revoke the classification of community land over a portion of Allotment 7 contained in Filed Plan 129961 Certificate of Title Volume 5636 Folio 762, and subsequent land swap for that portion hatched in purple and known as Yanagin Reserve, Greenhill as shown as **Appendix 1** to this report.

The Minister for Local Government the Hon Geoff Brock approved the revocation of community land by letter dated 28th August 2023 (**Appendix 2**).

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. That the Community land classification over portion of Allotment 7 in File Plan 129661 in Certificate of Title Volume 5636 Folio 762 has hatched in purple in be revoked as hatched in purple in Appendix A.**
 - 3. The land swap to proceed with the areas hatched in green to be amalgamated in Allotment 7 in File Plan 129661 in Certificate of Title Volume 5636 Folio 762, known as Yanagin Reserve. The area hatched in purple to be amalgamated into the adjoining owners land parcel in Certificate of Title Volume 5350 Folio 424 as shown in *Appendix 1* of this Report.**
 - 4. Council to apply to vary the Heritage Agreement currently over Yanagin Reserve showing the land swap variations accordingly.**
-

1. BACKGROUND

At its meeting held on 23 May 2023, Council resolved as follows:

Extract from Minutes of 23rd May 2023

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**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 23 MAY 2023
63 MT BARKER ROAD STIRLING**

12.3 Yanagin Road Consultation Outcomes & Revocation of Community Land Classification

Moved Cr Kirsty Parkin

S/- Cr Mark Osterstock

129/23

Council resolves:

1. That the report be received and noted.
2. To apply to the Minister for Local Government to revoke the Community Land Classification over portion of allotment 7 in File Plan 129661 as hatched in purple, in land division dated 14/10/2022 and as shown in *Appendix 1* of this Report.
3. Following a response from the Minister a report be submitted back to Council outlining the outcome of the Minister's decision.

Carried Unanimously

The 23 May 2023 resolution was to apply to the Minister for Local Government to revoke the Community Land Classification over portion of Allotment 7 in File Plan 129661 as hatched in purple in *Appendix 1*. A subsequent land swap would occur with portions of adjoining owners land in Certificate of Title Volume 5350 Folio 424 and hatched in green to be amalgamated to be transferred to Council and amalgamate with the existing reserve (Yanagin Reserve) and the area hatched in purple to be transferred and amalgamated with the adjoining landowners' parcels.

Council will need to apply to vary the Heritage Agreement currently over Yanagin Reserve to record the changes in the swap accordingly.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal	A Prosperous Economy
Objective 2	Provide local infrastructure to drive growth and productivity.
Priority E2.4	Manage and maintain Council assets to maximise their utilisation and benefit to the community.

Goal	A valued Natural Environment
Objective N1	Conserve and enhance the regional natural landscape character and amenity values of our region.
Priority N1.1	Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts.

Community Land is land held by the Council for the general benefit of the community. Community Land is used to provide places for people to interact, connect and enjoy as well as places for the conservation of our native flora and fauna.

➤ **Legal Implications**

Section 194 of the *Local Government Act 1999* governs the requirements for the revocation of Community Land. Yanagin Reserve is classified as community land under the provisions of the Act.

The Native Vegetation Council (NVC) is an advisory body established under the *Native Vegetation Act 1991*, and the Minister may not enter, vary or terminate a Heritage Agreement without first consulting with and obtaining the approval of the NVC.

➤ **Risk Management Implications**

The engagement with the community to remove a portion of land immediately adjacent 37 Yanagin Road, Greenhill and Yanagin Reserve with a land swap will mitigate the risk of:

An unsustainable situation of an encroachment of adjoining septic infrastructure being left on Council land which will lead to long term risk management, of both a maintenance and biodiversity nature.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3D)	Low (2D)

➤ **Financial and Resource Implications**

The Council has met its own administration costs of the proposed land swap including the initial investigations with the adjoining landowner.

Given the net increase in land for the adjacent owner is 13sqm, it is proposed that aside from the administrative costs incurred, that there be no monetary compensation paid by the adjoining owner for the land. It is suggested that the adjacent landowner meet costs in relation to relocation of boundary fencing and other transfer costs.

➤ **Customer Service and Community/Cultural Implications**

Not applicable.

➤ **Sustainability Implications**

The existing Heritage Agreement is to remain in place with some amendments to the area as outlined in this Report. Consultation with Council’s Natural Resource Officer identified the existence of a Heritage Agreement being placed over the adjoining reserve known as Yanagin Reserve in March 2019 and the existence of the following vegetation in the area:

- The vegetation within the land being incorporated into the private property from the proposed boundary realignment is mostly highly modified urban garden. The area to the rear being incorporated back into the reserve contains some juvenile Eucalyptus

obliqua (Stringybarks) and a large *Exocarpis cupressiformis* (Native Cherry), but largely clear of any notable understorey.

- The area around the rainwater tank within the reserve and adjacent to 37 Yanagin Road has been kept clear of understorey and mown for firefighting purposes, comprised mostly of exotic grasses.

➤ **Engagement/Consultation conducted in the development of the report.**

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Not Applicable
<i>Council Workshops:</i>	Not Applicable
<i>Advisory Groups:</i>	Not Applicable
<i>External Agencies:</i>	Not Applicable
<i>Community:</i>	Not Applicable

3. OPTIONS

Council has the following options:

- I. Resolve to revoke the community land classification of land (Recommended)
- II. Resolve to proceed with the land swap and variation to the Heritage Agreement (Recommended)
- III. To not revoke the community land classification (Not Recommended)
- IV. To not proceed with the land swap and variation to the Heritage Agreement (Not Recommended)

4. APPENDICES

- (1) Survey – Land Swap Areas
- (2) Letter from Minister for Local Government the Hon Geoff Brock dated 28 August 2023.

Appendix 1

Survey – Land Swap Areas

PROPOSED PLAN OF DIVISION

Council: ADELAIDE HILLS COUNCIL

DEV. No.:

TITLE SYSTEM: REAL PROPERTY ACT

TITLE REFERENCE: CT 5350 /424
CT 5636 / 762

TOTAL AREA: 1464m²

MAP REFERENCE: 6628 / 48 / A

HUNDRED: ADELAIDE

AREA: GREENHILL

**ALLOTMENT 94 IN F171215
ALLOTMENT 7 IN F129961
YANAGIN ROAD**

STATEMENTS CONCERNING EASEMENTS ANNOTATIONS AND AMENDMENTS

PORTIONS OF LAND WITHIN ALLOTMENT 94 IN F171215 HATCHED GREEN ARE TO BE MERGED WITH ALLOTMENT 7 IN F129961

PORTIONS OF LAND WITHIN ALLOTMENT 7 IN F129961 HATCHED PURPLE ARE TO BE MERGED WITH ALLOTMENT 94 IN F171215

AREAS SHOWN IN RED ARE THE HATCHED PORTIONS

NEW ALLOTMENT CONFIGURATION DUE TO 1.50m OFFSET TO WATER TANK, 1.00m TO CARPORT GUTTER AND ALLOW FOR NEAR EQUAL BALANCE OF LAND EXCHANGE

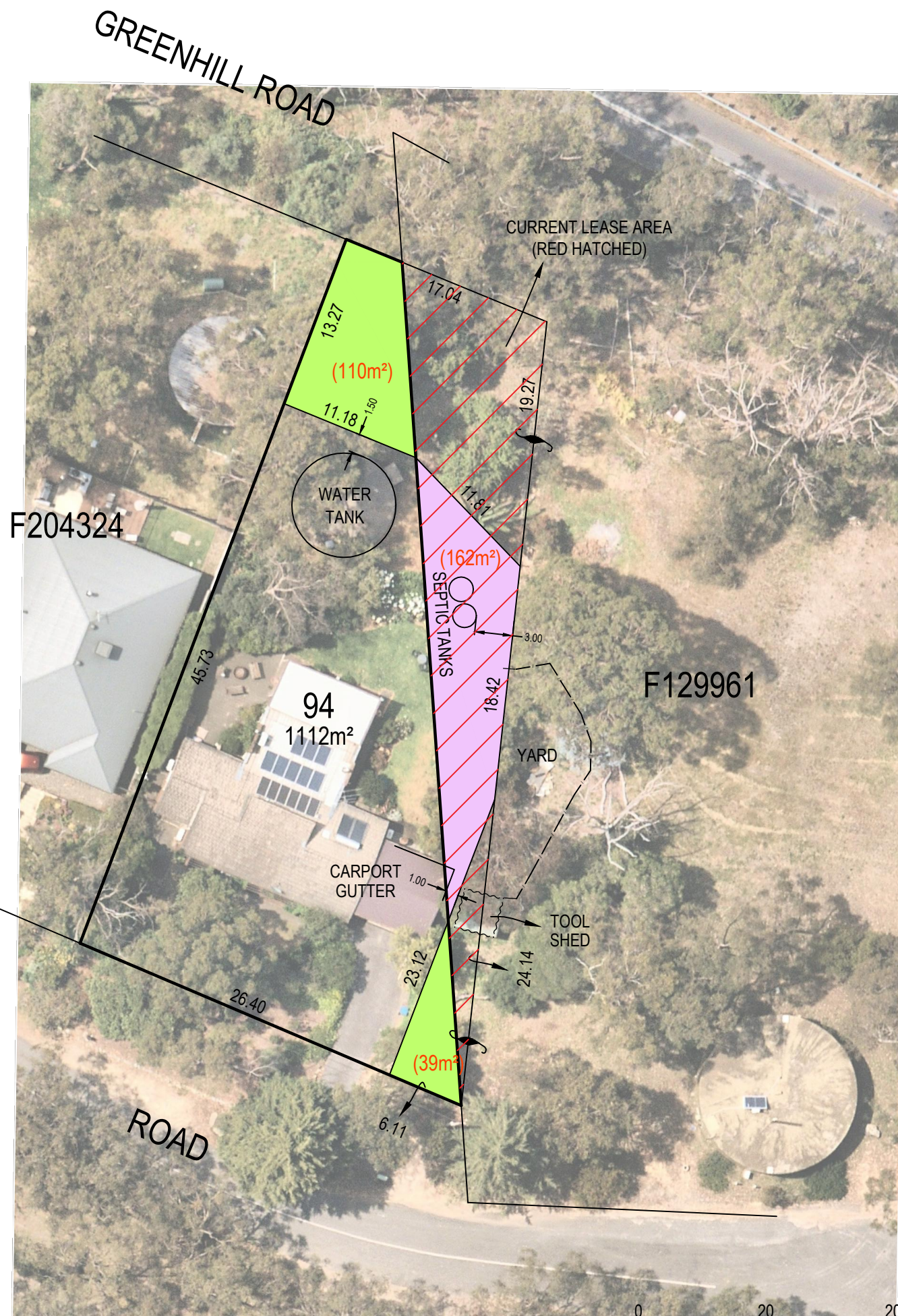
NOTE:
THIS PLAN WAS PREPARED AS A PROPOSED SUBDIVISION AND SHOULD NOT BE USED FOR ANY OTHER PURPOSE. THE DIMENSIONS SHOWN HEREON ARE SUBJECT TO SURVEY AND THE REQUIREMENTS OF COUNCIL AND OTHER RELEVANT AUTHORITIES.

NO RELIANCE SHOULD BE PLACED ON THE INFORMATION ON THIS PLAN FOR ANY FINANCIAL DEALINGS INVOLVING THIS LAND. THIS NOTE IS AN INTEGRAL PART OF THE PLAN.

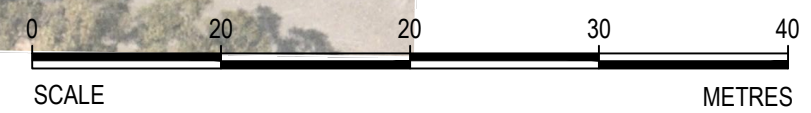
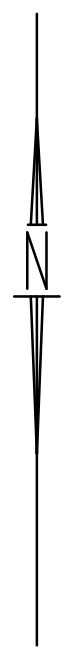
SCALE 1:400 (A3) REVISION: 0

DATA SUBJECT TO SURVEY

DATE: 14/10/2022 SEM REF: PL11908



EXCHANGE OF LAND:	
(GREEN) GIVING	110m ²
	39m ²
	<u>149m²</u>
(PURPLE) GAINING	162m ²
	<u>162m²</u>
TOTAL	= +13m²



PyperLeaker
surveying services
p 08 8373 3880
a 78 Goodwood Road
Wayville SA 5034
e info@pyperleaker.com.au

Appendix 2

*Letter from Minister for Local Government the
Hon Geoff Brock dated 28 August 2023*

Hon Geoff Brock MP

Government
of South Australia

23MINLG-0456

Mr Greg Georgopoulos
Chief Executive Officer
Adelaide Hills Council
63 Mount Barker Road
STIRLING SA 5152
mail@ahc.sa.gov.au

Dear Mr Georgopoulos *GRG*

Thank you for the correspondence dated 20 June 2023 seeking approval of the Adelaide Hills Council's (the Council's) proposal to revoke the classification of a portion of Allotment 7 contained in Filed Plan 129961 Certificate of Title Volume 5636 Folio 762 (the Subject Land).

After carefully considering the effect of the revocation of the Subject Land on the area and the local community, I am of the opinion that—on balance—the revocation will be more positive than not in its effect. I approve the Council's proposal to revoke the classification as community land a portion of Allotment 7 contained in Filed Plan 129961 Certificate of Title Volume 5636 Folio 762.

If the Council wishes to proceed with the revocation it will need to pass a motion to revoke the community land classification pursuant to section 194(3)(b) of the *Local Government Act 1999*.

Thank you for bringing this matter to my attention.

Yours sincerely

A handwritten signature in blue ink that reads 'Brock'.

Hon Geoff Brock MP
MINISTER FOR LOCAL GOVERNMENT

28 / 8 / 2023

Attachment 1 - Map of subject land showing portion for revocation.

ATTACHMENT 1 — MAP OF SUBJECT LAND

Portion of Yanagin Reserve for revocation



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 10 October 2023
AGENDA BUSINESS ITEM**

Item:	12.3
Responsible Officer:	Karen Cummings Manager, Property Services Corporate Services
Subject:	Proposed road closure and road opening – portion of Pedare Park Road, Woodside
For:	Decision

SUMMARY

The owners of 205 Pedare Park Road, Woodside have applied to the Council to purchase the section of public road that adjoins their property boundary to remedy encroachments within the road reserve, together with allowing them to undertake renovations to their dwelling. The existing encroachments includes an eave from a portion of the existing dwelling, a water tank, a tank shed, a child's cubby house, a septic disposal system, garden improvements and post and wire fencing.

As highlighted in **Appendix 1** Pedare Road when initially constructed was largely located on the adjoining property (340 Tiers Road) which potentially contributed to subsequent development on 205 Pedare Road being located on the road reserve.

In order to rectify the encroachments this report recommends that Council resolves to issue a Road Process Order to close the Road Land identified as "A" in **Appendix 2** and either sell to the owners of 205 Pedare Park Rd, Woodside for \$40,000 (plus GST if applicable) or provide at no cost given the initial construction potentially contributed to the encroachment.

This report also recommends that Council resolves to open the Road land marked "1" in **Appendix 2** to reflect the current formed road on the site and purchase land from the adjacent owner at 340 Tiers Road Woodside for the sum of \$108,000 (plus GST if applicable).

The proposed road exchange would shift the road boundaries to reflect the improvements on the site (both private property improvements and the existing road formed road).

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
- 2. The land marked "A" in Preliminary Plan No. 22/0043 (known as the Road Land) be closed and declared surplus to Council's requirements.**

- 3. That upon deposit of the Road Closure, the land will be excluded from the classification of Community Land and not be included in Council’s Community Land Register.**
- 4. That the Chief Executive, or his delegate, be authorised to negotiate with the owners of 205 Pedare Park Road for the sale and transfer of the piece marked “A” in Preliminary Plan No. 22/0043 for either:**
 - a. the sum of \$40,000 plus GST based on the “Before and After method” of valuation; OR**
 - b. Nil consideration given the initial construction of Pedare Road on the adjoining property potentially contributed to the encroachment.**
- 5. That the Chief Executive, or his delegate, be authorised to purchase from the owners of 340 Tiers Road Woodside, the piece marked “1” in Preliminary Plan No. 22/0043 for the sum of \$108,000 plus GST (if applicable).**
- 6. That the net capital cost required to fund the road exchanges be included into the 2023/24 Budget.**
- 7. That the Chief Executive Officer is authorised to finalise and sign all necessary documentation pursuant to this resolution.**

1. BACKGROUND

The property at 205 Pedare Park Road Woodside was purchased by the current owners in 2019 and because of plans to extend the existing dwelling, they have become aware that the area within their fenced land was encroaching on public road reserve. Following this discovery, in February 2022 the owners made an application to Council to acquire the road land adjacent to their property with a view to merging it with their existing title to rectify these encroachments.

The encroachments from 205 Pedare Park Road onto Council’s (legal) road reserve parcel includes an eave from a portion of the existing dwelling, an existing water tank, a tank shed, a child’s cubby house, a septic disposal system, garden improvements and post and wire fencing.

As part of the investigations into the proposal to acquire the land that was affected by the encroachments, it was discovered that a portion of the (formed) existing Council road was encroaching onto adjacent private property located at 340 Tiers Road, Woodside.

It is suggested that when the road was formally opened in the late 1800’s that due to the topography of the land the built road was not built within the legal road reserve, but rather where the topography allowed the road to be built at that time and in turn this potentially contributed to subsequent development on 205 Pedare Road being located on the road reserve.

As a result of the complexities with the encroachments (onto Council’s road reserve, and for Council’s road onto private property) it is proposed that the sale of proposed piece “A” and purchase of proposed allotment “1” be undertaken to deal with these anomalies.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal	A Progressive Organisation
Objective O5	We are accountable, informed, and make decisions in the best interests of the whole community.
Priority O5.2	Make evidence-based decisions and prudently assess the risks and opportunities to our community before taking action.

The closure and sale of public roads is an ongoing process whereby approaches are made from time to time from landowners to purchase unmade roads, and opportunities arise to consolidate land where roads that might be legally public roads are being used for different purposes. Ongoing review of Council's public road holdings provides an opportunity to manage Council's insurance risk and maintenance obligations in a strategic manner.

Under Council's *Disposal of Assets Policy*, it is viewed that assets that are surplus to Council requirements are to be disposed of in a fair, equitable and transparent manner.

➤ Legal Implications

The *Roads (Opening & Closing) Act 1991* sets out the process for a road closure and the issuance of a Road Process Order.

The land is not classified as Community Land as it is a public road and as such, it is not in Council's Community Land Register. Accordingly, the land is already excluded from the classification as Community Land under the *Local Government Act 1999* and can be dealt with solely under the *Roads (Opening and Closing) Act 1991*.

➤ Risk Management Implications

The closure and sale of the Road Land will assist in mitigating the risk of:

Private infrastructure on public road reserve leading to increased risk and liability for Council.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (1C)

The closure of a section of unmade road that is deemed to be surplus to Council's current and future needs as a public road reduces the risks to Council associated with safety and liability, vegetation control works and costs.

➤ Financial and Resource Implications

If the recommendation is endorsed, the applicants (owners of 205 Pedare Park Road Woodside) will pay Council \$40,000 (plus GST) for the purchase of Allotment A as shown in **Appendix 2** or be provided with the land at no cost given the initial construction potentially contributed to the encroachment.

If the recommendation is endorsed, Council will pay the owner of 340 Tiers Road Woodside \$108,000 (plus GST if applicable) for the purchase of Allotment 1 as shown in **Appendix 2**.

All external costs including the initial and subsequent survey, valuation, conveyancing, advertising and government charges would usually be payable by the prospective purchasers. In this instance, as the road closure and subsequent road opening also deals with the formed road encroaching onto private property, Council and the proposed purchaser of Allotment A have at this time agreed to share the costs.

If the recommendation is not endorsed the owner of 205 Pedare Park Road will need to maintain their current road rent permit for the improvements shown in the boundary of Allotment A, and they will be unable to undertake their house extension. In addition, if the recommendation is not endorsed then a portion of the existing formed road will continue to traverse private property creating risks to members of the public unknowingly traversing private land.

The net impact from the transaction would be a \$68,000 capital expense to Council if a the owners of 205 Pedare Road acquire the land at \$40,000, or would be a \$108,000 capital expense of the land was provided at nil cost.

➤ **Customer Service and Community/Cultural Implications**

The land shown as Allotment “A” gives the appearance that it is already on private property although currently legally public road. It is therefore not part of any planned or future recreational trails. The road shown as Allotment “1” appears to be a public road in its entire length, although some of it traverses private land. As the road closure and road opening will result in a road within the proper boundary, any linkages as part of Council’s trail network will not be impacted by the proposal.

➤ **Sustainability Implications**

As the road proposed to be closed has in effect been used as private land for many years, there are no environmental/sustainability issues.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable
Council Workshops: Not Applicable
External Agencies: Not Applicable

Community: Community Consultation was undertaken in accordance with the public notice requirements set out in the *Roads (Opening & Closing) Act 1991*.

Consultation on the proposal commenced on 24 November 2022 and finished on 21 December 2022. Two (2) responses were received from the community to the proposal, both in support.

The first respondent supported the road re-alignment on the basis that it reflects what is currently in place and that access to Pedare Park Road would be maintained.

The second respondent was also in support of the proposal and made a comment enquiring as to why the owners of 205 Pedare Park Road had to pay for the land. Selling the land for market value is consistent with Council's policies and approach to dealing with private encroachments onto public (Council) land, though in this instance the initial construction of Pedare Road on outside of the road reserve may have contributed to the encroachments.

➤ **Additional Analysis**

As outlined earlier in this report, the road was created in the late 1800's and it is likely that the formed road was built in a different place to the legal road alignment due to the topography of the land. The Applicants purchased the land on which the home sits in 2019 with the well-established encroachments and fencing within the road reserve, including a portion of the eave from the dwelling itself.

Upon receipt of the Application, the road closure process was commenced and undertaken in accordance with the requirements of the *Roads (Opening and Closing) Act 1991*. The land subject to the road closure (Allotment A) was assessed by Council staff to ascertain its suitability for a closure and sale and this assessment has indicated that it is suitable in this instance.

The proposed closure will not have any impact on passenger, vehicular or pedestrian traffic, as the physical access comes from the existing (made) road which is partially within the existing road reserve and partially on private land. The road exchange will deal with the encroachments and anomalies resulting from these historical matters.

The proposed road closure will result in approximately 5,065 sqm of road reserve being merged into the certificate of title of the adjacent private land at 205 Pedare Park Road Woodside. The proposed new road acquisition will result in approximately 6,166 of (existing) private land being opened as public road.

As required under Council's *Disposal of Land Policy*, a valuation was obtained from an independent valuer to determine the market value of both parcels of land.

Valuation methodologies

In late 2022, in accordance with Council practice the owner of 205 Pedare Park Road sought an independent valuation for the (existing) road land (Allotment A). At that time, Council also sought its own independent valuation for Allotment A. Council's initial valuation for Allotment A was received at \$89,000, and the owner of 205 Pedare Park Road's valuation for Allotment A was received at \$20,000.

The variation in the valuations resulting from the use of different valuation methodologies – one valuer had used the "Before and After" method and the other valuer had used the "Direct Comparison" method. The "Before and After method" of valuation requires the subject property to be valued "as is" and then re-valued after the land being removed or added. The difference in values represents the value of the road reserve. The "Direct Comparison" method analyses comparable sales and applies a rate per square metre for the land.

Given the discrepancies between the two valuations (and valuation methodologies) for proposed Allotment A, both valuers were asked to review their valuations considering the others valuation. The Purchasers original valuation came back the same i. e. at \$20,000, and

Council’s revised valuation came back at \$45,000. Following the review of the valuations, a negotiation then ensued with the owner of 205 Pedare Park Road and an in-principle agreement was reached to sell the land to the property owner at the figure of \$40,000.

At the same time that Council sought its own valuation for Allotment A, it also sought a market valuation for Allotment 1 for purchase. The valuation received for Allotment 1 was \$108,000. A negotiation was also undertaken with the owner of 340 Tiers Road in relation to Allotment 1 and an in-principle agreement was reached for Council to purchase Allotment 1 for \$108,000.

Given the differing valuation methodologies used, Council staff sought independent advice from a third Certified Valuer, advisory firm Herron Todd White on what valuation methodology should be used for each parcel of land (Allotment A and Allotment 1). The advice received from the independent valuer is that the “Before and After Method” is appropriate as the preferred methodology to use for proposed Allotment A and the “direct comparison” method should be used for the land that Council is proposing to acquire (proposed Allotment 1).

3. OPTIONS

Council has the following options:

- I. Resolve to close the road and issue a Road Process Order in accordance with the recommendation (Recommended)
- II. Resolve to not endorse the road closure and acquisition which will result in the existing road rent/permit being maintained and the formed road remaining on private land (Not Recommended)

4. APPENDICES

- (1) Aerial showing existing road reserve boundaries
- (2) Preliminary Plan 22/0043

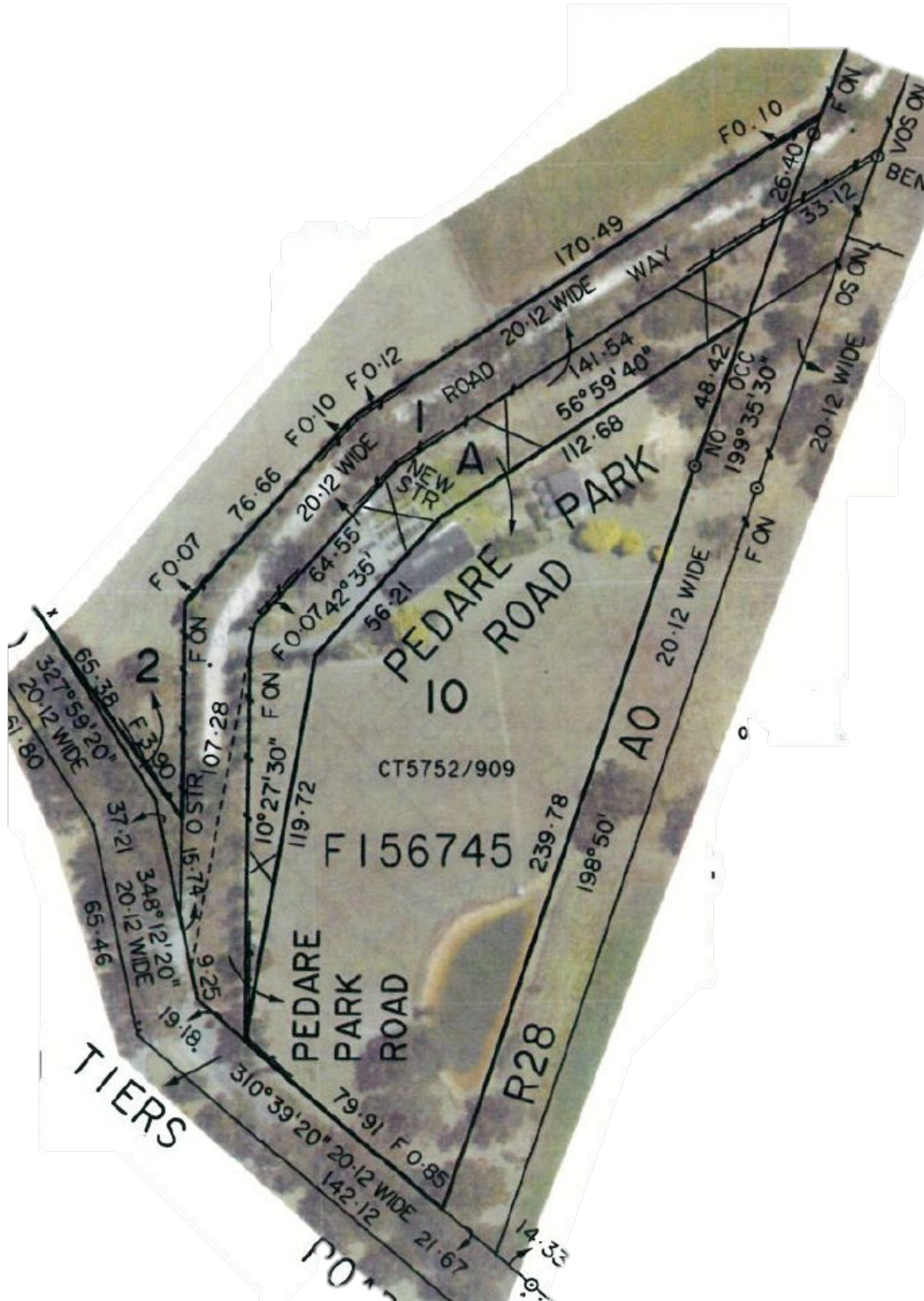
Appendix 1

Aerial map showing existing road reserve boundaries

Appendix 1 - Pedare Park Road closure and opening plan

Parcel A: to be closed and merged with allotment 10

Parcel 1: to be opened as public road



Appendix 2

Preliminary Plan 22/0043

PRELIMINARY PLAN No 22/0043
ADELAIDE HILLS COUNCIL

HUNDRED OF ONKAPARINGA
IN THE AREA NAMED
WOODSIDE

F156740
5
CT5836/305

SCHEDULE OF AREAS	
IDENTIFIER	AREA
I	6166m ²
A	5065m ²

D53104
5
CT5828/87



ROAD TO BE CLOSED LETTERED 'A'
'A' TO MERGE WITH CT5752/909 - ALLOTMENT 10
ROAD TO BE OPENED NUMBERED I

F168161
Q92
CT5317/443

CT5752/909
F156745

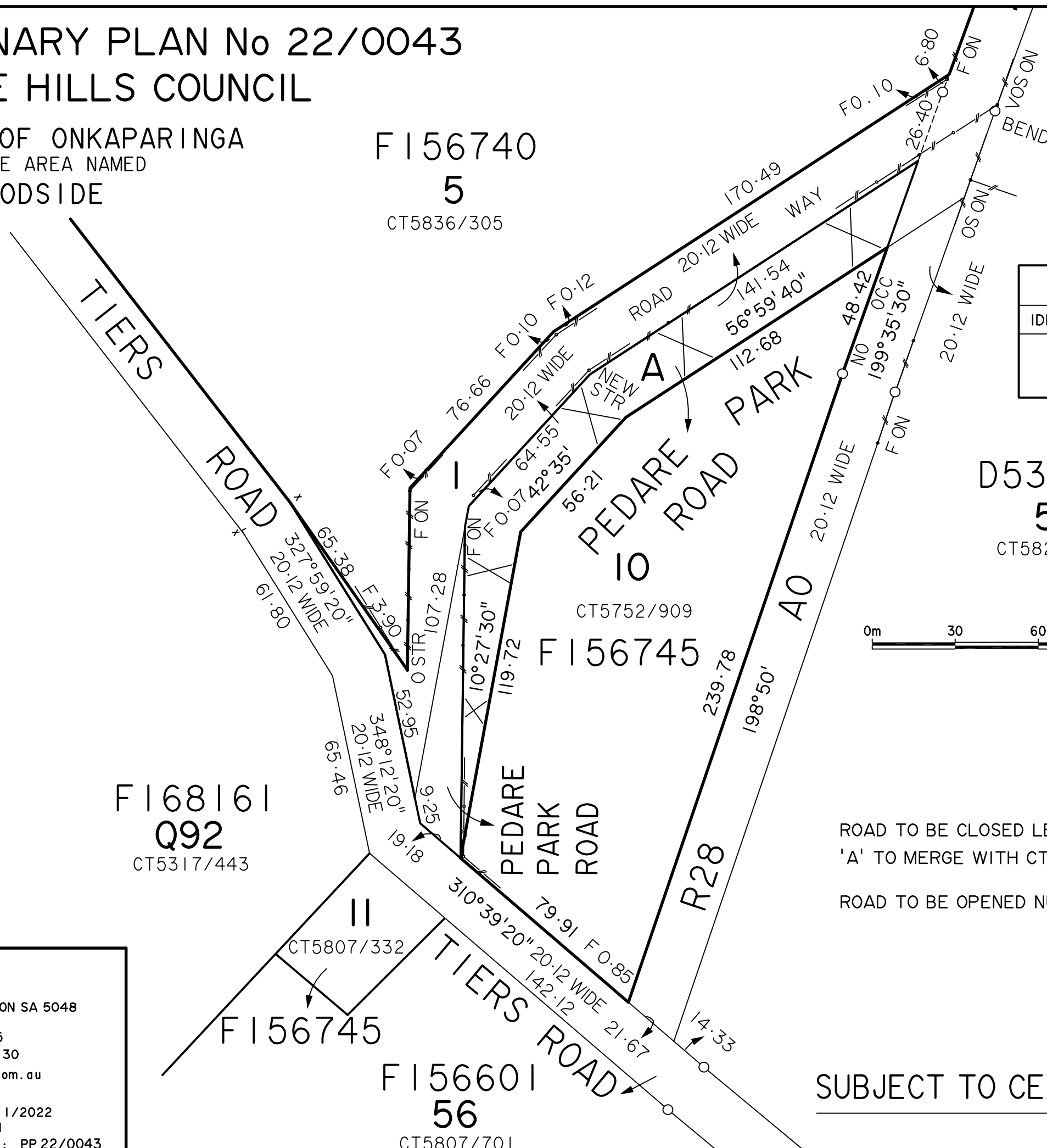
F156601
56
CT5807/701

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DATE OF ISSUE : 14/11/2022
REVISION No. : 0.81
FILE : K1406 DWG : PP 22/0043

SUBJECT TO CERTIFIED SURVEY



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 10 October 2023
AGENDA BUSINESS ITEM**

Item: 12.4

Responsible Officer: Anne Pett
Manager People and Culture
Corporate Services

Subject: Revised CEO Probation Review Process

For: Decision

SUMMARY

The CEO Performance Review Panel previously considered and subsequently resolved through Council the CEO Probationary Period Performance Review Process. This included that the CEO prepare and present the Interim Performance Review & Development Report (the “IPRDR”) to the Panel in Weeks 11 and 22 of the probation period and Probation Review Survey to be completed by the CEO, Council Members, and the Directors towards the end of the probation period.

Further the CEO Employment Agreement provides for Key Performance Indicators (the “KPIs”) to be developed, in consultation with the CEO, within 3 months of the Commencement Date.

Although the above process was previously approved, there is the ability to amend this process at any stage. The Panel at its meeting held on 28 September considered a revised program in consultation with the CEO and the external consultant engaged to manage the probationary review and has resolved to approve the revised process and recommend to Council for adoption.

7.1 7.3 Late Report – Revised CEO Probation Review Process

Moved Janet Miller
S/- Mayor Jan-Claire Wilson

PRP10/23

The CEO Performance Review Panel resolves:

1. That the late report be received and noted.
2. That the panel rescinds number 3 in minute number PRP6/23 at its meeting held on 6 July 2023, namely “to recommend to Council to approve the proposed CEO Probationary Period Performance Review Process as detailed in Item 7.2, CEO Performance Review Panel Agenda – 6 July 2023”.
3. That the panel recommend to Council to approve the revised CEO Probationary Period Performance Review Process and Key Performance Indicators during the probationary period as detailed in Appendix 1 in item 7.3, CEO Performance Review Panel Agenda 28 September 2023.

Carried Unanimously

This report is to provide an alternate Probationary Period Performance Review Process for consideration.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. That Council approve the revised CEO Probationary Period Performance Review Process and Key Performance Indicators during the probationary period as detailed in attachment 1 to this report.**
-

1. BACKGROUND

The Chief Executive Officer, Greg Georgopoulos, was engaged under an Employment Agreement (the “Agreement”) executed on 18 May 2023 and commenced in the role on 17 July 2023.

In terms of the performance review, the probationary period within the CEO Employment Agreement requires that:

- It is for a 6 month period
- That the Council or CEO Review Panel may review the CEO’s performance and discuss it with the CEO before the end of the probationary period and may also discuss the CEO’s performance during the probationary period.

4. PROBATIONARY PERIOD

- 4.1 The Council engages the CEO for a probationary period of six months from the Commencement Date. The Parties agree that the probationary period is a fair and reasonable period for the Council to assess the CEO’s performance.
- 4.2 The Council (or any established CEO Review Panel) may review the CEO’s performance and discuss it with the CEO before the end of the probationary period. The Council (or any established CEO Review Panel) may also discuss the CEO’s performance with the CEO during the probationary period.
- 4.3 At any time during the probationary period, either party may terminate the Employment for any reason by giving one month’s notice to the other Party.
- 4.4 If the Council terminates the CEO’s employment during the probationary period, it may pay one month’s pay to the CEO in lieu of notice. This right of termination (if exercised) is at the Council’s absolute discretion and without further liability.
- 4.5 The Council may, at its absolute discretion, pay in lieu of the whole or part of that notice period.

Further, the Performance Review section within the agreement only has one requirement within the probationary period, which is that the CEO Review Panel will, within three months of the Commencement Date, develop Key Performance Indicators in consultation with the

CEO and following consultation, the Key Performance Indicators will be as advised by the CEO Review Panel to the CEO and as mutually agreed.

17.4 The CEO Review Panel will, within three (3) months of the Commencement Date, develop Key Performance Indicators in consultation with the CEO, and following that consultation, the Key Performance Indicators will be as advised by the CEO Review Panel to the CEO and as mutually agreed.

Although the Panel (and endorsed by Council) has previously agreed to a probation review process as discussed within the Summary of this report, the Council can approve a revised process in accordance with the requirements of the CEO Employment Agreement.

Attached to this report is the proposed revised CEO Probation Review Process and draft Key Performance Indicators for the probationary period which has been considered and approved by the Panel and recommended to Council for consideration.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal	Organisation
Objective O1	We have the right people with the right knowledge and skills in the right jobs and they are supported and developed.
Priority O1.4	Continue to support all staff through training, mentoring, coaching and development to enable the achievement of organisational and community goals.
Objective O5	We are accountable, informed, and make decisions in the best interests of the whole community.
Priority O5.3	Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.

➤ Legal Implications

There are no legislative implications in relation to the CEO's probation period however, as identified above, there are contractual obligations in relation to the CEO's Employment Agreement.

➤ Risk Management Implications

Undertaking regular review of the CEO's performance is an important control in mitigating the risk of:

Deficient CEO performance review practices resulting in a lack of accountability and loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (2D)

Non-achievement of CEO Performance Targets resulting in loss of community benefit and/or opportunities and/or stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Medium (3C)

➤ **Financial and Resource Implications**

➤ **Financial and Resource Implications**

The financial implications associated with the use of external consultants for elements of the probationary period review have now been incorporated into the 2023-24 Budget.

The resource implications associated with the Panel's processes are borne by the People & Culture Department.

➤ **Customer Service and Community/Cultural Implications**

There is a community expectation that the CEO will perform competently and meet expectations to achieve the required outcomes for the organisation.

➤ **Sustainability Implications**

Not directly applicable

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Discussions with the CEO Performance Review Panel
<i>Council Workshops:</i>	Not Applicable
<i>Advisory Groups:</i>	Not Applicable
<i>External Agencies:</i>	Not Applicable
<i>Community:</i>	Not Applicable

➤ **Additional Analysis**

Nil

3. **OPTIONS**

Council has the following options:

- I. Approve the alternate probation review process
- II. Continue with the currently approved CEO Probation Review Process

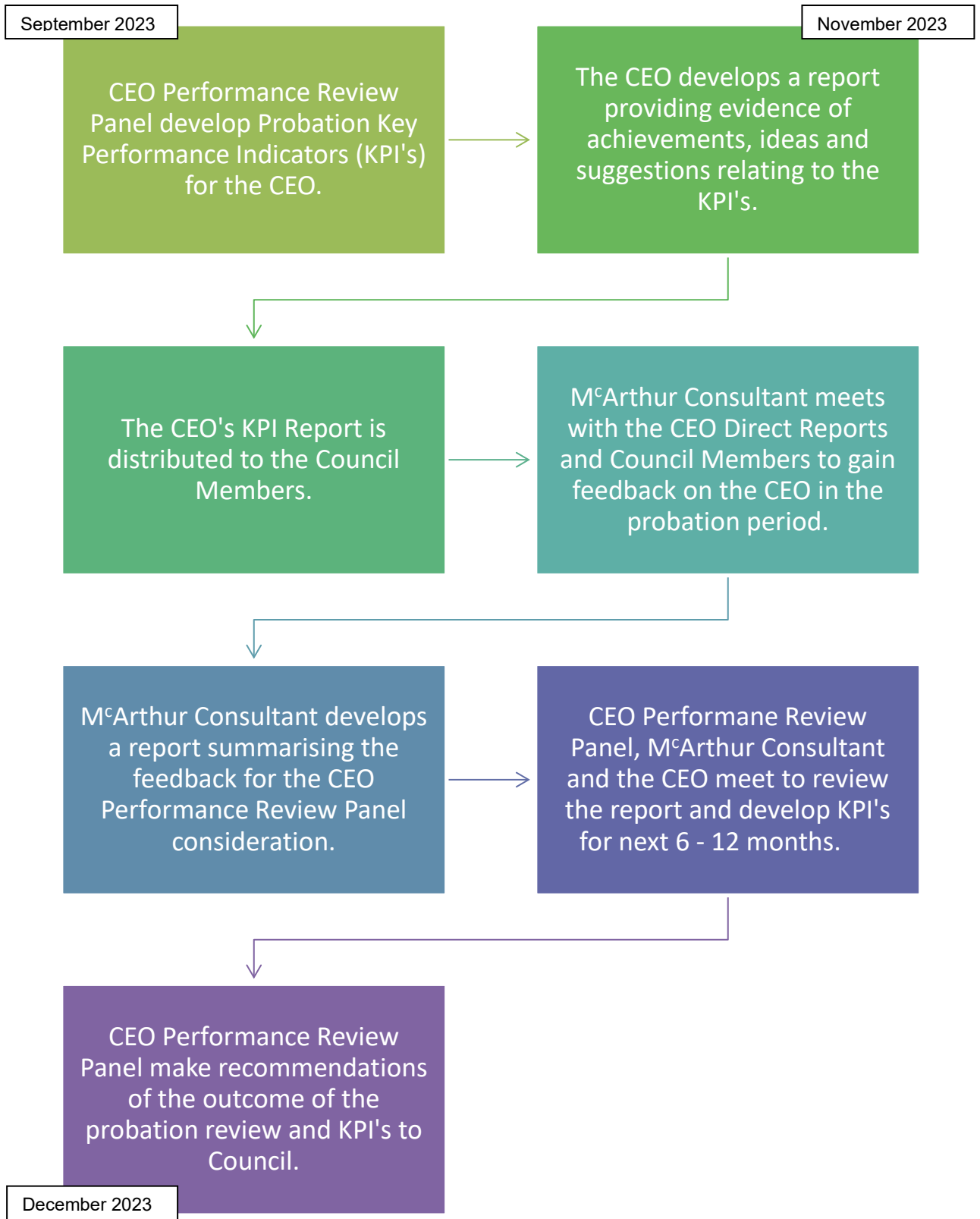
4. **APPENDICES**

- (1) McArthur's CEO Probation Review Process and draft CEO KPI's Probation Period

Appendix 1

*McArthur's CEO Probation Review Process and
draft CEO KPI's Probation Period*

CEO Probation Review Process



CEO KPI's Probation Period

KPI's Probation Period		Timeline
1	Forge and develop positive working relationships with Staff, Council Members, the Community, and External Stakeholders. Provides effective, clear communication, consistent decision making, consultation and actively listens.	10 th November 2023
2	Undertake a high-level review* of the suite of Strategic Plans and identifying gaps and opportunities.	10 th November 2023
3	Undertake a high-level assessment* of the organisation's capability to deliver the strategic goals and quality services, including resourcing, finances, systems and processes, and document ideas and suggestions for improvements.	10 th November 2023
4	Undertake a high-level assessment* of Council's operations and the delivery of projects and provide suggestions for improvements.	10 th November 2023
5	Undertake a high-level assessment* of Council's environment sustainability vision and aspirations and identify viable, achievable, and appropriate opportunities for leadership in this area.	10 th November 2023

*Please note – High level review and assessment is to be read as a broad overview and not a detailed evaluation.

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 28 September 2023
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Chris Grant

Members:

Ms Janet Miller	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Kirsty Parkin	

In Attendance:

Mr Greg Georgopoulos	Chief Executive Officer
Ms Rebecca Hunt	Recruitment & HR Consulting Manager, McArthur Management (Consultant)
Ms Jody Atkins	Minute Secretary

1. COMMENCEMENT

The meeting commenced at 6.04pm

1.1. Acknowledgement of Country

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come.

6.05pm Cr Kirsty Parkin arrived at the meeting

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 28 September 2023
63 MT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 27 July 2023

Moved Cr Nathan Daniell
S/- Janet Miller

PRP9/23

That the minutes of the CEO Performance Review Panel meeting held on 27 July 2023 as distributed, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

4. PRESIDING MEMBER'S OPENING COMMENTS

Presiding Member, Cr Chris Grant praised the honesty and transparency that the CEO PRP Committee continues to display. He outlined that upon Committee review of the draft Terms of Reference high-level overview to some current practices may occur and will be welcomed.

5. DELEGATION OF AUTHORITY

The CEO Performance Review Panel operates in accordance with the relevant sections of the *Local Government Act 1999*, and its Terms of Reference.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF THE COMMITTEE

6.1 Nil

7. OFFICER REPORTS – DECISION ITEMS

With leave of the meeting, all members present approved to move late report items 7.3 and 7.4 as the next items of business.

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 28 September 2023
63 MT BARKER ROAD STIRLING**

7.1 7.3 Late Report – Revised CEO Probation Review Process

Moved Janet Miller

S/- Mayor Jan-Claire Wilson

PRP10/23

The CEO Performance Review Panel resolves:

1. That the late report be received and noted.
2. That the panel rescinds number 3 in minute number PRP6/23 at its meeting held on 6 July 2023, namely *“to recommend to Council to approve the proposed CEO Probationary Period Performance Review Process as detailed in Item 7.2, CEO Performance Review Panel Agenda – 6 July 2023”*.
3. That the panel recommend to Council to approve the revised CEO Probationary Period Performance Review Process and Key Performance Indicators during the probationary period as detailed in Appendix 1 in item 7.3, CEO Performance Review Panel Agenda 28 September 2023.

Carried Unanimously

7.2 7.4 Late Report – Draft CEO Performance Review Panel Terms of Reference

Moved Mayor Jan-Claire Wisdom

S/- Cr Nathan Daniell

PRP11/23

The CEO Performance Review Panel resolves:

1. That the late report be received and noted.
2. That the Panel provided feedback to Administration on the draft Terms of Reference for incorporation into the final document for Council consideration.

Carried Unanimously

7.3 7.1 Interim Performance Review & Development Report

Moved Cr Parkin

S/- Cr Nathan Daniell

PRP12/23

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 28 September 2023
63 MT BARKER ROAD STIRLING**

The CEO Performance Review Panel resolves:

1. That the panel rescinds Item 7.1 Interim Performance Review & Development Report and replaces it with Item 7.3 revised CEO Probation Review Process.

Carried Unanimously

7.4 7.2 CEO Probation Review Survey and Key Performance Indicators Report

Moved Cr Kirsty Parkin
S/- Cr Nathan Daniell

PRP13/23

The CEO Performance Review Panel resolves:

1. That the panel rescinds Item 7.2 CEO Probationary Period Performance Review Process and Key Performance Indicators and replaces it with Item 7.3 revised CEO Probation Review Process.

Carried Unanimously

8. MOTIONS WITHOUT NOTICE

Moved Mayor Jan-Claire Wisdom
S/- Cr Kirsty Parkin

PRP14/23

That CEO PRP Committee thanks Janet Miller for her excellent assistance, professional advice and service during her term and wish her well in her future endeavours.

Carried Unanimously

9. QUESTIONS WITHOUT NOTICE

Nil

10. CONFIDENTIAL ITEMS

Nil

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 28 September 2023
63 MT BARKER ROAD STIRLING**

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on Thursday 14 December 2023 from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 7.17pm