



## 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 28 November 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.

**Greg Georgopoulos**  
Chief Executive Officer



## ORDINARY COUNCIL MEETING

**AGENDA FOR MEETING**  
**Tuesday 28 November 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 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. APOLOGIES/LEAVE OF ABSENCE**

3.1. Apology  
Apologies were received from .....

3.2. Leave of Absence  
Cr Parkin is in attendance, bringing her leave of absence to an end.

3.3. Absent

**4. MINUTES OF PREVIOUS MEETINGS**

4.1. Council Meeting – 14 November 2023  
*That the minutes of the ordinary meeting held on Tuesday 14 November 2023, as supplied, be confirmed as an accurate record of the proceedings of that meeting.*

4.2. Special Council Meeting – 21 November 2023  
*That the minutes of the special meeting held on Tuesday 21 November 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  
Nil

8.3. Public Forum

**9. PRESENTATIONS (by exception)**

Nil

**10. QUESTIONS ON NOTICE**

Nil

**11. ADJOURNED ITEM**

11.1. Boundary Change Committee – Item 12.3 adjourned from 14 November 2023 Council Meeting (previously moved by Cr Malcolm Herrmann and Seconded by Cr Lucy Huxter as follows).

1. That the report be received and noted.
2. To retain the Boundary Change Committee for the term of the Council with the Terms of Reference, as contained in Appendix 1.
3. To appoint Cr Mark Osterstock to the position of Boundary Change Committee Presiding Member for a 24-month term to commence 30 November 2023 and conclude on 30 November 2025 (inclusive).

**12. MOTIONS ON NOTICE**

12.1. Recognition of Statement of Commitment (Cr Pascale)

**I move that:**

1. *That Adelaide Hills Council reaffirms its Statement of Commitment to help prevent violence against women and their children.*

2. *That we endorse the initiatives of the 16 Days of Activism being undertaken by the Adelaide Hills Council.*
3. *That we give thanks to the staff and working group for their work to implement the Our Watch Toolkit for the Prevention of Violence against Women and their children.*

12.2. Mine Operations Plan – White Rock Quarry (Cr Osterstock)

**I move that:**

1. *That the Chief Executive Officer, on behalf of Council, writes to Paul De Ionno, Acting Executive Director, Mineral Resources Division, Department for Energy and Mining:*
  - a. *Acknowledging receipt of his letter to Council dated 26 September 2023, Appendix A.*
  - b. *Seeking further clarification as to whether the Minister for Energy and Mining, the Honourable Tom Koutsantonis MP, or the State Government for that matter, notwithstanding the provisions of the Mining Act 1971, has any legislative power whatsoever (under any legislative instrument) to over-rule the Director's decision should the Director of Mines approve the revised Mine Operations Plan (MOP), and if so, provide details of the said legislative instrument(s).*
2. *That once a response is received from the Department for Energy and Mining, that response will be tabled at the next scheduled Ordinary meeting of Council.*

12.3. 40km/h investigation for Rostrevor Roads (Cr Pascale)

**I move that:**

*The CEO investigates lowering the speed limit on Wandilla Drive, Baroota Ave, Arcoona Avenue and Spring Gully Road in Rostrevor and provides a report to Council by 1st March 2024 on its outcomes.*

**13. ADMINISTRATION REPORTS – DECISION ITEMS**

13.1. Deputy Mayor Appointment  
*Refer to Agenda*

13.2. Stirling Pavilion Proposal

1. *That the report on the Stirling Pavilion Proposal be received and noted.*
2. *That Council proceeds with the process for considering landowner consent for the development of a pavilion at Stirling Oval and delegates authority to the Chief Executive Officer, or their delegate, to enter into a Framework Agreement document with the Stirling Pavilion Foundation Inc.*
3. *That the Framework document include, amongst other matters, the steps required to consider landowner consent for the development of a Pavilion on Stirling Oval, possible terms of any arrangements for the leasing or licensing of the Stirling Oval for the proposed development, statutory requirements that need to be followed, and any cost sharing arrangements.*

4. *That following the negotiation of a Framework document a report be submitted to Council that provides an update on the terms of the Framework document.*
5. *That a further report be submitted to Council that considers the Community Land implications including community consultation on any proposed changes to the Community Land Management Plan for Stirling Oval as required under Section 198 of the Local Government Act 1999.*
6. *That the further report in (5) above also considers the requirements of Section 202 of the Local Government Act 1999 regarding the alienation of Community Land by lease or license including but not limited to community consultation requirements.*

13.3. Proposed Road Closure – portion of Unmade Public Road adjacent 474b Springhead Road Mount Torrens

1. *That the report on Proposed Road Closure – portion of Unmade Public Road adjacent 474b Springhead Road, Mount Torrens be received and noted.*
2. *The land marked “B” in Preliminary Plan No. 22/0032 (known as the Road Land) be declared surplus to Council’s requirements.*
3. *That the Chief Executive, or his delegate, are authorised to negotiate with the owners of 474b Springhead Road, Mount Torrens for the sale and transfer of the piece marked “B” in Preliminary Plan No. 22/0032 for the sum of \$35,000 plus GST, together with all fees and charges associated with the road closure process.*
4. *Subject to agreement from the owners of 474b Springhead Road, Mount Torrens to purchase the Road Land for the sum of \$35,000 plus GST, to make a Road Process Order pursuant to the Roads (Opening & Closing) Act 1991 to close and merge the pieces of land identified as “B” in the Preliminary Plan No. 22/0032 attached to this report with Allotment 24 Deposited Plan 62438 comprised in Certificate of Title Volume 5911 Folio 128.*
5. *That upon the 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.*
6. *That the Chief Executive Officer, and Mayor, be authorised to finalise and sign, and seal if necessary, all documentation to close and sell the above portion of closed road pursuant to this resolution.*

13.4. LMA Waiver Request – Unit 1 100a Main Street Lobethal

1. *That the report of the LMA Waiver request – Unit 1 100a Main Street Lobethal be received and noted.*
2. *That pursuant to clause 19 of the Land Management Agreement registered on Certificate of Title Volume 6140 Folio 330, known as Unit 7 100a Main Street Lobethal, Council agrees to the waiver of the land owner’s obligations in relation to clause 5 and allows the proposed dwelling lodged as part of Development Application 22022086 to be partially sited outside the Land Management Agreement building envelope, subject to the Council Assessment Manager or delegate granting Planning Consent to Development Application 22022086 for the two storey dwelling.*
3. *That the Chief Executive Officer be authorised to provide written communication of Council’s agreement to the waiver of Land Management Agreement obligations above to the land owner and applicant.*

13.5. Community and Recreation Facility Grants 2023-24

1. *That the report of the Community and Recreation Facility Grants 2023-24 be received and noted.*
2. *That Council approves the awarding of Community Recreation and Facility Grants for 2023-24 totalling \$147,231 as follows.*

Bridgewater Cricket Club	Cricket nets upgrade	\$17,580.00
Stirling Cricket Club	Cricket pitch cover	\$8,699.00
Riding For The Disabled SA	Resurfacing club arena	\$24,602.00
Human Projectile MTB Club	Community trail hub upgrades (decking and balustrades)	\$34,672.00
Woodside Bowling Club	Installation of shelters	\$7,360.00
Charleston Community Centre	Newman Park facility plan	\$11,000.00
Bridgewater Sports Social Club	Construct connection path from oval to courts	\$9,999.00
Mount Torrens Hall	Mount Torrens Soldiers' Memorial Hall facility plan	\$16,041.00
Oakbank Soldiers Memorial Hall Association	Electrical upgrade	\$9,910.00
Piccadilly Community Hall	Installation of air conditioner	\$7,368.00

13.6. Draft 2022-23 Annual Report

1. *That the report on the Draft 2022-23 Annual Report be received and noted.*
2. *The 2022-23 Annual Report, as contained in Appendix 1, be adopted.*
3. *That the Chief Executive Officer be authorised to make minor content, formatting or design changes necessary for publication purposes.*

13.7. South Australia's next 20-year State Infrastructure Strategy

1. *That the report on South Australia's next 20 Year State Infrastructure Strategy be received and noted.*
2. *That the submission contained in Appendix 1 be endorsed.*
3. *That the Chief Executive Officer, or delegate, be authorised to make minor editing changes and inclusions reflecting clarifications identified during the Council's consideration of the matter, prior to making the submission.*

13.8. Burning on Private Land

1. *That the report on Department for Environment and Water Burning on Private Lands Program be received and noted.*
2. *To endorse prescribed burns at the following ten sites across six Council Reserves under the DEW Burning on Private Lands Program:*
  - *Mylor Parklands (Stages 2, 3 & 4)*

- Heathfield Conservation Reserve (Stages 2 & 3)
  - Bradwood Park, Bradbury (Stages 1 & 2)
  - Uraidla Reserve - Greenhill Road, Carey Gully (Stage 1)
  - Red Hill Road Reserve, Bradbury (Stage 1)
  - Lenswood Centennial Park (Stage 1)
3. Include for consideration in the next Long Term Financial Plan review, provision for the post-burn maintenance of the sites from 2025-26 and beyond.

13.9. Community Development Grant Recommendations

1. That the report on Community Development Grant Recommendations be received and noted.
2. That Council approve the awarding of Community Development Grants totalling \$40,720.54 as follows:

Active Fitness & Lifestyle Group	Purchase new fitness equipment	\$2,500
Adelaide & Hills Koala Rescue	Purchase rescue equipment: warning triangles and carry bags	\$1,014.54
Australian Breastfeeding Association	Parent classes/workshops	\$1,005
Bund der Bayern Incorporated	German Cultural Event – venue hire	\$2,500
CAOS Racing Incorporated	Purchase new Pedal Prix Trike	\$2,500
Cudlee Creek Tennis Club	Tennis coaching clinics & mental health sessions	\$1,250
Gumeracha Community Association	Purchase new banners for street sign system	\$2,500
Gumeracha District Bowling Club	Purchase Club Pennant Shirts	\$2,500
Imagine Uraidla	Purchase Banner and brackets	\$2,500
Kersbrook Public Hall Incorporated	Purchase and installation of bicycle racks	\$2,500
Love Woodside Community Group	All weather path and small play stage – Woody Trails	\$2,400
National Trust of South Australia	Purchase of two bench seats	\$2,500
Nature Play South Australia	Family Nature Walks in the Hills	\$2,420
Oakbank Bowling Club	Purchase of chairs and tables	\$2,281
Onkaparinga Swimming Club Incorporated	Purchase four aquatic resistance training systems	\$2,500
Sturt Upper Reaches Landcare Group	Printing a fauna and habitat guide	\$2,500
The Returned & Services League (Gumeracha District) Sub Branch Incorporated	Vietnam Veterans Honour Board	\$500

United Nations Youth South Australia	United Nations Youth South Australia State Conference venue costs	\$2,500
Woodside Bowling Club	Purchase equipment – 10 sets OZY bowls	\$2,350

13.10. Adelaide Hills Council Submission to the Greater Adelaide Regional Plan Discussion Paper

1. *That the submission (as contained in Appendix 1) on the Greater Adelaide Regional Plan Discussion Paper, be endorsed and forwarded to the South Australian Planning Commission.*
2. *That the Chief Executive Officer be authorised to make any necessary minor amendments to finalise the submission, providing the changes do not affect the intent of the submission.*

13.11. 2023-24 Budget Review Q1

1. *That the report on the 2023/24 Budget review Q1 be received and noted.*
2. *To adopt the proposed budget adjustments presented in Budget Review 1 which result in:*
  - a. *A decrease in the Operating Surplus from \$1,082k to \$558k for the 2023-24 financial year.*
  - b. *Changes to the capital works, reducing capital income by \$480k and decreasing capital expenditure by \$2.996 million for the 2023-24 financial year resulting in a revised capital expenditure budget for 2023-24 of \$25.52 million.*
3. *To endorse the inclusion of the following projects for funding as part of the Phase 4 Local Roads and Community Infrastructure Program:*
  - a. *Knotts Hill Roads – \$87k*
  - b. *Tregarthen Road - \$50k*
  - c. *Blockers Road – \$30k*
  - d. *Wyes Road – \$30k*
  - e. *Marble Hill Road – \$150k*
  - f. *Fox Creek Road - \$200k*

**14. ADMINISTRATION REPORTS – INFORMATION ITEMS**

14.1. Auditors Completion Report 2022-23

**15. CORRESPONDENCE FOR NOTING**

15.1. Electoral Commission of SA - Adelaide Hills Casual Vacancies

15.2. Hon Clare Scriven MLC Letter

15.3. LGA Board Endorsed Nominees for Dog and Cat Management Board



**16. QUESTIONS WITHOUT NOTICE**

**17. MOTIONS WITHOUT NOTICE**

**18. REPORTS FROM COUNCIL MEMBERS, CEO AND COUNCIL EMPLOYEES**

18.1. Council Member Function or Activity on the Business of Council

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

18.3. CEO Report

**19. REPORTS OF COMMITTEES**

19.1. Council Assessment Panel

*Nil*

19.2. Audit Committee – Monday 20 November 2023

*That the minutes of the Audit Committee meeting held on Monday 20 November 2023 as supplied, be received and noted.*

19.3. Special CEO Performance Review Panel – 2 November 2023

*That the minutes of the Special CEOPRP meeting held on Friday 2 November 2023 as supplied, be received and noted.*

19.4. Special CEO Performance Review Panel – 10 November 2023

*That the minutes of the Special CEOPRP meeting held on Friday 10 November 2023 as supplied, be received and noted.*

19.5. Boundary Change Committee

*Nil*

**20. CONFIDENTIAL ITEMS**

*Nil*

**21. NEXT MEETING**

Tuesday 19 December 2023, 6.30pm, 63 Mt Barker Road, Stirling

**22. CLOSE MEETING**

## Council Meeting & Workshops 2023

DATE	TYPE	LOCATION	MINUTE TAKER
<b>NOVEMBER 2023</b>			
Mon 20 November	Audit Committee	Stirling	Jody Atkins
Tues 21 November	Workshop	Stirling	N/A
Tues 28 November	Council	Stirling	Kylie Hopkins
<b>DECEMBER 2023</b>			
Mon 4 December	Workshop	Woodside	N/A
Tues 12 December	Workshop	Stirling	Kylie Hopkins
Wed 13 December	CAP	Stirling	Karen Savage
Thur 14 December	CEOPRP	Stirling	Jody Atkins
Tues 19 December	Council	Stirling	Kylie Hopkins

*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)

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**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:**

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(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

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*For full details, see Code of Practice for Meeting Procedures on [www.ahc.sa.gov.au](http://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

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*For full details, see Code of Practice for Meeting Procedures on [www.ahc.sa.gov.au](http://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.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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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 Mark Osterstock
Councillor Kirsty Parkin
Councillor Louise Pascale
Councillor Melanie Selwood

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Terry Crackett	Director Corporate Services
Natalie Armstrong	Director Community and Development
David Waters	Director Environment and Infrastructure
Tracy Riddle (Kelledy Jones)	Governance Support
Kylie Hopkins	Minute Secretary
Tom Portas	Technical Support

**1. COMMENCEMENT**

The meeting commenced at 6.31pm

**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. APOLOGIES/LEAVE OF ABSENCE**

**3.1 Apology**

Nil

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**3.2 Leave of Absence**

Cr Leith Mudge from 13 November 2023 to 16 November 2023 approved at Council 10 October 2023

**Moved Cr Pauline Gill**

**S/- Cr Malcolm Herrmann**

**279/23**

**Council resolves:**

- 1. That a Leave of Absence from all duties of office be granted to Cr Kirsty Parkin from 8 December 2023 to 15 December 2023.**
- 2. That any committee or panel membership currently held by Cr Kirsty Parkin be undertaken by the Deputy during the leave of absence.**

<b>Carried Unanimously</b>
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**3.3 Absent**

Nil

**4. MINUTES OF PREVIOUS MEETINGS**

**4.1 Council Meeting – 24 October 2023**

**Moved Cr Kirsty Parkin**

**S/- Cr Lucy Huxter**

**280/23**

**Council resolves the minutes of the Ordinary Council meeting held on 24 October 2023, as supplied, be confirmed as an accurate record of the proceedings of that meeting.**

**4.1.1 Special Council Meeting – 31 October 2023**

**Council resolves the minutes of the Special Council meeting held on 31 October 2023, as supplied, be confirmed as an accurate record of the proceedings of that meeting.**

**4.1.2 Special Council Meeting – 6 November 2023**

**Council resolves the minutes of the Special Council meeting held on 6 November 2023, as supplied, be confirmed as an accurate record of the proceedings of that meeting.**

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**4.2 Special Council Meeting – 6 November 2023**

**Moved Cr Kirsty Parkin**

**S/- Cr Lucy Huxter**

**281/23**

**Council resolves the minutes of the Special Council meeting held on 6 November 2023, as supplied, be confirmed as an accurate record of the proceedings of that meeting.**

<b>Carried Unanimously</b>
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**5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL**

**5.1 General Conflict of Interest, Cr Lucy Huxter, Item 12.1 East Waste Independent Chair Appointment**

Under section 75B of the Local Government Act 1999 Cr Lucy Huxter disclosed a General (section 74) Conflict of Interest in Item 12.1, the nature of which is as follows:

- I am the Council Member on the East Waste Board

Cr Huxter intends to participate in discussions and vote when this item is discussed.

**5.2 General Conflict of Interest, Cr Louise Pascale, Item 12.3 Boundary Change Committee**

Under section 75B of the Local Government Act 1999 Cr Louise Pascale disclosed a General (section 74) Conflict of Interest in Item 12.3 Boundary Change Committee, the nature of which is as follows:

- I am a resident of Woodforde.

Cr Pascale intends to leave the chamber when this item is discussed.

**5.3 General Conflict of Interest, Cr Melanie Selwood, Item 12.1 Audit Committee – Council Member and Presiding Member Appointments**

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

- I am intending to nominate for Audit Committee Membership

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

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**5.4 Material Conflict of Interest, Cr Mark Osterstock, Item 12.3 Boundary Change Committee – Presiding Member Appointment**

Under section 75C of the *Local Government Act 1999* Cr Mark Osterstock disclosed a Material (section 75) Conflict of Interest in Item 12.1, the nature of which is as follows:

- I am intending to nominate for Presiding Member which is a remunerated position.

Cr Osterstock intends to leave the chamber when this item is discussed.

**5.5 Material Conflict of Interest, Cr Malcolm Herrmann, Item 12.1 Audit Committee – Council Member and Presiding Member Appointments**

Under section 75C of the *Local Government Act 1999* Cr Malcolm Herrmann disclosed a Material (section 75) Conflict of Interest in Item 12.1, the nature of which is as follows:

- I am intending to nominate for Presiding Member which is a remunerated position.

Cr Herrmann intends to leave the chamber when this item is discussed.

**5.6 Material Conflict of Interest, Cr Chris Grant, Item 12.2 CEO PRP Council Member Appointments**

Under section 75C of the *Local Government Act 1999* Cr Chris Grant disclosed a Material (section 75) Conflict of Interest in Item 12.1, the nature of which is as follows:

- I am the Presiding Member of the CEO PRP Committee which is a remunerated position.

Cr Grant intends to leave the chamber when this item is discussed.

**6. PRESIDING MEMBER'S OPENING REMARKS**

The Mayor commented on the various remembrance services held in the District and expressed her sadness about the vandalism of the memorial in Stirling and advised that Council is supporting the RSL through this time.

The Mayor advised Council Members that Mel Bright, Manager Economic Development, will be leaving Adelaide Hills Council and thanked Mel for her service to the region.

The Mayor presented a 25 year service award to Cr Mark Osterstock and acknowledged and congratulated him on his service to local government.



**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**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**

Nil

**8.3 Public Forum**

Nil

**9. PRESENTATIONS**

**9.1 Stirling Oval Pavilion Presentation – Stirling Oval Pavilion Committee**

**10. QUESTIONS ON NOTICE**

Nil

**11. MOTIONS ON NOTICE**

**11.1 Council Position on Pyrotechnics - Fireworks**

This item was withdrawn prior to the meeting.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**11.2 Integrated Strategy - Electric Vehicles**

**Moved Cr Adrian Cheater**

**S/- Cr Kirsty Parkin**

**282/23**

**Council resolves that:**

- 1. The CEO develop, for council consideration, an integrated Electric Vehicle Strategy to support the rollout of electric vehicles (EV) and EV charging infrastructure for Adelaide Hills Council including, but not limited to, the following:**
  - i. Detailed analysis of the current and future vehicle fleet, including types of vehicles, usage patterns, and energy requirements;**
  - ii. The development of Net Present Value analysis to quantify the financial and environmental impact of the transition to electric vehicles;**
  - iii. Assessment of current solar panel infrastructure and its capacity to support the EV fleet considering capacity, efficiency, and potential upgrades;**
  - iv. Assessment of battery storage solutions to optimise energy utilisation and charging capabilities, including current market opportunities for such infrastructure outside of the councils existing LGAP energy agreement; and**
  - v. Exploration of government and private sector incentives, grants, and subsidies available for transitioning to EVs and renewable energy integration.**
  - vi. The required charging infrastructure for a fleet transition to EV, with consideration for a public access initiative.**
  - vii. Assessment of potential vehicle manufacturers fleet management, serviceability and availability performance.**
- 2. An immediate cessation of internal combustion vehicle acquisition for light fleet vehicles that are primarily used to transport passengers (noting this does not include light commercial vehicles at this time), with discretionary authority of the CEO should an appropriate EV be unviable.**
- 3. That key outcomes captured within the Electric Vehicle Strategy be presented to a workshop of Council concurrently with the Carbon Management Plan.**
- 4. That funding of \$20,000 be included as part of 2023/24 Budget Review 1 to undertake the development of the Integrated Electric Vehicle Strategy.**

<b>Carried Unanimously</b>
----------------------------

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

**12. OFFICER REPORTS – DECISION ITEMS**

**12.1 Audit Committee – Council Member and Presiding Member Appointments**

Moved Cr Nathan Daniell  
S/- Cr Chris Grant

**283/23**

**Council resolves:**

- 1. That the report be received and noted.**
- 2. To retain the Audit Committee Terms of Reference as previously adopted by Council on 14 February 2023 and as contained in Appendix 1.**
- 3. To determine that the method of selecting the Audit Committee Members to be by an indicative vote to determine the preferred persons for the two Council Member positions utilising the process set out in this Agenda report.**
- 4. To adjourn the Council meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote to determine the preferred persons for the Audit Committee Member roles and for the meeting to resume once the results of the indicative vote have been declared.**

<b>Carried Unanimously</b>
----------------------------

7.14 pm The Council meeting adjourned.

7.16 pm The Council meeting resumed.

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.1, the nature of which is as follows:

- I am intending to nominate for Audit Committee Membership

Under section 75C of the *Local Government Act 1999* Cr Malcolm Herrmann disclosed a Material (section 75) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.1, the nature of which is as follows:

- I am intending to nominate for Presiding Member which is a remunerated position.

7:16pm Cr Melanie Selwood and Cr Malcolm Herrmann left the Chamber and did not participate in the vote.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

---

**12.1.1 Audit Committee – Council Member Appointments**

Moved Cr Mark Osterstock

S/- Cr Chris Grant

**284/23**

**Council resolves:**

- 1. To appoint Cr Malcolm Herrmann and Cr Melanie Selwood as members of the Audit Committee for a 24 month term to commence 30 November 2023 and conclude on 30 November 2025 (inclusive).**
- 2. To determine that the method of selecting the Audit Committee Presiding Member to be by an indicative vote to determine the preferred person utilising the process set out in this Agenda report.**
- 3. To adjourn the Council meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote to determine the preferred person for the Audit Committee Presiding Member role and for the meeting to resume once the results of the indicative vote have been declared.**

<b>Carried Unanimously</b>
----------------------------

7:20pm Cr Malcolm Herrmann & Cr Melanie Selwood returned to the meeting room.

7.21 pm The Council Meeting adjourned.

7.22 pm The Council meeting resumed.

Under section 75C of the *Local Government Act 1999* Cr Malcolm Herrmann disclosed a Material (section 75) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.1, the nature of which is as follows:

- I am intending to nominate for Presiding Member which is a remunerated position.

7:24pm Cr Malcolm Herrmann left the Chamber and did not participate in the vote.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

---

**12.1.2 Audit Committee – Presiding Member Appointment**

**Moved Cr Mark Osterstock**

**S/- Cr Kirsty Parkin**

**285/23**

**Council resolves:**

- 1. To appoint Cr Malcolm Herrmann to the position of Audit Committee Presiding Member for a 24 month term to commence 30 November 2023 and conclude on 30 November 2025 (inclusive).**

<b>Carried Unanimously</b>
----------------------------

7:25pm Cr Malcolm Herrmann returned to the meeting room.

**12.2 CEO PRP Council Member Appointments**

Under section 75C of the *Local Government Act 1999* Cr Chris Grant disclosed a Material (section 75) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.2, the nature of which is as follows:

- I am the Presiding Member of the CEO PRP which is a remunerated position.

7:29pm Cr Chris Grant left the Chamber and did not participate in the vote.

**Moved Cr Malcolm Herrmann**

**S/- Cr Kirsty Parkin**

**286/23**

**Council resolves:**

- 1. That the report be received and noted.**
- 2. To extend the term of the CEO Performance Review Panel members for a period of one month following the end of the CEO Probationary Review Process or six months, whichever is the earliest.**
- 3. That Cr Nathan Daniell continue as a member of the CEOPRP when his term as Deputy Mayor concludes on 30 November 2023.**

<b>Carried Unanimously</b>
----------------------------

7.29PM Cr Chris Grant returned to the meeting room.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**12.3 Boundary Change Committee – Presiding Member Appointment**

Under section 75B of the Local Government Act 1999 Cr Louise Pascale disclosed a General (section 74) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.3, the nature of which is as follows:

- I am a resident of Woodforde

Under section 75C of the *Local Government Act 1999* Cr Mark Osterstock disclosed a Material (section 75) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.3, the nature of which is as follows:

- I am intending to nominate for Presiding Member which is a remunerated position.

7.31pm Cr Osterstock and Cr Pascale left the Chamber and did not participate in the vote.

Moved Cr Melanie Selwood  
S/- Cr Chris Grant

Council resolves:

1. That the report be received and noted
2. To retain the Boundary Change Committee for the term of the Council with the Terms of Reference, as contained in Appendix 1.
3. To appoint Cr Mark Osterstock to the position of Boundary Change Committee Presiding Member for a 12 month term to commence 30 November 2023 and conclude on 30 November 2024 (inclusive).

**AMENDMENT 1 (red text)**

Moved Cr Malcolm Herrmann  
S/- Lucy Huxter

Council resolves:

1. That the report be received and noted.
2. To retain the Boundary Change Committee for the term of the Council with the Terms of Reference, as contained in Appendix 1.
3. To appoint Cr Mark Osterstock to the position of Boundary Change Committee Presiding Member for a ~~12-24~~ month term to commence 30 November 2023 and conclude on 30 November ~~2024~~ **2025** (inclusive).

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
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**FORMAL MOTION**

**Moved Cr Adrian Cheater  
S/- Pauline Gill**

**287/23**

**That proceedings be halted to adjourn the item until 28 November 2023**

<b>Carried Unanimously</b>
----------------------------

7.44pm Cr Osterstock and Cr Pascale returned to the meeting room.

**12.4 East Waste Independent Chair Appointment**

Under section 75B of the Local Government Act 1999 Cr Lucy Huxter disclosed a General (section 74) Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.4, the nature of which is as follows:

- I am the Council Member on the East Waste Board

Cr Huxter participated in discussions and voted.

7:45 Cr Kirsty Parkin left the meeting room.

7:47 Cr Kirsty Parkin returned to the meeting room.

**Moved Cr Lucy Huxter  
S/- Cr Louise Pascale**

**288/23**

**Council resolves:**

- 1. That the report on the East Waste Independent Chair Appointment be received and noted.**
- 2. That Council approves Mr Fraser Bell being appointed as Independent Chairperson of East Waste for a term of two years commencing 1 January 2024.**
- 3. That the Chief Executive Officer inform East Waste of Council's decision.**

<b>Carried Unanimously</b>
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Cr Lucy Huxter voted 'for' the motion.

The majority of persons who were entitled to vote at the meeting voted in favour the motion.

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
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**12.5 Emergency Management Policy**

7:49pm Cr Pauline Gill left the meeting room.

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

**289/23**

**Council resolves:**

- 1. That the report be received and noted.**
- 2. With an effective date of 28 November 2023, adopt the 14 November 2023 Emergency Management Policy as contained in Appendix 1.**
- 3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 14 November 2023 Emergency Management Policy as per Appendix 1 prior to the date of effect.**

<b>Carried Unanimously</b>
----------------------------

**12.6 2023-2024 Australian Government Black Spot Program**

7:51pm Cr Osterstock left the meeting room

7:52pm Cr Pauline Gill returned to the meeting room.

**Moved Cr Chris Grant  
S/- Cr Adrian Cheater**

**290/23**

7:53pm Cr Osterstock returned to the meeting room.

**Council resolves:**

- 1. That the report be received and noted.**
- 2. To execute the Funding Deed for the 2023-24 South Australia Black Spot Program – Jones Road, Balhannah Safety Improvements (\$242,000 GST Inclusive).**
- 3. The Chief Executive Officer and Mayor are authorised to affix the seal of the Adelaide Hills Council to the respective Funding Deed under the State Blackspot Program.**
- 4. That Council notes that in signing the Deed, that \$242,000 (GST Inclusive) will be available to Council in the 2023-24 financial year to complete the shoulder sealing and delineation improvements at Jones Road, Balhannah.**

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
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**12.7 Status Report – Council Resolutions Update**

7:54pm Cr Cheater left the meeting room.

7:56pm Cr Cheater returned the meeting room.

**Moved Cr Pauline Gill**

**S/- Cr Kirsty Parkin**

**291/23**

**Council resolves:**

- 1. That the Council Resolutions Update report dated 14 November 2023 be received and noted.**
- 2. The following completed items be removed from the Action List.**

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI
26/04/2023	Ordinary Council	91/23	Foothills Suburbs - Community Connections	General - Cr Louise Pascale
23/05/2023	Ordinary Council	129/23	Yanagin Road Consultation Outcomes & Revocation of Community Land Classification	Nil
13/06/2023	Ordinary Council	148/23	Kerbside Bin System Option & Trial (FOGO)	Nil
19/06/2023	Audit Committee	AC27/23	Development Services - Service Review	Nil
27/06/2023	Ordinary Council	176/23	Stirling Business Association Three Year Funding Agreement	Nil
6/07/2023	CEO Performance Review Panel	PRP5/23	Quarterly Performance Report	Nil
25/07/2023	Ordinary Council	195/23	Proposed Date Change Citizenship and Award Ceremonies	Nil
8/08/2023	Ordinary Council	210/23	Mt Lofty Golf Resort Stirling	General - Cr Adrian Cheater
8/08/2023	Ordinary Council	217/23	Confidential - Country Cabinet August 2023	Nil
21/08/2023	Audit Committee	AC29/23	Action Report & Work Plan Update	Nil
21/08/2023	Audit Committee	AC30/23	End of Financial Year Update	Nil

**ADELAIDE HILLS COUNCIL  
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21/08/2023	Audit Committee	AC35/23	Risk Management Quarterly Report	Nil
22/08/2023	Ordinary Council	223/23	Recovery Ready Halls Grant	General - Crs Mudge & Selwood
22/08/2023	Ordinary Council	224/23	Preliminary End of Year Financial Results and Carry Forwards	Nil
22/08/2023	Ordinary Council	226/23	Accredited Professionals Policy	Nil
26/09/2023	Ordinary Council	252/23	MWN - Hills Football League Premierships	Nil
16/10/2023	Audit Committee	AC40/23	2022-23 Annual Financial Statements and End of Year Report	Nil
16/10/2023	Audit Committee	Not Applicable	Stirling Mall Fire - Rates query	Nil

**Carried Unanimously**

**13. OFFICER REPORTS - INFORMATION ITEMS**

Nil

**14. CORRESPONDENCE FOR INFORMATION**

**14.1 Landscape Board SA – Hills and Fleurieu Business Plan 2023-24**

**14.2 Landscape Board SA – Hills and Fleurieu Achievements Reports 2023-24**

**14.3 Hon Geoff Brock MP – Local Government Advice Scheme**

Moved Cr Malcolm Herrmann

S/- Chris Grant

**292/23**

Council resolves that the correspondence is received and noted.

**Carried Unanimously**

**15. QUESTIONS WITHOUT NOTICE**

Cr Chris Grant asked a question about FABRIK

Cr Melanie Selwood asked a question about the 20 Year State Infrastructure Study

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
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**16. MOTIONS WITHOUT NOTICE**

Nil

**17. REPORTS****17.1 Council Member Function or Activity on the Business of Council****Cr Melanie Selwood**

- 28 October 2023 - Pride March, Adelaide
- 29 October 2023 – Charleston Emergency and Recovery Response Group Operation Test Load - A trial of the operation of the Recovery Centre operations
- 11 November 2023 - Houghton Remembrance Day Service

**17.2 Reports of Members as Council/Committee Representatives on External Organisations**

Nil

**17.3 CEO Report**

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

- A reminder to any members attending the Community group forum that RSVPs are required
- Advice regarding the Strategic planning session being held on Saturday and the pre-reading required before the session

**18. REPORTS OF COMMITTEES****18.1 Council Assessment Panel**

**Moved Cr Chris Grant**

**S/- Cr Louse Pascale**

**293/23**

**Council resolves that the minutes of the Council Assessment Panel meeting held on 8 November 2023, as distributed, be received and noted.**

<b>Carried Unanimously</b>
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**18.2 Audit Committee**

Nil

**18.3 CEO Performance Review Panel**

Nil

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
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**18.4 Boundary Change Committee**

Nil

**19. CONFIDENTIAL ITEMS**

**19.1 Provision of Spray Sealed Services Contract – Exclusion of the Public**

Moved Cr Lucy Huxter

S/- Cr Adrian Cheater

294/23

Council resolves that:

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Director Environment & Infrastructure, David Waters
- Director Corporate Services, Terry Crackett
- Director Community & Development, Natalie Armstrong
- Governance Support, Tracy Riddle (Kelledy Jones)
- Minute Secretary, Kylie Hopkins
- Technical Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.1: (Contract for the Provision of Spray Seal Services) in confidence.

The Council is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified above, be excluded to enable Council to consider the report at the meeting on the following grounds:

Section 90(3)(k) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is tenders for the supply of goods, the provision of services or the carrying out of works the disclosure of which could reasonably be expected to prejudice the commercial position of the business who supplied the information by disclosing specific quotes and modelling by the tenderer.

Accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
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**19.1.1 Provision of Spray Sealed Services Contract – Confidential Item**

**ADELAIDE HILLS COUNCIL  
MINUTES OF ORDINARY COUNCIL MEETING  
TUESDAY 14 NOVEMBER 2023  
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**19.1.2 Provision of Spray Sealed Services Contract – Duration of Confidentiality**

Moved Cr Pauline Gill

S/- Cr Chris Grant

296/23

Council resolves that:

Subject to the CEO, or his delegate, disclosing information or any document (in whole or in part) for the purpose of implementing Council's decision(s) in this matter in the performance of the duties and responsibilities of office, Council, having considered Agenda Item 19.1 in confidence under sections 90(2) and 90(3)(k) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until Contracts are signed, but not longer than 12 months
Related Attachments	Until Contracts are signed, but not longer than 12 months
Minutes	Until Contracts are signed, but not longer than 12 months
Other	Until Contracts are signed, but not longer than 12 months

Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.

<b>Carried Unanimously</b>
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**20. NEXT ORDINARY MEETING**

The next ordinary meeting of the Adelaide Hills Council will be held on Tuesday 28 November 2023 from 6.30pm at 63 Mt Barker Road, Stirling.

**21. CLOSE MEETING**

The meeting closed at 8:28pm.

**ADELAIDE HILLS COUNCIL  
MINUTES OF SPECIAL COUNCIL MEETING  
TUESDAY 21 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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In Attendance

**Presiding Member:** Deputy Mayor Nathan Daniell

**Members:**

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

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Terry Crackett	Director Corporate Services
Natalie Armstrong	Director Community and Development
David Waters	Director Environment and Infrastructure
Natasha Jones (Kelledy Jones)	Governance Support
Kylie Hopkins	Minute Secretary
Rebekah Lyons	Minute Secretary
Mike O'Donnell	Technical Support

**1. COMMENCEMENT**

The special meeting commenced at 7.35pm.

**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.

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Mayor \_\_\_\_\_ ....

**ADELAIDE HILLS COUNCIL  
MINUTES OF SPECIAL COUNCIL MEETING  
TUESDAY 21 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**3. APOLOGIES/LEAVE OF ABSENCE**

**3.1 Apology**

Mayor Jan-Claire Wisdom  
Cr Kirsty Parkin

**3.2 Absent**

Nil  
7.36pm Cr Pascale attended the meeting.

**4. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL**

Nil

**5. PRESIDING MEMBER'S OPENING REMARKS**

**6. PUBLIC FORUM**

Nil

**7. BUSINESS OF THE MEETING**

**7.1 Motion on Notice - Houghton Hermitage Inglewood and Paracombe Hub - Cr Malcolm Herrmann**

Moved Cr Malcolm Herrmann  
S/- Cr Pauline Gill

**297/23**

I move that:

1. Further to resolution 274/23 (Item 7.1) part 3 of the Special Council meeting held on 6 November 2023, the Council offers a contribution of up to \$325,000 (plus GST) as a maximum contribution to Stage two (2) Houghton, Hermitage, Inglewood and Paracombe Memorial Park Committee's Houghton Hub project, with payments made in approximately equal instalments over a period of three (3) financial years;
2. In view of the fact that the Hub will service not only Adelaide Hills Council residents and Groups, but also those of the City of Tea Tree Gully, Council supports the formal approach by the Houghton, Hermitage, Inglewood and Paracombe Memorial Park Committee to the City of Tea Tree Gully for financial assistance to the Hub Project.

<b>Carried Unanimously</b>
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Mayor \_\_\_\_\_ .....



**ADELAIDE HILLS COUNCIL  
MINUTES OF SPECIAL COUNCIL MEETING  
TUESDAY 21 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**8. CONFIDENTIAL ITEM**

Nil

**9. CLOSE MEETING**

The meeting closed at 7.53pm.

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>11.1</b>
<b>Responsible Officer:</b>	<b>Jody Atkins A/Governance and Risk Officer Corporate Services</b>
<b>Subject:</b>	<b>Boundary Change Committee Membership – Presiding Member Appointment</b>
<b>For:</b>	<b>Decision</b>

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**SUMMARY**

The Boundary Change Committee is created under Section 41 of the *Local Government Act 1999* (the 'Act').

The purpose of this report is to seek the Council's determination on the retention of the Boundary Change Committee with/without amendment to the Terms of Reference (the 'TOR'), and to determine its Presiding Member appointment for a specified term.

**RECOMMENDATION**

**Decision 1**

**That Council resolves:**

- 1. That the report be received and noted**
- 2. To retain the Boundary Change Committee for the term of the Council with the Terms of Reference, as contained in Appendix 1.**
- 3. To determine that the method of selecting the Boundary Change Committee Presiding Member to be by an indicative vote to determine the preferred person for the Presiding Member position utilising the process set out in this Agenda report.**
- 4. To adjourn the Council meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote to determine the preferred person for the Boundary Change Committee Presiding Member role and for the meeting to resume once the results of the indicative vote have been declared.**

## **Decision 2**

5. To appoint \_\_\_\_\_ to the position of Boundary Change Committee Presiding Member for a \_\_\_\_\_ month term to commence 30 November 2023 and conclude on 30 November 20XX (inclusive).
- 

### **1. BACKGROUND**

#### **Boundary Change Committee Terms of Reference**

At its 9 August 2022 special meeting, Council established the Boundary Change Committee adopted a revised Terms of Reference (TOR) (**Appendix 1**).

#### **Boundary Change Committee Membership**

The relevant elements of the Committee's TOR regarding membership and contained in clause 5, are as follows:

##### **5. MEMBERSHIP**

- 5.1 The Committee will comprise five (5) members as follows:
  - 5.1.1 The Deputy Mayor of the Council; and
  - 5.1.2 Four (4) Council Members.
- 5.2 All members of the Committee will be appointed by the Council for a period of three (3) years but will expire at each periodic local government election.
- 5.3 It is desirable for the Council Members to be appointed to the Committee to have a sound understanding of provisions of Chapter 3, Part 2 of the Act and the Campbelltown City Council Woodforde/Rostrevor boundary change proposal.
- 5.4 In considering appointments to the Committee, Council should give consideration to the diversity of the membership.
- 5.5 Members of the Committee are eligible for reappointment at the expiration of their term of office.
- 5.6 The Committee may be assisted by independent advisors that the Committee may determine from time to time.

At its 9 August 2022 special meeting, in relation to the four Council Member positions on the Boundary Change Committee and the Presiding Member role, Council resolved as follows:

### 6.1.2 Establishment of a Boundary Change Committee – Membership

Moved Cr Mark Osterstock  
S/- Cr John Kemp

202/22

1. To appoint Deputy Mayor Nathan Daniell, Cr Kirsty Parkin, Cr John Kemp, Cr Mark Osterstock and Cr Ian Bailey as Members of the Boundary Change Committee for a term to commence from 9 August 2022 and conclude at the conclusion of the Council Term.
2. To appoint Deputy Mayor Nathan Daniell as the Presiding Member of the Boundary Change Committee for a term to commence from 9 August 2022 and conclude at the conclusion of the Council Term.
3. To authorise the Chief Executive Officer to determine the date of the first Boundary Change Committee meeting.

Carried Unanimously

At its 29 November 2022 Council meeting, the Council Member positions on the Boundary Change Committee being Cr Leith Mudge, Cr Nathan Daniell and Cr Kirsty Parkin were appointed as members for a 36 month term to commence 30 November 2022 and conclude on 30 November 2025 (inclusive).

The Presiding Member role, was appointed to Cr Mark Osterstock for a period of 12 months commencing 30 November 2022 and concluding 30 November 2023.

### 12.7.1 Boundary Change Committee - Council Member and Presiding Member Appointment

Moved Cr Malcolm Herrmann  
S/- Cr Nathan Daniell

304/22

1. To appoint Council Members Cr Leith Mudge, Cr Mark Osterstock and Cr Kirsty Parkin as members of the Boundary Change Committee for a 36 month term to commence 30 November 2022 and conclude on 30 November 2025 (inclusive).
2. To appoint Cr Mark Osterstock to the position of Boundary Change Committee Presiding Member for a 12 month term to commence 30 November 2022 and conclude on 30 November 2023 (inclusive).

carried

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal 5 A Progressive Organisation

Objective O4 We actively represent our community

Priority O4.3 Attract and develop a diverse and capable elected body that represents, promotes, and reflects the composition of the community

Priority O4.3	Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region
Objective O5	We are accountable, informed, and make decisions in the best interests of the whole community
Priority O5.1	Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

➤ **Legal Implications**

Section 41 of the *Local Government Act 1999* (the Act) sets out the processes for the establishment of council committees. These committees may be formed to assist council in the performance of its functions; to enquire into matters; to provide advice to council and to exercise delegated powers functions and duties. The Boundary Change Committee is a s41 Committee.

*Section 74 – General conflicts of interest* of the Act set out the provisions regarding General Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed may have a General COI and should consider declaring the interest and acting in accordance with *s75B – Dealing with general conflicts of interest*.

*Section 75 – Material conflicts of interest* of the Act set out the provisions regarding Material Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed may have a Material COI and should consider declaring the interest and acting in accordance with *s75C – Dealing with material conflicts of interest*.

*Council’s Information or Briefing Sessions Policy* created under s90A(1) sets out the provisions for the conduct of an Information or Briefing Session such as the session recommended for the purposes of indicative voting. The above COI provisions do not apply to an Information or Briefing Session if it occurs.

The *Local Government Act 1999, Chapter 3 – Constitution of councils, Part 2 – Reform proposals* contains provisions relating to administrative and general boundary change proposals. It is that latter in the form of the Campbelltown City Council general proposal for the realignment of the boundary between the two councils in the area of Woodforde and Rostrevor (AHC) that gave rise to the creation of the Boundary Change Committee.

➤ **Risk Management Implications**

The Council’s consideration of membership of the Boundary Change Committee will assist in mitigating the risk of:

*Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.*

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low (3E)	Low (3E)

Note that there are many other controls that assist in mitigating this risk.

➤ **Financial and Resource Implications**

An Independent Remuneration Tribunal has jurisdiction under section 76 of the Act to determine the allowances payable to council members. The Tribunal determines the annual allowance for councillors, principal members, deputy mayor, prescribed and non-prescribed committee presiding members and travel time allowances with the applicable determination of this term of council being *Determination 2 of 2022 – Allowances for Members of Local Government Councils*.

A prescribed committee is ‘a committee that endures, irrespective of whether the council has assigned any particular work for the committee to perform and assist council or provides advice to the council.’ The Boundary Change Committee is deemed a prescribed committee.

The Determination sets the annual allowance for a councillor who is a presiding member of one or more prescribed committees is equal to one and a quarter (1.25) times the annual allowance for councillors of that council. This amount will be adjusted in accordance with the consumer price index at the next anniversary of the 2022 Local Government election in accordance with statutory requirements.

There is no allowance payment for Council Members who are members of Council Committees.

Should the Mayor, Deputy Mayor or another Council Member who is in receipt of a Presiding Member’s allowance be appointed as the Boundary Change Committee Presiding Member, there is no additional allowance payable.

Council’s current budget has provision for the costs associated with the Boundary Change Committee Ordinary and Presiding Member roles.

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

There is a high expectation that Council has appropriate governance and accountability mechanisms in place in relation to its meeting structures and that Council Committee members are competent and understand the role and functions of the committee and their individual obligations with regard to conduct.

➤ **Sustainability Implications**

Not applicable.

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

There is no requirement for community consultation in relation to the appointment of Council Members and the Presiding Member to the Boundary Change Committee.

➤ **Additional Analysis**

Boundary Change Committee Terms of Reference

Clause 4.1.4 of the TOR provides that, at least once in its term the Boundary Change Committee will review its own performance and terms of reference.

At this time there do not appear to be any concerns with the current function of the Boundary Change Committee and therefore no changes to the TOR are proposed.

Should Council determine not to continue with the Boundary Change Committee or that the functions undertaken by the Committee are more appropriately undertaken by Council, it will resolve at Recommendation 2 not to retain the Committee.

Boundary Change Committee Membership

As identified in the Background section above, the discretionary Council Member membership of the Boundary Change Committee is limited to four (4) Council Members.

Clause 5.2 provides that members of the Committee will be appointed for a period of three (3) years.

Clause 5.3 of the Boundary Change Committee TOR provides that it is desirable for the Council Members to be appointed to the Committee to have a sound understanding of the of provisions of Chapter 3, Part 2 of the Act, and the Campbelltown City Council Woodforde/Rostrevor boundary change proposal.

Given the limit of two positions, appointment to the Committee could be most effectively managed via the *Indicative Voting Process for Determining Council Appointed Positions* as detailed below.

Boundary Change Committee Presiding Member

Clause 6.1 of the TOR provides that the Council will appoint the Presiding Member of the Committee. Council has the flexibility to appoint the Presiding Member for a term of its choice within the bounds of the 3-year term as per clause 5.2.

If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting.

### Characteristics of a Presiding Member

The Boundary Change Committee TOR does not set out any specific qualifications or experience for the Boundary Change Committee Presiding Member position however Council may wish to consider general suitability factors including (but not limited to):

- understanding or the ability to acquire the same of the role and functions of the Boundary Change Committee;
- understanding or the ability to acquire the same in meeting procedure generally and the meeting procedure set out in the *Local Government (Procedures at Meetings) Regulations 2013* and Meeting Procedure provisions set out in the Boundary Change Committee TOR (clause 9);
- expertise in chairing meetings of s41 Committees (if past experience exists), or other boards/committees in other organisations, public and private;
- ability to preside efficiently, firmly, impartially, and fairly over Boundary Change Committee meetings;
- ability to manage conflict and differing opinions;
- integrity, good conduct, and diligence;
- the opportunity to further strengthen presiding member skills;
- the opportunity to consider diversity in the role;
- current and future time commitments (i.e. there are a number of Council Committees, Regional Subsidiaries and Advisory Groups that will also require Council Member representation); and
- the financial implications of the appointment.

### Indicative Voting Process for Determining Council Appointed Positions

Due to the potential implications of the General and Material Conflict of Interest provisions (see Legal Implications above) regarding the appointment of Committee Members and the Presiding Member (other than the Mayor, Deputy or any Council Member currently receiving a Presiding Member's allowance from a pecuniary interest perspective), it is proposed that the Council adjourn the meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote (Indicative Voting Process) to determine the preferred person for the position of the Boundary Change Committee Presiding Member.

As the Indicative Voting Process involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council Committee, it is an Information or Briefing Session for the purposes of s90A and the *Information or Briefing Sessions Policy* (the 'Policy'). As an Information or Briefing Session, the Chief Executive will conduct the meeting in accordance with the Policy.

The proposed Indicative Vote Process below is based on the Appointments to Positions Process contained in Clause 4.7 Council's *Code of Practice for Code of Practice for Council Meeting Procedures* with modifications to suit the legislative requirements of the conflict of interest and informal gatherings provisions.



The proposed Indicative Voting Process is:

- a) Chief Executive Officer calls for self-nominations for the position of Boundary Change Committee Presiding Member, as appropriate.
- b) If the number of nominees is equal to or less than one, no election will be required. If the number of nominees is greater, an election will be necessary.
- c) The CEO (or another Council staff member) will be appointed as the Returning Officer and may enlist other Council staff to assist with the conduct of the vote and the count.
- d) The method of voting will be by secret ballot utilising the preferential counting system
- e) Each Council Member (including the Mayor) shall have one vote.
- f) Ballot papers will be provided to each Council Member
- g) The nominee's names will be drawn to determine the order on the ballot paper.
- h) Each Member will write the nominee's names on the ballot paper in the order they are drawn.
- i) Each nominee will have two (2) minutes to speak to the Briefing Session in support of the candidacy. The speaking order will be as listed on the ballot paper.
- j) Members will cast their votes and the completed ballot papers will be collected by the Returning Officer and the count will be undertaken in a separate room with an observer [another Council Member (not being a nominee for the position being determined) or an Officer] present.
- k) In the event of a tie, the result will be decided by the Returning Officer drawing lots, the candidate first drawn being the candidate excluded.
- l) After all votes have been counted, the Returning Officer shall publicly announce the final votes cast for each candidate and formally declare the result of the election (i.e. the preferred person).
- m) The ballot papers will be shredded.

### **Proposed Chronology of Events**

The mechanics are relatively complicated due to the legislative provisions regarding conflict of interest and informal gatherings.

The following chronology has been based on guidance from the LGA regarding the election of Council Members to Presiding Member positions:

- I. Council consider whether to retain the Boundary Change Committee for the term of the Council with the Terms of Reference as contained in **Appendix 1**. Council would give effect to this by dealing with Recommendations 1 and 2 (or variants) at this time.
- II. Council will then consider the process that it will use to choose the preferred persons for the Presiding Member position. Council would give effect to this by dealing with Recommendation 3 (or a variant) at this time.
- III. Having decided the method, Council will then have to adjourn the meeting to enable the process to be undertaken. Council would give effect to this by dealing with Recommendation 4 (or a variant) at this time.
- IV. Steps I. to III. are all grouped as Decision 1 in the recommendation section.

- V. Once the Indicative Voting Process has been completed the Council meeting will resume in accordance with the previous resolution.
- VI. Upon resumption, any Council Members who nominated for the Presiding Member role would be advised to make declarations in accordance with *s75C – Dealing with material conflicts of interest*.

Council can then resolve for the preferred person to be appointed as the Boundary Change Committee Presiding Member for an identified term (this term may be equal to or less than the term resolved in Recommendation 2). Council would give effect to this by dealing with Recommendation 5 (or a variant) at this time.

- VII. Steps V. to VIII. are all grouped as Decision 2 in the recommendation section.

### 3. OPTIONS

The Council has the following options:

- I. To resolve to appoint the Boundary Change Committee Presiding Member appointment for a determined period and to undertake the processes as outlined in the report (**Recommended**).
- II. To determine not to resolve the Boundary Change Committee Presiding Member appointment (**Not Recommended**). Doing so would effectively revert all CEO Performance Review processes to the full Council, which may be an inefficient use of Council time.

### 4. APPENDIX

- (1) Boundary Change Committee Terms of Reference.

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# **Appendix 1**

## *Boundary Change Committee Terms of Reference*

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# ADELAIDE HILLS COUNCIL

## Boundary Change Committee



### TERMS OF REFERENCE

#### 1. ESTABLISHMENT

- 1.1 The Boundary Change Committee (the 'Committee') of Council is established under Section 41 of the *Local Government Act 1999* (the 'Act').
- 1.2 The Committee does not have executive powers or authority to implement actions in areas which management has responsibility.
- 1.3 The Committee and its Members do not have any delegations except as provided for in this Terms of Reference.

#### 2. ROLE

- 2.1 The role of the Committee is to assist Council to fulfil its role and functions by providing advice regarding the operation and implications of Chapter 3 – Constitution of councils, Part 2 – Reform proposals of the Act associated with the Campbelltown City Council Woodforde/Rostrevor boundary change proposal.

#### 3. SPECIFIC FUNCTIONS

- 3.1 Within the context of the role of the Committee, its specific functions are:
  - 3.1.1 To review and provide advice to Council regarding any correspondence or reports produced by the South Australian Boundaries Commission (the 'Boundaries Commission');
  - 3.1.2 To oversee and provide advice to Council on:
    - 3.1.2.1 the development of submissions to the Boundaries Commission or its associated parties;
    - 3.1.2.2 the development of communications strategies to the affected residents and ratepayers;
    - 3.1.2.3 risk and risk management associated with any potential boundary change;
    - 3.1.2.4 financial and other budgetary considerations associated with any potential boundary change; and
    - 3.1.2.5 other matters as the Committee may determine
  - 3.1.3 To seek legal and/or other professional advice to enable the Committee to discharge its role and functions within the limits of its applicable financial delegation.

#### 4. OTHER MATTERS

- 4.1 The Committee shall:

- 4.1.1 Have access to reasonable resources in order to carry out its duties, recognising the constraints within Council's Budget.
  - 4.1.2 Be provided with appropriate and timely training, both in the form of an induction programme for new committee members and on an ongoing basis for all committee members.
  - 4.1.3 Have delegated financial responsibility as resolved by Council in Resolution 179/22 and any subsequent resolutions. Any procurement activity resulting from the Committee's use of its delegation will be undertaken by the Administration. For clarity, individual Committee Members do not have any authority to commit Council funds.
  - 4.1.4 At least once in each full term, review its own performance and these Terms of Reference to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the Council for approval.
  - 4.1.5 Upon being provided notification by the Boundaries Commission and/or the Minister for Local Government that the Campbelltown City Council Woodforde/Rostrevor boundary change proposal has either been withdrawn or will not be proceeding in a timely manner, the Committee will provide advice to the Council on the continuance of the Committee.
- 4.2 The Principal Member of Council will be the principal spokesperson for the Committee and for all matters associated with the Campbelltown City Council Woodforde /Rostrevor boundary change proposal. Consistent with clause 4.1 of the *Council Member Conduct Policy*, the Principal Member may delegate this role to another Council Member or Officer on agreed terms.
- 4.3 Where information is required to be provided to the Boundaries Commission or an associated party in a timeframe that does not reasonably allow:
- 4.3.1 the Committee to make a recommendation to Council, the Committee has the delegation to approve the provision of the requested information directly to the requesting party. A report will be provided to the next meeting of Council on the exercise of this delegation; or
  - 4.3.2 the Committee to meet to consider the requested information, the Committee Presiding Member has the delegation, following consultation with the Mayor (or the Deputy Mayor if the Mayor is the Presiding Member) and CEO, to approve the provision of the requested information directly to the requesting party. A report will be provided to the next meeting of the Committee on the exercise of this delegation.

## **5. MEMBERSHIP**

- 5.1 The Committee will comprise five (5) members as follows:
- 5.1.1 The Deputy Mayor of the Council; and
  - 5.1.2 Four (4) Council Members.
- 5.2 All members of the Committee will be appointed by the Council for a period of three (3) years but will expire at each periodic local government election.

- 5.3 It is desirable for the Council Members to be appointed to the Committee to have a sound understanding of provisions of Chapter 3, Part 2 of the Act and the Campbelltown City Council Woodforde/Rostrevor boundary change proposal.
- 5.4 In considering appointments to the Committee, Council should give consideration to the diversity of the membership.
- 5.5 Members of the Committee are eligible for reappointment at the expiration of their term of office.
- 5.6 The Committee may be assisted by independent advisors that the Committee may determine from time to time.

## **6. PRESIDING MEMBER**

- 6.1 The Council will appoint the Presiding Member of the Committee.
- 6.2 The Council authorises the Committee to determine if there will be a Deputy Presiding Member of the Committee and, if so, authorises the Committee to make the appointment to that position for a term determined by the Committee.
- 6.3 If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting. If there is no position of Deputy Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Committee are absent from a meeting of the Committee, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.
- 6.4 The role of the Presiding Member includes:
- 6.4.1 overseeing and facilitating the conduct of meetings in accordance with the Act and the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations); and
- 6.4.2 Ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner.

## **7. SITTING FEES**

- 7.1 No additional allowance will be paid to the Members of the Committee over and above the allowance already received by Council Members in accordance with the determination of the Remuneration Tribunal.

## **8. REPORTING RESPONSIBILITIES**

- 8.1 For the purposes of Section 41(8) of the Act, the Committee's reporting and accountability requirements are:
- 8.1.1 Minutes of a meeting of the Panel will be provided to all Committee members as soon as practicable after the meeting and, in accordance with the Act, to all Council members within five (5) days after the meeting. Minutes shall be presented to Council at the next Ordinary Council Meeting.

- 8.1.2 All resolutions of the Committee, including recording the names of those present will be minuted and the minutes will otherwise comply with the requirements of the Regulations.
- 8.1.3 Agendas and Reports of the Committee forwarded to the Committee will also be forwarded to Council members for their information prior to the Committee meeting, having regard for any confidentiality provisions that may apply.
- 8.1.4 The minutes of each Committee meeting will be included in the agenda papers of the next ordinary meeting of the Council;
- 8.1.5 Agenda, Reports and Minutes will be made available to the public consistent with legislative requirements.
- 8.1.6 The Presiding Member will attend a meeting of the Council at least once per annum to present a report on the activities of the Committee;
- 8.1.7 The Committee shall make whatever recommendations to the Council it deems appropriate on any area within these terms of reference where in its view action or improvement is needed; and
- 8.1.8 The Presiding Member may attend a Council meeting at any time that the Presiding Member sees fit to discuss any issue or concern relating to the Committee's functions. Depending on the nature of the matter, this may be held in confidence in accordance with Section 90 of the Act and staff may be requested to withdraw from the meeting.
- 8.1.9 The Committee shall report to Council on an as-needs basis or upon Council's request with a summary of its activities.

## **9. CONFLICTS OF INTEREST**

Where a member of the committee has a conflict of interest in a matter before the Committee, the member must act in accordance with the requirements of section 73 and 75 of the *Local Government Act 1999*.

## **10. QUORUM**

A quorum for a meeting of the Committee will be three (3) members. No business can be transacted at a meeting of the Committee unless a quorum is present.

## **11. MEETING PROCEDURE**

- 11.1 The meeting procedure for the Committee is as set out in the Act, Parts 1, 3 and 4 of the Regulations. Insofar as the Act, the Regulations, or these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedure.
- 11.2 In accordance with Section 90(7a) of the Act, one or more Committee members may participate in the meeting by telephone or other electronic means provided that members of the public can hear the discussion between all Committee members.
- 11.3 Only members of the Committee are entitled to vote in Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

- 11.4 All decisions of the Committee shall be made on the basis of a majority decision of the Members present and in the event of a tied vote the matter be referred to the Council for decision.
- 11.5 Council Employees may attend any meeting as observers, to provide advice and/or be responsible for preparing papers for the Committee.
- 11.6 The Committee can request and/or engage other persons or organisations to make presentations and/or provide advice and/or respond to questions.
- 11.7 The Committee does not enjoy the delegation of any powers, functions and duties of the Council. All decisions of the Committee will, therefore, constitute recommendations to the Council.

## **12. SECRETARIAL RESOURCES**

- 12.1 The Chief Executive Officer shall provide sufficient administrative resources to the Committee to enable it to adequately carry out its functions.

## **13. FREQUENCY OF MEETINGS**

- 13.1 The Committee shall meet at least four times a year at appropriate times and places as determined by the Committee. A special meeting of the Committee may be called in accordance with the Act.
- 13.2 If after considering advice from the CEO or delegate, the Presiding Member of the Committee is authorised to cancel the respective Committee meeting, if it is clear that there is no business to transact for that designated meeting.

## **14. NOTICE OF MEETINGS**

- 14.1 Notice of the meetings of the Committee will be given in accordance with Sections 87 and 88 of the Act. Accordingly, notice will be given:

14.1.1 To members of the Committee by email or as otherwise agreed by Committee members; and

14.1.2 To the public as soon as practicable after the time that notice of the meeting is given to members by causing a copy of the notice and agenda to be displayed at the Council's principle office and on the Council's website.

## **14.2 PUBLIC ACCESS TO MEETINGS & DOCUMENTS**

- 14.3 Members of the public are able to attend all meetings of the Committee, unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 of the Act.
- 14.4 Members of the public have access to all documents relating to the Committee unless prohibited by resolution of the Committee under the confidentiality provisions of Section 91 of the Act.



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 12.1 Motion on Notice

**Originating from:** Cr Louise Pascale

**Subject:** Recognising our commitment to preventing violence against women and their children in Adelaide Hills Council

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**1. MOTION**

**I move that:**

1. That Adelaide Hills Council reaffirms its Statement of Commitment to help prevent violence against women and their children.
2. That we endorse the initiatives of the 16 Days of Activism being undertaken by the Adelaide Hills Council.
3. That we give thanks to the staff and working group for their work to implement the Our Watch Toolkit for the Prevention of Violence against Women and their children.

**BACKGROUND**

On the 28<sup>th</sup> of February this year, as part of a resolution regarding violence against women and their children, Adelaide Hills Council resolved to adopt the Our Watch Prevention Toolkit for Local Government (the Toolkit). This Toolkit is our guide to towards creating a safer community for women and their children experiencing family violence.

On the 11<sup>th</sup> of July this year Council made a further resolution to endorse the proposed Toolkit Implementation Plan, and committed to the following statement:

*Adelaide Hills Council recognises that violence against women and their children affects the entire Australian community. We recognise our responsibility to help reduce violence against women and their children.*

*We recognise that gender-based violence is predominantly perpetrated by men against women, and therefore believe action and support needs to be focused on preventing violence against women and their children.*

*We also acknowledge gender-based violence can affect people of all genders, sexualities, cultures, religions, ages, educational backgrounds, and income levels.*

*Council values the services, organisations and individuals that are already working in our community to prevent violence against women and their children, and to support families in crisis. We recognise the knowledge and commitment of these groups and wish to support and encourage their ongoing contribution.*

*We believe that preventing violence against women and their children is everyone's business and we are committed to working with the whole community to end violence against women and their children.*

*As part of renewing our commitment, we will:*

- *Implement Our Watch's Prevention Toolkit for Local Government*
- *Demonstrate leadership in primary prevention of violence against women and their children*
- *Raise employee and community awareness of the drivers and consequences of violence against women and their children*
- *Provide a safe, inclusive and respectful working environment*
- *Provide information to Council staff about ways they can prevent violence against women in their work and the services they deliver to community*
- *Advocate for gender equality in planning, decision-making and service delivery across local government.*
- *Council is committed to making changes to create a future that is free from violence against all women and their children.*

In implementing the Toolkit, to date staff have:

- Established an internal working group and held its first meeting. Outcomes of this meeting included establishment of Terms of Reference, and self-care as a group norm. Members were also briefed on relevant Council resolutions, key parts of the National Plan to End Violence against Women and Children 2022-2032, the Toolkit and deliverables within Council's endorsed Toolkit Implementation Plan. The group built rapport and determined future actions.
- Met with Jemma Taylor Cross, Manager of Prevention Implementation at Our Watch (based in Adelaide), to gauge how Our Watch may be able to support our implementation of Stage 2 of the Toolkit Plan with setting up internal practices including developing a workplace safety plan, developing Domestic and Family Violence (DFV) policy, conducting a gender equity audit and developing a gender equity action plan with clear objectives.
- Registered to attend training at the Working Women's Centre of SA on recognizing and responding to disclosures of domestic and family violence in the workplace.
- Joined Our Watch's Local Government Community of Practice
- Created a [new Knowledge Bank article](#) to guide all staff in responding to customers who disclose that they, or someone they know, are experiencing (or at risk of experiencing) domestic, family or sexual violence (DFSV)
- Created a [new webpage](#) on our website to direct community members experiencing or at risk of experiencing DFSV to emergency assistance or support services
- Created a [new webpage](#) on the primary prevention of violence against women and children, the role of Local Government and Council's commitment (this page also hosts our [Statement](#))
- Attended an Information Session on [South Australian Governments consultation on the Draft Criminal Law Consolidation \(Coercive Control\) Amendment Bill 2023](#)
- Josh Spier, Jennifer Blake, Mayor Wisdom and I attended and represented Adelaide Hills Council at the [Adelaide White Ribbon Breakfast 2023](#) on 16 November where we heard from Micaela Cronin, Australia's first Commissioner for Domestic, Family, and Sexual Violence

This is a tremendous amount of work in such a short amount of time and with this motion we give thanks to the Adelaide Hills staff, particularly Rebecca Shepherd, Josh Spier, Karlee Cook and the working group.

We also endorse our involvement in the United Nations 16 Days of Activism against Gender-Based Violence. This campaign begins on 25 November with the Coventry Library, Stirling lighting up in orange in recognition of the International Day for the Elimination of Violence against Women and to being our 16 Days of Activism which runs until 10 December. This year's theme is 'UNITE! Invest to prevent violence against women and girls' and uses the colour orange to symbolise a brighter future, free of violence.

Over that time Adelaide Hills Council will partner with the Zonta Club of Adelaide Hills and display silhouettes of 'orange ladies' in our Coventry Library, Stirling along with educational materials about domestic and family violence and support services. Each of these orange cut-out ladies (some with their child) represents the true story of a woman who has experienced violence.

As part of the partnership with the Zonta Club of Adelaide Hills, Council are also promoting a Twilight Vigil being hosted by the Club at Windy Point on Thursday 30 November, 8pm to 9pm. The focus of this event is reflecting on and honouring the women who have died due to domestic violence. Council Members, staff and community members are encouraged to attend.

## 2. OFFICER'S RESPONSE – Natalie Armstrong, Director Community and Development

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

#### *Strategic Plan 2020-24 – A brighter future*

Goal 2 Community Wellbeing

Objective C4 An active, healthy, thriving and resilient community

Priority C4.1 Support community wellbeing through our contribution to public health planning, disaster recovery activities and the implementation of strategies that aim to measure and enhance wellbeing

Community initiatives to help prevent violence against women and children align with Council's strategic commitment to contribute to public health planning, as well as promoting the wellbeing of individuals, families, and communities.

Goal 5 A Progressive 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 O1.1 Progressively enhance our safe systems of work to maintain emotional and physical safety of our people.

Developing internal practices that help keep employees safe from domestic and family violence (DFV) aligns with Council's strategic commitment of improving systems to protect the health and safety of our workforce.

Goal 5 A Progressive Organisation

Objective O4 We actively represent our community

Priority O4.3 Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region.

Local governments are well placed to influence and advocate for change, on behalf of their communities, to reduce violence against women and children through existing partnerships, networks, and systems.

DFV impacts on the health and wellbeing of children. The *Regional Public Health and Wellbeing Plan 2022-27 for the Southern and Hills LGA* (adopted by Council on 27 September 2022) identifies children as a priority population group for public health planning and intervention.

➤ **Legal Implications**

The *Local Government Act 1999* includes roles, functions, and principles relevant to local government responsibilities to help prevent violence against women and their children, including:

- Providing for the welfare, well-being and interests of individuals and groups within its community (Section 7(c))
- Establishing or supporting organisations or programs that benefit people in its area or local government generally (Section 7(h))
- Participating with other councils, and with State and national governments, in setting public policy and achieving regional, State, and national objectives (Section 8(c)).

Sections 51 and 52 of the *Public Health Act 2011* require councils to prepare, maintain and report on a Regional Public Health Plan (RPHP) that is consistent with the State Public Health Plan and responds to public health challenges within their local area or region.

Council has duties under the *Work Health and Safety Act 2012* to eliminate and minimise the risks to the health and safety of workers so far as is reasonably practicable, including the risks of perpetrators of DFV threatening, intimidating, or carrying out violence on a partner or family member at the workplace, including working from home. This means proactively managing the risks of family and DFV happening at the workplace, such as considering when, where and how Council’s workers might be exposed to DFV and managing those risks by implementing control measures.

➤ **Risk Management Implications**

Reaffirming Council’s commitment to a role in preventing DFV and endorsing the initiatives of the 16 Days of Activism will assist in mitigating the risk of:

*Failure to influence and advocate for social change to reduce DFV, leading to sustained or increased prevalence of DFV in our region.*

Inherent Risk	Residual Risk	Target Risk
High (4C)	High (4C)	Low (2D)

➤ **Financial and Resource Implications**

The initiatives of the 16 Days of Activism are being undertaken within existing budget allocations for the 2023 events. Future year's initiatives may require additional budget allocation which would be identified in reviewing the Long Term Financial Plan.

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

Council's Statement of Commitment provides clarity for the community regarding Council's position and role to help prevent violence against women and their children. Committing to a role in primary prevention means supporting a whole-of-population approach to address the drivers of violence against women and their children.

The initiatives of the 16 Days of Activism being undertaken by the Adelaide Hills Council are designed to educate staff and community and signal the Council's commitment and support for the prevention of violence against women and their children.

➤ **Sustainability Implications**

Not Applicable

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

Not Applicable

### 3. ANALYSIS

At its meeting held on 28 February 2023, as part of a resolution regarding the prevention of violence against women and children, Council resolved to adopt Our Watch's Prevention Toolkit for Local Government (the Toolkit).

The Toolkit recommends that local councils begin their prevention work by making a statement of commitment to help prevent violence against woman and their children in their workplaces and communities. A *Statement of Commitment* was adopted by Council on 11 July 2023. The adopted Statement has been provided as **Appendix 1**.

It is timely to reiterate Council's Statement of Commitment in conjunction with Council's first-time participation in the 16 Days of Activism against Gender-Based Violence (hereafter, the 16 Days), an annual global campaign led by UN Women that runs from 25 November, the International Day for the Elimination of Violence against Women, until 10 December (International Human Rights Day).

Globally, orange is the official colour for the campaign, symbolising a bright future free from all forms of violence based on gender around the world.

In 2008, the United Nations Secretary-General launched the campaign UNITE by 2030 to End Violence against Women, which runs parallel to the 16 Days. Every year, the UNITE Campaign focuses on a specific theme. This year's theme is 'UNITE! Invest to prevent violence against women and girls'. The campaign calls on citizens to show how much they care about ending violence against women and girls by sharing the actions they are taking to create a world free from violence towards women. This year's campaign also calls on governments worldwide to share how they are investing in gender-

based violence prevention. A Concept Note produced by UN Women on this year's theme has been provided as **Appendix 2**.

Council will participate in the 16 Days (as per the Toolkit Implementation Plan endorsed by Council on 11 July 2023), with the following activities planned for the 16 Days period:

- The Coventry Library, Stirling will be illuminated orange on the evening of 25 November 2023
- Adelaide Hills Council will partner with the Zonta Club of Adelaide Hills and display silhouettes of 'orange ladies' in our Coventry Library, Stirling along with educational materials about domestic and family violence and support services. Each of these orange cut-out ladies (some with their child) represents the true story of a woman who has experienced violence
- Elected Members have been invited to wear something orange at the Ordinary Council Meeting on November 28 2023 if they wish
- Adelaide Hills Council staff are providing educational materials across our worksites while providing an opportunity for staff to provide Christmas gifts for women staying in domestic violence shelters
- Relevant educational posts will be made on our social media platforms.
- Council will promote a Twilight Vigil being hosted by the Zonta Club of Adelaide Hills at Windy Point on Thursday 30 November, 8pm to 9pm. The focus of this event is reflecting on and honouring the women who have died due to domestic violence. Council Members, staff and community members are encouraged to attend. The invitation to the Vigil has been provided as **Appendix 3**.

#### **4. APPENDICES**

- (1) Council's Adopted Statement of Commitment
- (2) Concept Note - 16 Days of Activism against Gender-Based Violence 2023
- (3) Invitation to the Twilight Vigil – hosted by the Zonta Club of Adelaide Hills

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**Appendix 1**  
*Council's Adopted Statement of Commitment*

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## Statement of Commitment

Adopted by Council on 11 July 2023

Adelaide Hills Council recognises that violence against women and their children affects the entire Australian community. We recognise our responsibility to help reduce violence against women and their children.

We recognise that gender-based violence is predominantly perpetrated by men against women, and thus believe action and support needs to be focused on preventing violence against women and their children. We also acknowledge gender-based violence can affect people of all genders, sexualities, cultures, religions, ages, educational backgrounds, and income levels.

Council values the services, organisations and individuals that are already working in our community to prevent violence against women and their children, and to support families in crisis. We recognise the knowledge and commitment of these groups and wish to support and encourage their ongoing contribution.

We believe that preventing violence against women and their children is everyone's business and we are committed to working with the whole community to end violence against women and their children.

As part of renewing our commitment, we will:

- Implement Our Watch's Prevention Toolkit for Local Government
- Demonstrate leadership in primary prevention of violence against women and their children
- Raise employee and community awareness of the drivers and consequences of violence against women and their children
- Provide a safe, inclusive and respectful working environment
- Provide information to Council staff about ways they can prevent violence against women in their work and the services they deliver to community
- Advocate for gender equality in planning, decision-making and service delivery across local government.

Council is committed to making changes to create a future that is free from violence against all women and their children.



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**Appendix 2**  
*Concept Note - 16 Days of Activism against Gender-Based  
Violence 2023*

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## **16 Days of Activism against Gender-Based Violence 25 November - 10 December 2023**

### **Concept Note**

#### **1. BACKGROUND**

The 16 Days of Activism against Gender-Based Violence is an international civil society led campaign that takes place each year. It commences on 25 November, the International Day for the Elimination of Violence against Women, and ends on 10 December, Human Rights Day, indicating that violence against women is the most pervasive breach of human rights worldwide. It was originated by activists at the inaugural Women's Global Leadership Institute in 1991. It is used as an organizing strategy by individuals and organizations around the world to call for the prevention and elimination of violence against women and girls (VAWG).

In support of this civil society initiative, under the leadership of the UN Secretary-General, António Guterres, the United Nations Secretary-General's [UNiTE by 2030 to End Violence against Women initiative](#) (UNiTE) calls for global action to increase awareness, galvanise advocacy efforts and share knowledge and innovations to end VAWG once and for all. Launched in 2008, UNiTE is a multi-year advocacy effort aimed at preventing and eliminating VAWG around the world. UNiTE calls on governments, development actors, civil society, women's organizations, young people, the private sector, the media and the entire UN system to join forces in addressing violence against women and girls.

In 2023, the UNiTE campaign theme is *Invest to Prevent Violence Against Women & Girls* and will focus on the importance of financing different prevention strategies to stop violence from occurring in the first place. It will leverage key global normative and advocacy platforms to build momentum and galvanize collective efforts to prevent violence against women. This year's

campaign theme is also aligned to the 2024 priority theme of the Commission on the Status of Women<sup>1</sup>, focused on *Accelerating the achievement of gender equality and the empowerment of*

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*all women and girls by addressing poverty and strengthening institutions and financing with a gender perspective.* The campaign will also activate and amplify the commitments to prevent violence against women under the Generation Equality Forum and Action Coalition on GenderBased Violence (GBV) and the Action Coalition on Economic Justice and Rights (EJR)<sup>2</sup> and catalyse global advocacy fora, including the Generation Equality midpoint moment, and the SDG midpoint summit, to be held in September 2023.

## **2. CAMPAIGN'S THEME FOR 2023 – UNiTE! Invest to Prevent Violence against Women & Girls**

**Violence against women and girls remains one of the most prevalent and pervasive human rights violations in the world.** Despite many countries passing laws to combat violence against women, weak enforcement and discriminatory social norms remain significant problems. Globally, an estimated [736 million women](#) — almost one in three — have been subjected to physical and/or sexual intimate partner violence, non-partner sexual violence, or both, at least once in their life<sup>3</sup>.

Violence against women has been heightened across different settings as well, including the workspace and online spaces. A global study by the Economist Intelligence Unit found that 38 per cent of women have had personal experiences of online violence, and 85 per cent of women who spend time online have witnessed digital violence against other women. A global study on women working in the technology sector found that 44 per cent of women founders had experienced some form of harassment at work in 2020, of which 41 per cent of women experienced sexual harassment<sup>4</sup>.

Furthermore, the COVID-19 pandemic, conflicts, and climate change have further intensified VAWG, exacerbated existing challenges and generated new and emerging threats. Economic insecurity, disrupted livelihoods and limited social protection continue to increase women's and girls' vulnerability to violence<sup>4</sup>. According to the Rapid Gender Assessments surveys on the impact of COVID-19 on VAW conducted by UN Women in 13 countries, 45 per cent of women

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<sup>1</sup> The Commission on the Status of Women (CSW) is a functional commission of the Economic and Social Council (ECOSOC) and the principal global intergovernmental body exclusively dedicated to the promotion of gender equality and the empowerment of women.

<sup>2</sup> Generation Equality is the world's leading effort to unlock political will and increase investment and implementation on gender equality to accelerate the achievement of the Sustainable Development Goals and the commitments outlined in the Beijing Declaration and Platform for Action.

<sup>3</sup> <https://www.unwomen.org/en/what-we-do/ending-violence-against-women/facts-and-figures>.

<sup>4</sup>

Women Who Tech (2020). The State of Women in Tech and Startups. Available at:

<https://womenwhotech.org/data-and-resources/state-women-tech-and-startups>.

<sup>4</sup> <https://www.unwomen.org/sites/default/files/2023-03/Policy-brief-Addressing-violence-against-womenthrough-social-protection-en.pdf>.

reported that they or a woman they know has experienced a form of VAW since COVID-19<sup>5</sup>. Following Hurricane Katrina, the rate of rape among women displaced to trailer parks rose 53.6 times the baseline rate in Mississippi for that year<sup>7</sup>.

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**Violence negatively affects women’s physical and mental health and well-being at all stages of their life** and impacts their professional development and economic empowerment<sup>6</sup>. Violence against women has also broader social and economic consequences for families, communities, and societies<sup>7</sup> and impedes the achievement of sustainable development. New IMF research in Sub-Saharan shows how violence against women and girls is a major threat to economic development in the region. An increase in violence against women by 1 percentage point is associated with a 9 per cent lower level of economic activity<sup>8</sup>. At the global level, it is estimated that the cost of violence against women (public, private and social) amounts to US\$1.5 trillion<sup>9</sup>. Across the European Union, the cost of gender-based violence is estimated at €366 billion a year, where violence against women makes up 79 per cent of this cost, amounting to €289 billion<sup>10</sup>.

**The good news is that VAWG is preventable and there is more evidence than ever before about what works**<sup>11</sup>. The [RESPECT Women Framework](#) is a comprehensive framework with evidencebased strategies that have demonstrated positive results in the prevention and response to violence against women which presents member states, development partners and the private sector with strong options for investments. The global EU-UN [Spotlight Initiative](#), the largest targeted effort to eliminate violence against women and girls led by the United Nations, is demonstrating that a significant, concerted and comprehensive investment in ending violence can make a transformative difference in the lives of women and girls<sup>12</sup>. For example, larger investments on efforts to end violence against women have doubled the conviction rate for gender-based violence across 12 countries and led to the strengthening of 477 laws or policies to end violence against women and girls. Addressing economic hardship, coupled with other

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<sup>5</sup> <https://data.unwomen.org/sites/default/files/documents/Publications/Measuring-shadow-pandemic.pdf> (pg.5).<sup>7</sup>  
<https://www.unwomen.org/sites/default/files/2022-03/Infographic-Tackling-violence-against-women-and-girlsin-the-context-of-climate-change-en.pdf>.

<sup>6</sup>

[www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2018/Global-safety-framework-Section1-compressed.pdf](http://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2018/Global-safety-framework-Section1-compressed.pdf) (pg.130).

<sup>7</sup>

[www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2019/RESPECT-Women-Preventing-violence-against-women-en.pdf](http://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2019/RESPECT-Women-Preventing-violence-against-women-en.pdf).

<sup>8</sup> [www.imf.org/en/Publications/WP/Issues/2021/11/19/The-Heavy-Economic-Toll-of-Gender-based-Violence-Evidence-from-Sub-Saharan-Africa-509667](http://www.imf.org/en/Publications/WP/Issues/2021/11/19/The-Heavy-Economic-Toll-of-Gender-based-Violence-Evidence-from-Sub-Saharan-Africa-509667).

<sup>9</sup> [www.unwomen.org/en/news/stories/2016/9/speech-by-lakshmi-puri-on-economic-costs-of-violence-against-women](http://www.unwomen.org/en/news/stories/2016/9/speech-by-lakshmi-puri-on-economic-costs-of-violence-against-women).

<sup>10</sup> <https://eige.europa.eu/news/gender-based-violence-costs-eu-eu366-billion-year>.

<sup>11</sup> <https://www.unwomen.org/en/digital-library/publications/2019/05/respect-women-preventing-violence-against-women>.

<sup>12</sup> [www.spotlightinitiative.org/publications/spotlight-initiative-global-annual-narrative-progress-report-2022](http://www.spotlightinitiative.org/publications/spotlight-initiative-global-annual-narrative-progress-report-2022).

promising prevention strategies such as investing on women rights organizations<sup>13</sup>, transforming social norms, addressing unequal gender power relations, strengthening essential services for survivors, and enabling safer environments<sup>14</sup>, among others, have the potential to prevent and reduce VAW.

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**The links between poverty, financial stressors and hardships, and violence against women are well established, with women facing disproportionately high risks of violence<sup>15</sup>.** At the same time, violence increases women's risk of poverty and economic hardship due to both the direct costs of violence such as out-of-pocket health expenditures, and indirect costs such as reduced earnings. The economic empowerment of women, together with approaches that strengthen equitable gender norms and dynamics for lasting changes for women and girls, can serve as a **protective factor** against gender-based violence, through access to assets such as land ownership<sup>16</sup> and decent employment that enable women to prevent and escape abusive relationships and exploitative situations<sup>17</sup>.

**In efforts to build back better from the pandemic and multiple crisis, investments in preventing violence against women and girls are more important than ever.**

These investments have tremendous benefits for gender equality, poverty reduction and development. However, less than .002 per cent of global Official Development Assistance (ODA) is directed to GBV prevention, and that funding is often poor quality, short-term and sporadic. Few national governments have transformative GBV prevention policies or align their budgets with prevention strategies and interventions.<sup>18</sup> It is important to address violence against women in a holistic way and incorporate it into broader policies and programmes, such as social protection systems, to strengthen women's economic security and autonomy and reduce the risk of violence<sup>19</sup>. In turn, these policies need robust resources to support better planning and implementation. In addition, creating safer workplaces is key for women to access economic resources and become less vulnerable to violence<sup>20</sup>.

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<sup>13</sup> Htun, M & Weldon, S.L. (2012). The Civic Origins of Progressive Policy Change: Combating Violence against Women in Global Perspective, 1976-2005; Mama Cash (July 2020) Feminist Activism Works! A review of select literature on the impact of feminist activism in achieving women's rights.

<sup>14</sup> [www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2020/RESPECT-implementation-guide-Strategy-summary-Poverty-reduced-en.pdf](https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2020/RESPECT-implementation-guide-Strategy-summary-Poverty-reduced-en.pdf).

<sup>15</sup> Stockl H, March LM, Pallitto C, et al. (2014). Intimate partner violence among adolescents and young women: prevalence and associated factors in nine countries: a cross sectional study. BMC Public Health. 2014; 14:751.

<sup>16</sup> <https://www.unwomen.org/en/what-we-do/economic-empowerment/facts-and-figures#notes>.

<sup>17</sup> General Assembly (2006). In-Depth Study on All Forms of Violence against Women: Report of the Secretary General: 31. A/61/122/Add.1. United Nations, New York.

<sup>18</sup> <https://preventgbv.org/shared-advocacy-agenda>.

<sup>19</sup> [unwomen.org/sites/default/files/2023-03/Policy-brief-Addressing-violence-against-women-through-socialprotection-en.pdf](https://www.unwomen.org/sites/default/files/2023-03/Policy-brief-Addressing-violence-against-women-through-socialprotection-en.pdf).

<sup>20</sup> [www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2019/Addressing-violence-and-harassment-against-women-in-the-world-of-work-en.pdf](https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2019/Addressing-violence-and-harassment-against-women-in-the-world-of-work-en.pdf) (p. 10).

### 3. ADVOCACY OBJECTIVES

The theme and activities of the UNiTE campaign this year is *Invest to Prevent Violence Against Women & Girls*. It calls upon all UNiTE networks, civil society and women's rights organizations, organizations working with men and boys, the UN system, the Generation Equality Action Coalitions government partners, human rights defenders, schools, universities, private sector, sports clubs and associations and individuals to step up and support different prevention strategies to stop violence from occurring in the first place.

Key advocacy objectives are:

- **Invite everyone to be an ally in preventing VAWG** through taking a stand publicly, engaging in activities and events to raise awareness of VAWG in their communities.
- **Mobilize all member states to allocate national budget to prevent violence against women and girls**, including through their own national action plans and prevention across education, health, and social protection sectors by incorporating VAWG prevention.
- **Advocate for increasing ODA** towards prevention of VAW, in line with national priorities and to support policy formulation, if feasible.
- **Call for greater support, increased long-term, sustainable investments** from states, private sector, foundations, and other donors **to autonomous women's rights organizations** working to end violence against women and girls in all their diversity.
- **Advocate for private and public sector investments on workplace policies** and measures that ensure women's economic security and safety.
- **Mobilize member states, development partners, philanthropies, private sector, universities and all actors to join the Generation Equality Action Coalition on GBV** and make tangible policy, programmatic and financial commitments to accelerate transformative action to end all forms of gender-based violence against women and girls, including through:
  - Investing in the [collective commitment on prevention](#), and

The Generation Equality [Action Coalition on Gender Based Violence](#) is mobilizing governments, civil society, women's rights and youth led organizations, international organizations, philanthropies and the private sector to take concerted action and deliver concrete change for women and girls worldwide, through four concrete actions: (1) Strengthening laws and policies and increasing resources; (2) Scaling up evidence driven prevention programming; (3) Scaling up comprehensive, accessible and quality services for survivors; and (4) Increasing support and resources to autonomous girl-led and women's rights organizations to play their leadership role in ending violence against women and girls.

Building on the momentum at the Generation Equality midpoint moment in September 2023, the Action Coalition on Gender-Based Violence will mobilize action to amplify the UNiTE campaign's call to **UNiTE! Invest to Prevent Violence against Women & Girls**.

Please see the [Generation Equality website](#) for further information.

- Joining the collective commitment of the Action Coalition on GBV and the Action Coalition on Economic Justice and Rights on [gender based violence and harassment in the world of work](#) and to ratify and implement the ILO Convention 190.<sup>21</sup>

The [Action Coalition on Economic Justice and Rights](#) together with the [Action Coalition on GBV](#) have a collective commitment on Eliminating Violence and Harassment in the World of Work focused on calling for more states and regional actors to ratify and implement ILO Convention No. 190 and for all workplaces – both private and public to adopt and implement policies to prevent and eliminate gender based violence against women.

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#### 4. MAIN PRINCIPLES OF UNiTE CAMPAIGN ADVOCACY

- **Honour and acknowledge women’s movements** and their leadership in the 16 Days of Activism and in preventing and fighting violence against women and girls in general.
- **Elevate the voices of young feminists and youth-led organisations:** While the world has been reviewing progress made since the adoption of the [Beijing Declaration and Platform for Action](#), it is time to create platforms to elevate voices of the next generation feminists who are shaping their future now.
- **‘Leave No One Behind’:** Apply a human rights-based approach and focus attention on the most underserved and disadvantaged groups of women and girls experiencing intersecting forms of harm in efforts to prevent and end violence against women and girls.
- **Survivor-centred:** Take a respectful and ‘do-no-harm’ approach to the telling and/or retelling of survivor stories, only with their informed consent and under conditions in which they feel empowered to exercise their agency. This and the empowerment principles are vital for the engagement of survivor advocates/activists on their own terms. All UNiTE partners must ensure that survivor advocates’ rights, safety, dignity and confidentiality are prioritized and upheld.
- **Whole-of-government and society strategies to prevent VAWG:** Everyone in society has an important role to play in ending violence against women and girls and we all must work together across sectors to address the various aspects of violence.

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<sup>21</sup> ILO Convention 190 ([www.ilo.org/wcmsp5/groups/public/---dgreports/---dcomm/---publ/documents/publication/wcms\\_721160.pdf](http://www.ilo.org/wcmsp5/groups/public/---dgreports/---dcomm/---publ/documents/publication/wcms_721160.pdf)) is the first international treaty to recognize the right of everyone to a world of work free from violence and harassment, including gender-based violence and harassment.

- **Transformative:** Fostering critical examination of gender roles, regimes and practices in order to create or strengthen equitable gender norms and dynamics for fundamental, lasting changes for women and girls.

### **5. KEY ACTIVITIES**

The *colour orange* continues to be a UN tool unifying all activities to bring global attention to the initiative, however, in light of the energy crisis, this year we are not calling upon partners to illuminate buildings and landmarks in orange or to do so for a limited period on 25 November. We invite partners to consider different ways of painting the world orange including through decorating buildings, wearing the colour orange and orangng digital spaces throughout the 16 days.



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## **Appendix 3**

*Invitation to the Twilight Vigil – hosted by the Zonta Club of  
Adelaide Hills*

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We Invite You to a  
**Twilight Vigil**

Thursday 30<sup>th</sup> November  
8pm – 9pm  
at Windy Point, Belair

Join us at this iconic location overlooking Adelaide to reflect on and honour women who have died because of Domestic Abuse.

**Wear something Orange**

This event is part of the **16 Days of Activism**, a global campaign held each year between 25 November and 10 December advocating to end violence against women and children.

**Contact Julie 0412645053**

Organised by:



**ZONTA**  
CLUB OF  
ADELAIDE HILLS INC

In the event of bad weather, the vigil will be cancelled. Notice will be given by 4pm on the day, 30<sup>th</sup> November via Facebook:

**ZontaAdelaideHills**

and website:

**[zontaadelaidehills.org.au](http://zontaadelaidehills.org.au)**

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 12.2 Motion on Notice

**Originating from:** Cr Osterstock

**Subject:** Hanson Construction Materials Ltd (Hanson) – What Rock Quarry expansion - clarification

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**1. MOTION**

**I move that:**

1. That the Chief Executive Officer, on behalf of Council, writes to Paul De Ionno, Acting Executive Director, Mineral Resources Division, Department for Energy and Mining:
    - a. Acknowledging receipt of his letter to Council dated 26 September 2023, Appendix A.
    - b. Seeking further clarification as to whether the Minister for Energy and Mining, the Honourable Tom Koutsantonis MP, or the State Government for that matter, notwithstanding the provisions of the Mining Act 1971, has any legislative power whatsoever (under any legislative instrument) to over-rule the Director's decision should the Director of Mines approve the revised Mine Operations Plan (MOP), and if so, provide details of the said legislative instrument(s).
  2. That once a response is received from the Department for Energy and Mining, that response will be tabled at the next scheduled Ordinary meeting of Council.
- 

**2. BACKGROUND**

Hanson Construction Materials Ltd (Hanson) own and operate the White Rock Quarry (the quarry) located on Horsnell Gully Road, Horsnell Gully. The Hanson White Rock Quarry is an open cut quarry which extracts quartzite, sandstone and siltstones and uses these to produce products for the construction and road building industries. Products include concrete aggregates and road base.

The site also contains a concrete batching plant which generally operates between the hours of 4am and 5pm. However, at times due to specific client needs, batching has and will occur outside of these hours. The quarry site is predominantly located within the Adelaide Hills Council area with a portion extending into the Burnside Council area, and is approximately 10 km east of the Adelaide CBD. The property within which the quarry is located covers an area of 136.87 hectares and is bounded by Old Norton Summit Road to the north, and Horsnell Gully Conservation Park to the south, the residential suburb of Skye in the Burnside Council area to the west, and rural residential properties to the east.

The quarry has ‘private mine’ status granted in early 1970’s, with quarrying having commenced at the site in 1946. Ownership of the quarry has changed over the years, with Hanson being the owner since 2007.

When the Mining Act 1971 (the Act) commenced on 3 July 1972, ownership of South Australia’s minerals became vested in the Crown. As this represented a significant shift in this regard, existing mine operators were at the time permitted for a limited period after the commencement of the Act, to be registered as a private mine in order to retain their mineral rights under certain circumstances. In this instance, the previous owners of the quarry were successful in applying for private mine status, noting it had been in operation since 1946, which predated the Act. Private mines are distinct from other mining tenements and are regulated under the framework as set out in the Act.

The State Government has identified the quarry as a Strategic Mineral Resource Area (SMRA) within the greater Adelaide region due to the extracted material (quartzite, sandstone and siltstones) being used in the construction and road building industries. The quarry expansion is detailed in a Mine Operations Plan (MOP), a statutory document required by the Mining Act 1971 (the Act) for approval for any future expansion of a private mine. Private mines require authorisation from the Department of Energy and Mining (DEM) for future expansion/development plans and have to submit a Mine Operations Plan (MOP) for review and approval. Hanson currently operate under a MOP approved in 2004.

Hanson undertook an analysis of the resource capacity of the quarry site and developed an expansion plan covering the next 100 years.

The revised MOP was lodged with the Department for Energy and Mining (DEM) on 23 December 2020 for assessment and approval. DEM completed a preliminary assessment of the MOP on 15 January 2021, and a detailed assessment is currently underway. Expansion of the quarry operations cannot occur until DEM has approved the MOP. Private mines are distinct from other mining tenements and are regulated under the framework as set out in the Act. One of the key differences between private mines versus new mines is that the draft MOP does not require formal public or council consultation.

It is understood that the MOP has, to date, not been approved by the State Government. The purpose of this motion is to obtain a clarification from the DEM, following their letter to Council dated 26 September 2023, as to whether or not the Minister, or the State Government, has the legislative power, notwithstanding the provisions of the Mining Act 1971, to over-rule a decision of the Director, should the Director approve the revised MOP.

### **3. OFFICER’S RESPONSE – Karen Cummings, Manager Property Services**

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

##### *Strategic Plan 2020-24 – A brighter future*

Goal 5	A progressive organisation
Objective 05	We are accountable, informed, and made decisions in the best interests of the whole community.
Priority 05.2	Make evidence based decisions and prudently assess the risks and opportunities to our community before taking action.

....

➤ **Legal Implications**

There are no legal implications associated with writing to the proposed recipient seeking further information on the decision making powers relating to the revised Mining Operations Plan for White Rock Quarry.

➤ **Risk Management Implications**

There are no risk management implications associated with writing to the Minister seeking further information on the decision making powers relating to the revised Mining Operations Plan for White Rock Quarry.

➤ **Financial and Resource Implications**

There are no financial implications associated with writing to the proposed recipient seeking further information on the decision making powers relating to the revised Mining Operations Plan for White Rock Quarry. There are some minor resource implications by way of time spent drafting letters, reviewing responses and tabling reports to Council regarding this matter.

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

There are no customer services/community or cultural implications associated with writing to the proposed recipient seeking further information on the decision making powers relating to the revised Mining Operations Plan for White Rock Quarry.

➤ **Sustainability Implications**

There are no sustainability implications associated with writing to the proposed recipient seeking further information on the decision making powers relating to the revised Mining Operations Plan for White Rock Quarry.

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

No engagement was undertaken in the preparation of this report.

**4. ANALYSIS**

In relation to part 1 (a) of the Motion, a copy of the letter received from the Acting Executive Director, Mineral Resources Division, Department for Energy and Mining, dated 26 September 2023 is contained in **Appendix 1**.

The letter from the Department for Energy and Mining dated 26 September 2023 was as a result of a letter from Adelaide Hills Council dated 14 July 2023 providing information from a Council resolution on 11 July 2023 (see **Appendix 2**).

Council owns an area of public (but unmade) road known as Horsnell Gully Road of which a portion traverses through the White Rock Quarry at Horsnell Gully. In addition to this, Council owns a 668 sqm parcel of community land adjacent to a portion of the unmade section of Horsnell Gully Road within the quarry site. See **Appendix 3** for details.

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In June 2021, formal correspondence was received from Hanson, as operator of the White Rock Quarry, requesting that Council close and purchase the abovementioned area of road and also sell the separate community land parcel to Hanson. Following some internal investigations into the request to purchase the road and community land a workshop/briefing session was held with Council in March 2022 regarding its options in relation to the request. It should be noted that Council has not formally considered this request and a separate report on this matter may be submitted due course.

Some of the issues for consideration in a future report will be the options available to Council in considering the request, as well as relevant legislation including the *Local Government Act 1999*, the *Roads Opening and Closing Act 1991 (SA)* and also the *Mining Act 1971*. Consideration of those pieces of legislation including what entities have legislative power to make decisions in relation to any requests that have been put before Council in terms of land transfers will be key issues addressed in any future report.

## 5. APPENDICES

- (1) Letter from Department for Energy and Mining dated 26 September 2023
- (2) Letter to Department for Energy and Mining dated 14 July, 2023
- (3) White Rock Quarry Council land parcels

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## **Appendix 1**

*Letter from Department for Energy and Mining dated 26  
September 2023*

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Government  
of South Australia

Department for  
Energy and Mining

Mr Terry Crackett  
Acting Chief Executive Officer  
Adelaide Hills Council  
PO Box 44  
WOODSIDE SA 5244  
Via email: [mail@ahc.sa.gov.au](mailto:mail@ahc.sa.gov.au)

Dear Mr Crackett

Thank you for your recent letter regarding the proposed expansion of the Hanson Construction Materials Ltd (Hanson) White Rock Quarry. I apologise for the delay in providing a response.

In response to the questions raised in the 11 July 2023 ordinary Council meeting, I advise that there is no authority under the *Mining Act 1971* for the Minister for Energy and Mining to over-rule a decision made by the Director of Mines to approve a Mine Operations Plan (MOP).

Regarding council and community land, the Department for Energy and Mining is assessing the MOP on the basis that the extension of activities Hanson are seeking approval for relate to an area of quarry development situated on land owned by Hanson.

For further information, please refer to the White Rock Quarry page on the Department's [website](#). Alternatively, if you would like to arrange a meeting to discuss this matter further, please contact Paul Thompson, Acting Manager Mining Assessments on 8429 2467 or [Paul.Thompson2@sa.gov.au](mailto:Paul.Thompson2@sa.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'PA' followed by a flourish.

Paul De Ionno  
**A/EXECUTIVE DIRECTOR, MINERAL RESOURCES DIVISION**

26 September 2023



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## **Appendix 2**

*Letter to Department of Energy and Mining dated 14 July  
2023*

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14 July, 2023

Mr Benjamin Zammit  
Acting Executive Director  
Mineral Resources Division  
Department for Energy and Mining  
GPO Box 320  
ADELAIDE SA 5001

Via email: [DEM.CustomerServices@sa.gov.au](mailto:DEM.CustomerServices@sa.gov.au)

Dear Mr Zammit

**Re: Proposed expansion of Hanson Construction Materials Ltd (Hanson) White Rock Quarry site**

I refer to previous correspondence in relation to this matter and in particular to your letter dated 2 May, 2023.

I wish to advise that Council considered this correspondence at its ordinary Council meeting held on 11 July, 2023. At that meeting, Council resolved as follows:

**11.1 White Rock Quarry**

Moved Cr Mark Osterstock  
S/- Cr Chris Grant

185/23

1. The Chief Executive Officer, on behalf of Council, writes to Benjamin Zammit, Acting Executive Director, Mineral Resources Division, Department for Energy and Mining:
  - a. Acknowledging receipt of his letter to Council dated 02 May 2023.
  - b. Seeking clarification as to whether the Minister for Energy and Mining, the Honourable Tom Koutsantonis MP, has the legislative power to over-rule the Director's decision should the Director of Mines approve the revised Mine Operations Plan (MOP) (and if so, provide details of the said legislative instrument).
  - c. Advising that Council notes that the revised MOP may require Hanson to acquire from Council, a portion of Horsnell Gully Road (a Council public road), together with an allotment of Council (community) land.
  - d. This being the case, Council seeks clarification as to how it is possible for DEM to consider the revised MOP, when Council has made no decision to dispose of a portion of Horsnell Gully Road, together with an allotment of Council (community) land, to Hanson, in order for Hanson to facilitate their proposed expansion.
2. Once a response is received from the Department for Energy and Mining, that response will be tabled at the next scheduled Ordinary meeting of Council.

Carried Unanimously

For your background information, details of the Council report dated 11 July 2023 where this matter was considered can be found on Council's website.

In accordance with the 11 July 2023 resolution, Council seeks clarification as to whether the Minister for Energy and Mining the Hon Tom Koutsantonis MP has the legislative power to over-rule the Director's decision should the Director of Mines approve the revised Mine Operations Plan (MOP). If so, it would be appreciated if you could provide details of the relevant legislative instrument by which such a decision can be made.

Secondly, Council notes that the revised MOP may require Hanson to acquire from Council a portion of Horsnell Gully Road, together with an allotment of community land, in order for Hanson to facilitate their proposed expansion. If this is the case, Council seeks clarification as to how it is possible for the Director of Mines to consider the revised MOP when Council has made no decision to dispose of a portion of Horsnell Gully Road together with the allotment of community land.

We seek your written advice to the queries contained herein at your earliest convenience.

Should you have any further queries, please contact Karen Cummings, Manager Property Services on 8408 0400 or email address is [kcummings@ahc.sa.gov.au](mailto:kcummings@ahc.sa.gov.au).

Yours sincerely



Terry Crackett  
**Acting Chief Executive Officer**

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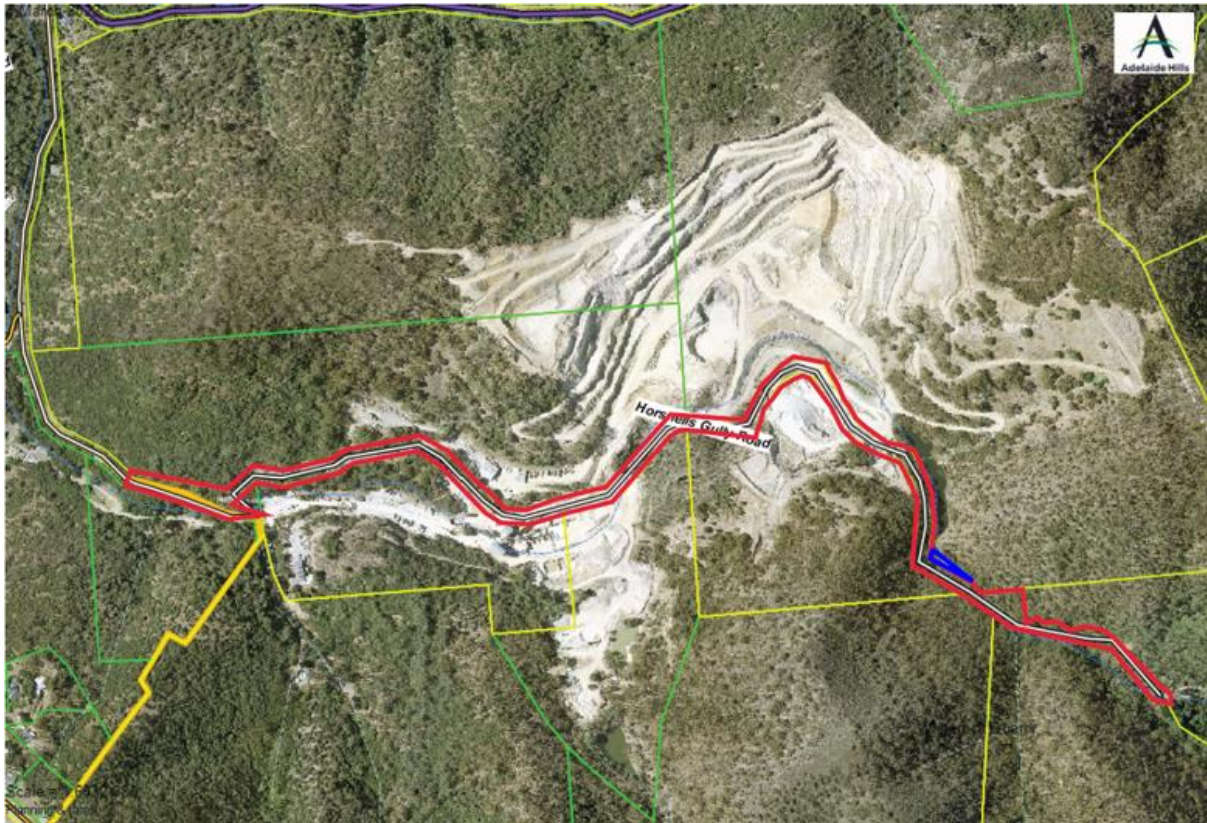
## **Appendix 3**

*White Rock Quarry Council land parcels*

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## Whiterock Quarry Council land parcels

Road parcel highlighted in red, community land parcel highlighted in blue below:



Community land parcel (zoomed in) highlighted in red below:



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 12.3 Motion on Notice

**Originating from:** Cr Louise Pascale

**Subject:** 40km/h investigation for Rostrevor Roads

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**1. MOTION**

**I move that:**

The CEO investigates lowering the speed limit on Wandilla Drive, Baroota Ave, Arcoona Avenue and Spring Gully Road in Rostrevor and provides a report to Council by 1<sup>st</sup> March 2024 on its outcomes.

**2. BACKGROUND**

The Morialta Residents Association (MRA) have raised concerns about speeding in the streets of Rostrevor adjacent to the Morialta Conservation Park (see letter in **Appendix 1**). These roads are within the perimeter of Stradbroke Road which has already had its speed limit lowered to 50 km/h. The MRA have asked the Council to consider lowering the speed limits within specific streets of their suburb to 40 km/h.

As you will see from their attached letter they have already surveyed their residents with over a quarter responding. From those respondents there is an overwhelming agreeance to lower the speed limit.

With this investigation we need to confirm to the Residents Association what capacity we have as Council to lower the speed limit and how we can manage that. They have noted quite clearly in their correspondence they do not wish to have speed humps or chicanes put in the area as a speed reduction device. All they are asking for is signage.

The streets of Rostrevor within the Adelaide Hills Council are narrow and have retained their heritage. There are no footpaths and are used frequently by residents of all ages. These roads are used not only to move between homes, but to walk to public transport, into the conservation park and to local schools and Morialta Makunthi Nature playground. Lowering the speed limit will improve road safety for all street users, especially people walking and riding.

The residents of Rostrevor are quite clear on where they would like to see these 40km/h speed signs to make an impact to road users (see flyer attached in **Appendix 2**). I ask that with this investigation the CEO consults directly with residents and the Morialta Residents Association to determine their findings.

### 3. OFFICER'S RESPONSE – Ashley Curtis, Manager Civil Services

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

*Strategic Plan 2020-24 – A brighter future*

Goal A Functional Built Environment

Objective B4 Sustainable management of our built assets ensures a safe, functional and well serviced community

Priority B4.4 Improve road safety through a safe system approach to road design, construction and maintenance including on-going applications to the State and Federal Road Blackspot program.

#### ➤ Legal Implications

The Department for Infrastructure and Transport are the responsible agency for the setting of speed limits on South Australian roads. They do this in accordance with the Speed Limit Guidelines for South Australia, which includes provisions for councils requesting speed limit reductions on Council managed roads.

#### ➤ Risk Management Implications

*The proposal to investigate lowering the speed limit within the subject area will assist in mitigating the risk of:*

*Inappropriate speed limits leading to adverse road safety outcomes.*

Inherent Risk	Residual Risk	Target Risk
Low (2D)	Low (2E)	Low

#### ➤ Financial and Resource Implications

Council does not currently employ a dedicated traffic engineer, and due to the extensive investigation required, external support from a suitably qualified traffic engineering practitioner will be required. Funds are not currently included in the budget for this work, so additional funding of \$7,000 will be required to undertake this investigation. Should Council resolve as per the motion, this will be reflected in an upcoming budget review.

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

The Morialta Residents Association reasonably expects that Council will advocate on their behalf regarding this matter.

#### ➤ Sustainability Implications

Not Applicable

#### ➤ 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

*Advisory Groups:* Not Applicable

*External Agencies:* Not Applicable

*Community:* Not Applicable

#### 4. ANALYSIS

The administration is supportive of undertaking an investigation into the lowering of speed limits within the subject area.

Whilst the request from the Morialta Residents Association targets specific roads (i.e. road specific linear speed limits), the investigation will also need to consider whether applying an area speed limit to the subject area would be a more appropriate approach.

Notwithstanding the above support for the investigation, applying speed limits does not sit within Council's jurisdiction. Rather, the Department for Infrastructure and Transport (DIT) is the responsible agency for the setting of speed limits on South Australian roads. They do this in accordance with the Speed Limit Guidelines for South Australia, which includes provisions and strict criteria for Council's wishing to apply for changes to speed limits on Council managed roads.

The process that would need to be undertaken for this review (as it applies to an 'area' rather than a discrete section of road, includes, but is not limited to, the following:

- Undertake a desktop analysis of existing conditions, and to confirm affected roads and properties.
- Undertake a site inspection to confirm existing road environment, including roadside development, and existing traffic controls.
- Undertake traffic surveys and collect data to quantify existing speeds, average annual daily traffic volume, heavy vehicle content, and pedestrian volumes.
- Undertake community consultation to confirm community sentiment and support for speed limit change (the request from the MRA will be an additional input into this, but the consultation they have undertaken themselves thus far will not be sufficient to meet DITs requirements).
- Develop a speed limit proposal and undertake an assessment of that proposal against the requirements of the Speed Limit Guidelines for South Australia.
- Prepare a Traffic Impact Statement detailing the impacts and benefits to be achieved by the proposal.
- Prepare a site plan accurately indicating existing speed limit signs, location of proposed speed limit signs, local roads, distances and any other relevant information.
- Obtain a resolution of Council endorsing the proposed speed limit change.
- Obtain an indication of support from the local State Member of Parliament.

It is important to note that regardless of the thoroughness of the above process, the decision to adopt a speed limit change rest wholly with DIT, who have on previous occasions declined to support a proposed speed limit reduction for a range of reasons.

Therefore, there is no guarantee of a favourable outcome despite Council's effort and investment.



A preliminary review of the Speed Limit Guidelines for South Australia show that the default urban speed limit of 50 km/hr applies to the subject roads. However, the guidelines also include provisions for applying a 40 km/hr area in local street precincts where existing speeds are not overly high. These may be areas where higher speed streets have been treated with local area traffic management devices, or where speeds are naturally low because of existing road and traffic characteristics.

**5. APPENDICES**

- (1) Letter from Morialta Residents' Association
- (2) Community consultation flyer from Morialta Residents' Association

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## **Appendix 1**

*Letter from Morialta Residents' Association*

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1 Marola Avenue, Rostrevor 5073 • 8337 3264  
www.morialtaresidents.net • info@morialtaresidents.net

November 15, 2023

Cr Louise Pascale,  
Adelaide Hills Council  
63 Mount Barker Road  
Stirling SA 5152

**Proposed 40 km/h speed limit for  
the Morialta section of Rostrevor**

Dear Louise,

The Morialta Residents' Association seeks your assistance in having the Adelaide Hills Council investigate a 40 km/hour speed limit for our area of Rostrevor, adjacent to the Morialta Conservation Park and bound by Arcoona Avenue, Stradbroke Road and Wandilla Drive.

A number of residents have expressed concern at the excessive speed of some motorists using our narrow streets.

The MRA recently conducted a survey via leaflet letterbox drop (copy attached) and email notices to all of the 126 households in our area, asking their views on a 40 km/h limit.

We propose that 40 km/hour signs would be placed at the three intersections which are entrances to Morialta:

- Stradbroke Rd / Wandilla Drive
- Stradbroke Rd / Baroota Avenue
- Arcoona Avenue / Spring Gully Rd

Traffic calming devices such as speed humps, chicanes etc are not proposed, and would in fact be opposed by residents.

The MRA received 41 household responses to the survey, with 37 in favour and 4 opposed.  
The proposal has the support of the MRA committee.

Yours faithfully,

Steve Swann  
secretary

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## **Appendix 2**

*Community consultation flyer from Morialta Residents'  
Association*

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# New speed limit for Morialta?



A number of residents have expressed concern at the excessive speed of some motorists using our narrow streets.

The Morialta Residents' Association will ask the Adelaide Hills Council to consider introducing a 40 km/hour speed limit in our area, if a majority of resident respondents support the move.

It is proposed that 40 km/hour signs would be placed at the three intersections which are entrances to Morialta:

- Stradbroke Rd / Wandilla Drive
- Stradbroke Rd / Baroota Avenue
- Arcoona Avenue / Spring Gully Rd

Traffic calming devices (speed humps) are not proposed.

**Please indicate your view on changing our area's speed limit by completing the form on the reverse side.**



**Yes** I / we support the proposed 40 km/hour speed limit for "Morialta"

**No** I / we do not support the proposed 40 km/hour speed limit

Only one vote per household is required.

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Name (printed):** \_\_\_\_\_  
\_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please complete the survey form and post this leaflet (or drop it into the letterbox):**

The secretary, Morialta Residents' Association, 1 Marola Avenue, Rostrevor SA 5073.

**Or email your response and comments to**

***info@morialtaresidents.net***

Please include your name and address in the email.



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 13.1

**Responsible Officer:** Jody Atkins  
A/Governance and Risk Officer  
Corporate Services

**Subject:** Deputy Mayor Appointment

**For:** Decision

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**SUMMARY**

The *Local Government Act 1999* provides that a council may hold a position of Deputy Mayor.

The purpose of this report is to undertake the process for the re-election of the Deputy Mayor for a specified term.

Following discussion at Council on 14 December 2023 around the voting process undertaken to appoint to positions, this report also seeks to amend the voting process to somewhat simply and also provide a greater level of clarity.

**RECOMMENDATION**

**Council resolves:**

**Decision 1 (required if one candidate indicates intention to nominate)**

**Council resolves:**

1. That the report of Deputy Mayor Appointment be received and noted.
2. To appoint Cr \_\_\_\_\_ to the position of Deputy Mayor for a \_\_\_\_\_ month/year term to commence 1 December 2023 and conclude on 30 November 20\_\_ inclusive.

**Decision 2 (required if more than one candidate indicates intention to nominate)**

**Council resolves:**

1. That the report of Deputy Mayor Appointment be received and noted.
2. To determine that the method of selecting the Deputy Mayor to be by an indicative vote to determine the preferred person utilising the process as set out within this report and in accordance with the advice contained within Appendix 1.

## Formal Motion to Adjourn

### On resumption of Meeting

1. To appoint Cr \_\_\_\_\_ to the position of Deputy Mayor for a \_\_\_\_\_ month/year term to commence 1 December 2023 and conclude on 30 November 20\_\_ inclusive.
- 

## 1. BACKGROUND

Council resolved to create the Deputy Mayor position and the method of selecting the Deputy Mayor on 22 November 2022.

Cr Nathan Daniell was appointed to the position of Deputy Mayor for a period of 12 months to commence on 30 November 2022 and conclude on 30 November 2023.

### 12.2.1 Deputy Mayor Position Appointment

Moved Cr Pauline Gill

S/- Cr Chris Grant

297/22

Council resolves to appoint Cr Nathan Daniell to the position of Deputy Mayor for a 12 month term to commence 30 November 2022 and conclude on 30 November 2023.

Carried Unanimously
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## Role of Deputy Mayor

During the 2018-2022 Council term, the Deputy Mayor deputised for the Mayor on several occasions and acted in the Office of the Mayor during periods of absence (i.e. illness and leave).

During the current 2022-2026 period, the Deputy Mayor has deputised for the Mayor on several occasions and acted in the Office of the Mayor during periods of absence (i.e. leave of absence).

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal 5                      A Progressive Organisation

Objective O4              We actively represent our community

Priority O4.3              Attract and develop a diverse and capable elected body that represents, promotes, and reflects the composition of the community

Priority O4.3              Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region



- Objective O5            We are accountable, informed, and make decisions in the best interests of the whole community
- Priority O5.1            Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

➤ **Legal Implications**

Section 51(4) states that if there is to be a Deputy Mayor, he or she will be chosen by the members of the council from amongst their own number and will hold office for a term determined by the council. The term is not to exceed 4 years.

Section 51(5) states that on expiration of a term of office, the Deputy Mayor is eligible to be chosen for a further term.

Section 51(6) states that in the absence of the Mayor, a Deputy Mayor may act in the Office of the Mayor. In doing so, the Deputy Mayor assumes the key duties of presiding over Council meetings and being the principal spokesperson of the Council.

By default, the Deputy Mayor assumes the role of Acting Mayor when the Mayor is on a leave of absence.

*Section 74 – General conflicts of interest* of the Act set out the provisions regarding General Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed may have a General COI and should consider declaring the interest and acting in accordance with *s75B – Dealing with general conflicts of interest*.

*Section 75 – Material conflicts of interest* of the Act set out the provisions regarding Material Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed to the Deputy Mayor position may have a Material COI due to the additional allowance payable and should consider declaring the interest and acting in accordance with *s75C – Dealing with material conflicts of interest*.

Council's *Information or Briefing Sessions Policy* created under *s90A(1)* sets out the provisions for the conduct of an Information or Briefing Session such as the session recommended for the purposes of indicative voting. The above COI provisions do not apply to an Information or Briefing Session if it occurs.

➤ **Risk Management Implications**

The Council's consideration of the requirement for a Deputy Mayor will assist in mitigating the risk of:

*Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.*

Inherent Risk

Residual Risk

Target Risk

Extreme (5C)	Low (3E)	Low (3E)
--------------	----------	----------

Note that there are many other controls that assist in mitigating this risk.

➤ **Financial and Resource Implications**

An Independent Remuneration Tribunal has jurisdiction under section 76 of the Act to determine the allowances payable to council members. The Tribunal determines the annual allowance for councillors, principal members, deputy mayor, prescribed and non-prescribed committee presiding members and travel time allowances with the applicable determination of this term of council being *Determination 2 of 2022 – Allowances for Members of Local Government Councils*.

The Determination sets the annual allowance for a councillor who is a deputy mayor at 1.25 times the annual councillor allowance.

As a Group 2 Council for the purposes of the Determination, the Deputy Mayor's allowance will be \$25,296.25pa (effective from 12 November 2023). The Determination further prescribes that the Deputy Mayor will receive the equivalent of the Mayoral allowance (4 times the annual councillor allowance) in circumstances where they are required to act in the office of the Mayor for a period exceeding one month.

Council's current budget has provision for the costs associated with the Deputy Mayor role.

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

A Deputy Mayor's role is to act in the Office of Mayor when the Mayor is absent or on leave, which allows a continuance of mayoral activities within the Council Chamber and the community. The Deputy Mayor may also represent the Mayor at community events when the Mayor is unable to attend.

➤ **Sustainability Implications**

Not applicable.

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

There is no requirement for community consultation in relation to the appointment of a Deputy Mayor as Section 51(4) of the Act is clear that the Deputy Mayor is chosen by resolution of the Council.

➤ **Additional Analysis**

The Deputy Mayor position provides certainty and clarity regarding arrangements when the Mayor is unavailable to undertake official duties. Further, Council Members who undertake the Deputy Mayor role gain and develop skills to for fill the Presiding Member's role as required.

In considering the Deputy Mayor position, Council may wish to consider suitability factors including (but not limited to):

- understanding of, or the ability to acquire the same in, the role, function, and strategic intent of the Council;
- understanding of, or the ability to acquire the same in, meeting procedure generally and the meeting procedure set out in the *Local Government (Procedures at Meetings) Regulations 2013* and Council's *Code of Practice for Council Meeting Procedures* more specifically;
- expertise in chairing meetings of comparable boards/committees in other organisations, public and private;
- ability to preside efficiently, firmly, impartially, and fairly over Council meetings;
- ability to manage conflict and differing opinions;
- ability and availability to represent and have an affinity with the community as a whole;
- ability and availability to represent the Council in the presence of members of Parliament, dignitaries, and peers;
- ability and availability to act in the Office of the Mayor during periods of absence;
- ability to deal with matters delegated under Council Policies to the Deputy Mayor (i.e. training and development, Council Member conduct);
- leadership, social and communication skills;
- relationship with the CEO, directors/departmental managers, and staff of the Council;
- the opportunity to provide professional development in presiding member skills;
- the opportunity to consider diversity in the role;
- current and future time commitments (i.e. there are a number of Council Committees, Regional Subsidiaries and Advisory Groups that will also require Council Member representation).

#### **Indicative Voting Process for Determining Council Appointed Positions**

Due to the implications of the Material Conflict of Interest provisions under s75 (see Legal Implications above), it is proposed that the Council adjourn the meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote (Indicative Voting Process) to determine the preferred person for the position of Deputy Mayor.

As the Indicative Voting Process involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council Committee, it is an Information or Briefing Session for the purposes of s90A and the *Information or Briefing Sessions Policy* (the Policy). As an Information or Briefing Session, the Chief Executive will conduct the session in accordance with the Policy.

Following the meeting of Council on 14 December 2023 a review of the Appointments to Positions Process contained in Clause 4.7 Council's *Code of Practice for Code of Practice for Council Meeting Procedures* has been undertaken by Kelledy Jones Lawyers. This review followed questions being raised at the meeting on the process and a desire to provide a more simplified process and in turn a greater level of clarity.

The revised process proposed is outlined within **Appendix 1** and is recommended as follows:

1. On reaching the Agenda item, and prior to any motion being moved, the Mayor enquires as to how many members intend to nominate for the position of Deputy Mayor;
2. if only one (1) elected member indicates their candidacy, that member will declare a material conflict of interest and leave the meeting, whilst the Mayor invites a motion without notice to appoint that member to the position (Decision 1);
3. the meeting will then deal with the motion;
4. if there are two (2) or more candidates, the Mayor will call for a formal motion to adjourn the meeting, until the conclusion of an informal secret ballot process;
5. once the meeting is adjourned, the Mayor will ask for confirmation of the candidates;
6. each candidate will be invited to speak for up to two (2) minutes as to the merits of their candidacy (as is provided for under the current procedure);
7. the Director of Corporate Services will be the returning officer for the secret ballot process;
8. elected members will cast their votes on a slip of paper for their preferred candidate;
9. if any candidate receives a majority the votes cast (that is, more than 50% of votes), that person will be considered to be the successful candidate;
10. if no candidate achieves a majority of votes, the candidate with the lowest number of votes will be excluded, and the secret ballot will be repeated until there are only two (2) candidates;
11. if at any point the votes for two (2) or more candidates are equal, lots will be drawn to determine which candidates(s) are to be excluded;
12. the result of the ballot will be confirmed by resolution in the resumed Council meeting;
13. at this point in time, the preferred candidate will exclude themselves from the meeting, on the basis of a material conflict of interest, and the remaining (unsuccessful) candidates will determine what action they may wish to take on the basis of the general conflict of interest provisions under the Act; and
14. the returning officer will oversee the shredding of the ballot papers.

### 3. OPTIONS

The Council has the following options:

- I. To resolve to continue the position of Deputy Mayor for a period and to undertake the processes as outlined in the report (**Recommended**).

- II. To determine not to continue with the position of Deputy Mayor until later in the Term (***Not Recommended***). Doing so would require a member chosen by the Council to act in the office of Mayor or Chairperson during periods of the Mayor’s absence.

**4. APPENDICES**

1. Legal Advice – Kelledy Jones Lawyers

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# **Appendix 1**

*Legal Advice - Kelledy Jones Lawyers*

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24 November 2023

**Kelley Jones**

Terry Crackett  
Director Corporate Services  
Adelaide Hills Council

T. 08 8113 7100  
Level 6/19 Gilles Street  
Adelaide SA 5000  
GPO Box 2024 SA 5001  
ABN 66 159 460 723  
[kelleyjones.com.au](http://kelleyjones.com.au)

**VIA EMAIL:** [tcrackett@ahc.sa.gov.au](mailto:tcrackett@ahc.sa.gov.au)

Dear Terry

### **APPOINTMENT OF DEPUTY MAYOR**

Following our discussions, and having reviewed the proposed draft report for the Agenda item for the appointment of the Deputy Mayor, it is both our legal and 'best practice' governance advice that the existing process set out under the *Code of Practice for Council Meeting Procedures* (the **Code**) is:

- too prescriptive;
- unnecessarily complex;
- inconsistent in its terms and with section 51 of the *Local Government Act 1999* (the **Act**); and
- contrary to our discussion with the Mayor and yourself at the last ordinary Council meeting when a more informal process was adopted for certain appointments, that was less complex, yet still filled the positions in accordance with the Council's obligations under the Act and Regulations.

For, at least, these reasons, we recommend the Council consider adopting an alternative, more simple but effective procedure, being one that is similar to that followed by many councils in South Australia and is consistent with section 51 of the Act.

In this respect, our recommendation for the purposes of appointing the Deputy Mayor is:

1. on reaching the Agenda item, prior to any motion being moved, the Mayor enquires as to how many members intend to nominate for the position of Deputy Mayor;
2. if only one (1) elected member indicates their candidacy, that member will declare a material conflict of interest and leave the meeting, whilst the Mayor invites a motion without notice to appoint that member to the position;
3. the meeting will then deal with the motion;
4. if there are two (2) or more candidates, the Mayor will call for a formal motion to adjourn the meeting, until the conclusion of an informal secret ballot process;
5. once the meeting is adjourned, the Mayor will ask for confirmation of the candidates;

6. each candidate will be invited to speak for up to two (2) minutes as to the merits of their candidacy (as is provided for under the current procedure);
7. the Director of Corporate Services will be the returning officer for the secret ballot process;
8. elected members will cast their votes on a slip of paper for their preferred candidate;
9. if any candidate receives a majority the votes cast (that is, more than 50% of votes), that person will be considered to be the successful candidate;
10. if no candidate achieves a majority of votes, the candidate with the lowest number of votes will be excluded, and the secret ballot will be repeated until there are only two (2) candidates;
11. if at any point the votes for two (2) or more candidates are equal, lots will be drawn to determine which candidates(s) are to be excluded;
12. the result of the ballot will be confirmed by resolution in the resumed Council meeting;
13. at this point in time, the preferred candidate will exclude themselves from the meeting, on the basis of a material conflict of interest, and the remaining (unsuccessful) candidates will determine what action they may wish to take on the basis of the general conflict of interest provisions under the Act; and
14. the returning officer will oversee the shredding of the ballot papers.

We also recommend that as part of a broader workshop review of the *Code*, that the above be considered to replace that which currently exists.

Yours sincerely  
KELLEDY JONES LAWYERS



**MICHAEL KELLEDY**  
Direct Line: 08 8113 7103  
Mobile: 0417 653 417  
Email: mkelledy@kelledyjones.com.au

Yours sincerely  
KELLEDY JONES LAWYERS



**TRACY RIDDLE**  
Direct Line: 08 8113 7106  
Mobile: 0431 867 523  
Email: triddle@kelledyjones.com.au



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.2</b>
<b>Responsible Officer:</b>	<b>Karen Cummings Manager Property Services Environment and Infrastructure</b>
<b>Subject:</b>	<b>Stirling Pavilion proposal - request for landowner consent</b>
<b>For:</b>	<b>Decision</b>

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#### **SUMMARY**

This report is submitted to Council to provide information on a proposal for the development of upgraded clubrooms at the Stirling Oval and the development of a new pavilion adjacent thereto on the Stirling Oval. The project has been put forward by the Stirling Pavilion Foundation Incorporated who have submitted a Development Application and are also separately seeking Council's consent, as landowner of the Stirling Oval, to undertake the proposed development on Council's land.

A map showing the Stirling Oval located at 56 Mount Barker Road Stirling is provided in **Appendix 1** of this Report.

This report provides an overview of the steps that Council is required to take if it wishes to consider the proposal for the Stirling Oval Pavilion development on Council's land.

As the proposal for a pavilion on Stirling Oval is an unsolicited proposal, it is recommended that if Council wishes to further consider the proposal that it enters into a Framework Agreement document that sets out the following:

- The responsibilities of the parties;
- The statutory requirements that need to be satisfied and any other processes that will need to be followed;
- The fact that no guarantees as to the outcome are being made by Council, and
- Any cost arrangements.

#### **RECOMMENDATION**

##### **Council resolves:**

- 1. That the report on the Stirling Pavilion Proposal be received and noted.**
- 2. That Council proceeds with the process for considering landowner consent for the development of a pavilion at Stirling Oval and delegates authority to the Chief Executive Officer, or their delegate, to enter into a Framework Agreement document with the Stirling Pavilion Foundation Inc.**

3. **That the Framework document include, amongst other matters, the steps required to consider landowner consent for the development of a Pavilion on Stirling Oval, possible terms of any arrangements for the leasing or licensing of the Stirling Oval for the proposed development, statutory requirements that need to be followed, and any cost sharing arrangements.**
  4. **That following the negotiation of a Framework document a report be submitted to Council that provides an update on the terms of the Framework document.**
  5. **That a further report be submitted to Council that considers the Community Land implications including community consultation on any proposed changes to the Community Land Management Plan for Stirling Oval as required under Section 198 of the Local Government Act 1999.**
  6. **That the further report in (5) above also considers the requirements of Section 202 of the Local Government Act 1999 regarding the alienation of Community Land by lease or license including but not limited to community consultation requirements.**
- 

## **1. BACKGROUND**

At the end of 2021, a Development Application was lodged by the Stirling Pavilion Foundation Incorporated for proposed alterations and additions to the existing clubrooms at Stirling Oval, a change of use to change rooms and construction of a new community facility and clubrooms with associated bleachers, terraced retaining walls and landscaping.

In late 2022, Council staff met with representatives from the Stirling Pavilion Foundation to discuss matters pertaining to landowner consent for the proposal, noting that landowner consent is separate to the Planning Consent already under consideration. Council staff wrote to the Stirling Pavilion Foundation at that time, outlining some of the considerations that would need to be made and steps that would need to be taken in order for landowner consent to be considered for the proposal on the Stirling Oval site.

On 18 June 2023 a formal application for landowner consent was received from Hurren Architects, on behalf of The Stirling Oval Foundation Inc. (see **Appendix 2**).

On 14 November 2023, representatives from the Stirling Pavilion Foundation presented their proposal to Council, seeking support from Council to move forward with a process to seek landowner consent to develop the proposal on Council owned land at the Stirling Oval, located at 56 Mount Barker Road Stirling (see aerial map at **Appendix 1**).

On 21 November 2023, Council staff undertook a workshop with Council providing further background on the project detailing the matters that would require Council's consideration of the request for landowner consent, noting that the request for landowner consent is distinctly separate to Council's consideration of the Development Application.

This report now formally sets out the landowner consent matters requiring Council's due consideration and eventual decision in order for the proposal to either (1) move forward to the next stage of Council's consideration for landowner consent or (2) not move forward with further consideration of the proposal for landowner consent.

## 2. ANALYSIS

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

#### *Strategic Plan 2020-24 – A brighter future*

Goal 1	A functional Built Environment
Objective B2	Preserve and enhance the unique character of the Hills for current and future generations
Priority B2.1	Continue to embrace and support community led public place revitalisations across our district.

#### *Strategic Plan 2020-24 – A brighter future*

Goal 1	A functional Built Environment
Objective B2	Preserve and enhance the unique character of the Hills for current and future generations
Priority B2.3	Proactively work with developers to ensure that built form complements or enhances existing local character whilst preserving the character and amenity of our towns, historic buildings and scenic environment.

#### *Strategic Plan 2020-24 – A brighter future*

Goal 1	A functional Built Environment
Objective B4	Sustainable management of our built assets ensures a safe, functional and well serviced community
Priority B4.1	Ensure the long term management of the built form and public spaces occurs in consideration of the relevant financial, social and environmental management matters.

#### *Strategic Plan 2020-24 – A brighter future*

Goal 2	Community wellbeing
Objective C1	A community for everyone – that is inclusive, welcoming and accessible
Priority C1.1	Provide welcoming spaces and places for the community through our libraries, community centres, and Council and community facilities.

#### *Strategic Plan 2020-24 – A brighter future*

Goal 5	A progressive organisation
Objective 04	We actively represent our community
Priority C1.1	Optimise opportunities for the community to access and provide input into the decision-making processes.

As highlighted in the Application for landowner consent dated 18 June 2023 (see **Appendix 2**) the development proposal seeks to provide a facility that is currently lacking within the Stirling Township, noting that historically a structure had always been planned for the site, to be constructed in about 1936. As provided with their application, records from the Mount Lofty Districts Historical Society shows a covered grandstand had been proposed at the Stirling Oval site, where the pavilion is proposed to be erected.

It is suggested that a building of this nature would be fitting within the historic intent of the site from the early 1900's, and that if there is wide community support for the proposal, it would contribute to community led placemaking from a built form perspective, at this historic location.

Provision of a modern community meeting space in the area of Stirling is lacking. It is suggested that if the Pavilion is made available for community meetings, sporting organisation, schools, events and other functions, that this would service a currently unmet need in the Stirling area.

It is recommended that Council progress to a robust and open community engagement process to ascertain if the development of a Pavilion on Stirling Oval is something that the community would support at this location.

➤ **Legal Implications**

There are a number of legal matters to be addressed in order for Council to move forward to consider the proposal for landowner consent. These are set out below.

Unsolicited Bid

The proposal as received on 18 June 2023, constitutes an unsolicited proposal, as it has not arisen from a direct or general approach to the ‘market’ by Council. This still applies even though the proposal has come from an incorporated association. Council does not have an unsolicited proposals policy that sets out how the matter should be dealt with.

It is assumed that the proponent would be seeking a long term Lease or License to use the land for the development of the Project. Councils *Disposal of Assets Policy* expressly states that it does not apply to the granting of leases or licenses so the terms in Council’s Disposal of Assets Policy do not apply in this instance.

In the absence of an Unsolicited Proposals Policy, any decision for Council to proceed with a lease or license over portion of Stirling Oval would be at Council’s discretion. General principles of probity and good governance should apply including consideration of:

- Relevant policies and strategy documents (such as Council’s Strategic Plan 2020-2024), Long Term Financial Plan and Community Land Management Plans;
- Community/Council needs;
- Relevant legislative obligations and constraints;
- The advantages and disadvantages of accepting the unsolicited proposal as opposed to engaging in an open and competitive process;
- Any potential interest of third parties in the Stirling Oval asset;
- Reliable and independent valuations and commercial advice (as there is no market testing available), and
- The capacity/experience of the Applicant.

Trustee Act 1936

There are existing legal restrictions over the land that may limit or prevent the proposed development from being implemented in its current form or at all. Specifically, the land was handed over to the (then) District Council of Stirling in 1936 that specifies that:

1. The land should be used at all times as a public recreation ground
2. That Sunday sports and past times shall be undertaken on the Recreation Ground and
3. That the recreation ground can be closed up to “20 times per year” for “special occasions.”

A copy of the Stirling Oval Declaration of Trust is provided as **Appendix 3** to this report.

Uses proposed as part of the development proposal include community groups, local sporting events and functions, corporate group conferences/meetings and family celebrations. Advice would need to be sought on whether or not the proposed use is consistent with the intent and terms of the Trust, and if a Lease can be entered into that provides exclusive use over a portion of the site for those purposes. If the current terms of the Trust do not permit the proposed activities, permission may need to be sought under the Trustee Act 1936 to vary the Trust to allow for a Lease and the proposed use over the site. If Council chooses to move forward with investigations into the request for the development on the Stirling Oval, further enquiries into the nature of the Trust and the proposal's consistency with the terms of the Trust would need to be undertaken.

#### Local Government Act 1999

The Stirling Oval land is currently classified as Community Land under the Local Government Act 1999. There are several ways that the community land status affects the use of Council land namely:

- Council must manage community land in accordance with any Management Plan for the relevant land (Section 199);
- A person must not use community land for a business purpose contrary to the provisions of a management Plan (Section 200 (1))
- Before Council grants a Lease of license over community land (for a term longer than five years) it must follow the relevant steps set out in its public consultation policy (Section 202 (2) and (3));
- A lease or licence over community land may be granted for a term not exceeding 42 years (Section 202 (4); and
- A lease or licence must be consistent with any relevant management plans (Section 202 (6)).

The Stirling Oval falls under Community Land Management Plan 6, the Community Land Management Plan for Recreation and Sport.

A copy of the existing Community Land Management Plan for Stirling Oval is provided as **Appendix 4** to this Report.

Whilst the community land management plan in its current form supports some of the details in the proposed development such as fencing, clubrooms, spectator seating and toilets, it is suggested that the development of the pavilion on the site goes further than the uses contemplated by the current community land management plan. Specifically, the community land management plan for Stirling Oval contemplates the following:

- A focus on sport and sporting facilities;
- Leases that are intended to be not for profit sporting and local community organisations who then license to individual sporting organisations.
- Playing areas that are licensed only with the public having access to the areas at all other times, and
- Certain improvements such as fencing, clubrooms, spectator seating and toilets.

It could be perceived that the proposal is not a clubroom facility in which functions are permitted to be held as an incidental use, and rather that the pavilion is primarily a function

centre and café that may be accessed by clubs (along with other groups or members of the public) at the discretion of the Applicant.

If Council makes a determination to consider and progress the proposal, then it is recommended that a Section 198 process under the Local Government Act commence with a view to amending the Community Land Management Plan. Given the Trust that also exists over the site, it is recommended that the Stirling Oval have a standalone community land management plan.

#### Retail and Commercial Leases Act

Depending on the nature of any Lease (and the potential Lessee) the Retail and Commercial Leases Act may apply. If so, this will need to be managed in the broader context of a commercial negotiation with the proposed Lessee. Commercial terms such as rent, usage requirements and fees, ownership and maintenance of improvements and handover obligations etc. would need to be negotiated and resolved.

#### ➤ **Risk Management Implications**

The appropriate management of Councils community land will assist in mitigating the risk of:

*Failure to manage and develop public areas vested in, or occupied by the Council leading to legal challenges.*

Inherent Risk	Residual Risk	Target Risk
Extreme (3A)	Low (2E)	Low (2E)

*Failure to investigate and approve a requested community suggestion leading to a possible lack of confidence in Council and its consultation processes.*

Inherent Risk	Residual Risk	Target Risk
High (4C)	Low (1D)	Low (2E)

There are various pieces of legislation that are required to be followed in order for Council to appropriately manage the request outlined in the proposal. This includes the functions of Council under the Local Government Act and the processes that relate to the management of community land under the Local Government Act. It is therefore important for Council to deal with the proposal in an open and transparent manner, and using good governance practices.

#### ➤ **Financial and Resource Implications**

Costs of approximately \$5,000 have already been incurred in seeking legal advice on the steps required in order to deal with the proposal that Council currently has in hand and in informing property staff, discussions and formal correspondence thus far with the Stirling Pavilion Foundation Inc., the Council workshop held on 21 November 2024 and the content of this Report.

There are issues that remain unclear as at the time of writing this report including whether or not the proposal is consistent with the Trust over the land. It is certain that there will be

additional legal costs incurred by Council and/or the proponent in order to seek further advice on the Trust matter. This advice has not been initiated as yet until Council determines that it wishes to proceed to consider this Project proposal more formally.

Given the proposal has not been initiated by Council, it is suggested that Council should not bear all (or indeed any) of the costs in determining if the proposal can go ahead. Accordingly, it is recommended that the CEO be delegated to negotiate with the Stirling Pavilion Foundation Inc. a Framework document that sets out the responsibilities of all the parties in dealing with this matter including apportionment of costs.

At this stage, the Council has not been formally requested to make a financial contribution to the cost of the project, other than for an amount equivalent to what the Council would have otherwise spent on renewal of the existing clubroom at the site. Rather, the Foundation is looking to seek external funding from other sources and through local community fundraising, in much the same way as the community did in the 1930's for the initial project.

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

At this stage, there has not been any community engagement undertaken in relation to the proposal. If Council chooses to move forward to consider the proposal on its land, then community consultation would be undertaken to amend the community land management plan for the site. Given the likely interest in the Project, it is suggested that any community engagement would not just extend to immediately impacted (adjacent residents) but also to the wider community. This is separate to any consultation required as part of the current development assessment process.

➤ **Sustainability Implications**

The upgrade of existing clubrooms to change rooms is an adaptive reuse of an existing building, with the new pavilion building will be built to current modern day construction requirements.

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

Consultation on the development of this report was as follows:

*Council Committees:* Presentation made to Council by Stirling Pavilion Inc. on 14 November, 2023

*Council Workshops:* Council Workshop presented by Council staff on 21 November, 2023

*Advisory Groups:* Not applicable

*External Agencies:* Not applicable

*Community:* Not applicable

➤ **Additional Analysis**

As outlined earlier in this report, at the end of 2021, a Development Application was lodged by the Stirling Pavilion Foundation Incorporated for proposed alterations and additions to the existing clubrooms at Stirling Oval, a change of use to changerooms and construction of a new community facility and clubrooms with associated bleachers, terraced retaining walls and landscaping.

Plans showing the extent of the proposal on Council's land can be found at **Appendix 5** of this Report.

#### Development Application

Of note is the fact that the Development Application process is separate to the landowner consent process and that this report deals primarily with the landowner consent processes. Whilst this report does not discuss the merits or otherwise of the development proposal itself, the following information can be provided on the status of the Development Application:

1. Further information to support the development proposal was requested from the Applicant in 2022 with the majority of those matters provided. There are a few outstanding matters still to be addressed.
2. The next step will be for the Application to go out to public notification and for a referral to the Department for Infrastructure and Transport (DIT) to be undertaken.
3. Once all the information and responses are received, the final step would be to put the matter to the Council Assessment Panel (CAP) for a decision.

Rather than run two (2) separate community engagement processes on the community land proposal (for landowner consent) and the Development Application process, it is suggested that if Council wishes to proceed with considering landowner consent, that this process run alongside, or at the same time, as the public notification on the development proposal. This approach is suggested is for several reasons:

1. There is less confusion from the community about two separate processes being undertaken at two different times. Accordingly if one concurrent engagement is undertaken that steps out the two separate processes clearly with the community, the messaging is clear and consistent, and
2. It is possible that the community engagement process around landowner consent may necessitate some changes to the development proposal. Accordingly these changes can be made after or at the same time as the landowner consent considerations are being made.

#### Community/Council needs

The existing facilities on the site are of poor quality and in need of upgrade. Given Council's large geographical area and the sheer nature of (almost) 30 sporting ovals and associated clubrooms across the Council area, resources to undertake such projects are scarce. It is highly unlikely that Council would be prioritising a new clubroom/meeting facility at this location in the shorter or medium term.

The Applicant has provided information on the current and predicted users of the site shown in **Appendix 6** of this Report. In short, existing users including the Stirling Cricket Club, Juniors cricket club, Mount Lofty Football Club and Auskick users would be accommodated as part of the new development. **Appendix 6** as highlighted in yellow, provides a list of new users at the new proposed Pavilion facility together with the anticipated dates and times of possible patronage to the site.

The design of the space is multi use and it is suggested that the proposal meets a range of uses for the community including existing sporting uses, a place for presentation/awards nights,



local school sporting events, school graduation events, business product launches, art exhibitions, weddings, art and community events and conference/meeting spaces.

#### The advantages and disadvantages of accepting the unsolicited proposal

As outlined earlier in this report, this is an unsolicited proposal. As Council has not actively approached the market to seek expressions of interest for the development of a portion of the Stirling Oval as proposed, it is unclear whether there would be anyone else out in the market that would have an interest in developing a Pavilion or other type of development proposal for that matter at this location. In other words, there has not been an open and competitive process to seek interest in a development of this (or any other) nature at this location.

To mitigate the risk of appearing to only deal with one interested proponent over the land, and be fair and equitable, one option available to Council in dealing with this matter could be to undertake an expression of interest process to approach the open market to see if there is other interest in developing the site. This would gauge whether or not there is any potential interest of third parties in the Stirling Oval asset.

In the absence of an unsolicited proposals policy, the above option is available to Council should it choose to do so.

The Administration is of the view that as the proposal aligns with Council's strategic objectives, if Council is supportive of the proposal on an "in principle" basis, that it may wish to deal exclusively with the Stirling Pavilion Inc. to progress the proposal to a Framework document and if endorsed by Council, community consultation.

#### Cafe

The proposal includes a "community café" component with a proposed capacity of 60 patrons daily, with proposed opening hours of 8am to 5pm. It is unclear if the proposed café is to be run by volunteers or if it will be of a commercial nature. Further investigations into this would be required as part of Council's due diligence processes.

#### Reliable and independent valuations and commercial advice

As there is no market testing available, the commercial nature of the proposal is unclear. Part of Council's obligations as a Local Government Authority is to obtain value for money from its assets. It is recommended that if Council chooses to proceed with consideration of the proposal, that independent advice be sought on the commercial nature of the proposal and any benefits that may be able to be negotiated into a potential lease.

#### The capacity/experience of the Applicant

It is noted that the Stirling Pavilion Foundation Inc. has been registered as a not-for profit organisation with membership consisting of local residents and business owners from the Stirling area. If Council chooses to proceed with consideration of the proposal, further investigations into the financial capacity of the group including the ability to develop and maintain the building/s ongoing should be undertaken.

#### Summary

For the reasons outlined in this report, the proposal for a Pavilion on Stirling Oval does, at face value, have merit to progress to the next stage of landowner consent. If the Trust matters are able to be dealt with, such consent to proceed would involve deep community engagement to amend the community land management plan to allow for such a proposal to proceed.

### **3. OPTIONS**

Council has the following options:

- I. Council does wish to proceed with the process for considering landowner consent for the development of a Pavilion on Stirling Oval and to that end delegates authority to the CEO to enter into a Framework Agreement document with the Stirling Pavilion Foundation Inc. (Recommended)
- II. Council does not wish to proceed with the process of considering landowner consent for the development of a Pavilion on Stirling Oval (Not Recommended)

### **4. APPENDICES**

- (1) Aerial map showing Stirling Oval
- (2) Application for landowner consent dated 18 June, 2023
- (3) Stirling Oval Declaration of Trust
- (4) Community Land Management Plan for Stirling Oval
- (5) Plans of the Stirling Pavilion proposal
- (6) Proposed users of the Stirling Pavilion site

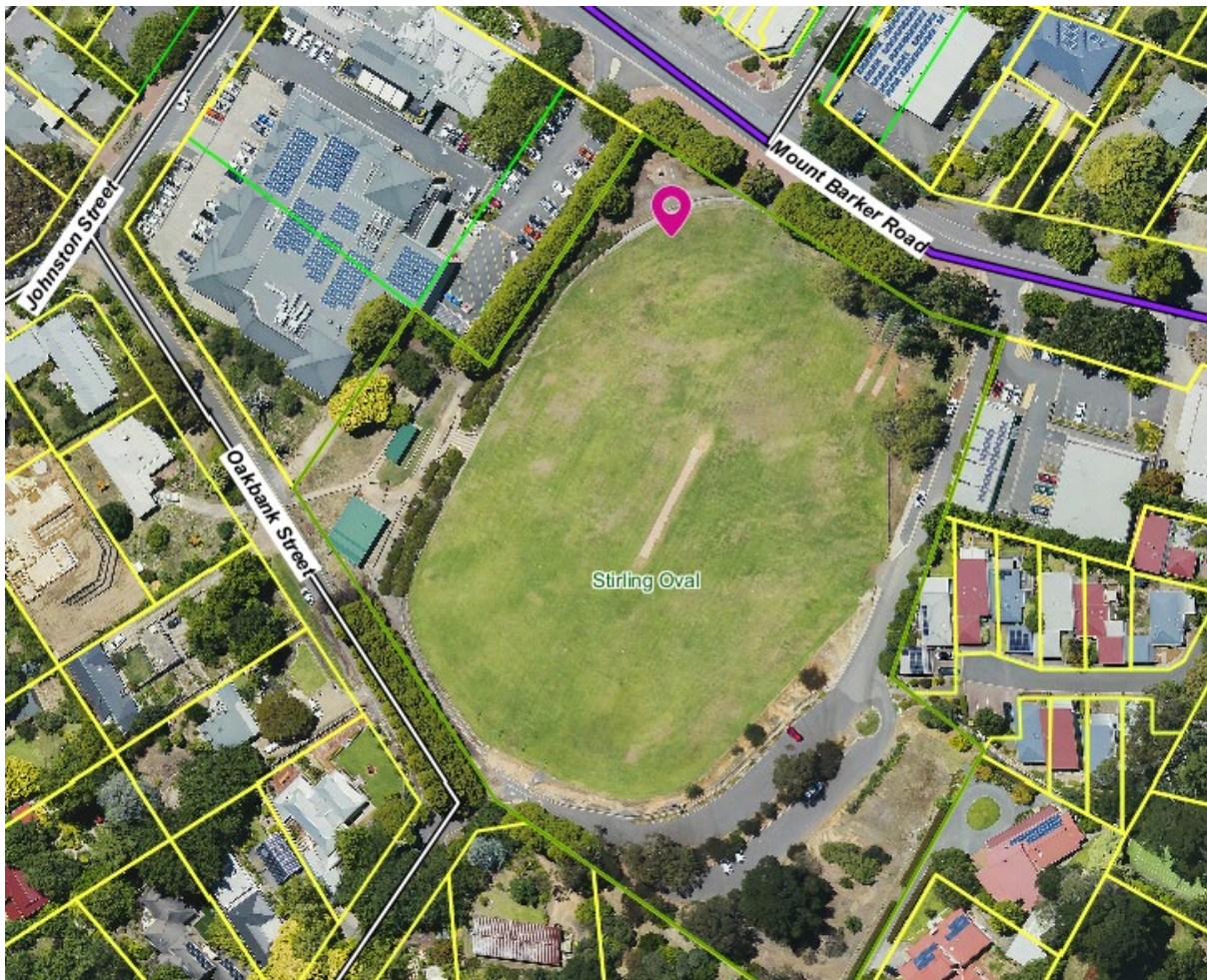
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# **Appendix 1**

*Aerial map showing Stirling Oval*

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Appendix 1 – Aerial map showing Stirling Oval – 56 Mount Barker Road Stirling.



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## **Appendix 2**

*Application for landowner consent dated 18 June, 2023*

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18<sup>th</sup> June 2023

**RE: APPLICATION FOR LANDOWNER CONSENT FOR:  
Proposed alterations and additions to existing Clubrooms and change of use to  
Changerooms, and construction of new Community Facility and Clubrooms with associated  
bleachers, terraced retaining walls and landscaping.**

Ms. K. Cummings  
Manager Property Services  
Adelaide Hills Council  
PO Box 44  
Woodside SA 5244

Dear Karen,

In response to your letter of December 22<sup>nd</sup> 2022, I am writing on behalf of The Stirling Pavilion Foundation Inc. to formally request consent from the Adelaide Hills Council to develop a Community Facility, with associated improvements, at the Stirling Oval. This proposed development will be referred to as The Stirling Pavilion.

From our discussions with members of the community and Council staff over the last few years, we have determined that The Stirling Pavilion would provide a facility that is currently lacking within the township. Support has been widespread and enthusiastic, to the extent that the Foundation has already raised in excess of \$250,000 from community members and businesses.

Historically, a structure had always been planned for this site, to be constructed at the same time as the steps, to coincide with the Centenary of the State in 1936. Records from the Mt Lofty Districts Historical Society clearly show a Grandstand located at the top of the steps, exactly where we propose to erect The Pavilion. An image of this building is attached.

The Stirling Oval is widely used for local sport and other community activities but suffers from a lack of up-to-date facilities and therefore is not optimised. In terms of a desirable destination for large scale activities such as the Tour Down Under, it is not at a standard that one would expect.

We envisage that The Stirling Pavilion would provide the scope to fully optimise the precinct, thereby encouraging all types of usage.

We anticipate that the types of activities that would benefit from this facility would include:

- 1) Senior, Junior and Women's cricket;
- 2) Mt Lofty Junior football, including Auskick;
- 3) Local school sports days;
- 4) Local Primary School graduation ceremonies;
- 5) Small conferences and meetings (Rotary club etc);
- 6) Council gatherings and meetings;
- 7) Community events, such as
  - a) Stirling Markets and Laneways;
  - b) Stirling Christmas Pageant;
  - c) SALA;
  - d) Car Club meetings;
  - e) Antiques Roadshow events
  - f) Leisure and fitness activities.
- 8) Tour Down Under and other major events
- 9) A bushfire refuge.

Attached is a full set of design documents to fully describe the proposal.

In terms of the credentials of the members of The Stirling Pavilion Foundation Committee, we are collectively a group of likeminded, local professionals who have a keen interest in local sport, tourism and the future of our township. The Foundation was formed in 2020 with it's primary focus being to provide a much needed facility on an under-utilised portion of the community-owned Stirling Oval, with the intention of enhancing the entire precinct for community enjoyment.

We all have long-standing connections within the community, the committee consisting of the Chair of the Stirling Business Association, former President of the Stirling Cricket Club, an Architect with many years of local experience, a local Businesswoman with expertise in fundraising plus other members from local sporting clubs with valuable experience in community engagement.

Residential  
Heritage  
Interior Design



We request that Council gives careful consideration to our proposal, with feedback provided at your earliest convenience.

Kind regards,

A handwritten signature in black ink, appearing to read "Rosanna Hurren", written in a cursive style.

**ROSANNA HURREN B.Arch MRAIA**

On behalf of The Stirling Pavilion Foundation Inc.

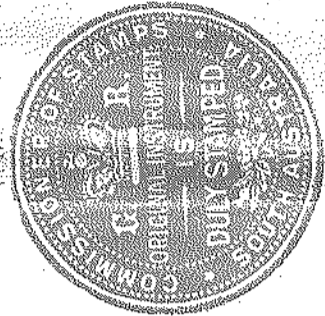


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## **Appendix 3**

### *Stirling Oval Declaration of Trust*

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TO ALL TO WHOM THESE PRESENTS SHALL COME,

THE DISTRICT COUNCIL OF STIRLING in the State of South Australia

S E E D S G R E E T I N G

WHEREAS the lands and hereditaments hereinafter described have been gratuitously transferred by J. & A. G. JOHNSTON LIMITED of Oakbank Brewers for the purposes of a recreation ground for the inhabitants of the Township and District of Stirling West and the visitors thereto AND WHEREAS by Certificate of Title Register Book Volume CCCLXXXIII Folio 175 and Certificate of Title Volume 981 Folio 98 and a certain balance Certificate of Title to issue in respect of Allotments Numbered 29, 30 and 33 of portion of Section 53 in the Hundred of Noarlunga laid out as Stirling West which said Allotments are with other land comprised and described in Certificate of Title Register Book Volume 768 Folio 7 the fee simple of the said land and hereditaments was vested in the said The District Council of Stirling (reserving nevertheless unto the said J. & A. G. Johnston Limited and its successors the right to use the whole or any portion of the said lands for drainage purposes from the property adjoining being the untransferred balance of the land comprised in the said Certificate of Title Register Book Volume 768 Folio 7) AND WHEREAS it is necessary desirable and expedient to declare the trusts and powers upon which the said lands and hereditaments are now and shall be henceforth held by the said The District Council of Stirling and its successors NOW THESE PRESENTS WITNESS and the said The District Council of Stirling DOETH hereby for itself and its successors DECLARE that The District Council of Stirling and its successors do now and its successors shall hereafter hold the said land and hereditaments being FIRST Portion of Section 53 in the Hundred of Noarlunga County of Adelaide containing two acres and two perches or thereabouts and being the whole of the land comprised in Certificate of Title Volume 981 Folio 79 AND SECONDLY that piece of land situated in the Hundred of Noarlunga County of Adelaide being the Allotments numbered 26 containing 2 roods and 23 perches or thereabouts, 27 containing 2 roods and 21 perches or thereabouts and 28 containing 2 roods and 16 perches or thereabouts of the portion of Section 53 laid out as Stirling West AND THIRDLY these Allotments numbered 29, 30 and 33 of portion of the said Section 53 laid out as Stirling West (Subject to the easement for drainage hereinbefore referred to) UPON TRUST to be used as a public recreation ground upon the trusts and to and for the ends intents and purposes and with and subject to the powers herein-after declared of and concerning the same that is to say :-

(1) The management control and conservation of the said land and hereditaments shall be vested in The District Council of Stirling which may nevertheless delegate its powers to an approved committee from time to time and may at its pleasure revoke such delegation of powers.

(2) The District Council of Stirling or any Committee to which its powers of management shall have been delegated may make alter vary or revoke rules and regulations (subject as is hereinafter provided in Clause 3) for the good conduct and management of the said recreation ground and may appoint or remove officers and servants. Provided that where such rules and regulations shall have been made varied or revoked by any body other than the District Council no such rules and regulations nor any alteration, variation or revocation thereof shall be binding until confirmed by resolution of the said District Council.

(3) No rule or regulation shall be made or shall have any effect which purports to provide for any of the following matters or things, that is to say :-

(2) Any interference with the rights of the said J. & A. G. Johnston Limited to use the said lands for drainage purposes.

(b) Any prohibition of properly conducted Sunday sports and pastimes upon the said Recreation Ground.

(c) Any closing of the said ground against the free use thereof by the members of the public except upon such times and occasions (not exceeding twenty days in any one year) as the Council or the Committee of Management may by resolution declare to be a "special occasion" when reasonable charges for admission to the said recreation ground may be made. Provided that should improvements be placed upon the said land by the Council an approved and reasonable scale of charges may be made for the use thereof.

(4) Should the said The District Council of Stirling at any time hereafter become a municipality or go out of existence it shall transfer the said lands (but subject to such trusts as are now declared of and concerning the same) to such municipality or other its successors.

IN WITNESS whereof the Seal of THE DISTRICT COUNCIL OF STIRLING was hereunto affixed in the presence of

DATED the 13th day }  
of January, 1936. }



*W. Nicholl.*  
.....  
Chairman.

*[Signature]*  
.....  
Clerk.

STIRLING CHAW -

CONDITIONS

4873

1856 the 13th day of January, 1856.

THE DISTRICT COUNCIL OF STIRLING.

Minutes.

No 18

Louis von Deane,  
Solicitor,  
House Barley, ...

61

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## **Appendix 4**

### *Community Land Management Plan for Stirling Oval*

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**PLAN 6**

**RECREATION AND SPORT**

This Management Plan should be read in conjunction to the Introductory Information in Plan 1, which includes general information that relates to each individual plan.

This Management Plan pertains to all community land that has been placed into the category Recreation and Sport including that portion of multi-use sites that have a Recreation and Sport component.

Land in the Recreation and Sport category has well developed and maintained formal sporting facilities. A wide range of sports are catered for, including netball, tennis, football, soccer, cricket, lawn bowls, petanque, golf and equestrian activities.

The sports that may be catered for are not restricted to those currently using Council's recreation and sport reserves. Any other sport for teams or individuals will be acceptable on land in this category provided the facilities are suitable and can be available for the use of that sport. In the event that a sport would require significant resource inputs before it could use land in this category, a comprehensive business case must be presented to Council for its decision.

The usage of the land in this category must be sufficiently flexible to permit for changing community requirements. This can include the increase or decrease in playing surface area for any particular sport, the expansion of playing or club facilities at any particular site and the extension of hours of use through the lighting of playing surfaces.

The land in this category is intended to be leased either directly to not for profit sporting organisations, or to not for profit local community organisations that may then sub-licence to individual sporting organisations. All such agreements will clearly define the respective responsibilities of Council and the relevant organisation.

Where an organisation has an exclusive lease over clubrooms, it may use the premises for functions beyond its own members, subject to meeting all requirements relating to liquor licencing and noise levels.

Playing areas may be licenced for the use of a sporting club and that club will have exclusive use of the surface during all times that are booked for playing or practicing the sport. The public has access to these areas at all other times.

Land in this category may be utilised as bushfire Safer Places or Last Resort Refuges, as designated by the South Australian Country Fire Service.

Not all recreation and sport facilities within the Council area are owned by Adelaide Hills Council and those in other ownership are not subject to This Management Plan. One of the objectives for land in this category is to provide equitable access to sporting facilities across the Council area. Any assessment of equity will include access to recreation and sporting facilities not in the ownership of Council but available to local communities.

**Improvements on land in the Recreation and Sport category**

A wide range of improvements associated with recreation and sport activities are envisaged on land in this category. The following are acceptable, subject to formal development approval where required:

## PLAN 6

## RECREATION AND SPORT

- Grassed playing surfaces
- Sealed courts for sports such as netball and tennis
- Other playing surfaces consistent with the requirements of any sport authorised by lease or licence to occupy or use land in this category
- Fencing of sufficient scale to prevent balls from exiting the site to adjoining properties or roads, where necessary to minimise nuisance or risk
- Clubrooms, incorporating any or all of change rooms, meeting rooms, kitchen and bar facilities and dining areas
- Spectator seating and shelters
- Toilets
- Lighting for evening use of sports facilities
- Storage sheds or buildings for housing maintenance equipment
- Driveways and car parking areas
- Spectator seating, including grandstands

#### Objectives

- To provide facilities for organised sporting activities strategically located across the area of Adelaide Hills Council.
- To provide equitable access to sporting facilities to clubs within the area of Adelaide Hills Council.
- To provide occupation rights for organised sport by way of leases, licences or management agreements.
- To facilitate the development, redevelopment or expansion of recreational and sporting facilities for the community on land in this category.
- To provide bushfire Safe Places and Last Resort Refuge sites where appropriate.

#### Performance Targets

- There is an equitable spread of recreation and sporting facilities across the Adelaide Hills Council area, to the extent that it is within the capacity of Council to provide such facilities.
- There are long term occupation or management agreements with not for profit organisations to facilitate the management of sites.
- Playing surfaces that are the responsibility of Adelaide Hills Council are maintained to a standard that is safe for the playing of the sports intended for those surfaces.
- Facilities that are the responsibility of Council are part of Council's asset management programs.

#### Performance Measures

- All Adelaide Hills Council communities have access to sport and recreation facilities, although not every community will necessarily have access to facilities for every sport.
- Playing surfaces that are the responsibility of Adelaide Hills Council are safe for playing the sport or sports intended for that surface.
- Facilities are maintained in accordance with Council's asset management programs.

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# **Appendix 5**

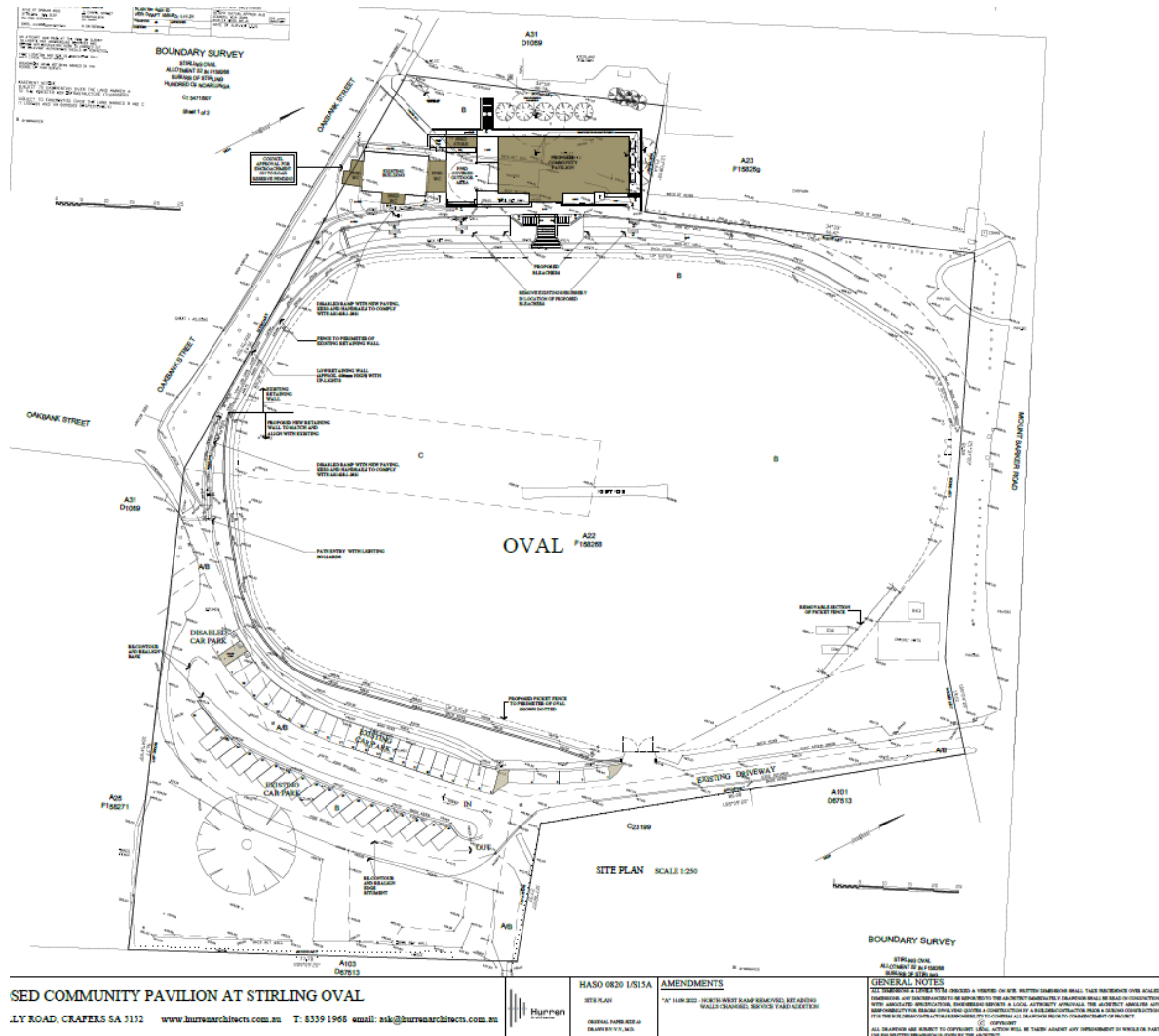
*Plans of the Stirling Pavilion proposal*

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# Appendix 5 – Stirling Pavilion proposal plans

## Site plan



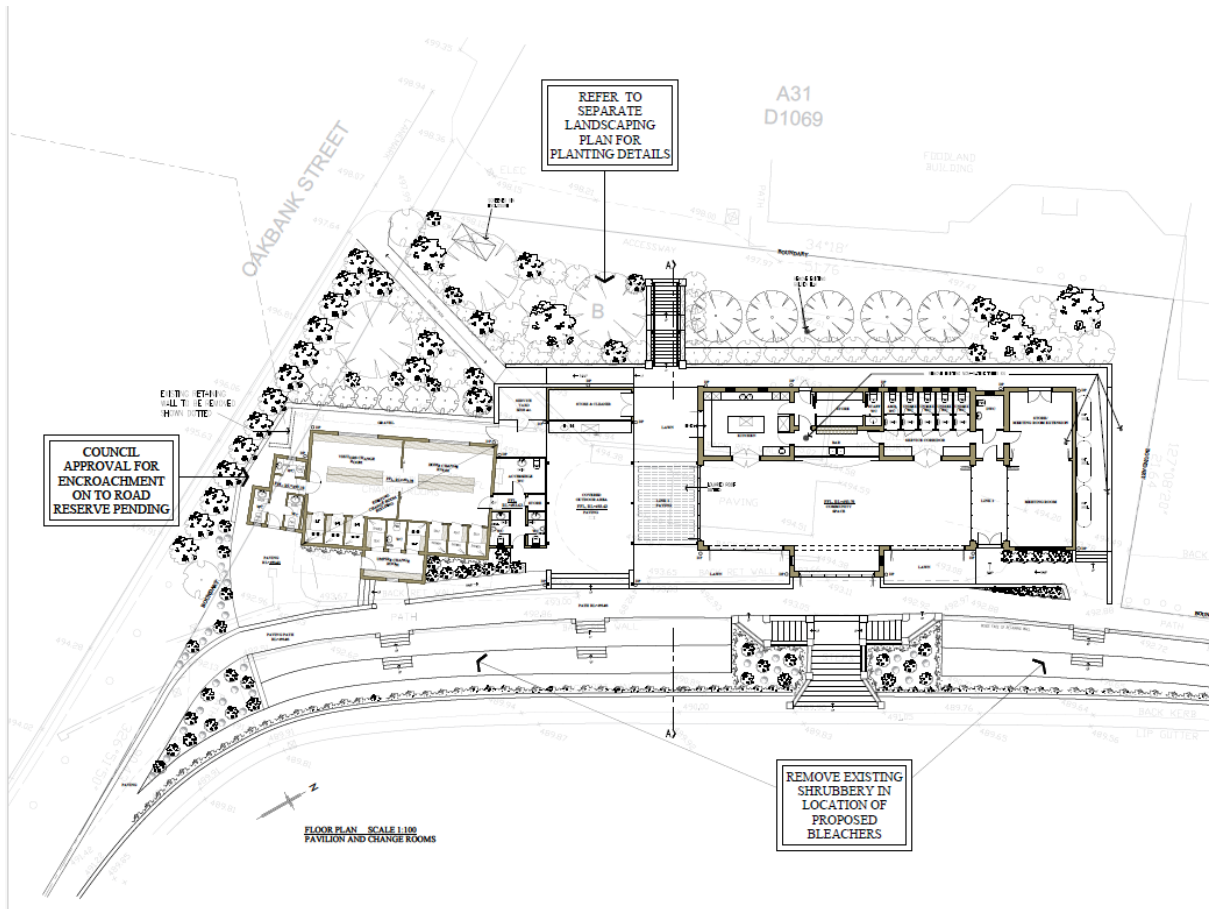
SED COMMUNITY PAVILION AT STIRLING OVAL  
 LY ROAD, CRAFERS SA 5152 www.lurresearchitects.com.au T: 8339 1968 email: esk@lurresearchitects.com.au

Hursey  
 HASO 0820 1/S15A  
 SITE PLAN  
 ORIGINAL SCALE 1:500  
 DRAWN BY: V. M.S.

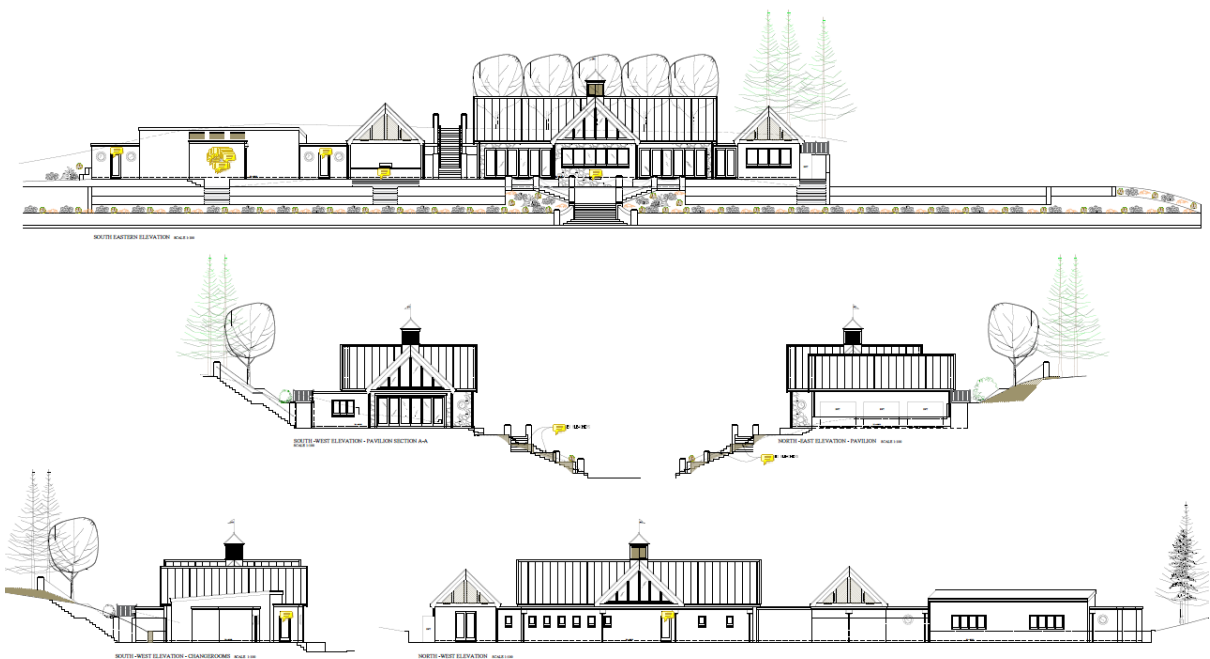
AMENDMENTS  
 14/10/2022: NORTHWEST RAMP REMOVED, STAIRS AND  
 WALL-CROOKED SERVICE YARD ACCESSION

GENERAL NOTES  
 THE PAVILION SHALL BE BUILT AS SHOWN IN THE ARCHITECTURAL DRAWINGS AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE ARCHITECT'S INTENTIONS. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AUTHORITIES.

## Floor plans



## Elevations



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## **Appendix 6**

*Proposed users of the Stirling Pavilion site*

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## Appendix 6 – Proposed users of the Stirling Pavilion site

Primary use is for the sporting club, however the premises will be available for other uses as detailed in the table below. These are dependent on booking through the Pavilion management committee.

Predicted Usage is highlighted in Orange

Current usage is highlighted in Green

Usage	Buildings used	Hours of Operation	Entertainment	Liquor License	Capacity	Frequency
Cricket Club – Cricket Senior games	Pavilion Change rooms Grounds	1pm– 9pm	N/A	N	50	1 x Weekly x 20 per year
Cricket club Juniors	Pavilion Change rooms Grounds	Monday night 4pm – 8pm Friday night 4pm – 8pm Sat 8am – 12pm	N/A	Y	40	Each session Weekly x 15 time per year
Mount Lofty Football Club	Pavilion Change rooms Grounds	Sat 8am – 12pm	N/A	N	200	Weekly x 20
Mount Lofty Auskick	Pavilion Change rooms Grounds	Sun 8am – 12pm	N/A	N	150	Weekly x10
Cricket Club – Presentation night	Pavilion	5pm – 10pm	MC	Y	100 inside	X2 per year
Stirling Business Association	Pavilion	8am – 10pm	N/A	Y	60	Monthly
Onsite Community Cafe	Pavilion Grounds	8am – 5pm	N/A	N	60	Daily
Local school sport events	Pavilion	8am – 4pm	N/A	N		Monthly
Local School Graduation	Pavilion	4pm – 10pm	MC/DJ	N	100 inside	Annually x 4
Business product launches	Pavilion	8am – 10pm	MC	Y	100 inside	25 per year
Weddings	Pavilion	11am – 8pm (except Saturday)	MC/band/DJ	Y	100 inside 80 outside	12 times a year
Club Rallies (car/bike/collectables)	Pavilion Grounds	8am – 10pm	N/A	Y	100 inside 80 outside + oval	4 per year

### Appendix 6 – Proposed users of the Stirling Pavilion site

Primary use is for the sporting club, however the premises will be available for other uses as detailed in the table below. These are dependent on booking through the Pavilion management committee.

Predicted Usage is highlighted in Orange

Current usage is highlighted in Green

Art Exhibitions -eg SALA, Artist in residence	Pavilion Grounds	8am – 10pm	Live acoustic music	Y	100 inside 80 outside	4 per year
Tour Down Under – Start/Finish	Pavilion Change rooms Grounds	8am – 10pm	MC	Y	100 inside 80 outside + oval	Once per year
Adelaide Fringe – Performance space	Pavilion Grounds	8am – 10pm	MC/Band/DJ Performance	Y	100 inside 80 outside + oval	Once per year
Community groups – Flowers, yoga, antiques road SHOW	Pavilion Grounds	8am – 10pm	N/A	N	100 inside	Weekly x 2
Conferences / meetings		8am – 10pm	N/A	N	100 inside	Weekly x 2
Place of Bushfire refuge	Pavilion Change Rooms Grounds	24 HR	N/A	N		Emergency use

Primary use is for the sporting club, however the premises will be available for other uses as detailed in the table above. These are dependent on booking through the Pavilion management committee.

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.3</b>
<b>Responsible Officer:</b>	<b>Karen Cummings Manager, Property Services Environment and Infrastructure</b>
<b>Subject:</b>	<b>Proposed Road Closure – portion of Unmade Public Road adjacent 474b Springhead Road, Mount Torrens</b>
<b>For:</b>	<b>Decision</b>

---

**SUMMARY**

The unmade public road reserve adjoining 474b Springhead Road, Mount Torrens is a public road on the outskirts of Mount Torrens as identified by the area bordered in red on **Appendix 1** (road land).

The land owners of 474b Springhead Road, Mount Torrens have applied to the Council to purchase a portion of this road land, that adjoins their property's southern boundary to remedy small structural encroachments within the road reserve and to guarantee them permanent access to their property.

This report recommends the Council resolves to make a Road Process Order to close the road land identified as "B" in **Appendix 2** and sell it to the land owners of 474b Springhead Road, Mount Torrens for the amount of \$35,000 (plus GST).

**RECOMMENDATION**

**Council resolves:**

- 1. That the report on Proposed Road Closure – portion of Unmade Public Road adjacent 474b Springhead Road, Mount Torrens be received and noted.**
- 2. The land marked "B" in Preliminary Plan No. 22/0032 (known as the Road Land) be declared surplus to Council's requirements.**
- 3. That the Chief Executive, or his delegate, are authorised to negotiate with the owners of 474b Springhead Road, Mount Torrens for the sale and transfer of the piece marked "B" in Preliminary Plan No. 22/0032 for the sum of \$35,000 plus GST, together with all fees and charges associated with the road closure process.**
- 4. Subject to agreement from the owners of 474b Springhead Road, Mount Torrens to purchase the Road Land for the sum of \$35,000 plus GST, to make a Road Process Order pursuant to the *Roads (Opening & Closing) Act 1991* to close and merge the pieces of land identified as "B" in the Preliminary Plan No. 22/0032 attached to this report with Allotment 24 Deposited Plan 62438 comprised in Certificate of Title Volume 5911 Folio 128.**

5. **That upon the 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.**
  6. **That the Chief Executive Officer, and Mayor, be authorised to finalise and sign, and seal if necessary, all documentation to close and sell the above portion of closed road pursuant to this resolution.**
- 

## 1. BACKGROUND

The land owners of 474b Springhead Road, Mount Torrens submitted an application to Council in December 2021 to acquire the road land adjacent to their property, with a view to merging it with their existing title, to guarantee them permanent access to their property.

The road closure proposes that approximately 1.2 hectares (12,000 m<sup>2</sup>) of road land will be closed and merged with the Certificate of Title Volume 5911 Folio 128. This enables the rectification of an encroachment of existing infrastructure (small hay sheds) and provides the adjoining land owners with permanent access to their property (refer to **Appendix 2 and 3**).

The land owners have held a road permit to occupy and maintain the road land for their property access, together with fire hazard reduction and vegetation management since 2015 when they purchased this property.

The land owners purchased their property as vacant land, with the only access at this time being via a dirt track which was on the road land. During the first winter of owning the property, it was only accessible via a 4wd vehicle due to the only access on the road land being covered by water flow from a winter creek blocking off their access. Therefore the land owners undertook a major upgrade to the dirt track which included amongst other things grading and major leveling for their access.

A residence was constructed by the land owners in 2018 on their property, along with extra rural shedding and significant fire prevention infrastructure.

This property was threatened by the Cudlee Creek Fire in 2019, with 11 CFS trucks reportedly utilising the significantly upgraded dirt track on the road land, for staging purposes, ready to be deployed for fire fighting activities.

Since purchasing the property, the land owners have always been proactive with their approach to native regeneration and management of the natural integrity of the site. If the application to purchase the road land from Council is successful, the owners propose to further revegetate the eastern end of the road land.

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal A Progressive Organisation

Objective 05 We are accountable, informed and make decision in the best interested of the whole community.

Priority 05.2 Make evidence-based decision and prudently assess the risk and opportunities to our community before taking action.

The decision to close and dispose of this portion of road land with private infrastructure on it and being used for the sole purpose of one property, reduces the insurance risk and any perceived maintenance obligations to Council for this infrastructure.

➤ **Legal Implications**

The road land closing process is undertaken pursuant to the provisions of the *Roads (Opening & Closing) Act 1991*.

➤ **Risk Management Implications**

The closure and exchange of the pieces of land and road 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)

➤ **Financial and Resource Implications**

All external costs including the initial and subsequent survey, valuation, conveyancing, advertising and government charges have been paid for by the prospective purchasers.

The Council's administrative cost is covered by the application fee paid by the applicants of the proposed road closure including the initial investigation, liaison with proposed purchasers, liaison with surveyor and conveyancer and internal processes to undertake the road closure.

If the recommendation is endorsed, the applicants will pay Council \$35,000 (plus GST) for the purchase of the portion of the road land.

If the recommendation is not endorsed the applicants will continue to maintain their current road rent permit for the road land, and Council will return the application fee to the landowner.

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

Not Applicable

➤ **Sustainability Implications**

Not Applicable

➤ **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

*Advisory Groups:* 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*.

➤ **Additional Analysis**

Internal Assessment Information

Once the application to acquire was received, the road land was assessed by Council staff to ascertain its suitability for a closure and sale.

As part of this assessment a site visit was undertaken on 2 March 2022 with various Council staff that attended this site visit being a Council Biodiversity Officer, Technical Officer and Property Officer.

It was noted along the road land that several significant trees were not in good condition, however the majority of the road land was also void of native vegetation until the eastern end. The native vegetation on the eastern portion of the road land has various weeds which the adjacent owners have been working on managing.

The land owners had also showed significant interest in increasing the biodiversity not only on their own property but on the road land and had already commenced revegetation around the dam on their property, with their intention to extend this much further into the road land.

Council's Biodiversity Officer provided additional information to the property owners to assist them with the natural vegetation of their land and the road land.

During this assessment the following comments from other Council staff was also noted:

- the proposed closure of the road land will not have any impact on access to walking/ bike trails along this road land, as it does not have any connections to existing trails

This assessment indicated that it was suitable in this instance for closure and sale, therefore the road closure process was commenced in accordance with the requirements of the *Roads (Opening & Closing) Act 1991*.

Public Consultation Details

In accordance with the requirements under the *Roads (Opening and Closing) Act 1991*, Public Consultation was undertaken in August/September 2022. Three objections and one comment was received for the proposed road closure. These responses are summarised as follows:

Objection 1 –

Received request from neighbour (Mr Fowler) to the east of the road land (Allotment 2, Filed Plan 13366 as per **Appendix 2**), for access along the road land to be maintained. Mr Fowler regularly walks along this piece of road land into Mount Torrens.

Through discussions with all three parties, it was agreed that a right of way (foot traffic only) could be registered over the road land if it is merged with the applicants property. The right of way for foot traffic would be in favour of the owners of Allotment 2 Filed Plan 13366 only. The reason why the right of way is not proposed for general public is because the allotment does not link through to any other trail network ie it only provides access to the private adjacent land (allotment 2).

Objection 2 -

Telstra have underground fibre optic cables running the majority of the length of the road land. An easement noting Telstra's interest and giving them access to maintain the infrastructure would be registered over the necessary portion of the road land, if it is merged with the applicant's property.

Objection 3 -

The owner to the south (Allotment 79, Filed Plan 155394) of the road land objected to the disposal of this road land as he wanted to maintain a second access along the road land to his property.

The applicants agreed to move the western boundary of the road land which they would like to acquire further away from Springhead Road. Initial portion to be acquired by the applicants was at the first gate off Springhead Road (refer **Appendix 1**) but has been moved to the second gate, so the owner of Allotment 79 could continue to access their land.

General online comment:

*“Contrary to the claim, the sale of this road for grazing purposes DOES NOT do anything to improve biodiversity, the environment, or wildlife habitat. There is already too much grazing in the Adelaide Hills with remnant native vegetation making up 4% of the landscape. Public roads should be reserved for future generations for creating much needed publicly owned biodiversity spaces through revegetation, and for future wildlife habitat. Also, as the population of the AHC area continues to increase, these unmade roads are potential future casual recreational areas for citizens escaping highly built up areas for a few hours.”*

It is noted that the applicants are managing the native vegetation on their property and some of the road land, with further plans to expand this.

As the road land has no connection through to any public land or other road reserve, and is it is highly unlikely to ever be considered as a walking route.

Council's Biodiversity Officer has also provided advice to the landowners on how best to manage the biodiversity values of the site during the initial assessment stage of this application.

### Additional Easement Considered

It is noted that the CFS station is located across the road from the property and that the road land was used for vehicle deployment during the Cudlee Creeks fires in 2019. With an easement (right of way) being discussed between Council staff and the applicants, to be registered on a portion of the piece of road land (shown as the constructed vehicle access track in the aerial photo in **Appendix 1**) between the proposed front gate and the residence for emergency vehicle use into the future.

As the CFS has powers under the *Fire and Emergency Services Act 2005* (Part 4), Division 9, to be able to enter private property for fire fighting purposes or the purpose of protecting life or property in any other emergency, It was decided not to pursue this right of way.

### Valuation Information

A valuation was obtained from an independent valuer to determine the market value of the road land. The value attributed by McLean Gladstone Valuers for the road land was \$35,000 (exclusive gst). The valuation was determined utilising both the Direct Comparison Method, and the Before and After Method.

Preliminary discussions have been held with the owner of the adjacent parcel of land and they have indicated that in principle they agree to purchase the land from Council for market value (i. e. \$35,000).

## **3. OPTIONS**

The 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 which will result in the existing road rent/permit being maintained. (Not Recommended)

## **4. APPENDICES**

- (1) Aerial Photo Identifying the Road Land
- (2) Preliminary Plan 22/0032
- (3) Photo's of road land

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# **Appendix 1**

*Aerial Photo Identifying the Road Land*

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Unmade Public Road Land

MOUNTAIN VIEW

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# **Appendix 2**

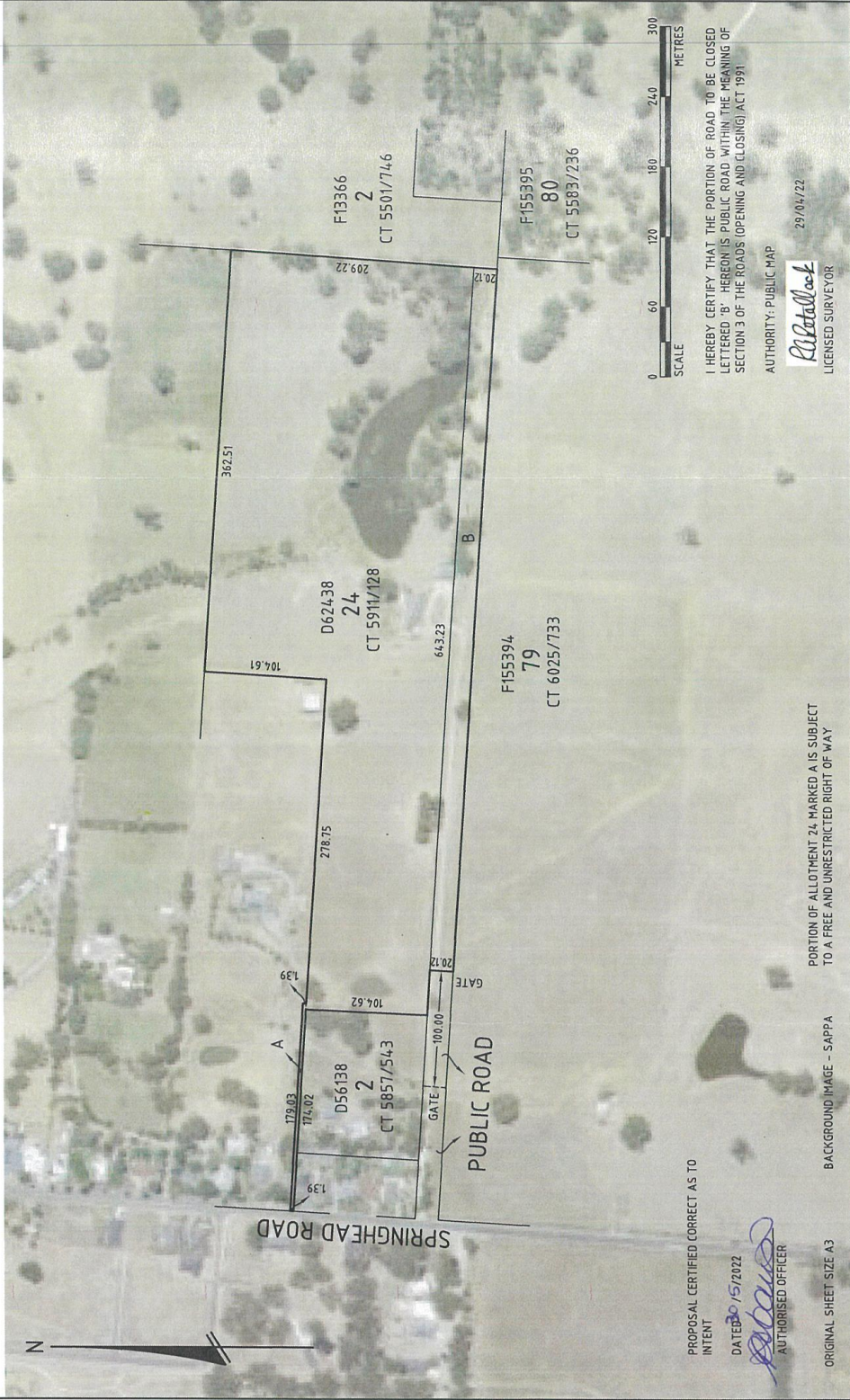
*Preliminary Plan 22/0032*

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**PRELIMINARY PLAN No 22 / 0032**

ADELAIDE HILLS COUNCIL  
IN THE AREA NAMED MT TORRENS

ROAD TO BE CLOSED, LETTERED B  
CLOSED ROAD B TO BE MERGED WITH ALLOTMENT 24, IN D62438



PROPOSAL CERTIFIED CORRECT AS TO  
INTENT

DATE 30/05/2022

*[Signature]*  
AUTHORISED OFFICER

ORIGINAL SHEET SIZE A3

BACKGROUND IMAGE - SAPPA

PORTION OF ALLOTMENT 24, MARKED A IS SUBJECT  
TO A FREE AND UNRESTRICTED RIGHT OF WAY



I HEREBY CERTIFY THAT THE PORTION OF ROAD TO BE CLOSED  
LETTERED 'B' HEREON IS PUBLIC ROAD WITHIN THE MEANING OF  
SECTION 3 OF THE ROADS (OPENING AND CLOSING) ACT 1991

AUTHORITY: PUBLIC MAP

*[Signature]*

29/04/22

LICENSED SURVEYOR

---

## **Appendix 3**

*Photo's of road land*

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**Proposed road closure to commence in this vicinity**



**View of the road almost to the entrance gates of the Homestead (left)**



**Entrance to homestead (above)**



**View of storage area on the road  
land adjacent to the homestead  
(left)**



**Unmade road section adjacent to dam (above)**



**View of road land and end of the road boundary (below)**

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.4</b>
<b>Responsible Officer:</b>	<b>Deryn Atkinson Manager Development Services Community and Development</b>
<b>Subject:</b>	<b>Request to Waive Land Management Agreement Requirement for building within Building Envelope at Unit 7 100a Main Street Lobethal</b>
<b>For:</b>	<b>Decision</b>

---

**SUMMARY**

The landowner of Unit 7 100a Main Street Lobethal has a building contract to construct a new dwelling and the builder has lodged a Development Application 22022086 for a two storey dwelling on the land. There is a land management agreement (LMA) registered on the land which requires retention of native trees and constrains building construction to within the designated building envelope. The applicant seeks a waiver of the requirement to build within the building envelope with the lodged site plan including a minor building area of 13.72m<sup>2</sup> outside the building envelope.

In accordance with clause 19 of the LMA Council may waive compliance with part or whole of the owner's obligations. The purpose of this report is to seek the agreement of Council for this waiver request.

**RECOMMENDATION**

**Council resolves:**

- 1. That the report of the LMA Waiver request – Unit 1 100a Main Street Lobethal be received and noted.**
  - 2. That pursuant to clause 19 of the Land Management Agreement registered on Certificate of Title Volume 6140 Folio 330, known as Unit 7 100a Main Street Lobethal, Council agrees to the waiver of the land owner's obligations in relation to clause 5 and allows the proposed dwelling lodged as part of Development Application 22022086 to be partially sited outside the Land Management Agreement building envelope, subject to the Council Assessment Manager or delegate granting Planning Consent to Development Application 22022086 for the two storey dwelling.**
  - 3. That the Chief Executive Officer be authorised to provide written communication of Council's agreement to the waiver of Land Management Agreement obligations above to the land owner and applicant.**
-

## 1. BACKGROUND

The original Land Management Agreement (LMA) was entered into under the seal of Council as part of a community title land division application to create 7 allotments in 2006 (Development Application 473/C011/06). The LMA is provided in **Appendix 2**.

The LMA provides obligations on the owner as follows:

- to construct buildings and structures within the building envelope on lot 7
- to retain, preserve, conserve, maintain and protect the trees on the land unless authorised by or under the *Native Vegetation Act 1991* or, by the written permission from the Council and
- to not undertake filling or excavation works within the depicted tree protection zones

Allotment 7 remains vacant land, and is the last allotment to be developed in the community title group. The allotment has an area of 567m<sup>2</sup> and contains four (4) large native trees. Trees 1 and 3 are River Red Gums and Trees 4 and 5 are Manna Gums.

On 06 July 2022, Development Application 22022086 for a two storey dwelling on the land was lodged with the Council by the builder. The proposal is under assessment and will be determined by the staff under delegation from the Assessment Manager at a future date. A copy of the lodged development plans are provided in **Appendix 3**.

The dwelling is a modest 149.56 m<sup>2</sup> in floor area, with a balcony of 17.35m<sup>2</sup> forming part of this floor area. The understorey is proposed to be used for car parking with a small internal entry stairway the only enclosed space on the ground floor. The applicant seeks a waiver of the requirement to build within the building envelope with the lodged site plan including a minor building area of 13.72m<sup>2</sup> outside the building envelope. A copy of the applicant's request is provided in **Appendix 1**.

On 5 October 2023, the Native Vegetation Council issued a clearance approval for Trees 1, 3 and 4 subject to 10 conditions. A copy of the Native Vegetation Council Clearance Approval is provided in **Appendix 4**.

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal Built Environment

Objective B2 Preserve and enhance the unique character of the Hill's for current and future generations

The applicant seeks the agreement of Council to waive compliance with clause 5 of the existing Land Management Agreement (LMA) obligations to allow part of the two storey dwelling (13.72m<sup>2</sup>).to be located outside the building envelope as shown in green in Figure 1 below.



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

The LMA includes the waiver clause below which permits the Council to waive compliance by the land owner with part, or all of the owner’s obligations of the LMA. By the owner seeking the agreement of Council for a waiver of the setback obligations, procedural risk is mitigated.

The LMA waiver clause also imposes an obligation on the Council to not refuse a request for waiver of the owner obligations unreasonably when planning staff do not believe the proposal will negatively impact on the character of the locality.

### **VARIATION AND WAIVER**

18. This Deed may not be varied except by a supplementary Deed signed by the Council and the Owner.
19. The Council may waive compliance by the Owner with the whole or any part of the obligations of the Owner herein contained provided that no such waiver shall be effective unless expressed in writing and signed by the Council.

There are other existing controls in place for reviews of Council decisions which also mitigate the risk to Council in making a decision on the landowner’s request.

➤ **Financial and Resource Implications**

Not Applicable – no amendment to the LMA is necessary.

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

A Land Management Agreement is a public document which can be accessed by anyone for a fee. There are community expectations that the terms of LMAs are generally adhered to in order to provide certainty of future development.

➤ **Sustainability Implications**

Not Applicable.

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

Consultation on the development of this report was as follows:

<i>Committee</i>	Not Applicable
<i>Council Workshops:</i>	Not Applicable
<i>Advisory Groups:</i>	Not Applicable
<i>Administration:</i>	Not Applicable
<i>External Agencies:</i>	Not Applicable

*Community:* Public Notification of Development Application 22022086 for a two storey dwelling is not required by the Planning and Design Code under the PDI Act.

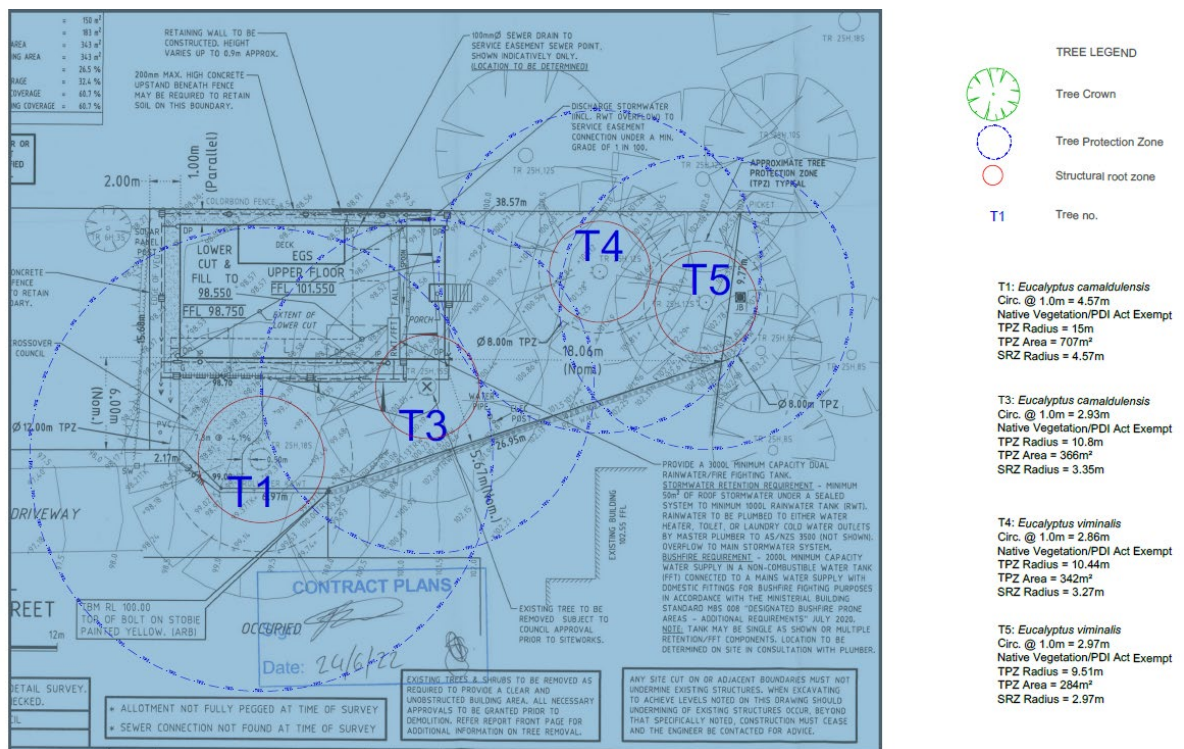
➤ **Additional Analysis**

The dwelling is a modest 149.56 m<sup>2</sup> in floor area, with a balcony of 17.35m<sup>2</sup> forming part of this floor area. The understorey is proposed to be used for car parking with a small internal entry stairway the only enclosed space on the ground floor.

As part of the assessment process the landowner obtained a new arborist report relating to the four native trees subject of the LMA. All four trees qualify as native vegetation under the *Native Vegetation Act 1991*. The report advised the development of the proposed dwelling would likely have an adverse impact on the two River Red Gums (Trees 1 and 3) and noted there are significant constraints to the development of the site, as the correctly calculated tree protection zones are significantly larger than the tree protection zones nominated in the LMA.

The building envelope in the LMA was designed around the tree protection zones radius of 6m (Tree 1), 4.5 m (Tree 3), and 4m (Trees 4 and 5) as stated in an arborist report submitted by the land division applicant. The Australian Standard AS 4970 Protection of trees on development sites was published in September 2009, after the LMA was prepared. The Tree Protection Zones calculated in accordance with AS 4970 are 15m (Tree 1), 10.8m (Tree 3), 10.44m (Tree 4) and 9.51m (Tree 5) and suggest the building envelope area is largely within the revised Tree Protection Zones for Trees 1, 3 and 4.





**Figure 2:** Tree Protection Zones calculated in accordance with AS 4970

The Native Vegetation Council has granted the landowner approval to clear three trees (Trees 1, 3 and 4) with tree 5 to be retained. Clause 6 of the LMA requires the landowner to not remove or cause, suffer or permit any other person to remove the four trees from the land except as may be authorised by or under the Native Vegetation Act 1991 or with the written permission of Council. Therefore the owner has satisfied the terms of LMA in relation to the tree removal.

The native vegetation clearance permit is subject to 10 conditions, including a condition that no clearance can occur until Development Approval is obtained to facilitate the proposed development. A payment of \$26,595.54 is required as the Significant Environmental Benefit Fee.

In consideration of the revised tree protection zones, the building envelope cannot be reasonably enforced to protect Trees 1, 3 and 4. It remains relevant only in relation to the protection of Tree 5. However, the LMA remains registered over the land and regard must be given to it in the assessment of the dwelling proposal. The proposed dwelling footprint is outside the revised Tree Protection Zone for Tree 5 and will not impact on the tree. The applicant therefore seeks the authorisation of the Council to waive partial compliance with the requirement to construct a building within the depicted building envelope and to allow construction as shown in Figure 1 of this report.

Staff consider the revised tree protection zones and the fact the proposed dwelling footprint will still not encroach on the revised Tree Protection Zone for Tree 5 to justify departure from the terms of the LMA in this instance.

Procedurally, the Assessment Manager and her delegates will need to have regard to the decision of Council in relation to the waiver of building within the LMA building envelope in determination of planning consent for Development Application 22022086.

### **3. OPTIONS**

Council has the following options:

- I. To agree to the request of the applicant to waive the LMA obligation in relation to the building envelope. This will avoid a risk of the LMA terms being breached should staff determine to grant Planning Consent to Development Application 22022086 (Recommended).
- II. To decline the request of the applicant to waive the LMA obligation in relation to the building envelope. This will necessitate a redesign of the dwelling at expense to the landowner. (Not Recommended).

### **4. APPENDICES**

- (1) Request from the applicant to waive Land Management Agreement obligation
- (2) Land Management Agreement
- (3) Development Plans
- (4) Native Vegetation Council Clearance Approval

---

# **Appendix 1**

*Request from the applicant to waive Land  
Management Agreement obligation*

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WCK PTY LTD

PO BOX 1116 MURRAY BRIDGE SA 5253

DATE 9/11/2023

**Attention:** Doug Samardzija

Applicant: WCK PTY LTD

Application ID: 22022086

Subject Land: UNIT 7 100A MAIN ST LOBETHAL SA 5241

Hi Doug,

On behalf of our client Jon Czudek, WCK PTY LTD would like to seek a waiver to the Land Management Agreement to allow for the minor encroachment of the proposed dwelling which is sited slightly outside the building envelope.

Kind Regards,

*Belinda Ludewigs*

Pre-Construction Administrator

Kookaburra Homes

[workflow@kookaburrahomes.com.au](mailto:workflow@kookaburrahomes.com.au)

08 8535 5100

---

# **Appendix 2**

*Land Management Agreement*

---

<b>Lot:</b>	36	<b>No:</b>	26	<b>Street:</b>	Ridge Road
<b>Suburb:</b>	Lobethal				
<b>Previous Address:</b>					
<b>Assessment No:</b>	19953				
<b>VG:</b>	5671212154				
<b>Other Party:</b>	P A Colliver				
<b>Development No.</b>	06/C11/473				
<b>Property File:</b>					
<b>Trim Reference:</b>	IC08/16618				

**DATED**

**2008**

**BY DEED**

**BETWEEN**

**[council]**

of the first part

**AND**

**[landowner]**

of the second part

---

**LAND MANAGEMENT AGREEMENT**

---

**BOTTEN LEVINSON**  
140 South Terrace  
ADELAIDE SA 5000

Telephone: 8212 9777

LANDS TITLES REGISTRATION  
OFFICE  
SOUTH AUSTRALIA

FORM APPROVED BY THE REGISTRAR GENERAL

**BELOW THIS LINE FOR AGENT USE ONLY**

CERTIFIED CORRECT FOR THE PURPOSES  
OF THE REAL PROPERTY ACT 1886

\_\_\_\_\_  
Solicitor/Registered Conveyance/Applicant

AGENT CODE

Lodged by:

Correction to:

TITLES, CROWN LEASES, DECLARATIONS ETC. LODGED WITH  
INSTRUMENT (TO BE FILLED IN BY PERSON LODGING)

1. ....
2. ....
3. ....
4. ....
5. ....

Assessor

PLEASE ISSUE NEW CERTIFICATES OF TITLE AS FOLLOWS

1. ....
2. ....
3. ....

Series No.	Prefix

**BELOW THIS LINE FOR OFFICE USE ONLY**

Date	Time	
FEES		
R.G.O.	POSTAGE	NEW C.T.

CORRECTION	PASSED
------------	--------

REGISTRAR-GENERAL
-------------------

**DELIVERY INSTRUCTIONS** (Agent to complete)  
PLEASE DELIVER THE FOLLOWING ITEM(S) TO THE  
UNDERMENTIONED AGENT(S)

ITEM(S)	AGENT CODE



TO: THE REGISTRAR GENERAL

ADELAIDE HILLS COUNCIL ("the Council") of 28 Onkaparinga Valley Road, Woodside SA 5244 APPLIES pursuant to the provisions of section 57(5) of the Development Act, 1993 for the noting of the attached Deed dated the day of 2008 and made between ADELAIDE HILLS COUNCIL as the Council of the one part and PAMELA ANN COLLIVER of 102 Main Street, Lobethal SA 5241 as the Owner of the other part as a Land Management Agreement pursuant to Section 57(2) of that Act. The Deed binds the whole of the land comprised in Certificate of Title Register Book VOLUME 6007 FOLIO 653 and operates to control the future management and development of that land.

DATED the day of 2008

THE COMMON SEAL of the ADELAIDE HILLS COUNCIL

was hereunto affixed in the presence of:

Mayor

Chief Executive Officer



COPY

**THIS DEED** is made the

day of

2008

**BETWEEN:** **Adelaide Hills Council** of 28 Onkaparinga Valley Road, Woodside South Australia 5244 (hereinafter with its successors and assigns referred to as "**the Council**") of the first part

**AND:** **Pamela Ann Colliver** of 102 Main Street, Lobethal South Australia 5241 (hereinafter with her executors, heirs, successors, administrators and assigns as the case may be referred to as "**the Owner**") of the second part.

**RECITALS:**

- A. The Owner is the registered proprietor of an estate in fee simple in the whole of the land comprised in Lot 36 Deposited Plan no. DP73015 Certificate of Title Volume 6007 Folio 653 ("the Land").
- B. By Development Application Number 473/C011/2006 ("the Application") the owner sought from the Council Provisional Development Plan Consent and Provisional Land Division Consent pursuant to the provisions of the Development Act (1993) to develop the Land by undertaking a community division of allotment 36 for the creation of 7 proposed lots numbered 4, 5, 6, 7, 8, 9 and 19 in accordance with the plan in Annexure A to this deed ("the Plan of Division").
- C. Situated on proposed allotments 7, 8 and 19 are 8 eucalyptus trees (hereinafter called "the Trees"). The Trees are depicted on the Plan of Division.
- D. The Council wishes to ensure in the event that the Land is divided in accordance or substantially in accordance with the Plan of Division that:
  1. no buildings or structures proposed for construction on the proposed allotments marked on the Plan of Division with the numbers 7 and 8 (hereinafter referred to as lots 7 and 8 respectively) shall be constructed outside of the building envelopes for lots 7 and 8 shown on the Plan of Division (hereinafter called "the building envelopes");
  2. the Trees are retained preserved conserved maintained and protected and that none of the Trees shall be cleared without the prior written consent of the Council under this Deed;
  3. there is no development including the placement of fill or excavation works within the Tree Protection Zones as depicted in Annexure A.
- E. The Council and the Owner agree that only gravel or permeable pavers can be applied to any driveway or thoroughfare within the Tree Protection Zone as depicted in Annexure A.
- F. The Council and the Owner further agree that obligations under this Deed are intended to be binding upon all occupiers and persons having enjoyment from time to time of the proposed allotments 7, 8 and 19 and it shall be the

Owner's responsibility to ensure that all such persons comply with the terms of this Deed.

- G. Pursuant to section 57 (2) of the Act the Owner has agreed with the Council to enter into this Deed relating to the future development of the land subject to the terms and conditions that follow.

**NOW THIS DEED WITNESSES:**

**INTERPRETATION**

1. The parties acknowledge that the matters recited above are true and accurate and agree that they shall form part of the terms of this Deed.
2. In the interpretation of this Deed unless the context shall otherwise require or admit:
  - 2.1. Words and phrases used in this Deed which are defined in the Act, or in the Regulations made under the Act, shall have the meanings ascribed to them by the Act or the regulations as the case may be;
  - 2.2. References to any statute or subordinate legislation shall include all statutes and subordinate legislation amending, consolidating or replacing the statute or subordinate legislation referred to;
  - 2.3. The term "the Owner" where it is a company includes its successors, assigns and transferees and where it is a person includes his or her heirs, executors, administrators and transferees and where it consists of more than one person or company the term includes each and every one or more of such persons or companies jointly and each of them severally and their respective successors, assigns, heirs, executors, administrators and transferees of the companies or persons for the time being registered or entitled to be registered as the proprietor of an estate in fee simple of the Land, subject however to such encumbrances, liens and interests as are registered and notified by memoranda endorsed on the certificate of Title thereof;
  - 2.4. The term "person" shall include a corporate body;
  - 2.5. Any term which is defined in the statement of the names and descriptions of the parties or in the Recitals shall have the meaning there defined;
  - 2.6. Words importing the singular number or plural number shall be deemed to include the plural number and the singular number respectively;
  - 2.7. Words importing any gender shall include both genders;
  - 2.8. Where two or more persons are bound hereunder to observe or perform any obligation or agreement whether express or implied then they shall be bound jointly and each of them severally.

3. Clause headings are provided for reference purposes only and shall not be resorted to in the interpretation of this Deed.
4. The requirements of this Deed are at all times to be construed as additional to the requirements of the Act and any other legislation affecting the Land.

#### **UNDERTAKINGS OF THE OWNER**

5. The Owner must not undertake or cause, suffer or permit any other person to undertake any building work on any of lots 7 or 8 for the purposes of constructing any building or structure on any of those allotments unless such dwelling and outbuildings and structures and works associated therewith are sited within the building envelopes.
6. The Owner must not remove or cause, suffer or permit any other person to remove from the Land the Trees referred to in recital C except;
  - 6.1 with permission in writing from the Council (and subject to any other permissions and approvals as may be required); or
  - 6.2 as may otherwise be authorised by or under the *Native Vegetation Act 1991*.
7. The Owner shall nurture and conserve the Trees and shall ensure that the Trees are maintained in a fit and healthy state, to the reasonable satisfaction of the Council provided that:
  - 7.1 the Owner shall be allowed to maintenance trim the Trees;
  - 7.2 the Owner shall be allowed to remove damaged/ diseased Trees subject to an arborists report and shall replace them with trees of a similar species.
8. If the clearance of any of the Trees is necessary as a matter of urgency to protect any person or building, the Owner may, notwithstanding clause 6, cause, suffer or permit the clearance of trees subject to clause 9.
9. If there is any clearance of the Trees to be undertaken pursuant to clause 8 the Owner shall;
  - 9.1 make all reasonable efforts to obtain prior written permission of the Council;
  - 9.2 ensure, so far as reasonably practical, that the clearance is limited to that necessary to protect any person or building and is undertaken so as to cause the minimum amount of damage to the Trees;
  - 9.3 notify the Council as soon as is reasonably practical after undertaking the clearance and such notice shall specify in writing (and with photographs or drawings) the action that was undertaken.
10. The Owner shall not cause, suffer or permit any excavation or filling of the Land whether development or not within the Tree Protection Zone unless otherwise approved in writing by the Council under this Deed.

11. The Owner shall not cause, suffer or permit any building work on the Land nor the construction on the Land of any building (including without limitation any dwelling, outbuilding or other structure but excluding water tanks and boundary fences which do not otherwise contravene this Deed) whether development or not within the Tree Protection Zones except for, in the case of a driveway or thoroughfare, unless otherwise approved in writing by the Council under this clause.
12. Within a Tree Protection Zone the Owner shall;
  - 12.1 not cause, suffer or permit the construction of any bitumen or concrete drive way or thoroughfare;
  - 12.2 construct a driveway or thoroughfare comprised of gravel or "permeable pavers".
13. The Owner shall provide a copy of this Deed to any person commencing occupation of proposed allotments 7, 8 or development of lot 19 before the commencement of that occupation.

### **RESCISSION**

14. If:
  - 14.1 any development authorisation for the Application is not granted, or if granted, lapses or expires by virtue of the provisions of the Act without being implemented by the Owner; or
  - 14.2 the Registrar-General does not deposit the Plan of Division (or a plan of division substantially the same as the Plan of Division) in the Lands Titles Registration Office,

the Council agrees to rescind this Deed at the request of the Owner and the reasonable costs of and incidental to the preparation, stamping and registration of the Deed of Rescission will be borne by the Owner.

### **COUNCIL'S POWERS OF ENTRY, ETC**

15. The Council and any employee or agent of the Council authorised by the Council may at any reasonable time after giving notice to the Owner in accordance with the provisions of this Deed enter the Land for the purpose of:
  - 15.1. inspecting the Land and any building or structure thereupon for any reason relating to the subject matter of this Deed;
  - 15.2. exercising any other powers of the Council under this Deed or pursuant to law.
16. If the Owner is in breach of any provision of this Deed the Council may, by notice in writing served on the Owner, specify the nature of the breach and require the Owner to remedy the breach within such time as may be reasonably nominated by the Council in the notice (being not less than twenty eight (28) days from the date of service of the notice) and if the Owner fails so to remedy the breach the Council or its servants or agents may carry out the requirements of the notice and in doing so may enter and perform any

necessary works upon the Land and recover any costs thereby reasonably incurred from the Owner.

17. The Council may delegate any of its powers under this Deed to any person.

#### **VARIATION AND WAIVER**

18. This Deed may not be varied except by a supplementary Deed signed by the Council and the Owner.
19. The Council may waive compliance by the Owner with the whole or any part of the obligations of the Owner herein contained provided that no such waiver shall be effective unless expressed in writing and signed by the Council.

#### **NOTICES**

20. Notice shall for the purposes of this Deed be properly served on the Owner if it is:
- 13.1 posted to the Owner at the last address known to the Council;
- or
- 13.2 affixed in a prominent position on the Land.

#### **NOTING OF THIS DEED**

21. Each party shall do and execute all such acts, documents and things as shall be necessary to ensure that as soon as is possible after the execution of this Deed by all necessary parties, this Deed is noted by the Registrar-General against the respective Certificates of Title for the Land pursuant to the provisions of Section 57(5) of the Act.

#### **COSTS**

22. The Owner agrees to indemnify the Council for its reasonable legal costs associated with the negotiation, execution, stamping and registration of this Deed.

#### **GOVERNING LAW**

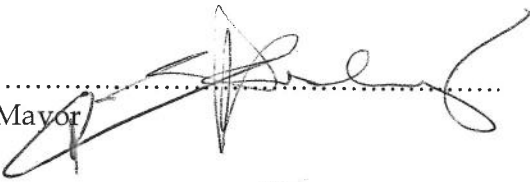
23. The law governing the interpretation and implementation of the provisions of this Deed shall be the law of South Australia.

#### **GENERAL PROVISIONS**

24. If any provision of this Deed shall be found by a court of competent jurisdiction to be invalid or unenforceable in law then and in such case the parties hereby request and direct such court to sever such provision from this Deed.
25. This Deed contains the whole agreement between the parties in respect of the matters referred to herein.

**EXECUTED** as a Deed


**THE COMMON SEAL** of the )  
**ADELAIDE HILLS COUNCIL** was )  
hereunto affixed in the presence of: )

.....  
Mayor 

.....  
Chief Executive Officer

 19/08/08.

**SIGNED** by the said **PAMELA ANNE COLLIVER** the presence of:

 **NAOMI PITT**  
.....

7.

The Owner **HEREBY CERTIFIES** pursuant to Section 57(4) of the *Development Act 1993* that no other person has a legal interest in the land.



LOTS 1, 2 AND 3 ARE DA 473/CO64/05 APPROVED BY ADELAIDE HILLS COUNCIL  
 LOTS 4, 5 AND 6 ARE DA 473/CO27/04 APPROVED BY ADELAIDE HILLS COUNCIL  
 LOTS 7, 8, 9 AND DEVELOPMENT LOT 19 ARE DA 473/CO1/06 CURRENTLY WITH ADELAIDE HILLS COUNCIL SEEKING APPROVAL



**PLAN FOR LAND MANAGEMENT AGREEMENT  
 OVER ALLOTMENT 36 IN DP 73015  
 HUNDRED OF ONKAPARINGA  
 in the area named  
 LOBETHAL**

**ANNEXURE A**

ALL DATA SUBJECT TO FINAL INSPECTION AND COUNCIL REQUIREMENTS

CERTIFICATES OF TITLE 33/DP73014  
 Part Volume 5986 Folio 730 (ALLOT 13/DP73014)  
 Part Volume 5986 Folio 730 (ALLOT 15/DP73014)  
 WIDE DP 73015 FOR EASEMENTS  
 AND RIGHTS OF WAY NOTATIONS

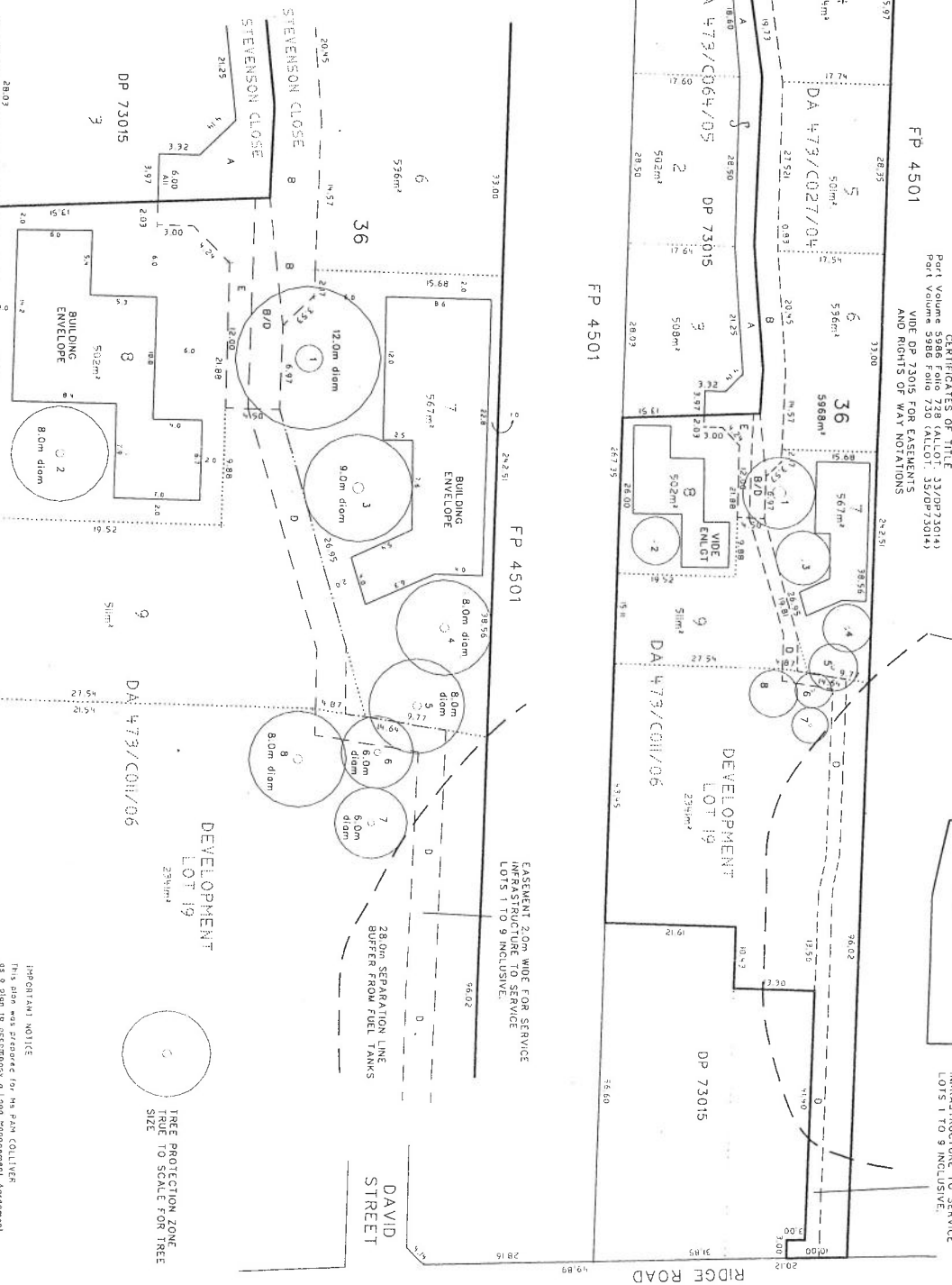
28.0m SEPARATION LINE  
 BUFFER FROM FUEL TANKS

ABOVE GROUND  
 FUEL STORAGE  
 AREA

EASEMENT 2.5m WIDE FOR SERVICE  
 INFRASTRUCTURE TO SERVICE  
 LOTS 1 TO 9 INCLUSIVE.

TREE TRUNK GIRTH (metres)	PROTECTION ZONE DIAM. (metres)	TREE
1 - 4.0	1 - 12.0	
4.1 - 7.0	3 - 9.0	
7.1 - 10.0	4 - 6.0	
10.1 - 15.0	5 - 4.0	
15.1 - 20.0	6 - 3.0	
20.1 - 25.0	7 - 2.0	
25.1 - 30.0	8 - 1.5	
30.1 - 35.0	9 - 1.0	
35.1 - 40.0	10 - 0.75	
40.1 - 45.0	11 - 0.5	
45.1 - 50.0	12 - 0.3	
50.1 - 55.0	13 - 0.2	
55.1 - 60.0	14 - 0.15	
60.1 - 65.0	15 - 0.1	
65.1 - 70.0	16 - 0.05	
70.1 - 75.0	17 - 0.02	
75.1 - 80.0	18 - 0.01	
80.1 - 85.0	19 - 0.005	
85.1 - 90.0	20 - 0.002	
90.1 - 95.0	21 - 0.001	
95.1 - 100.0	22 - 0.0005	

LOT NO	LOT AREA	BLDG ENVELOPE	OPEN SPACE	PRIVATE OPEN SPACE	OPEN SPACE
1	590m <sup>2</sup>	88m	350	150	350
2	567m <sup>2</sup>	187	350	150	350
3	502m <sup>2</sup>	183	315	180	315



OLDEN & VON SENDEN PTY. LTD.  
 SURVEYING & PLANNING CONSULTANTS  
 3/42 MT BARKER ROAD  
 5140 MCKAY  
 PH (08) 83706999  
 FAX (08) 83706999  
 EMAIL: olden@olden.com.au

CLIENT: PAM COLLIVER  
 DATE/PLAN: 24/02/2007  
 SCALE: SEE BAR

PLAN AMENDED 18/07/2007  
 PLAN AMENDED 22/07/2007  
 PLAN AMENDED 31/07/2007  
 PLAN AMENDED 22/11/2007  
 PLAN AMENDED 14/08/2008

PLAN AMENDED 15/02/2008  
 PLAN AMENDED 17/07/2008  
 PLAN AMENDED 14/08/2008

SCALE 0 5 10 15 30 metres

**IMPORTANT NOTICE**  
 This plan was prepared for the PLAN COLLIVER as a plan to accompany a Land Management Agreement between the Colliver and the ADELAIDE HILLS COUNCIL and should not be used for any other purpose.  
 The dimensions, areas and general data shown herein may not be correct and the Colliver is advised to have independent verification of the data shown herein. The Colliver is advised to have independent verification of the data shown herein. The Colliver is advised to have independent verification of the data shown herein.  
 This work is an integral part of the plan.

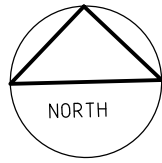


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# **Appendix 3**

*Development Plans*

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LOT AREA	=	565 m <sup>2</sup>
DWELLING AREA	=	150 m <sup>2</sup>
ROOF AREA	=	183 m <sup>2</sup>
SITE PERVIOUS AREA	=	343 m <sup>2</sup>
SOFT LANDSCAPING AREA	=	343 m <sup>2</sup>
SITE COVERAGE	=	26.5 %
ROOF SITE COVERAGE	=	32.4 %
SITE PERVIOUS COVERAGE	=	60.7 %
SOFT LANDSCAPING COVERAGE	=	60.7 %
P.O.S.	=	> 60m <sup>2</sup>

IF SERVICE EASEMENT STORMWATER OR SEWER CONNECTION POINTS DO NOT EXIST, THIS OFFICE IS TO BE NOTIFIED FOR ALTERNATIVE DESIGN OPTIONS.

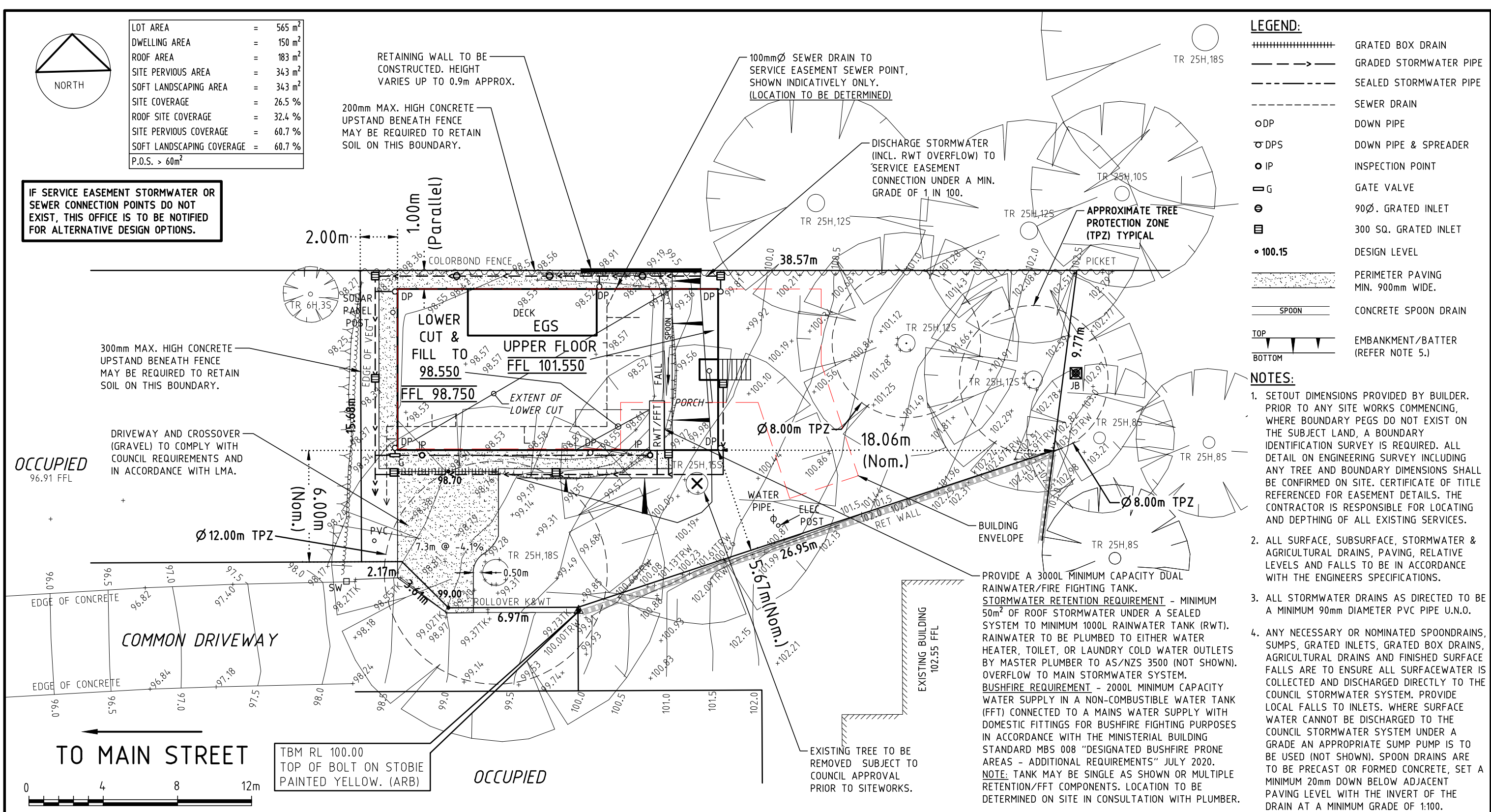
RETAINING WALL TO BE CONSTRUCTED. HEIGHT VARIES UP TO 0.9m APPROX.

200mm MAX. HIGH CONCRETE UPSTAND BENEATH FENCE MAY BE REQUIRED TO RETAIN SOIL ON THIS BOUNDARY.

300mm MAX. HIGH CONCRETE UPSTAND BENEATH FENCE MAY BE REQUIRED TO RETAIN SOIL ON THIS BOUNDARY.

DRIVEWAY AND CROSSOVER (GRAVEL) TO COMPLY WITH COUNCIL REQUIREMENTS AND IN ACCORDANCE WITH LMA.

OCCUPIED  
96.91 FFL



**LEGEND:**

- ===== GRATED BOX DRAIN
- >--- GRADED STORMWATER PIPE
- SEALED STORMWATER PIPE
- SEWER DRAIN
- DP DOWN PIPE
- ⊖DPS DOWN PIPE & SPREADER
- IP INSPECTION POINT
- ⊓G GATE VALVE
- ⊖ 90° GRATED INLET
- ⊓ 300 SQ. GRATED INLET
- 100.15 DESIGN LEVEL
- PERIMETER PAVING MIN. 900mm WIDE.
- SPOON CONCRETE SPOON DRAIN
- TOP EMBANKMENT/BATTER (REFER NOTE 5.)
- BOTTOM

**NOTES:**

- SETOUT DIMENSIONS PROVIDED BY BUILDER. PRIOR TO ANY SITE WORKS COMMENCING, WHERE BOUNDARY PEGS DO NOT EXIST ON THE SUBJECT LAND, A BOUNDARY IDENTIFICATION SURVEY IS REQUIRED. ALL DETAIL ON ENGINEERING SURVEY INCLUDING ANY TREE AND BOUNDARY DIMENSIONS SHALL BE CONFIRMED ON SITE. CERTIFICATE OF TITLE REFERENCED FOR EASEMENT DETAILS. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND DEPTHING OF ALL EXISTING SERVICES.
- ALL SURFACE, SUBSURFACE, STORMWATER & AGRICULTURAL DRAINS, PAVING, RELATIVE LEVELS AND FALLS TO BE IN ACCORDANCE WITH THE ENGINEERS SPECIFICATIONS.
- ALL STORMWATER DRAINS AS DIRECTED TO BE A MINIMUM 90mm DIAMETER PVC PIPE U.N.O.
- ANY NECESSARY OR NOMINATED SPOONDRAINS, SUMPS, GRATED INLETS, GRATED BOX DRAINS, AGRICULTURAL DRAINS AND FINISHED SURFACE FALLS ARE TO ENSURE ALL SURFACEWATER IS COLLECTED AND DISCHARGED DIRECTLY TO THE COUNCIL STORMWATER SYSTEM. PROVIDE LOCAL FALLS TO INLETS. WHERE SURFACE WATER CANNOT BE DISCHARGED TO THE COUNCIL STORMWATER SYSTEM UNDER A GRADE AN APPROPRIATE SUMP PUMP IS TO BE USED (NOT SHOWN). SPOON DRAINS ARE TO BE PRECAST OR FORMED CONCRETE, SET A MINIMUM 20mm DOWN BELOW ADJACENT PAVING LEVEL WITH THE INVERT OF THE DRAIN AT A MINIMUM GRADE OF 1:100.
- EMBANKMENT/BATTER 2 HORIZ. : 1 VERT. UNLESS NOTED OTHERWISE BY ENGINEER. BATTERS SHOWN ARE INDICATIVE ONLY. BATTERS MAY VARY WITH SITE CONDITIONS.
- REFER TO BUILDERS SLAB SETOUT PLAN FOR SLAB SETDOWNS INCLUDING ANY LOCALISED FALLS TO CARPORT/PORCH/VERANDAH/ALFRESCO

PROVIDE A 3000L MINIMUM CAPACITY DUAL RAINWATER/FIRE FIGHTING TANK. STORMWATER RETENTION REQUIREMENT - MINIMUM 50m<sup>2</sup> OF ROOF STORMWATER UNDER A SEALED SYSTEM TO MINIMUM 1000L RAINWATER TANK (RWT). RAINWATER TO BE PLUMBED TO EITHER WATER HEATER, TOILET, OR LAUNDRY COLD WATER OUTLETS BY MASTER PLUMBER TO AS/NZS 3500 (NOT SHOWN). OVERFLOW TO MAIN STORMWATER SYSTEM. BUSHFIRE REQUIREMENT - 2000L MINIMUM CAPACITY WATER SUPPLY IN A NON-COMBUSTIBLE WATER TANK (FFT) CONNECTED TO A MAINS WATER SUPPLY WITH DOMESTIC FITTINGS FOR BUSHFIRE FIGHTING PURPOSES IN ACCORDANCE WITH THE MINISTERIAL BUILDING STANDARD MBS 008 "DESIGNATED BUSHFIRE PRONE AREAS - ADDITIONAL REQUIREMENTS" JULY 2020. NOTE: TANK MAY BE SINGLE AS SHOWN OR MULTIPLE RETENTION/FFT COMPONENTS. LOCATION TO BE DETERMINED ON SITE IN CONSULTATION WITH PLUMBER.

EXISTING TREE TO BE REMOVED SUBJECT TO COUNCIL APPROVAL PRIOR TO SITWORKS.

EXISTING TREES & SHRUBS TO BE REMOVED AS REQUIRED TO PROVIDE A CLEAR AND UNOBSTRUCTED BUILDING AREA. ALL NECESSARY APPROVALS TO BE GRANTED PRIOR TO DEMOLITION. REFER REPORT FRONT PAGE FOR ADDITIONAL INFORMATION ON TREE REMOVAL.

ANY SITE CUT ON OR ADJACENT BOUNDARIES MUST NOT UNDERMINE EXISTING STRUCTURES. WHEN EXCAVATING TO ACHIEVE LEVELS NOTED ON THIS DRAWING SHOULD UNDERMINING OF EXISTING STRUCTURES OCCUR, BEYOND THAT SPECIFICALLY NOTED, CONSTRUCTION MUST CEASE AND THE ENGINEER BE CONTACTED FOR ADVICE.

- \* ALLOTMENT NOT FULLY PEGGED AT TIME OF SURVEY
- \* SEWER CONNECTION NOT FOUND AT TIME OF SURVEY

NOTE: THIS IS AN ENGINEERING DETAIL SURVEY. BOUNDARIES HAVE NOT BEEN CHECKED.  
COUNCIL : ADELAIDE HILLS COUNCIL  
DATE SURVEYED : 25/11/2022

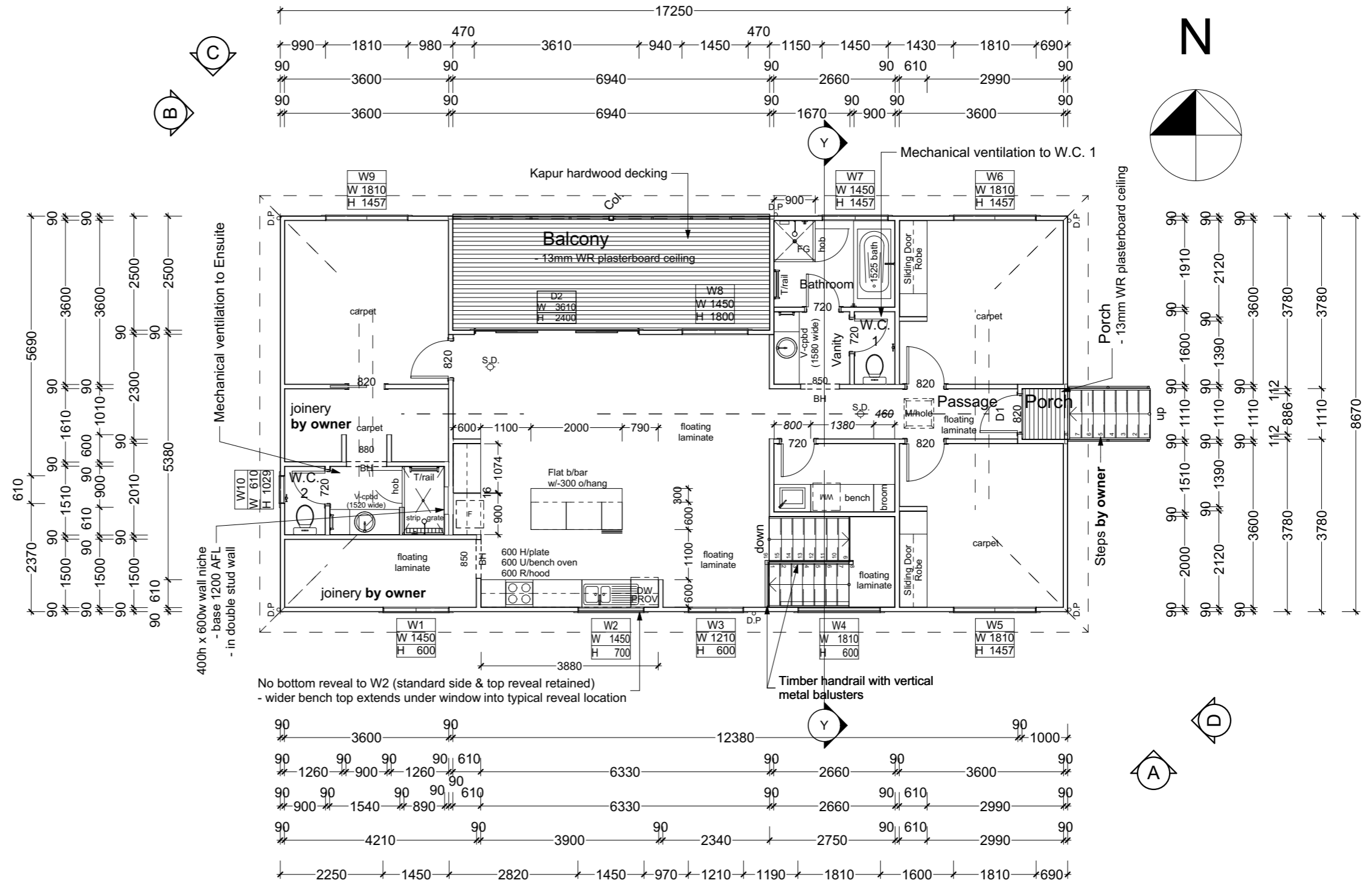
**Herriot consulting**  
civil & structural engineers  
1/154 Fullarton Road Rose Park SA 5067  
P: 08 8431 4555 E: admin@herriot.com.au W: herriot.com.au

No.	REVISION	BY	DATE
A	BUILDING ENVELOPE & DRIVEWAY NOTE ADDED	SR	19/07/22

SCALE	1:200
DRAWN	SR
DESIGNED	SR
CHECKED	AL

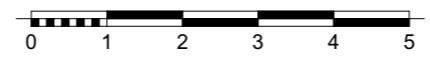
CLIENT: KOOKABURRA HOMES  
SITE: UNIT 7 NO. 100A MAIN STREET LOBETHAL  
**SITWORKS AND DRAINAGE PLAN**

DATE OF ISSUE	
JUNE 2022	
SHEET 1 OF 1	A3
FILE No. C2111-019	Rev. A



**Floor Plan 1:100**

Note: 2340 high doors (excluding lower floor) & nominal 2400 high bulkheads to upper 90mm Cove cornice, 92mm skirting & architrave



**LEGEND:**

- Self-contained ceiling mounted smoke detector/alarm, which complies with -
- AS 3786-2014 & the National Construction Code
- be connected to consumer mains power with battery backup
- be interconnected where there is more than 1 alarm
- Refer floor plan for smoke alarm locations.

Project: PROPOSED DWELLING  
 Client: J. CZUDEK  
 Site: UNIT 7, 100a MAIN ST, LOBETHAL



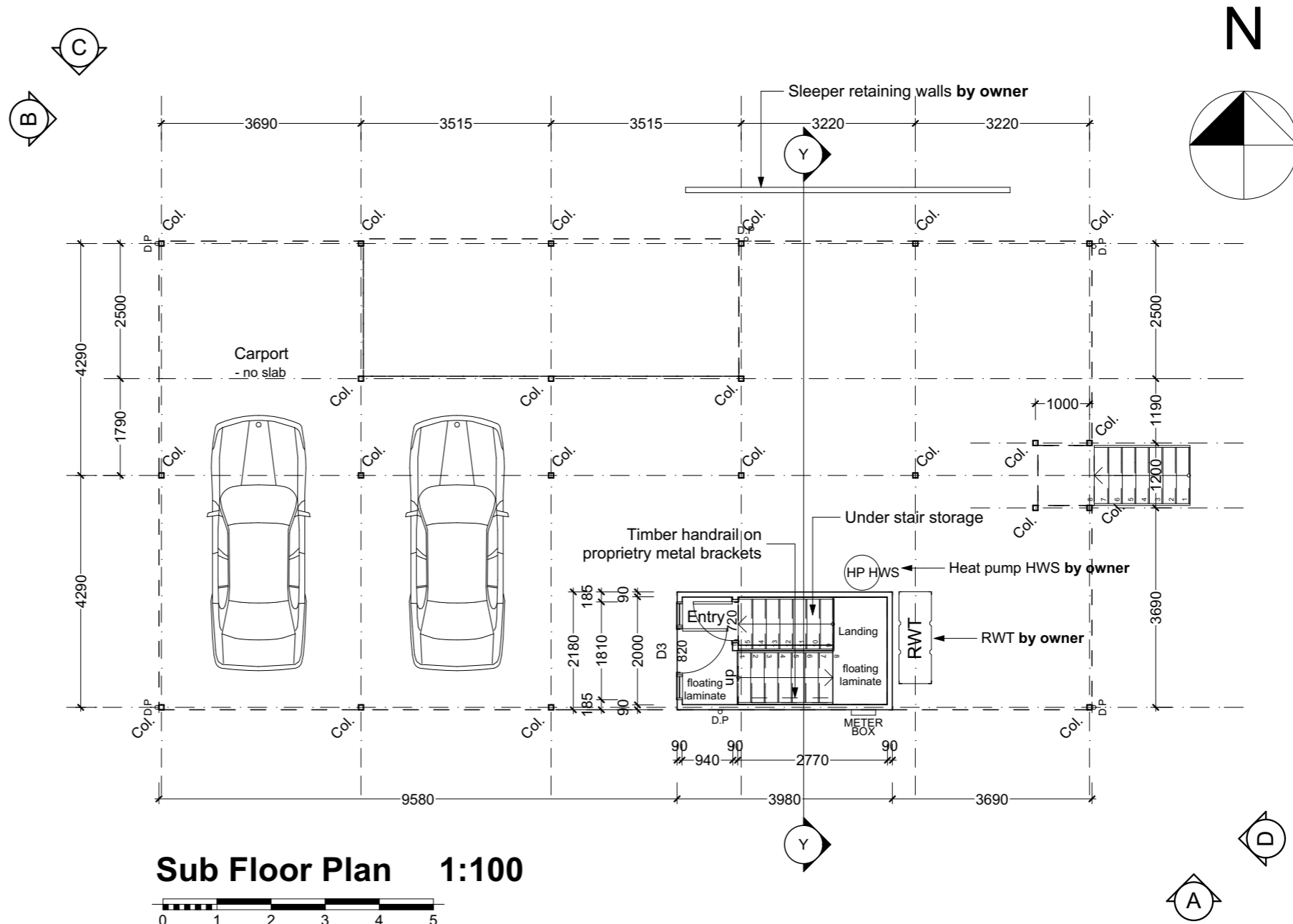
PH: 85355100

AREAS	
Living Area	131.10 m <sup>2</sup>
Porch Area	1.11 m <sup>2</sup>
Balcony Area	17.35 m <sup>2</sup>
<b>Total Area</b>	<b>149.56 m<sup>2</sup></b>

Figured dimensions take precedence over scaled drawings. Verify all dimensions & levels before commencing any work or shop drawings. Any discrepancy shall be reported to designer immediately.		
Drawn by:	Date:	Sheet No:
<b>John Howard</b>	<b>26/04/2022</b>	<b>1</b> of 16
Title: <b>CONTRACT PLANS</b>		
DWG No:	M21-053	
Client ID No:	P10027	
		<b>A3</b>

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 These drawings are & remain the exclusive property of the designer. Legal action will be taken against any infringement in part or whole unless written authority is given by Kookaburra Homes.

Amended 14-04-22



**Sub Floor Plan 1:100**



Note: 2040 high door to Entry

Project: PROPOSED DWELLING  
 Client: J. CZUDEK  
 Site: UNIT 7, 100a MAIN ST, LOBETHAL



PH: 85355100

AREAS	
Entry/stair well Area	8.68 m <sup>2</sup>

Figured dimensions take precedence over scaled drawings. Verify all dimensions & levels before commencing any work or shop drawings. Any discrepancy shall be reported to designer immediately.

Drawn by:	John Howard	Date:	26/04/2022	Sheet No:	2 of 16
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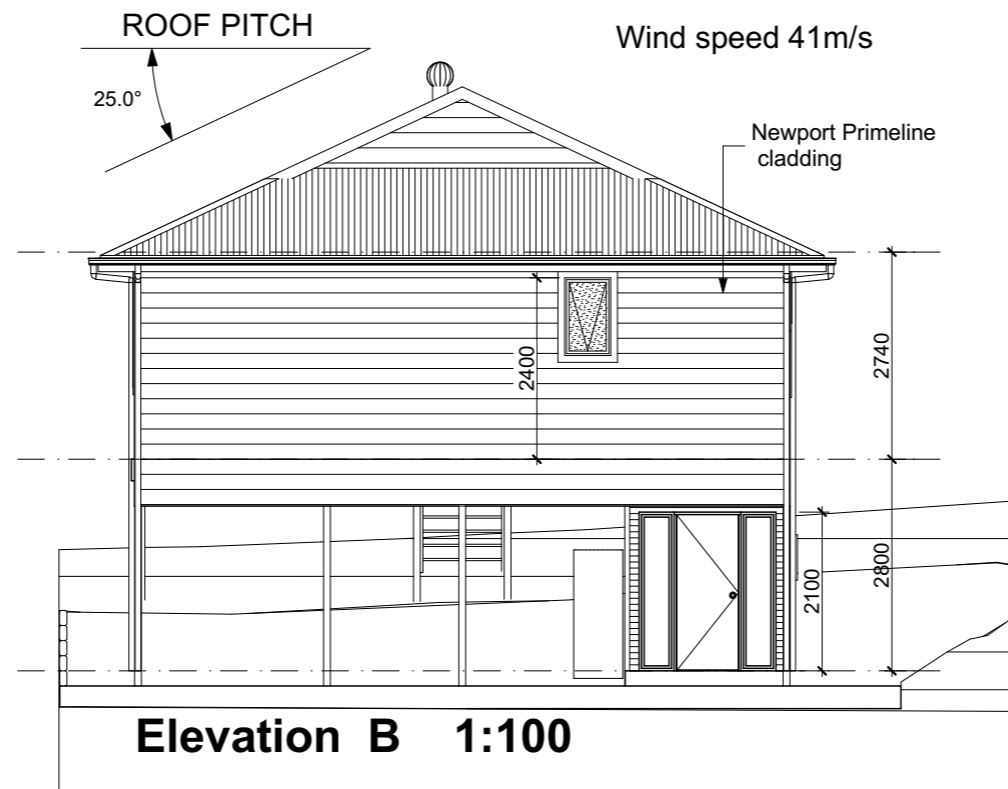
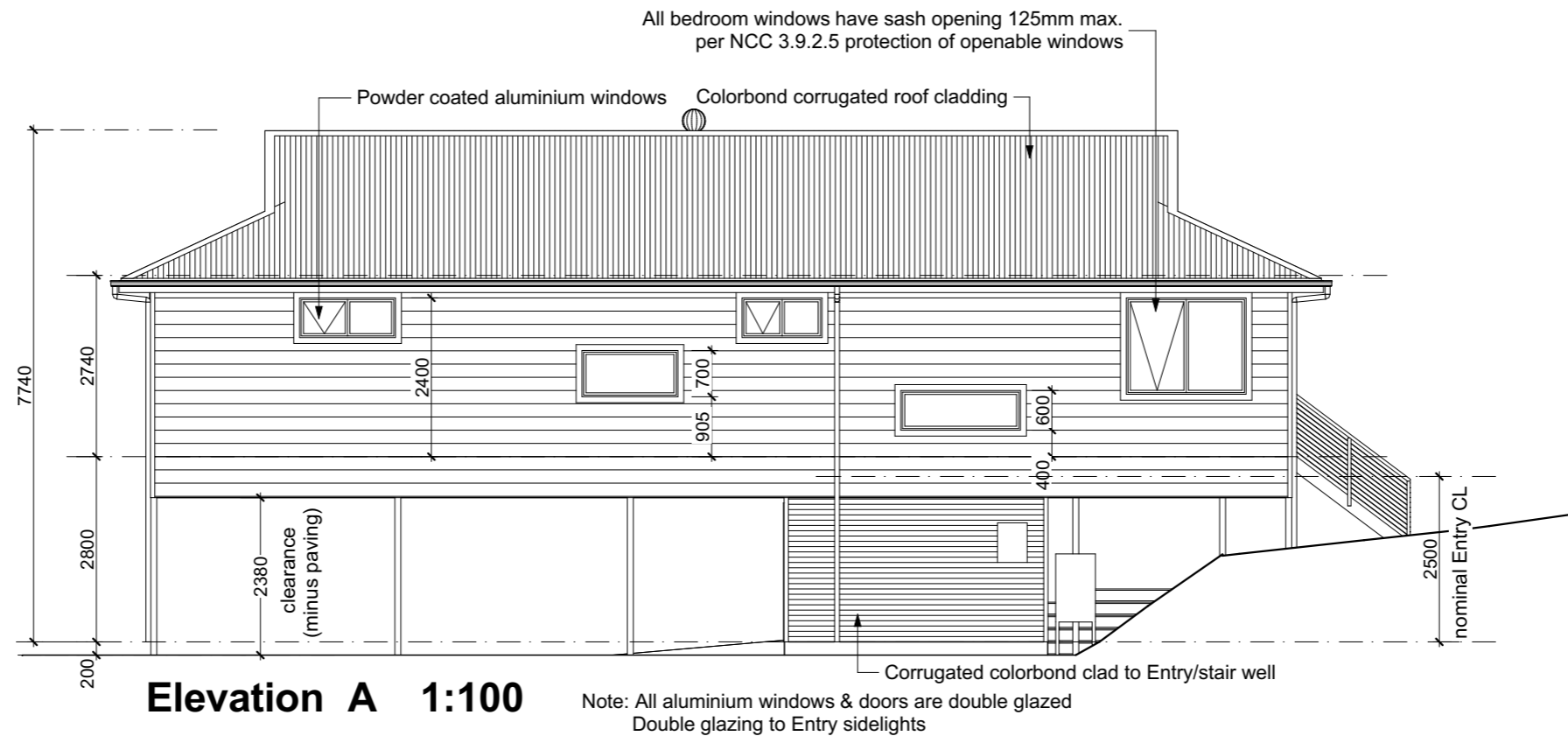
Title: **CONTRACT PLANS**

DWG No:	M21-053	A3
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Client ID No:	P10027
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Amended 14-04-22



Project: PROPOSED DWELLING  
 Client: J. CZUDEK  
 Site: UNIT 7, 100a MAIN ST, LOBETHAL



PH: 85355100

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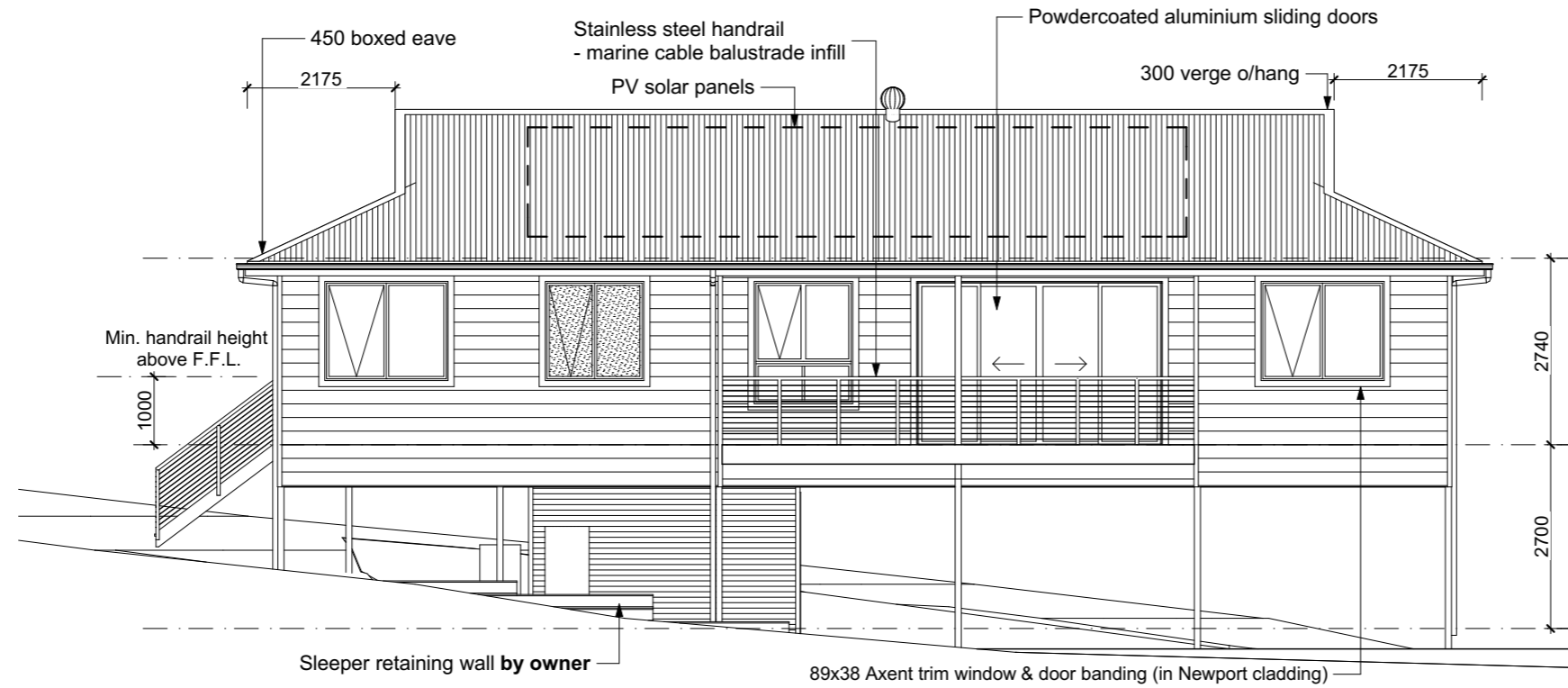
Drawn by:	John Howard	Date:	26/04/2022	Sheet No:	3 of 16
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Title: **CONTRACT PLANS**

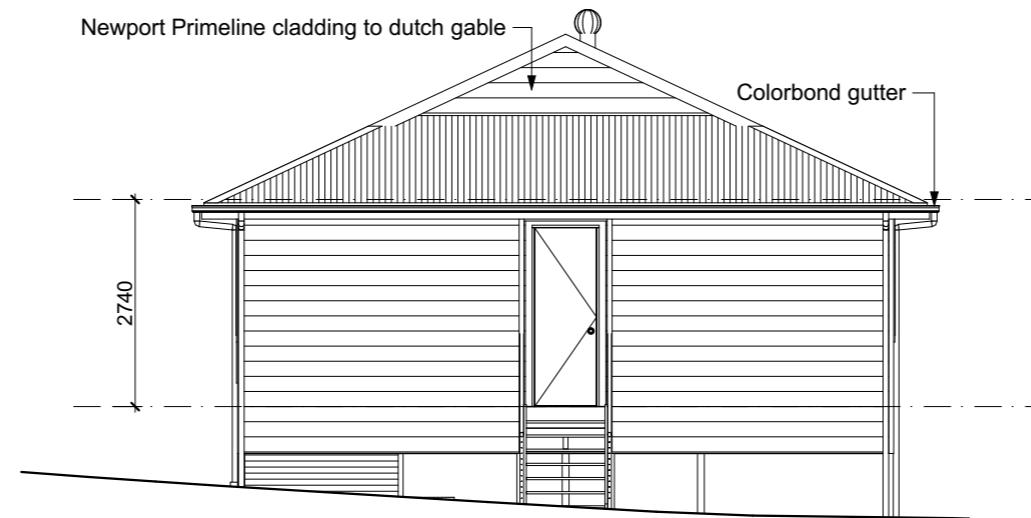
DWG No:	M21-053	<b>A3</b>
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Client ID No:	P10027
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Amended 14-04-22



**Elevation C 1:100**



**Elevation D 1:100**

Project: PROPOSED DWELLING  
 Client: J. CZUDEK  
 Site: UNIT 7, 100a MAIN ST, LOBETHAL



PH: 85355100

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Drawn by:	John Howard	Date:	26/04/2022	Sheet No:	4 of 16
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Title: **CONTRACT PLANS**

DWG No:	M21-053	A3
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Client ID No:	P10027
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Amended 14-04-22

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## **Appendix 4**

*Native Vegetation Council Clearance Approval*

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# Native Vegetation Council

81-95 Waymouth St, ADELAIDE SA 5000 | GPO Box 1047, ADELAIDE SA 5001  
Ph| 08 8303 9777; email| [nvc@sa.gov.au](mailto:nvc@sa.gov.au)



## DECISION NOTIFICATION *Native Vegetation Regulations 2017*

**Application Number: 2023/3200/473**

**To:** Jon Czudek  
2/57 Mill Rd  
Lobethal SA 5241

**Date Received:** 22/06/2023  
**Date Registered:** 03/10/2023

Mob: 0412 914 778

Email: [jonczu@gmail.com](mailto:jonczu@gmail.com)

<b>Applicant</b>	Jon Czudek
<b>Landholder</b>	Jon Czudek
<b>Purpose of application</b>	Clearance required for construction of a dwelling and associated infrastructure.
<b>Description of native vegetation under application</b>	<b>3 x scattered trees:</b> <ul style="list-style-type: none"><li>• <b>2 x River Red Gum</b> (<i>Eucalyptus camaldulensis</i> ssp. <i>camaldulensis</i>)</li><li>• <b>1 x Manna Gum</b> (<i>Eucalyptus viminalis</i> ssp. <i>viminalis</i>)</li></ul>
<b>Location of the application</b>	Hundred of Onkaparinga Parcel C27789 F7; CT 6140/330 7/100 Main Street, Lobethal SA 5241

### Decision

The Native Vegetation Council has considered your application in accordance with the requirements of Regulation 12, Schedule 1; Clause 33 of the *Native Vegetation Regulations 2017*.

In respect of the application, you are informed that the Native Vegetation Council:

**Grants consent** to the clearance of three (3) scattered trees, in the area shown on the attached Decision Plan 2023/3200/473 required for the construction of a new dwelling.

### Reason for Decision:

The clearance of native vegetation meets the requirements of Native Vegetation Regulation 12, Schedule 1; Clause 33.

### Conditions of approval

This approval is subject to the conditions specified below have been imposed to ensure that the impacts on native vegetation and biodiversity from approved clearance is adequately minimised and mitigated:




**Government  
of South Australia**

1. No clearance to occur until Development Approval has been obtained under the *Planning, Development and Infrastructure Act 2016* (including Building Rules Consent where required). Clearance must be limited to what is permitted in the approval, but only to the extent required to facilitate development in accordance with the development approval;
2. The applicant must seek any necessary approvals from the Adelaide Hills Council with regards to any conditions relating to the subject trees, under the Land Management Agreement on this allotment;
3. Clearance to be confined to the 3 trees shown on the attached Decision Plan 2023/3200/473 and in the submitted Data Report titled: *Native Vegetation Clearance 7/100 Main Street Lobethal*, prepared by Wayne Brown dated 22/06/2023 (those Trees numbered 1, 2 and 3);
4. Prior to clearance commencing, the applicant must advise all persons undertaking the vegetation removal or working on site, of all relevant conditions of approval and associated statutory requirements;
5. Prior to clearance commencing, the applicant must define the trees approved for clearance with markings, barriers, pegs, flags or temporary fencing. The markings, barriers, pegs, flags or temporary fencing must remain in place, in good condition and clearly visible, for the period in which clearance is occurring;
6. Payment of \$26,595.54 (\$25,209.04 (GST exclusive) and \$1,386.50 for administration – GST inclusive) to the Native Vegetation Fund, and is to be made within one month of invoice date. (Note the invoice will be sent once the attached form ‘Decision Notification acknowledgement’ is signed and returned.);
7. Members of the NVC or a person who is an authorised officer under the Act may at a reasonable time enter the property of the landowner for the purpose of assessing and recording any matter relevant to this consent. A person undertaking such an assessment may be assisted by other suitable persons. Any such inspection will only be taken after there has been an attempt to contact the landowner;
8. Non-compliance with any of the conditions of this approval must be reported to the Native Vegetation Council as soon as practical after the non-compliance being detected, but must be within a maximum of seven days. The report must include details of the nature of the breach, the location and extent of the breach and the actions taken and associated timing for completion of those actions, to address the breach;
9. No clearance is to occur until the attached form, “Decision Notification Acknowledgement”, is signed and returned to confirm that the applicant and anyone else who is a party to the agreement, understand and will comply with the decision, including all the associated conditions;
10. The applicant must adequately inform any prospective purchaser, lessee or occupier of the land affected by conditions in this consent, of the relevant conditions;

**Expiry date of approval**

The approval to clear native vegetation in accordance with this decision ceases after 2 years from the decision date.

Signature	
Name	Gayle Grieger

Position	<b>DELEGATE TO NATIVE VEGETATION COUNCIL</b>
Date	05/10/2023 (Decision Date)

## Notes

### 1. Effect of Consent

This Decision Notification grants consent under the *Native Vegetation Act 1991* only and does not imply approval under any other legislation. It is the responsibility of the landowner to obtain all relevant approvals for any proposed development. This includes any approval that might be required in relation to the Commonwealth *Environment Protection & Biodiversity Conservation Act 1999*.

### 2. Conditions

Please note that these conditions are an integral part of the consent and are legally binding under the *Native Vegetation Act 1991* and *Native Vegetation Regulations 2017*. Should **any** clearance occur in accordance with this decision, the conditions are enforceable in full.

Any conditions of consent are binding on and enforceable against the person granted the approval, any current and future owners of the land, any occupier of the land and any person who acquires the benefit of the clearance.

### 3. Amended decisions

Where a decision is amended, all previous versions of the decision are null and void.

If an application to amend a decision will substantially alter the nature of the original application or conditions of approval, the Native Vegetation Council may require a new application be submitted.

### 4. SEB Areas

All areas established as a condition of consent to provide a significant environmental benefit, whether through revegetation, management or protection of an area of native vegetation, are protected in perpetuity under the *Native Vegetation Act 1991*. No clearance of native vegetation within these areas can occur without the consent of the Native Vegetation Council.

### 5. Monitoring

The Native Vegetation Council undertakes a program of monitoring of conditions attached to any clearance consent. As part of this program, the landowner may be contacted by an officer of Department to arrange inspections. Should it be evident that the conditions have not be applied with in full, the landholder will be informed in writing of the nature of breach of the conditions and given an opportunity to comply with the conditions. However, if the breach of the conditions is substantial, ongoing or irreversibly, then the Council may take compliance actions under Section 31 of the *Native Vegetation Act 1991*.

### 6. Use of cleared vegetation

Native vegetation authorised for clearance under a Decision Notification may be a useful resource, as a source of seed for local revegetation projects, for woodcraft purposes or providing hollows for relocation. Please consider notifying any local seed collection groups to offer them the opportunity of collecting seed at the time of clearance, and making any timber from the cleared trees available for woodcraft or hollow relocation.

**DECISION NOTIFICATION ACKNOWLEDGEMENT**

**Application Number:** 2023/3200/473      **Jon Czudek**  
**New dwelling**  
**7/100 Main St, Lobethal SA**

*The applicant, and all parties to the decision, have received a copy of the Decision Notification (decision date 05/10/2023) are fully aware and will comply with the decision and all the attached conditions.*

Name of applicant: .....

Signature of applicant or seal of Company and authorised signatory, including the signature of any other parties to the decision:

.....  
.....  
.....  
.....

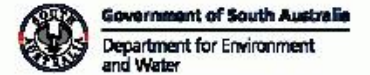
Date: .....

**Note:**      *Sign and return this form by post or email to:*

**Send to:**      **Native Vegetation Branch**  
**C/o**  
**Department for Environment and Water**  
**GPO Box 1047 Adelaide SA 5001**

**Email:**      **sharon.gillam@sa.gov.au**

# Native Vegetation Clearance Application 7/100 Main Street, Lobethal






## DECISION PLAN

TO FORM PART OF THE DECISION OF THE  
NATIVE VEGETATION COUNCIL

APPLICATION NO. 2023/3200/473

HUNDRED of ONKAPARINGA

Parcel & Title:  
C27789 F7 CT6140/330

-  Conditional Consent (3 x trees)
-  Withdrawn (1 x tree)
-  Property/Section Boundary

Produced for: Native Vegetation Council  
By: Native Vegetation Branch  
Department for Environment and Water

Imagery: Latest\_Imagery\_ImageMapSA

Date: 04/10/2023  
Version: 01  
Datum: GDA2020

NVO: SG



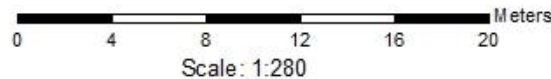
Delegate, Native Vegetation Council

Decision Date: 05/10/2023



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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 13.5

**Responsible Officer:** Renee O'Connor  
Coordinator Sport & Recreation  
Environment & Infrastructure

**Subject:** Community & Recreation Facility Grants 2023-24  
Recommndations

**For:** Decision

---

**SUMMARY**

The purpose of this report is to seek Council approval of the recommendations on the awarding of Community and Recreation Facilities Grants for 2023-24 as contained in **Appendix 1**.

The Adelaide Hills Council Community and Recreation Facility Grants provide funding support for improvements or upgrades to facilities that will contribute to the development of community and recreation within the region; are beneficial to the community; improve sustainability and that support the Adelaide Hills Council Strategic Plan and Sport and Recreation Strategy. Funding is also available for facility planning documents such as master plan or feasibility study projects. Community and Recreation Facility Grants are open for applications annually in September of each year.

A staff Assessment Panel was again formed for this round. The Panel assessed each of the applications against the endorsed guidelines and made recommendations in preparation for presentation to Council.

If the recommendations are adopted, the Adelaide Hills Council will have supported 10 groups and their associated facilities through the Community and Recreation Facility Grants program this year and provided \$147,231 for community projects. Coupled with the club contributions of \$209,534 towards these projects, Council will have assisted in generating community projects to the value of \$356,765 this year.

**RECOMMENDATION**

**Council resolves:**

- 1. That the report of the Community and Recreation Facility Grants 2023-24 be received and noted.**
- 2. That Council approves the awarding of Community Recreation and Facility Grants for 2023-24 totalling \$147,231 as follows.**

Bridgewater Cricket Club	Cricket nets upgrade	\$17,580.00
Stirling Cricket Club	Cricket pitch cover	\$8,699.00

Riding For The Disabled SA	Resurfacing club arena	\$24,602.00
Human Projectile MTB Club	Community trail hub upgrades (decking and balustrades)	\$34,672.00
Woodside Bowling Club	Installation of shelters	\$7,360.00
Charleston Community Centre	Newman Park facility plan	\$11,000.00
Bridgewater Sports Social Club	Construct connection path from oval to courts	\$9,999.00
Mount Torrens Hall	Mount Torrens Soldiers' Memorial Hall facility plan	\$16,041.00
Oakbank Soldiers Memorial Hall Association	Electrical upgrade	\$9,910.00
Piccadilly Community Hall	Installation of air conditioner	\$7,368.00

---

## 1. BACKGROUND

Council has a well-established grant giving program, underpinned by Council's *Grant Giving Policy*. The purpose of this program is to assist local not-for-profit community groups and organisations to establish and undertake innovative projects or activities that are beneficial to the community.

The Community and Recreation Facility Grants are available to not-for-profit community organisations located within the Adelaide Hills Council area that provide community, or recreation services to our community.

Grants are available for improvements or upgrades to facilities that will contribute to the development of sport and recreation within the region; are beneficial to the community; improve sustainability and that support the Adelaide Hills Council Strategic Plan and Sport and Recreation Strategy. Funding is also available for facility planning documents such as master plan or feasibility study projects.

In addition to Community and Recreation Facility Grants, Council also provides:

- Community Development Grants
- Youth Incentive Grants
- Minor Community Grants

Staff associated with both of these grant programs work in close collaboration in delivering consistent information and support to community groups throughout the application and assessment process.

## 2. ANALYSIS

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

#### *Strategic Plan 2020-24 – A brighter future*

Goal 1	A functional built environment
Objective B1	Our district is easily accessible for community, our businesses and visitors
Objective B4	Sustainable management of our built assets ensures a safe, functional and well serviced community
Priority B4.1	Ensure the long term management of the built form and public spaces occurs in consideration of the relevant financial, social and environmental management matters
Goal 2	Community Wellbeing
Objective C1	A community for everyone-that is inclusive, welcoming and accessible
Priority C1.1	Provide welcoming spaces and places for the community through our libraries, community centres, and Council and community facilities
Objective C4	An active, healthy, thriving and resilient community
Priority C4.2	Support the provision of formal and informal sport, recreation and play spaces for the community to enjoy
Priority C4.4	Support clubs and groups to continue to provide sport and recreation activities to the community

Community and Recreation Facility Grants are delivered in accordance with Council's *Grant Giving Policy* as adopted 27 April 2021.

### ➤ Legal Implications

Not Applicable

### ➤ Risk Management Implications

Grant funding assessment and distribution is an area of Council business that attracts a high level of scrutiny. There is an expectation that the awarding of these funds will deliver good outcomes and value for money. There is also an expectation that the grant giving process will be fair, transparent and accountable.

Successful grants are required to be acquitted in accordance with conditions of the grant. The guidelines and process for our Community and Recreation Facility Grants have enabled a transparent, robust and sustainable program that reduces any associated risks.

Projects that involve Council owned property have been assessed to ensure that they comply with leasing and maintenance arrangements. Council staff will work with these particular groups and provide some form of project oversight.



The use of robust eligibility criteria and selection processes will assist in mitigating the risk of:

*Unclear grant provision processes which do not reflect Council's strategic directions, resulting in failure to achieve equity in funding or meet community expectation.*

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

➤ **Financial and Resource Implications**

With the implementation of funding associated with the Community and Recreation Facilities Framework (CRFF) beginning in 2022-23, an additional \$80,000 was made available annually for the Community and Recreation Facilities grants.

Coupled with Council's existing contribution of \$80,000 towards these grants, and \$20,000 from Council's Sustainability budget, this round had \$160,000 available for community groups to apply for.

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

Grant giving provides Council with an opportunity to support and encourage community led initiatives that build capacity and collaboration, and facilitate a wide range of beneficial community outcomes.

Council Grant Giving attracts considerable interest and scrutiny and a high priority is placed on ensuring equitable and transparent processes in this area. It is also a process that some in the community find difficult to navigate. Council has a number of measures in place to support community groups through this process including:

- Grant Giving Policy
- Grant Guidelines
- Public information sessions (x 3)
- Direct support from Council staff
- Smarty Grants for online applications and reporting.

➤ **Sustainability Implications**

\$20,000 of Council's Sustainability funding is made available for those applications that addressed sustainability initiatives in their applications.

➤ **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

Consultation was undertaken with staff who participated in the assessment panel in the development of this report.

➤ **Additional Analysis**

Considering the current construction environment, with the challenges in obtaining quotes for works, and the increase in costs for goods and services, promotion of the grants program this year began earlier than usual. Promotion included:

- Advertising in local newspaper (Courier)
- Promotion on Council's website, including a promotional video
- Promotion through Council's e-News and social media channels
- Targeted emails via databases
- Three x grant information sessions in July (in Woodside, Stirling and Gumeracha)

The Community and Recreation Facility Grants have been consistently oversubscribed since their inception seven years ago. Even with additional funding made available last year, the program still received requests for more funds than were available.

In addition, the quality of applications (reflected in the amount recommended) has improved. Clubs and their Committees should be congratulated for the time and effort spent developing these applications. It is clear that training and development opportunities in this space, and feedback provided to applicants from staff, is being considered by clubs when they apply. Applicants demonstrated that their projects will facilitate benefit to the Adelaide Hills community, and address the needs of their clubs and associated members.

It is noted that in addition to the grants recommended, an application from the Houghton Football Club for funding to upgrade electrical connections to their existing kitchen was assessed by the panel as meeting the eligibility criteria and meeting the usual warrants for funding. This consideration was made without consideration of, or at the time knowing the outcome of, the Council's separate consideration of funding for the Houghton Hub project at the same site.

The Council's Sport and Recreation Facilities Grants Guidelines indicate that where the grant program is oversubscribed, which was the case this year, priority should be given to groups "that have not received funding within the previous three years." The Policy is silent on whether previous funding consideration is limited to funding provided under the Community and Recreations Facilities Grant Program or whether it includes other funding provided by the Council. Nevertheless, given that the Council has at its meeting held on 21 November 2023 resolved to provide up to \$325,000 for the development of the Houghton Hub, the recommendation to award the Houghton Football Club grant has been excluded from the recommendation in this report. The Houghton Football Club is a partner in the Houghton Hub project and a key beneficiary of the proposed new facility.

### 3. **OPTIONS**

Council has the following options:

- I. That Community and Recreation Facility Grant Recommendations as detailed in **Appendix 1**, be endorsed (Recommended).

- II. That the Community and Recreation Facility Grant Recommendations as detailed in **Appendix 1**, are not endorsed, and Council determines to allocate funds differently to those recommended or, through the CEO, asks the Assessment Panel to reconsider its recommendations. (Not Recommended)

**4. APPENDICES**

- (1) Community and Recreation Facility Grants 2023/2024 Recommendations

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# **Appendix 1**

*Community and Recreation Facility Grant  
Recommendations 2023/2024*

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## 2023/2024 Community and Recreation Facility Grant Application and Recommendation Summary

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution	Amount Requested	Amount Recommended
Bridgewater Cricket Club	Cricket Net Upgrade	PART RECOMMENDED	<p>The application demonstrated good community benefit. The club have secured funding from both State Government and Peak Body (SACA) for the project.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$71,581.00	\$20,000.00	\$17,580.00
Stirling Cricket Club	Cricket Pitch Cover	PART RECOMMENDED	<p>The application demonstrated good community benefit and outcomes meet current best practise.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$814.00	\$9,999.00	\$8,699.00
Riding for the Disabled SA	Resurfacing Club Arena	PART RECOMMENDED	<p>The application demonstrated good community benefit. The group have secured funding from the Onkaparinga Pony Club to contribute to the project. The project addresses safety issues.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$27,990.00	\$27,989.00	\$24,602.00

<b>Applicant</b>	<b>Project Description</b>	<b>Recommendation</b>	<b>Comments from Panel</b>	<b>Organisation Contribution</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Human Projectile Mountain Bike Club	Community Trail Hub Upgrades (decking and balustrades)	PART RECOMMENDED	<p>The application demonstrated strong community benefit. A partnership approach is demonstrated with funding secured from other sources.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$48,893.00	\$39,445.00	\$34,672.00
Woodside Bowling Club	Installation of Shelters	RECOMMENDED	<p>A strong application that demonstrated good community benefit and the project also addresses safety issue.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p>	\$2,247.00	\$7,360.00	\$7,360.00
Charleston Community Centre	Newman Park Facility Plan	RECOMMENDED	<p>A strong application with sound strategic thinking. Outcomes of the project will have great community benefits.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p>	\$0.00	\$11,000.00	\$11,000.00
Bridgewater Sports Social Club	Construct a connection path from the Bridgewater Oval to the Bridgewater Courts	RECOMMENDED	<p>A strong application that demonstrated good community benefit. The project addresses safety and access issues.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p> <p>The group must liaise with Council staff at the planning stage of their project.</p>	\$4,685.00	\$9,999.00	\$9,999.00

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution	Amount Requested	Amount Recommended
Adelaide Hills Hawks Football Club	Backing Net for the Junior Pitch	NOT RECOMMENDED	<p>The application has merit however the grant program is oversubscribed, and the Club received funding in the 2021/2022 grant round.</p> <p>The club also have an outstanding funding acquittal.</p>	\$0.00	\$7,500.00	\$0.00
Mount Torrens Hall	Mount Torrens Soldiers' Memorial Hall Facility Plan	PART RECOMMENDED	<p>A strong application with sound strategic thinking. Outcomes of the project will have good community benefit.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$0.00	\$18,249.00	\$16,041.00
The Gumeracha and District Bowling Club	Install Benches and Shade Cloth	NOT RECOMMENDED	<p>The application has merit however the grant program is oversubscribed, and the Club received funding in the 2022/2023 grant round.</p>	\$0.00	\$9,604.00	\$0.00
Mount Torrens and Districts Community Association	Construction of a Storage Shed	NOT RECOMMENDED	<p>While the project has merit, there were several gaps the application that resulted in the application not meeting the grant program guidelines sufficiently.</p> <p>Council staff can work with the group to understand their project better and to investigate alternate funding sources if applicable.</p>	\$6,359.00	\$9,899.00	\$0.00

<b>Applicant</b>	<b>Project Description</b>	<b>Recommendation</b>	<b>Comments from Panel</b>	<b>Organisation Contribution</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Kersbrook Public Hall	Carpark Remediation Works	NOT RECOMMENDED	<p>While the project has merit, the application did not meet grant program guidelines sufficiently.</p> <p>Council staff can work with the group to understand their project better and to investigate alternate funding sources if applicable.</p>	\$15,220.00	\$20,000.00	\$0.00
Basket Range Cricket Club	Installation of Solar Power Battery	NOT RECOMMENDED	<p>While the project has merit, there were several gaps the application that resulted in the application not meeting the grant program guidelines sufficiently.</p> <p>Council staff can work with the group to understand their project better and to investigate alternate funding sources if applicable.</p>	\$2,450.00	\$9,500.00	\$0.00
Oakbank Soldiers Memorial Hall	Electrical Upgrade	RECOMMENDED	<p>The application demonstrated good community benefit, community need and support, with multiple stakeholders contributing.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p>	\$0.00	\$9,910.00	\$9,910.00
Piccadilly Community Hall	Installation of Air Conditioner	PART RECOMMENDED	The application demonstrated good community benefit, community need and support.	\$0.00	\$8,382.00	\$7,368.00



Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution	Amount Requested	Amount Recommended
			The grant program is oversubscribed, and the group has indicated that they can proceed with partial funding.			
Mount Lofty Football Club	Construction of a Temporary Accessible Toilet Facility	NOT RECOMMENDED	While the project has merit, there were several gaps the application that resulted in the application not meeting the grant program guidelines sufficiently.  Council staff can work with the group to understand their project better and to investigate alternate funding sources if applicable.	\$9,541.00	\$9,999.00	\$0.00
Houghton Football Club	Kitchen Redevelopment	NOT RECOMMENDED	While this application has merit and the project is eligible under the grant programs guidelines, it has been excluded post-consideration of the panel.  Council has made a contribution of \$325,000 to the development of a new building at the Houghton site for use by the Houghton Football Club. In light of this, it is considered that Council's contribution of \$325,000 towards new facilities at this site is sufficient at this time.	\$0.00	\$9,570.00	\$0.00
Oakbank Bowling Club	Replace Outdoor Shelter and Bench.	NOT RECOMMENDED	The application has merit however the grant program is oversubscribed, and the Club received funding in the 2021/2022 grant round.	\$407.10	\$9,999.00	\$0.00
<b>TOTAL</b>				<b>\$209,534.00</b>	<b>\$248,404.00</b>	<b>\$147,231.00</b>

## Summary of Recommendations

<b>Number of Applications Received</b>	<b>18</b>
<b>Number of Grants Recommended</b>	<b>10</b>
<b>Value of all Grant Application Requests</b>	<b>\$248,404</b>
<b>Value of Grant Applications Recommended</b>	<p><b>\$147,231</b></p> <p><i>This is attributed to \$140,000 from the Community &amp; Recreation Facility Grants budget, &amp; \$20,000 available from the Sustainability Budget.</i></p>
<b>Club / Community Contribution Towards Recommended Projects</b>	<p><b>\$209,534</b></p> <p><i>This figure has been compiled from grant application project budgets.</i></p>
<b>Total Value of Recommended Projects</b>	<b>\$356,765</b>

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.6</b>
<b>Responsible Officer:</b>	<b>Kira-marie Laverty Corporate Planning &amp; Performance Coordinator Corporate Services</b>
<b>Subject:</b>	<b>Draft 2022-23 Annual Report</b>
<b>For:</b>	<b>Decision</b>

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**SUMMARY**

Section 131 of the *Local Government Act 1999* (the Act) requires councils to prepare and adopt an Annual Report by 30 November. The Annual Report is the primary mechanism for summarising the 2022-23 financial year achievements against Council's *Strategic Plan 2020-24 – A brighter future*, and 2022-23 Annual Business Plan and Budget.

The purpose of this report is to provide the draft *2022-23 Annual Report* (the Annual Report) for the Council's consideration and adoption.

**RECOMMENDATION**

**Council resolves:**

- 1. That the report on the Draft 2022-23 Annual Report be received and noted.**
  - 2. The 2022-23 Annual Report, as contained in Appendix 1, be adopted.**
  - 3. That the Chief Executive Officer be authorised to make minor content, formatting or design changes necessary for publication purposes.**
- 

**1. BACKGROUND**

The draft Annual Report, contained in **Appendix 1**, provides an overview of Council's achievements and activities during the reporting year.

It provides a summary of achievements against the goals and objectives set out in Council's *Strategic Plan 2020-24 – A brighter future* and *2020-21 Annual Business Plan*. It also contains highlights and statistics of other activities of note.

Much of the additional content in the Governance section of the Annual Report addresses statutory requirements, particularly those set out in Schedule 4 of the *Local Government Act*

1999 and Regulation 35 of the *Local Government (General) Regulations 2013* (the Regulations).

The Audit Committee have reviewed the draft Annual Report at the 20 November Meeting to ensure its compliance against the legislative compliance and resolved:

**8.3 Draft Annual Report 2022-23**

Moved Pamela Lee  
S/- Peter Brass

AC48/23

1. That the Draft Annual Report 2022-23 be received and noted.
2. To advise Council that the Committee has reviewed the Draft 2022-23 Annual Report, as contained in Appendix 1, in terms of the reports adequacy in meeting its legislative requirements.
3. That, on the basis of the Committee's review, and feedback to recommend the Annual Report to Council for adoption.

Carried Unanimously
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The Audit Committee's detailed review included some minor corrections and suggestions which have been incorporated into the draft (**Appendix 1**). Comments provided by the Committee indicated that the quality and detail provided within the report is superior to many Annual Reports they have reviewed within Local Government and therefore comfortable to recommend to Council.

## 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 O5.3 Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community

The production of the Annual Report is fundamental to demonstrating the transparency and accountability of local government.

### ➤ Legal Implications

Section 131 of the *Local Government Act 1999* (the Act) requires councils to produce Annual Reports. It must be prepared and adopted by the Council by 30 November. This section focuses on the timing and distribution of the report.

Schedule 4 of the Act and associated Regulations set out the material that must be contained in the Annual Report. Regulation 35 of the *Local Government (General) Regulations 2013* (the Regulations) sets out the required elements needed for the report on confidentiality orders under Section 90(2) and 91(7) of the Act. All of these requirements have been addressed within the "Our Governance" section of the draft Annual Report.

➤ **Risk Management Implications**

The review of the draft Annual Report will assist in mitigating the risk of non-compliance with statutory requirements leading to a loss of confidence in the Council.

Inherent Risk	Residual Risk	Target Risk
High (4C)	Medium (3C)	Medium

➤ **Financial and Resource Implications**

There are no financial implications arising from considering the draft Annual Report.

Production of the annual report has involved mainly existing staff resources and the printing of a small number of hard copies. Small external costs are associated with design of the final copy.

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

The Annual Report contains information of the provision of services and facilities to the Adelaide Hills community in the financial year. It also provides an overview of performance against targets including for Council's Customer Service Standards. It highlights potential areas for improvement in addition to those performing well.

➤ **Sustainability Implications**

The Council's sustainability (financial, social and environmental) is reflected within the statistics and results discussed within the Annual Report.

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

Consultation on the development of this report was as follows:

*Council Committees:* Audit Committee were presented with the Audited Financial Statements which are included as Appendix 1 of the Annual Report, at their 16 October 2023 Meeting. The draft Annual Report was considered at the 20 November 2023 meeting.

*Council Workshops:* Not Applicable

*Advisory Groups:* Not Applicable

*External Agencies:* Annual reports were supplied by all Council Subsidiaries: Adelaide Hills Region Waste Management Authority; East Waste Management Authority; Gawler River Floodplain Management Authority; and Southern & Hills Local Government Association

*Community:* Engagement with the community is not applicable for the development of the Annual Report. However, the Annual Report itself, once finalised, is one way of communicating key achievements and Council performance to the community.

➤ **Additional Analysis**

The draft Annual Report, contained in **Appendix 1**, provides an overview of Council's achievements and activities during the reporting year.

The Report provides a summary of achievements against the goals and objectives set out in Council's *Strategic Plan 2020-24 – A brighter future* and *2022-23 Annual Business Plan*. It also contains highlights and statistics of other activities of note.

Much of the additional content in the Annual Report under "Our Governance" addresses statutory requirements, particularly those set out in Schedule 4 of the Act and Regulation 35 of the *Local Government (General) Regulations 2013* (the Regulations).

The draft content presented in **Appendix 1** may have some minor changes prior to publishing related to format and/or visual elements such as photos.

The Audit Committee's review included some minor corrections and suggestions which have been incorporated into the draft (**Appendix 1**). Comments provided by the Committee indicated that the quality and detail provided within the report is superior to many Annual Reports they have reviewed within Local Government and therefore comfortable to recommend to Council.

**3. OPTIONS**

Council has the following options:

- I. Resolve to adopt the 2022-23 Annual Report content as presented (*Recommended*).
- II. Resolve to adopt the 2022-23 Annual Report with amendments (*Not Recommended*). Given the requirement to finalise the Annual Report by 30 November, significant amendment may result in the Council not meeting its legislative obligations

**4. APPENDICES**

- (1) Draft 2022-23 Annual Report

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# **Appendix 1**

*Draft 2022-23 Annual Report*

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# *Annual Report* 2022-23







# Welcome

This is our Annual Report for 2022-23 which provides an account of our performance over the financial year 1 July 2022 to 30 June 2023 and highlights our achievements against the goals we set in our *Strategic Plan 2020-24 – A Brighter Future* and *Annual Business Plan 2022-23*.

The Annual Report meets the requirements of the *Local Government Act 1999*, and is provided for our ratepayers, residents, business operators, visitors, government agencies and other interested parties.

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ISBN XXX

Cover photo: Uraidla Vineyards. Credit: South Australian Tourism Commission

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## Contents

03	From the Mayor	13	Delivering on our Plans
03	From the Chief Executive Officer		Goal 1: A functional Built Environment
04	About us		Goal 2: Community Wellbeing
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	Our Elected Council		Goal 4: A valued Natural Environment
	Our Organisation		Goal 5: A progressive Organisation
07	Our 2022-23 Performance Highlights	29	Our focus in 2023-24
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	Our Events		Appendix 2: Subsidiary Annual Reports
			Appendix 3: Strategic plan objectives and priorities

*Council acknowledges that we conduct 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 the generations to come*

An online version of this Annual Report can be downloaded at [ahc.sa.gov.au](http://ahc.sa.gov.au) or request a copy by contacting us:

**(08) 8408 0400**  
**mail@ahc.sa.gov.au**  
**63 Mount Barker Road**  
**Stirling SA 5152**

We welcome your feedback on this Report or any other Council matter.



## ***From the Mayor***

*Dr. Jan-Claire Wisdom*

Throughout the year Council continued to align our goals and actions with the *Strategic Plan 2020-24: A brighter Future* in order to provide valuable services and infrastructure in a financially sustainable way.

Our commitment to Community Resilience Program meant we supported communities to prepare, respond and recover from emergencies. This included support of the Riverland communities and Councils during the River Murray Flood Event by Council's Incident Management Team.

During the 2022-23 financial year, we had four new Council Members join our Elected body. Sadly, this meant saying goodbye to four of our previous members and I would like to extend my personal thanks to them for all of their hard work and dedication to the Adelaide Hills Community.

Our new elected body commenced as of November 2022, and this reinvigorated and passionate group have been working to benefit our community, local economy and environment by introducing initiatives such as the "Our watch toolkit" which focuses on increasing awareness and support for victims of domestic violence, committing to a 100 per cent renewable energy target, and accelerating our transition to Electric vehicles.

On behalf of Council Members I would like to thank our staff, community partners and volunteers for their continued commitment and achievements through out this year.



## ***From the CEO***

*Greg Georgopoulos*

Reflecting on the accomplishments of the 2023/24 fiscal year, I'm proud to share the outstanding achievements of our Council and its collaboration with the community.

We secured over \$6 million in grants, supporting crucial initiatives, including 9 more years of funding for our Community Centres. Over \$15 million was dedicated to capital projects, notably completing the Fabrik Arts and Heritage Hub redevelopment.

The Community and Recreation Facilities Framework enhanced investments in sporting facilities and playgrounds, seen in upgrades like the Heathfield Oval changerooms.

Despite economic challenges, our Council maintained financial sustainability, exceeding our \$650,000 savings target through focused service and process efficiencies.

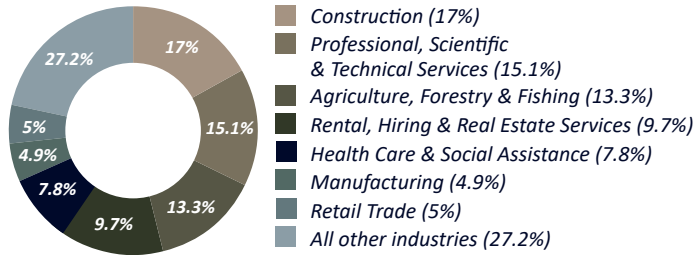
Strategic initiatives included implementing an automated email system, enhancing customer communication, and fortifying our Cyber Security Program with the Local Government Framework. Audits of Council buildings and a service review of Planning and Development processes further improved our operations.

I express sincere gratitude to ratepayers, visitors, staff, volunteers, and partners who collaborated closely with our Mayor, elected body, contributing significantly to the success of our region.

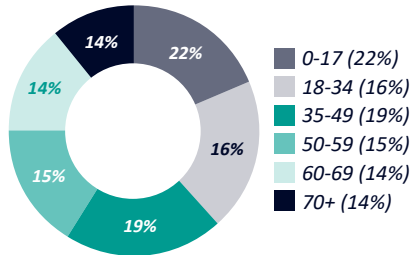
Looking ahead, our commitment to progress and community well-being will continue to drive our success.

# Our District

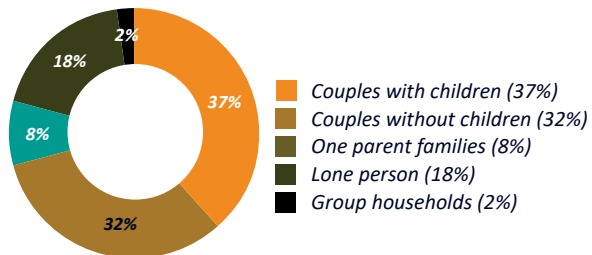
## Number of registered businesses by Industry



## Age Profile of Adelaide Hills Council



## Household Types



**618km**  
of sealed Roads



**399km**  
of unsealed Roads



**3 Libraries**  
**3 Community Centres**



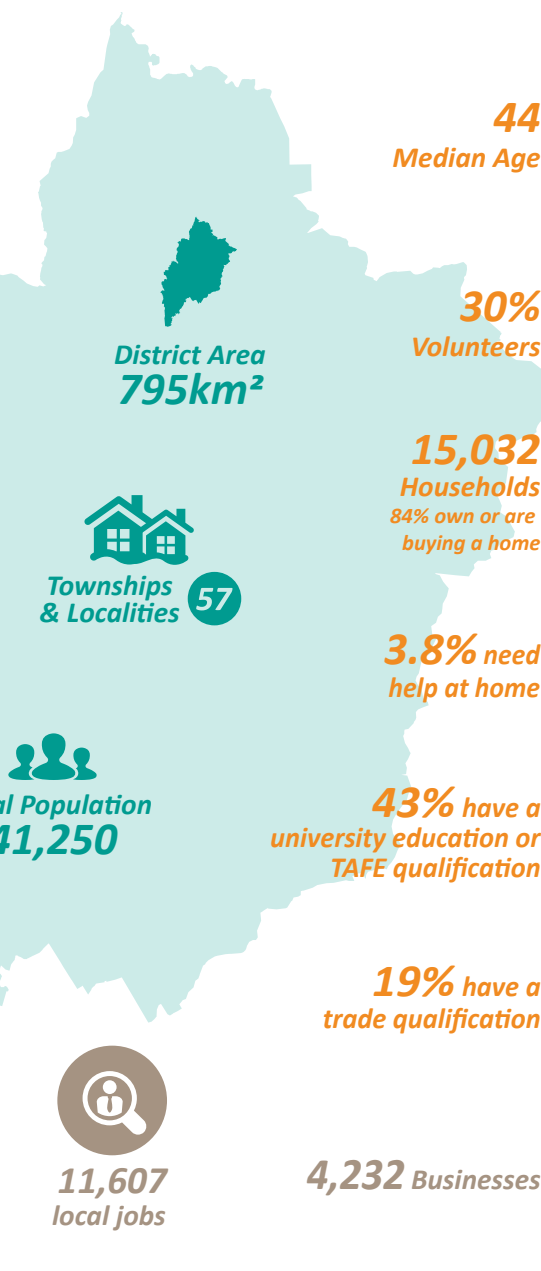
**39 Playgrounds**  
**100+ pieces**  
of equipment



**309**  
Council Owned  
Buildings



**1.2M+** domestic day  
trips were taken the  
Adelaide Hills  
region in 2022-23



**44**  
Median Age

**30%**  
Volunteers

**15,032**  
Households  
84% own or are  
buying a home

**3.8%** need  
help at home

**43%** have a  
university education or  
TAFE qualification

**19%** have a  
trade qualification

Data source: ABS Census of Population and Housing 2021, and ABS Count of Australian Business 2021

# Our Elected Council



**Mayor**

Dr Jan-Claire Wisdom



**Deputy Mayor**

Cr Nathan Daniell  
*(Ranges Ward)*



Cr Kirrilee Boyd  
*(Ranges Ward)*



Cr Adrian Cheater  
*(Ranges Ward)*



Cr Pauline Gill  
*(Valleys Ward)*



Cr Chris Grant  
*(Valleys Ward)*



Cr Malcolm Herrmann  
*(Valleys Ward)*



Cr Lucy Huxter  
*(Valleys Ward)*



Cr Leith Mudge  
*(Ranges Ward)*



Cr Mark Osterstock  
*(Ranges Ward)*



Cr Louise Pascale  
*(Ranges Ward)*



Cr Kirsty Parkin  
*(Ranges Ward)*



Cr Melanie Selwood  
*(Valleys Ward)*

## Council and Committees

The Elected Council's role is to provide for the governance and management of the Council area. It does this through:

- Representing the interests of the community,
- Providing and coordinating public services and facilities,
- Encouraging and developing initiatives to improve the community's quality of life, and
- Undertaking its functions under legislation and its strategic management plans.

A number of committees have been established in accordance with legislation to assist the Council to discharge its responsibilities in specific areas. These are the Audit Committee, the Chief Executive Officer Performance Review Panel (CEOPRP), the Council Assessment Panel (CAP), Boundary change committee, Building Fire Safety Committee and the Health & Safety Committee.



# Our Organisation

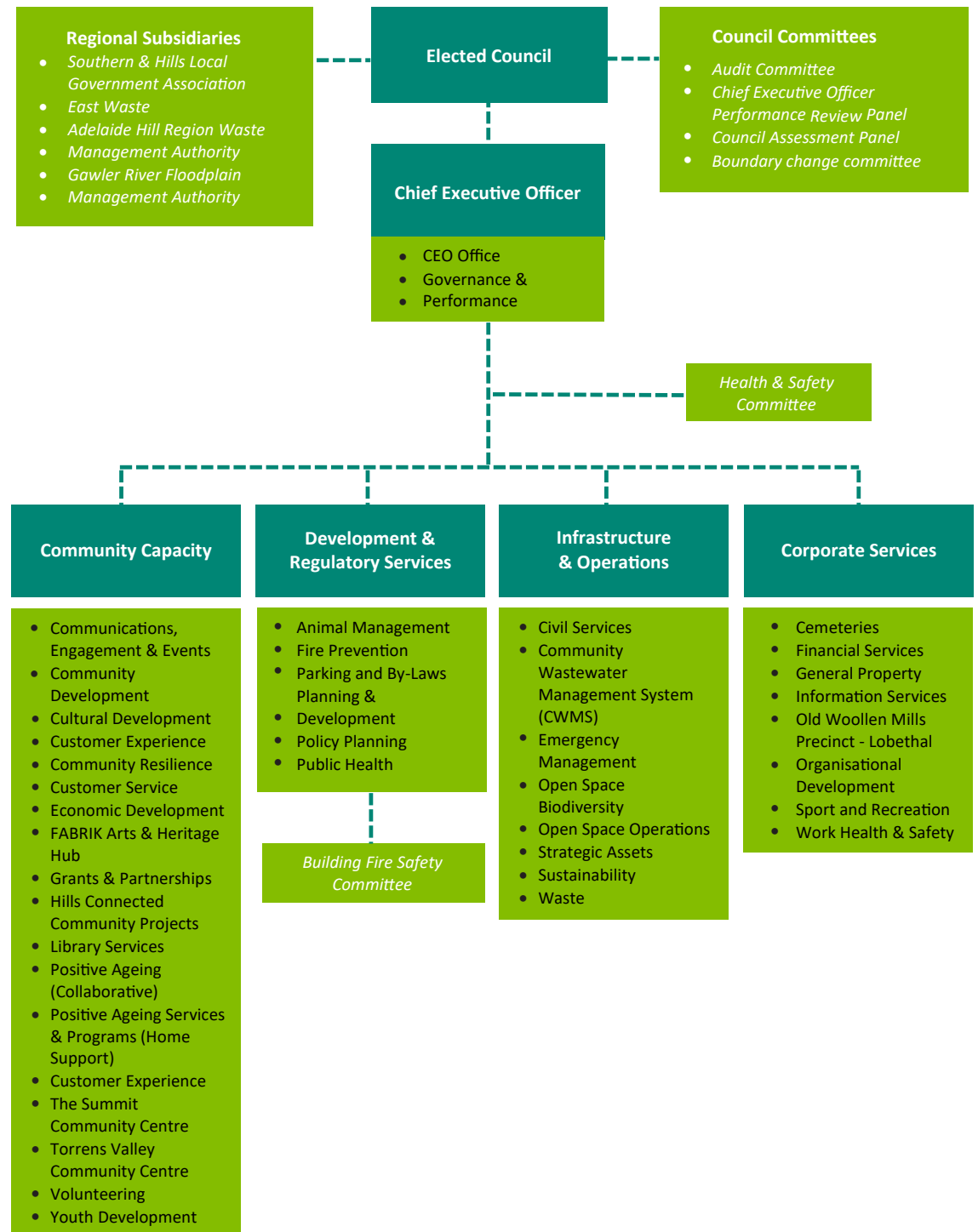
## Regional Subsidiaries

Council is a member of four regional subsidiaries which assist in the strategic planning and service delivery activities. The subsidiaries are the Southern and Hills Local Government Association (SHLGA), the Eastern Waste Management Authority (East Waste), the Adelaide Hills Region Waste Management Authority (AHRWMA), and the Gawler River Floodplain Management Authority (GRFMA).

## Administration

The Council's Administration is led by a Chief Executive Officer appointed by the Council.

The Chief Executive Officer appoints staff to carry out the functions and duties delegated to them and to implement Council decisions. The Administration is organised into directorates (see diagram), each with a specific area of focus and functional responsibilities. The arrangement of the directorates provides for the separation of the regulatory activities (into the Development & Regulatory Services Directorate) from the other activities of the Council.



# Our 2022-23 Performance Highlights

## Aged home support



**7,255**

hours of support  
in and around  
the home



**17,300**

hours of social  
support



**2,300**

transport  
trips

## Planning and Building Approvals



**1,166**

Planning and Building  
Applications lodged worth  
\$181.61 million

## Community programs and events



**10,546**

participants in  
community centre  
activities

## Community Online Engagement

**20%**

overall growth in social  
media community

**17** Online  
engagement  
campaigns



18,700 project page views  
969 total participants



Total social media  
community  
28,727 (30% growth)

Electronic newsletter  
subscribers



**29,947** (13% growth)

## Economy

**1.21m**

day trips taken  
to the region



**3** home based business  
networking events with 64  
businesses engaged

Average of **157**  
volunteers  
across the year



**12,304**

volunteer hours provided across libraries,  
community centres, assisting in aged  
support and in youth development

## Cultural Diversity



**10** activities or programs offered across  
the Community Centres and Libraries that  
celebrated cultural diversity

# Our 2022-23 Performance Highlights

## Library



Physical visits  
**189,006**



Physical loans  
**443,524**



Digital loans  
eBook **43,929**  
eAudiobook **45,602**  
eMagazine **8,690**



Early childhood programs delivered  
**271**

## Animal management



Dog registrations  
**9,569**



Cat registrations  
**1,521**



**94%**

of all Council decisions were made in meetings open to the public

## Biodiversity, environment and sustainability

**61,879KL**



Volume of recycled water

**Solar power panels**



**213 MWh** produced by Council properties

**22.2 ha** of weeds and other fuels cleared which posed a fire risk

**1,500** seedlings planted in 10 revegetation projects

**10** reserves approved under Heritage agreements



## Youth Volunteers



Delivered 49 youth events. Year 12 support program provided 300 support packs to high schools.



**9,410** inspections completed as part of the annual bushfire prevention activities

**249** private properties were issued a 105F notice

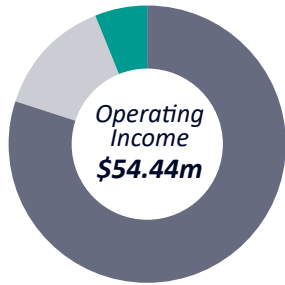


**52.6%** of waste collected was diverted from landfill as recyclable material

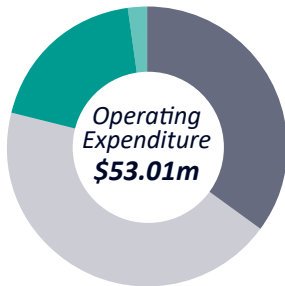
**19** waste education sessions held

27 drop off days held at Heathfield, Gumeracha and Woodside resulting in 10,032 drop offs processed totaling 1,036 tonnes of green organic waste

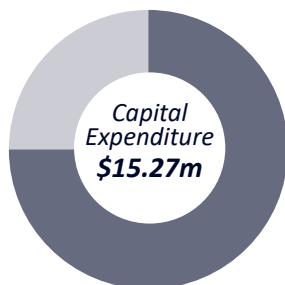
# Operating Expenditure Highlights



- Rates income \$44.40m
- Grants income \$6.38m
- Other \$3.66m














- Employee costs \$20.69m
- Materials, contracts & other expenses \$21.27m
- Depreciation \$10.48m
- Other 570k



- Renewal & replacement of assets \$10.07m
- New or upgrades \$5.20m

## Expenditure Highlights

 <p><b>Library and Customer Services</b> <b>\$2.6m</b></p>	 <p><b>Civil services</b> <b>\$5.0m</b></p>
 <p><b>Community, Cultural &amp; Youth Development</b> <b>\$1.58m</b></p>	 <p><b>Waste &amp; Recycling</b> <b>\$5.8m</b></p>
 <p><b>Aged Care Support</b> <b>\$1.2m</b></p>	 <p><b>Biodiversity &amp; Sustainability</b> <b>\$1.3m</b></p>
 <p><b>Animal Management</b> <b>\$564,000</b></p>	 <p><b>Open Space - Operations</b> <b>\$5.9m</b></p>
 <p><b>Planning &amp; Development</b> <b>\$2.5m</b></p>	 <p><b>Property Services</b> <b>\$1.8m</b></p>
 <p><b>Economic Development</b> <b>\$573,000</b></p>	



# 2022-23 Capital Works Program



## Road Works \$6.74 million

- 18.9km of sealed roads renewed
- Renewed 0.45% (16,450m<sup>2</sup>) of our road base pavement (under the sealed surface)
- 12.9km of unsealed roads renewed.



## Footpaths \$800,000

- 1.37km new footpaths constructed including Glen Stuart Road, Woodforde
- 1.55 km of existing footpaths renewed including Onkaparinga Valley Road Balhannah, Mount Barker Road Bridgewater, Merrion Terrace Stirling.



## Storm Water \$222,000

- Minor stormwater projects were completed at Wycomb Road, Aldgate, August Street, Birdwood, and at the Uraidla showgrounds
- Stormwater infrastructure was renewed and upgraded at Christie Street, Aldgate.



## Buildings \$3.24 million

- Redevelopment works at Fabrik Arts and Heritage Hub
- New public toilets at Federation Park Gumeracha and Torrens Valley Community Centre
- New cricket nets at Stirling Oval, Woodside and Mylor Oval
- Refurbished new office accommodation at Garrod Crescent Stirling offices
- Upgraded Stirling transportable building for office staff
- Upgraded Stirling theatre seating and carpet.



## Other Capital Projects \$3.40 million

- Council Members device renewal including sharepoint portal
- Delivery of Phase 1 of the new Council Web Site - a new cloud hosted CMS (content management system)
- Preparation of Natural Burial ground at Kersbrook Cemetery.



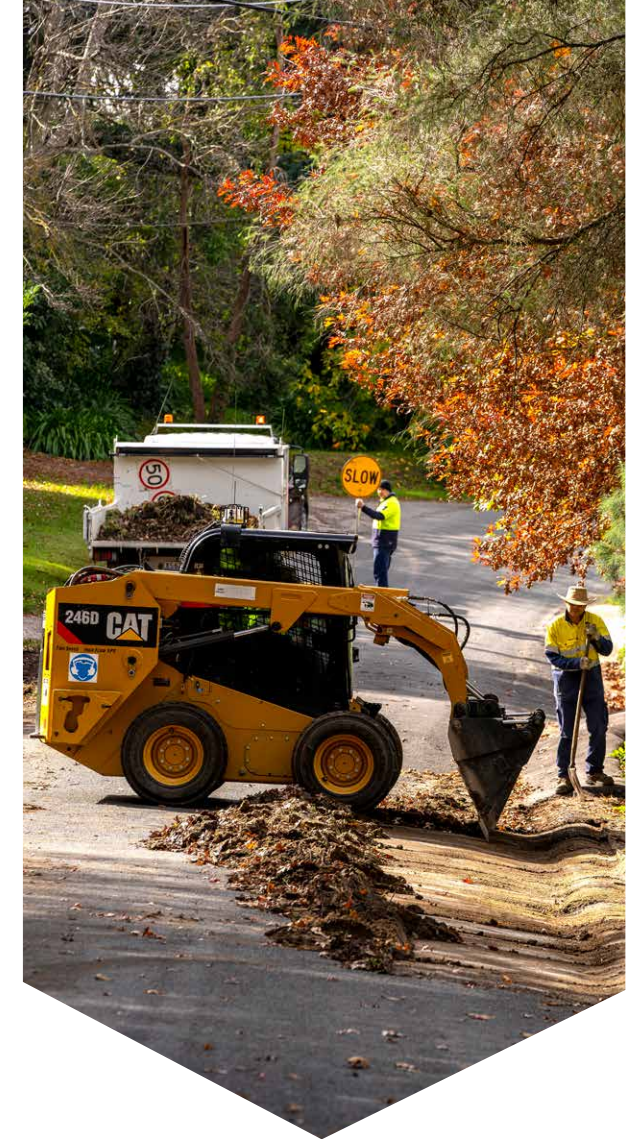
## CMWS Community Wastewater Management System \$382,000

- Replaced fencing at the Birdwood CWMS Lagoons and Treatment Facility
- Backup Power supply installed at Church Street Pump Station, Birdwood.

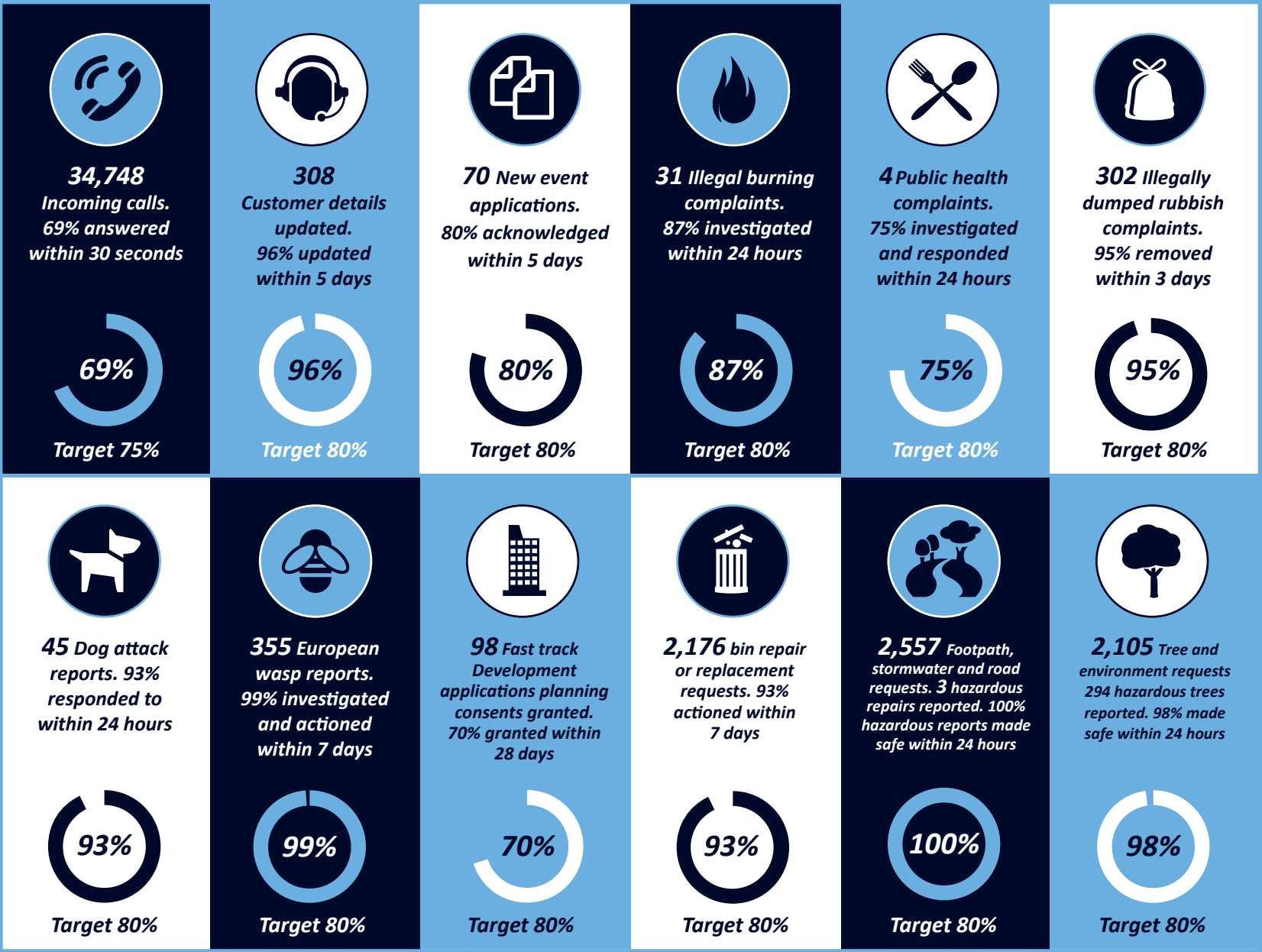


## Sport and Recreation \$379,000

- Irrigation upgrade designs completed for Mylor Oval and Bradwood Park
- Completed a feasibility study for Adelaide Hills War Memorial Swimming Pool at Woodside to determine future investments.



# Customer Service Standards



## Our Events

The Adelaide Hills remains a destination of choice for arts and community events. In 2022-23 we supported 195 community events including markets, local cycling and walking events, nature and sustainability events, and Christmas events.

### Discover, Play, Bikeway!

19 March 2023

*Oakbank, Woodside, Charleston, Mount Torrens*

*Discover, Play, Bikeway!* encouraged residents and visitors to ride or walk the Amy Gillett Pathway and discover an array of pop-up food, music, art and performances along the way, from Oakbank to Woodside, Charleston and Mount Torrens.

### Christmas Events

December 2022

*Stirling, Woodside and Lobethal*

Christmas events were back in full swing in 2022 including the Stirling, Lobethal and Woodside Christmas Pageants. Christmas is a wonderful time to enjoy with friends and family, and it was great to see these events back on the calendar.

### Santos Tour Down Under

13 – 22 January 2023

*Birdwood, Uraidla, Mount Lofty*

The Santos Tour Down Under returned with their international event in January 2023.

We hosted two stages in the Adelaide Hills, a women's stage starting in Birdwood and finishing in Uraidla, then the men's final finish at Mount Lofty.

The district put on a show again, with Uraidla winning the Santos Best Dressed Town award.



# Delivering on our plans

**Our Strategic Plan 2020-24 – A Brighter Future was formally adopted in April 2020 with the aspiration of making it easier for our community to prosper while maintaining and enhancing the unique environment, character and liveability of our area.**

*The Strategic Plan is supported by our Long Term Financial Plan, Infrastructure and Asset Management Plan, and Corporate Plan, all of which are critical to ensuring Council’s long-term sustainability. The following performance information is aligned with our Strategic Plan and the 2022-23 Annual Business Plan (ABP) strategy and goals.*



Ensure that all decisions regarding the built environment recognise our unique character and natural environment to maintain and enhance liveability for our community.



An inclusive and prosperous community with the capacity to flourish and fulfil their potential through opportunities to engage, connect, participate and enhance wellbeing.



Our region’s economy is diverse and sustainable with a reputation for quality, niche products, services and experiences underpinned by a culture of creativity and innovation.

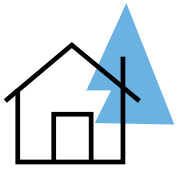


The natural environment of the Adelaide Hills contributes significantly to the character of the region and is greatly valued by our local community and visitors.



Council is recognised for its skilled and agile workforce, for its representative and accountable governance, its commitment to cost effectiveness and efficient service delivery.





## A Functional Built Environment

### **Our Strategic Plan 2020-24 – A Brighter Future**

A Brighter Future sets out our goals, objectives and priorities (listed in full in Appendix 3).

As it is a four year plan, not every priority will have an achievement listed against it each year.

### What we have achieved

#### **Objective B1 - Our district is easily accessible for community, our businesses and visitors.**

- Developed a Trails and Recreation Site Signage Plan for promotion and accessibility (B1.1)
- Reviewed the provision of accessible car parking in identified areas, including Council's service centres, libraries and community centres, to inform priority upgrades. (B1.2)
- Continued to advocate for future transport improvements including actively participating in the Mount Barker and Adelaide Hills Transport Study being undertaken by Department of Infrastructure and Transport (DIT). (B1.4)
- Upgraded the Lake to Rail trail in Woorabinda Reserve (B1.5)

#### **Objective B2 - Preserve and enhance the unique character of the Hills for current and future generations.**

- Finalised the property and sustainability audit report which provides a list of actions to improve the energy and water efficiency of 38 buildings. (B2.2 & B3.1)

#### **Objective B3 - Consider external influences in our long term asset management and adaptation planning.**

- Committed to a 100% renewable energy target. Council continued to transition away from internal combustion powered engines with an order placed for electric vehicles for use in Council's fleet. (B3.2)
- Continued to participate in the Circular Procurement Pilot with other participating Councils. In total, Council has procured goods containing 3,579 tonnes of recycled content. (B3.3)

#### **Objective B4 - Sustainable management of our built assets ensures a safe, functional and well serviced community.**

- Completed an audit of all of Council's buildings including administration buildings, halls, community centres, sporting clubs, public toilets, sheds and other outbuildings. This, together with other strategic plans will form the basis for delivery of Council's first Building Asset Management Plan in 2023/2024. (B4.1)

- Analysed the integration of the solar management system (Solar Analytics) across all of Council's solar installations which showed initial savings results of 219 MWh and \$66,000 across a 12 month period. (B4.2)
- Adopted the Community and Recreation Facilities Framework which aims to provide equitable support to the maintenance and upgrade of Council's ovals and open spaces. (B4.3)
- Completed works on the Woodshill Rd Blackspot project, and substantially completed the Montacute Rd blackspot project. (B4.4)
- Installed Electric vehicle charging stations at the Heathfield Works Depot. Planning commenced for the installation of electric vehicle charging stations at the Stirling Council Office. (B4.5)

## Performance Measures

Measure	Target	Strategic Objective	Reporting Frequency	Actual
<b>CPI-B01</b> Inspections of footpaths in high priority zones	100%	B1	Quarterly	100%
<b>CPI-B02</b> Delivery of capital works program	90%	B1	Quarterly	Q1 = 62% / Q2 = 75% / Q3 = 65% / Q4 = 84% Actual expenditure is less than budget due to significant projects that were work in progress as of 30 June, such as Montacute Rd and Warren Rd Blackspot projects.
<b>CPI-B03</b> Compliance inspections completed within 5 business days of development completion notification	80%	B2	Quarterly	Q1 = 100% / Q2 = 100% / Q3 = 95% / Q4 = 100%
<b>CPI-B04</b> Compliance inspections completed within 5 business days of notification of alleged unlawful development	80%	B2	Quarterly	Q1 = 100% / Q2 = 57% / Q3 = 75% / Q4 = 74% Insufficient resourcing to manage compliance matters was identified in the Service Review. An action plan to provide additional support is being progressed
<b>CPI-B05</b> Comparison of Council's Energy Usage (Kwh) against previous financial year	Less than previous financial year	B3	Annually	2021-22 = 1,733,159 kWh / 2022-23 = 1,944,989 kWh Energy usage is up as worker return to the office post COVID-19 work from home arrangements
<b>CPI-B06</b> Tonnes of recycled plastic content in products purchased by Council	25	B3	Annually	35.7 tonnes
<b>CPI-B07</b> Operational tasks completed within the Civil Zone Maintenance Program	80%	B4	Quarterly	Q1 = 50% / Q2 = 40% / Q3 = 60% / Q4 = 60% A higher proportion of works occurred outside of zone than targeted due to the limits of the current paper based system.

**Our Strategic Plan 2020-24 – A Brighter Future** sets out our goals, objectives and priorities (listed in full in Appendix 3). As it is a four year plan, not every priority will have an achievement listed against it each year.

## What we have achieved

### **Objective C1 - A community for everyone that is inclusive, welcoming and accessible.**

- Reviewed and updated Library Opening Hours to improve efficiency and better reflect community use. The new hours will commence from 1 July 2023, including opening on Mondays at the Stirling Library. (C1.1)
- Completed refurbishment of the Gumeracha Library. The refurbishment includes accessible service desks for the Library, Customer Service, and the Community Centre; a cozy and fun children's space; updated seating and reading areas; and new shelving to flexibly house the 5000 library items in the collection. (C1.1)
- Secured nine years of Department of Human Services grant funding to support community centre programs. (C1.1)
- The Summit Community Centre held an open day for the community to see the sustainability upgrades made to the site, explore opportunities to connect through centre programs and enjoy the opening of the 2022 SALA exhibition. The local school, local artists, community groups and program participants showcased their work and provided activities. (Sept 2022) (C1.1)

- Launched the renewed Mobile Library Service which houses approximately 1000 items, is solar powered and has wheelchair access. The refreshed timetable operates on a four week cycle, with public stops at key community hubs and townships, schools, kindergartens and aged care facilities (C1.1)
- Provided programs and activities across community centres and libraries including author talks, workshops in art, craft, cooking and cultural awareness. (C1.2)
- Held the Hills Harmony Picnic on 25 March which was attended by over 200 people and included a Welcome to Country and didgeridoo performance, a Yarning Circle, African drumming, henna art and Persian food prepared by the Ba'hai Community (C1.2)
- Engaged Orana to provide Disability Awareness Training to all staff who manage Council volunteers. Staff who participated reported increased confidence in supporting the inclusion of people with disability in Council's volunteering programs. (C1.2)
- Supported a series of free Come n' Try inclusive soccer sessions for people with disability, hosted by Woodside Warriors Soccer Club and delivered by One Culture Support Services. (C1.2)

- Completed an internal audit at the Summit Community Centre to meet the organisational Dementia-Friendly Communities Action Plan (C1.3)
- Established a team of volunteer Access and Inclusion Advisors comprising of residents with lived experience of disability along with representatives from local service providers. During the year, this team progressed actions in Council's Disability Access & Inclusion Plan (DAIP) 2020-24.(C1.3)
- Collaborated with Mount Barker District Council to deliver the Hills Community Passenger Network Service which provides travel information and medical transport for transport disadvantaged. (C1.4)
- Provided shopping transport for eligible Commonwealth Home Support Program clients. (C1.4)

### **Objective C2 - A connected, engaged and supported community.**

- Supported our aging community by providing over 7,000 hours of essential assistance (in and around the home), nearly 2,500 transport trips, and over 17,000 hours of social support programs. These initiatives were complemented by a regular suite of programs all designed to foster lifelong learning, capacity building and meaningful connections. (C2.2)

- Hosted the Hills Treasures regional event which brought together remarkable individuals aged 65 and above from across the district, recognizing their exceptional contributions to the Hills community. (C2.2)
- Provided 49 youth events and activities for skills development and building connections. These included school holiday workshops on topics ranging from home recording to young drivers awareness classes, self-defence classes, market-stall ready workshops and a musical end of year celebration. (C2.3)
- Provided parent and community education sessions regarding Alcohol and Other Drugs, Vaping and Safe Partying. (C2.3)
- Developed and delivered LGBTIQ+ youth support programs in collaboration with Headspace Mount Barker and The Hut, Aldgate. (C2.3)
- Recorded over 18,700 visitors to our online engagement platform (C2.4)
- Delivered the 2023 Community survey which resulted in 726 people participating. Comments and data will help inform Council decisions including development of the next Adelaide Hills Council Strategic Plan. (C2.4)
- Consulted on the Animal Management Plan resulting in contributions from 586 people. (C2.4)

***Objective C3 - A community that grows together.***

- Created a new What's On Guide for Libraries to communicate and promote library events and programs. (C3.1)
- Implemented a recognition strategy for volunteers which provides them with length of service badges for every 5 years. (C3.2)
- Held volunteer appreciation events for volunteers including the End of Year Thank You event for AHC volunteers with 103 in attendance, and an Annual Thank You Volunteer Movie Day with attendance by 616 community volunteers. (C3.2)
- Awarded over \$37,000 worth of community grants as part of the Annual Community Grants program. (C3.3)
- Completed RediCommunities workshops communities in Scott Creek, Ironbank, Bradbury, Longwood, Houghton, Inglewood, Paracombe, Uraidla and Summertown. The workshops support communities to develop action plans to increase their capacity to prepare for, respond to and recovery from future emergencies (C3.4)

***Objective C4 - An active, healthy, thriving and resilient community.***

- Installed a public art piece in Bushland Park called Reflections of Home which was designed with the community during the Cuddlee Creek bushfire recovery. (C4.1)
- Published new webpage content to provide information about recovery, readiness and resilience for the community to support longer term recovery (C4.1)
- Led the development of the Southern & Hills LGA Regional Public Health and Wellbeing Plan 2022-27, in partnership with its fellow constituent councils, communities and stakeholders across the Southern & Hills region. The Plan identifies key actions the 6 constituent councils will take over the 2022-27 period to help protect and improve the health and wellbeing of their communities (C4.1)
- Created a Club Support Officer role to assist in the rollout of the Community and Recreation facilities framework, and to support clubs and groups to access council services and funding opportunities. (C4.4)
- Supported three Riverland Councils during the 2022-23 River Murray flood event utilising Council's Incident Management Team (C4.5)
- Developed a Recovery Operations Manual to guide Council's community recovery response following an emergency event or natural disaster. (C4.5)



***Objective C5 - Respect for Aboriginal culture and values***

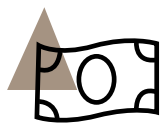
- Submitted the Draft Innovate Reconciliation Action Plan to Reconciliation Australia for feedback on the continued development. (C5.1)
- Provided Reconciliation Week activities including cultural immersive family workshops with bush-tucker tasting, art and stories, and a Nunga Screen short film showcase. (C5.1)
- Offered storytelling and activities in the library as part of book week with David Booth. (C5.2)
- Undertook Kurna place naming at the new Lewis Yarlupurka O'Brien Reserve in Hamilton Hill. (C5.2)

***Objective C6 - Celebrate our community's unique culture through arts, heritage and events***

- Hosted the final stage of the Santos Tour Down Under which finished at the top of Mt Lofty for the very first time with large numbers of visitors and community visiting right across the circuit. Uraidla was the winner of the overall Best dressed Town prize. (C6.2)
- Hosted the Discover, Play Bikeway! along the Amy Gillett Pathway in March which provided a day of entertainment, food, craft and fun for all ages from Oakbank to Mt Torrens (C6.2)
- Supported writers and provided literary arts, poetry and creative writing experiences through the Winter Words program. (C6.3)

## Performance Measures

Measure	Target	Strategic Objective	Reporting Frequency	Actual
<b>CPI-C01</b> Positive ageing wellbeing score	7 Average	C2	Quarterly	6.8 average - Across the year, the subjective level of wellbeing score fluctuated across the quarters. While the target of 7 was not quite reached, positive factors such as social connections (through participation in programs) and a sense of purpose were consistently present, offering hope for continued improvement in overall wellbeing.
<b>CPI-C02</b> Community Centre participants who feel better connected to others or community	85%	C2	Bi-annual	Q2 = 82.5% / Q4 = 82% Survey responses were lower from regular participants who were more likely to see better connections from their regular attendance at the centre. More surveys have been received from once off participants who are less likely to experience better connection outcomes from just one encounter.
<b>CPI-C03</b> Community centre participants who would use the knowledge/skills gained in the future	80%	C3	Bi-annual	Q2 = 74% / Q4 = 80% Survey responses were lower from regular participants who were more likely to see better connections from their regular attendance at the centre. More surveys have been received from once off participants who are less likely to experience better connection outcomes from just one encounter.
<b>CPI-C04</b> Number of volunteer hours contributed to AHC programs each year	4800	C3	Quarterly	Q1 = 3564 / Q2 = 2744 / Q3 = 2720 / Q4 = 3276 Volunteer numbers are slow to bounce back after Covid which follows the national and global trend
<b>CPI-C05</b> Library visits per capita compared with the state average	25% above state average	C3	Annually	4.1= AHC 2021-22* / 4.5 = enhanced ALIA target The reporting period of 2021-22 includes periods where in-person library usage was lower due to COVID restrictions and/or lockdowns. *previous year's results reported as ALIA data not available until December
<b>CPI-C06</b> Library loans per capita compared with the state average	35% above state average	C3	Annually	13 loans 2021-22* / Enhanced ALIA target = 7 per capita Library loans by AHC borrowers exceeded the enhanced ALIA target with 13 loans per capita. * previous year's results reported as ALIA data not available until December
<b>CPI-C07</b> Attendance at programs, events and workshops at Fabrik Arts & Heritage Hub	8,000	C6	Annually	None - Fabrik closed due to redevelopment works
<b>CPI-C08</b> Percent of available studio spaces occupied	50	C6	Annually	None - Fabrik closed due to redevelopment works
<b>CPI-C09</b> Number of events and programs celebrating cultural diversity	8	C6	Annually	8



## A Prosperous Economy

**Our Strategic Plan 2020-24 – A Brighter Future** sets out our goals, objectives and priorities (listed in full in Appendix 3). As it is a four year plan, not every priority will have an achievement listed against it each year.

### What we have achieved

#### **Objective E1 - Support and grow our region's existing and emerging industries.**

- Installed a RV dump point and approved free camping at Balhannah Oval. Council applied for and received an RV Dump Point from the Campervan and Motorhome Club of Australia's Camp and Dump Point program.(E1.1)
- Attended Adelaide Hills Tourism board meetings and networking events. (E1.1)
- Provided advice and support for Fruit Producers SA members for their industry events including running a workshop for Cherry Trail participants (E1.2)
- Participated in the Echunga Small Acreage Field day providing information on business support services, land management and circular economy/waste services (E1.2)
- Distributed Quarterly e-newsletters which were opened by nearly 10,500 businesses and received an average click rate of 37.5%. (E1.4)
- Developed and uploaded to the website information videos about Councils Economic Development functions. (E1.5)
- Provided training session on how to engage in Council's procurement processes which had 8 businesses attend. (E1.6)

- Processed 20 new applications for both new tourist accommodation buildings and conversion of existing buildings which will contribute to tourism growth. (E1)
- Approved the Function centre/restaurant associated with a cellar door, and a community/function facility at Oakbank and Houghton. (E1)

#### **Objective E2 - Provide local infrastructure to drive growth and productivity.**

- Continued to advocate for future transport improvements including actively participating in the Mount Barker and Adelaide Hills Transport Study being undertaken by Department of Infrastructure and Transport. (E2.1)

#### **E3 - Encourage, attract and retain a creative, talented and skilled workforce in our region.**

- Advised the Office for Small and Family Business on their engagement with small businesses within the region to help shape their new Small Business Strategy. Attended and contributed to Hon Andrea Michaels MP's roundtable. (E3.2)

#### **E4 - Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention.**

- Participated in a workshop to progress the Adelaide and its Rural Settlement Landscapes initiative resulting in written support from the Deputy Premier for nominations to proceed. (E4.4)

## Performance Measures

Measure	Target	Strategic Objective	Reporting Frequency	Actual
<b>CPI-E01</b> Net Easy Score of respondents who rated ease of getting assistance from Council as Easy or Very Easy v Difficult or Very Difficult	>0	E1	Every 2 Years	Not conducted this financial year
<b>CPI-E02</b> Visitor numbers (visitor domestic day trips)	1.2mil	E1	Annually	1,210,000
<b>CPI-E03</b> Average number of days for Building Rules Consents	20 or 60 business days*	E2	Quarterly	Average = 12.6 days
<b>CPI-E04</b> Percentage of new development application decisions upheld in Council/CAPs favour under appeal	85%	E2	Quarterly	Average 83% In Quarter 1, one of two appeals was not upheld in Council's favour which brought the average down. All other quarters have 100% achievement
<b>CPI-E05</b> Percentage of Planning Consents completed within statutory time-frames	85%	E2	Quarterly	Average 83%
<b>CPI-E06</b> Number of local jobs in AHC area compared to previous financial year	Maintain 2019-20 Financial Year = 11200	E3	Annually	Average 92%



## A Valued Natural Environment

**Our Strategic Plan 2020-24 – A Brighter Future** sets out our goals, objectives and priorities (listed in full in Appendix 3). As it is a four year plan, not every priority will have an achievement listed against it each year.

### What we have achieved

#### **Objective N1 - Conserve and enhance the regional natural landscape character and amenity values of our region.**

- Complete landscaping at the Aldgate roundabout to improve the plants to better suit the conditions. (N1.1)
- Continued riparian restoration works in Cox Creek at Bridgewater Recreation Reserve and Michael Moran Reserve; Kenton Creek in Federation Park; Carey Gully Water Reserve; Lenswood Centennial Reserve; Aldgate Creek in Aldgate Valley Reserve and Heathfield Conservation Reserve, and Woorabinda Bushland reserves; Leslie Creek in Mylor Parklands; and the Onkaparinga tributary in Bradwood Park. (N1.2)
- Registered two new Bushcare Volunteer Groups to assist Council with conservation projects. (N1.2)
- Conducted bushcare on 48 high value reserves. (N1.2)
- Implemented the use of compostable barricade tape in high value reserves to reduce risk of plastic pollution (N1)

#### **Objective N2 - Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts.**

- Undertook 78 assessments across 58 National Vegetation Marker Sites using the BushRAT

Assessment Methodology and as part of the Adelaide Hills Council Roadside Weed Control Work Plan. (N2.1)

- Assessed four Conservation Reserves using the BushRAT Assessment Methodology (N2.1)
- Secured \$10,000 in Heritage Agreement Grant funding for Woorabinda Bushland Reserves (N2.1)
- Partnered in the Nature Conservation Society of SA's Woodland Bird Monitoring Program to track woodland bird populations in the Mount Lofty Ranges (N2.2)
- Complete the following fire prevention activities including 9,410 inspections during the fire danger season; 249 Section 105F notices; 11 Council organised block clearings; 9 expiations for non-compliance and processed 651 Burning Permits
- Completed prescribed burns at 10 sites and undertook post fire weed management. (N2.3)
- Managed 14 conservation reserves and trails targeting woody weeds. (N2.3)
- Managed 146kms of Council Road Reserves and Cleared approximately 22.2 ha of Council Reserves removing of weeds and other fuels which posed a fire risk. (N2.3)
- Supported Trees For Life in managing fire affected Bush For Life sites. (N2.4)

- Supported the efforts of National Parks & Wildlife in managing reserves following bushfire and developing operation guidelines to help inform Councils post fire activities. (N2.4)
- Facilitated seed collection permits where appropriate to assist agencies and individuals in seedling germination projects and revegetation projects (N2.4)
- Increased the number of Heritage Agreements to 19.
- Joined the Bandicoot Superhighway project team to facilitate Southern Brown Bandicoot Conservation
- **Objective N3 - Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment.**
- Engaged with 3 schools and 1 kindergarten providing environmental education and projects such as bushwalks and revegetation projects.
- Developed environmental website content for public education regarding topics such as roadside vegetation management, weed management, fishing in Council waterways, firewood collection and feral rabbit management. (N3.1)
- Developed informative signage to commemorate school and community efforts in restoration projects. (N3.1)

- Undertook Council wide Yabby net swap net program. 80 wildlife friendly 'lift nets' swapped for the newly banned Opera House net designs. (N3.1)
- Provided free butterfly kits to promote awareness of pollinator friendly native plant species good for landscape gardening. (N3.1)
- Participated with various environmental groups such as Green Web to share ideas and provide updates on Council's projects, programs and achievements. (N3.2)
- Continued to support the Trees for Life Partnership which targets the management of 28 Bush For Life sites on Council lands. 39 'adopt-a-site' volunteers were allocated to these sites, contributing an estimated 1,422 hours of site-specific bush regeneration work. (N3.2)
- Organised conservation activities in Hender Reserve for Activities Week with Heathfield High School students (N3.2)
- Collaborated on bushfire mitigation activities as part of the Cross Council Bushfire Action Group consisting of 5 neighbouring councils. (N3.3)

***Objective N4 - Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework.***

- Completed a high level study of options to reduce waste to landfill and reduce environmental impacts from community waste disposal. (N4.1)

- Resolved to undertake a 12 month trial of changes to the kerbside bin system including provision of green organic bins to rural properties, and changing the collection frequency of green organic bins and residual waste bins (N4.2)
- Continued community waste and recycling education which included 31 sessions at various locations including at schools and community events. (N4.3)
- Continued to provide kerbside waste and recycling services, free green organic drop off days, hard waste collection and the Heathfield Resource Recovery Centre including free household chemical disposal and polystyrene recycling (N4.4)

***Objective N5 - Assist our community to reduce the impact of waste to landfill on the environment.***

- Undertook kerbside bin audits to maintain understanding of the community's waste and recycling behaviours. (N5.1)
- Provided waste education sessions including providing information on the waste management hierarchy. (N5.2)

## Performance Measures

Measure	Target	Strategic Objective	Reporting Frequency	Actual
<b>CPI-N01</b> Number of Native Vegetation Marker System (NVMS) BushRAT Assessment sites complete (actual versus planned)	60 NVMS sites per annum	N2	Annually	78 Bushrat assessments undertaken across 58 NVMS sites  Weather impacts affected planning and final results as well as the number of bushrat assessment areas within each site.
<b>CPI-N02</b> Woody Weed Control Program - no. of sites complete (actual versus planned)	15 sites per annum	N2	Quarterly	31
<b>CPI-N03</b> Percent of nuisance and litter queries resolved	90%	N2	Quarterly	Average = 90.5%
<b>CPI-N04</b> Percent of private properties inspected prior to bushfire season that comply with fuel load management requirements	At least 90%	N2	Annually	97.5%
<b>CPI-N05</b> Tonnes of green organics collected on Green organic days	150	N4	Quarterly	Q1 = 71 / Q2 = 243 / Q3 = 426 / Q4 = 296  Average = 259 per quarter
<b>CPI-N06</b> Percentage change in tonnes of waste disposed to landfill compared to previous financial year	Reduction in waste percentage	N5	Annual	Percentage of waste diverted from landfill 2021-22 = 52.6% 2022-23 = 52.6%  Diversion rate remained the same as previous financial year. The diversion rate is determined by residents waste disposal practices
<b>CPI-N07</b> Number of community education actions delivered (Waste Management Strategy 2016-2021) – Actioned vs Planned	6	N5	Quarterly	12

## Nuisance & Litter

	Nature	Number
<b>Number of complaints</b>	Illegal Dumping	321
	Noise Complaints	51
	Graffiti	38
	Nuisance	16
	Insanitary Conditions/Vermin	16
	Vandalism/Damage	12
	Air Pollution	11
	Littering	9
	<b>Water Pollution</b>	6
<b>Expiated Offences</b>	Disposal of litter onto any land or into any waters - excess of 50 Litres of class B hazardous or general litter	2
	Carry on an activity resulting in local nuisance	4
	Cause or permit the burning of matter by fire in the open	1
	Failure to comply with Local Nuisance abatement notice	2
<b>Abatement notices issued</b>	Nuisance Abatement Notice	1
<b>Other controls. Eg: civil penalties</b>	Civil Penalty	1





**Our Strategic Plan 2020-24 – A Brighter Future** sets out our goals, objectives and priorities (listed in full in Appendix 3). As it is a four year plan, not every priority will have an achievement listed against it each year.

## What we have achieved

### ***Objective O1 - We have the right people with the right knowledge and skills in the right jobs and they are supported and developed.***

- Implemented a WHS Improvement Plan that identifies strategic WHS priorities over a three year period. (O1.1)
- Implemented a number of initiatives and programs to support an equity, diversity and continuous improvement. These include the Our Watch Program which focuses on increasing awareness and support for victims of domestic violence; the Disability Action and Inclusion Plan; and the Reconciliation Action Plan. (O1.2)
- Provided opportunity for development of emerging leaders with a number of employees participating in the Management Challenge coordinated through LG Professionals SA (O1.3)
- Updated the induction training program for new employees to include a module on disability inclusion (C1.3)
- Delivered Disability Inclusion Training to Elected Members (C1.3)

### ***Objective O2 - Our customers find it easier to interact and do business with Council and have an improved customer experience.***

- Completed a business case for renewal of the Customer Relationship Management (CRM) system, including the high level functional requirements to enable online/digital service delivery. (O2.1)

- Implemented a pilot of automated emails to communicate the outcome of service requests to customers. This pilot was initially implemented on reports of illegal dumping and has since been expanded to updating customer contact detail requests. (O2.2)
- Automated workflow notifications have been introduced for customers with tree enquires from the Confirm Enterprise System. The automated updates to customers are averaging 130 notifications per week (O2.2)
- Continued to undertake regular customer experience surveys to seek feedback from customers on their experience when interacting with Council, including over the phone and when they have a customer case that requires further action or response (O2.4)

### ***Objective O3 - Our organisation is financially sustainable for both current and future generations.***

- Undertook an audit of all Council owned buildings to ascertain their current condition and works required including prioritization of those works based on urgency and need. The assets audited included Council's administration buildings, libraries, community centres, sporting clubs, halls, public toilets, sheds and other outbuildings. The building audit has informed building capital works plans for 2023/2024 and will also inform the Council's first Building Asset Management Plan which will also be prepared in 2023/2024. (O3.2)

- Conducted an external services review on the Development Assessment function to analyse the service quality, effectiveness and efficiency (O3.4)

### ***Objective O4 - We actively represent our community.***

- Assisted the Electoral Commission of SA in conducting the 2022 Local Government Election and inducted and trained the newly elected Council Members. (O4.2)

### ***Objective O5 - We are accountable, informed, and make decisions in the best interests of the whole community.***

- Completed a full review and update of Council's corporate risks (O5.1)
- Conducted a detailed review of the Long Term Finance Plan incorporating significant ongoing savings strategies to keep rate increases below CPI and ensure financial sustainability is maintained. (O5.3)

### ***Objective O6 - Technology and innovation is utilised to better meet our community's expectations and deliver value for money.***

- Implemented the Cyber Security Framework established for the Local Government Sector to progress and enhance the Cyber Security Program. (O6.1)
- Implemented Cloud reporting tools (PowerBI) to enable presentation of corporate data into informative reports. (O6.2)

- Implemented a cloud based CMS (Content Management System) as part of phase 1 of the Council Web site renewal program. (O6.3)
- Recorded over 18,700 visits to our engagement page from 1 July 2022 to 30 June 2023. The highest engagement was for the Animal Management Plan Consultation with over 540 people completing the online survey. (O6.4)
- Held the Bridgewater Community Forum where over 70 ideas were submitted. (O6.4)

## Performance Measures

Measure	Target	Strategic Objective	Reporting Frequency	Actual
<b>CPI-O01</b> Number of Lost time injuries	0	O1	Quarterly	3 - Whilst we must always target an LTI of zero, the actual level of reported is still considerable historically low for both the sector and AHC. All three incidents were minor.
<b>CPI-O02</b> Customer Net Ease Score (NES)	50	O2	Bi-annual	Q2 = +66 / Q4 = +42 / Annual figure = 46 The Net Ease Score consistently indicates higher satisfaction levels (56+) among customers who contact the Council by phone, compared to those who use our CRM system (34+). This highlights an area of improvement in terms of providing better responses and services to customers.
<b>CPI-O03</b> Overall customer satisfaction	75%	O2	Bi-annual	Q2 = 79% / Q4 = 71% / Annual figure = 73% It is crucial to enhance our communication approach by providing clearer updates and information to keep customers informed about the progress of their requests. This will contribute to improving their overall experience and building trust and satisfaction.
<b>CPI-O04</b> Operating Surplus Ratio	1-5%	O3	Annually	2.6%
<b>CPI-O05</b> Net Financial Liabilities Ratio	25-75%	O3	Annually	42%
<b>CPI-O06</b> Asset Sustainability Ratio	95-105%	O3	Annually	98%
<b>CPI-O07</b> Decisions (Council resolutions) considered in open Ordinary & Special Council meetings during the reporting period	90%	O4	Quarterly	94% average
<b>CPI-O08</b> Council member attendance at Ordinary & Special meetings	90%	O4	Quarterly	90% average
<b>CPI-O09</b> FOI requests completed within the legislated time-frame	100%	O6	Quarterly	95% - In Quarter 3, one internal review was completed just outside of legislative timeframes. All other quarters achieved 100% target
<b>CPI-O10</b> Ombudsman investigations upholding Council's decisions (general investigations and FOI external reviews)	100%	O6	Quarterly	100%
<b>CPI-O11</b> Employee Turnover	7-15%	O1	Quarterly	10.9%

# Our Focus in 2023-2024

***In addition to continuing our day to day services and programs, we are implementing strategic initiatives to further develop and support our region. Some highlights are included under each of the following long term goals.***



## ***A Functional Built Environment***

- Delivering of road safety initiatives under the federally funded Black Spot Program.
- Installation of further electric vehicle charging stations.
- Stormwater master planning and implementation for the management of stormwater in the Balhannah township.



## ***Community Wellbeing***

- Continued development of Fabrik Arts and Heritage Hub as a facility offering exceptional cultural experiences, providing social, educational and economic outcomes for the region.
- Implementation of the Community and Recreational Facilities Framework and the Play Space Framework.
- Implementation of the 'Our Watch Toolkit for Local Government' for the prevention of domestic and family violence in our community.
- Implementation of the Towards Community Led Resilience Program.
- Identification of initiatives to develop community connections within and between the established and newly developed areas of Woodforde.



## ***A Valued Natural Environment***

- Undertake a trial on changes to kerbside bin system collection frequency and a trial on increased rural food/organics/green organics waste collection.
- Local climate adaptations for landscape conservation.
- Post-prescribed burn weed management.
- Develop a strategy for management of Council trees across the district.



## ***A Prosperous Economy***

- Support the Tour Down Under in 2024
- Collaborate with Adelaide Hills Tourism to promote and support tourism across our region.
- Encourage and support the continued development of a Home-Based Business Network.
- Undertake a biannual business survey
- Advocate for key economic development issues in the region with other levels of government.



## ***A Progressive Organisation***

- Development of a new Strategic Plan which sets Council's goals and objectives over the next four years.
- Conducting a representation review.
- Further developing Council's new website to provide more streamlined customer services and access to information commonly sought by the community.
- Upgrading the GPS units for operational vehicles to run on the 4G network.

# Our Governance

Governance refers to the rules, practices and processes by which Council is directed and controlled. Adelaide Hills Council continuously strives for best practice in Governance by being:

- Accountable, transparent and responsive,
- Effective and efficient,
- Participatory, equitable and responsible, and
- By meeting legislative obligations.

The following information reports on our governance activity during 2022-23.

*Good Governance is accountable, transparent and responsive*

## Council Meetings

Council is the ultimate decision-making body of the organisation; it consists of the Mayor and 12 Councillors. Council meetings were held on the second and fourth Tuesday of every month. All Council and Council Committee meetings are open to the public unless specific provisions in the *Local Government Act 1999* are satisfied to require the closing of the meeting under a confidentiality order.

Council meetings held in 2022-23:

- 17 ordinary meetings
- 3 special meetings

Council Committee meetings held in 2022-23:

- 6 Audit Committee meetings
- 2 Special Audit Committee meetings
- 4 CEO Performance Review Panel meetings
- 2 Boundary Change Committee meetings

The attendance of the Mayor and Councillors at 2022-23 Council and Committee meetings is detailed in the following tables.

Council Meeting attendance between 1/6/2022 to 23/11/2022

Council Meeting Type	Ordinary Council		Special Council	
Total Meetings Held	4		2	
	P	A	P	A
Mayor Jan-Claire Wisdom	4	0	2	0
Cr Nathan Daniell	4	0	2	0
Cr Ian Bailey	4	0	2	0
Cr Kirrilee Boyd	4	0	2	0
Cr Pauline Gill	4	0	2	0
Cr Chris Grant	3	1	0	2
Cr Linda Green	4	0	1	1
Cr Malcolm Herrmann	4	0	2	0
Cr John Kemp	3	1	2	0
Cr Leith Mudge	4	0	2	0
Cr Mark Osterstock	4	0	2	0
Cr Kirsty Parkin	4	0	2	0
Cr Andrew Stratford	4	0	2	0

Council Meeting attendance between 23/11/2022 to 30/06/2023

Council Meeting Type	Ordinary Council		Special Council	
Total Meetings Held	4		2	
	P	A	P	A
Mayor Jan-Claire Wisdom	12	1	1	0
Cr Nathan Daniell	11	2	1	0
Cr Kirrilee Boyd	11	2	1	0
Cr Adrain Cheater	10	3	1	0
Cr Pauline Gill	6	7	0	1
Cr Chris Grant	10	3	0	1
Cr Lucy Huxter	12	1	1	0
Cr Malcolm Herrmann	12	1	1	0
Cr Leith Mudge	13	0	1	0
Cr Mark Osterstock	13	0	1	0
Cr Kirsty Parkin	10	3	1	0
Cr Louise Pascale	11	2	1	0
Cr Melanie Selwood	13	0	0	1

P = Present (number of meetings attended) A = Apology (number of meetings not attended)

## *Good Governance is effective and efficient*

### **Council Member training and development**

Council is committed to providing training and development activities for Council Members and recognises the responsibility to develop and adopt a policy for this purpose under Section 80A of the Local Government Act 1999.

Monthly professional development training sessions have been held for Council Members. Professional development sessions conducted in-house are Closed Information or briefing sessions for the purposes of the Information or Briefings Policy. The dates and venues for these sessions are publicly documented in agendas for Ordinary Council meetings and are posted on the Council's website.

## *Good Governance is participatory, equitable and responsible*

### **Allowance paid to Council Members**

Council Members are entitled to receive an annual allowance, as determined by the Remuneration Tribunal pursuant to Section 76 of the Local Government Act 1999 (the Act) for performing and discharging their official functions and duties.

Pursuant to the Remuneration Tribunal's determination, the following amounts were prescribed for Council Members 2022-23:

<b>Period</b>	<b>Annual Allowance prior to 23/11/2022</b>	<b>Annual Allowance after 23/11/2022</b>
<b>Mayor/Principal member</b>	\$74,212	\$76,440
<b>Deputy Mayor/Presiding member of a prescribed committee*</b>	\$23,171	\$23,887
<b>Other Council Members</b>	\$18,533	\$19,110

\*Council's prescribed committees are the Audit Committee, Boundary Change Committee and the CEO Performance Review Panel.

In addition to the allowance paid under section 76 of the *Local Government Act 1999*, Council Members were entitled to receive the following under the Council Member Allowances and Support Policy. Council members are not provided with purchase cards, and are instead provided with reimbursements or provisions such as:

- Reimbursement for travelling within/outside the area of Council and child/dependent care expenses associated with attendance at a Prescribed Meeting or undertaking a function or activity on the business of Council.
- Provision of an annual Travel Time Payment for Members residing greater than 30km from the Principal Office.
- Reimbursement of other expenses including:
  - o Stationary and office supply expenses
  - o Conference, seminar and training course fees and associated travel expenses.
- Provision of the following to assist Members in performing their official functions:
  - o An iPad (or similar tablet computer), associated software and 4G/5G connection for document management (including Council Agenda and Minutes), communication and research (both Council workspace and internet)
  - o A Council email address
  - o A mobile phone (including SIM) if requested
  - o Paper for printing
  - o Stationery (such as pads, pens, diaries, etc.)
  - o Meals and beverages provided in association with attendance at prescribed meetings.

Notwithstanding their entitlement under the Policy, not all of these provisions were accessed by all Council Members.

In addition to these, Council resolved to make available to the Mayor (or Deputy Mayor during the Mayor's absence) the following additional facilities and support to assist them in performing and discharging their official functions and duties:

- Laptop computer with appropriate software
- Supply and maintenance of a motor vehicle (not allocated in 2022-23)
- Mayoral Office accessible 24/7 providing desk and meeting facilities
- Provision of media and communications support
- Access to administrative officer services.

The Chief Executive Officer maintains a Register of Allowances and Benefits provided to Council Members which is available to the public on our website.

## Council Member Interstate and International Travel

During 2022-23, the following interstate and international travel was conducted by Council Members:

Event	Date	Location	Travel Expenses
National General Assembly (NAG) for Local Government	13/6 – 16/6/2023	Canberra	\$3,290

## Local Government Act 1999 Section 41 Committees

The Adelaide Hills Council has three Section 41 (Council) Committees which operate under Terms of Reference determined by Council.

1. Audit Committee,
2. CEO Performance Review Panel, and
3. Boundary Change Committee

## Audit Committee

The Audit Committee was established by Council in 2005 in accordance with Section 126 of the *Local Government Act 1999* (the Act).

The Audit Committee's role is to assist Council in the discharge of its responsibilities for financial reporting, maintain a reliable system of internal controls, risk management and asset management, liaise with the external auditor, and foster the organisation's ethical development.

There are five members of the Audit Committee, three independent members and two Council Members. The membership and attendance during the financial year was:

Audit committee - Member name	Ordinary Meetings - 6		Special meetings - 2	
	No of meetings present	No of meetings Absent/apology	No of meetings present	No of meetings Absent/apology
<b>Cr Malcolm Herrmann</b> (Presiding Member)	6	0	2	0
<b>Cr Leith Mudge</b> Until 30/11/2022	2	0	0	0
<b>Cr Melanie Selwood</b> Commenced 30/11/2022	4	0	2	0
<b>Peter Brass</b> (Independent member)	6	0	2	0
<b>Natalie Johnston</b> (Independent member) Until 30/4/2023	5	0	1	0
<b>David Moffatt</b> (Independent member)	6	0	2	0
<b>Pamela Lee</b> (independent member) Commenced 1/5/2023	2	0	1	0

Six (6) ordinary meetings and two (2) special meeting was held during 2022-23. Sitting fees were paid to independent members of the Audit Committee. The Presiding Member receives an allowance equivalent to that received by Presiding Members of Prescribed Committees in accordance with the Remuneration Tribunal's determination.

Sitting fees paid until 30 June 2023:

- Independent Presiding Member: \$575 per meeting (not utilised in 2022-23).
- Independent Member: \$450 per meeting.

### Chief Executive Officer Performance Review Panel

The Chief Executive Officer Performance Review Panel (CEOPRP) was established in 2014 to provide advice to Council on matters related to the Chief Executive Officer (CEO) and their performance.

In 2022-23, a process was undertaken to review the CEO's performance against the position description requirements and the agreed set of key performance indicators for the year. External advice was also received on the remuneration package payable.

Membership and attendance during the financial year was:

Member name	No. of meetings present	No. of meetings absent or apology
<b>Cr Mark Osterstock</b> (Presiding Member until 29/11/2022)	2	1
<b>Cr Chris Grant</b> (Presiding member from 29/11/2022)	3	1
<b>Mayor Jan-Claire Wisdom</b>	3	1
<b>Cr Nathan Daniell</b>	3	1
<b>Cr Kirsty Parkin</b> (member from 29/11/2022)	0	1
<b>Ms Janet Miller (Independent member)</b>	4	0

Four (4) ordinary meetings were held in 2022-23. The Presiding Member receives an allowance equivalent to that received by Presiding Members of Prescribed Committees in accordance with the Remuneration Tribunal's determination.

Sitting fees paid until 30 June 2023:

- Independent Presiding Member: \$575 per meeting (not utilised in 2022-23).
- Independent Member: \$450 per meeting.

### Boundary Change Committee

The Boundary Change Committee was established in 2022 to provide advice to Council regarding the operation and implications of Chapter 3 – Constitution of councils, and Part 2 – Reform proposals of the Act associated with the Campbelltown City Council Woodforde/Rostrevor boundary change proposal.

The committee comprises five (5) members which include the Deputy Mayor of Council and four (4) Council Members.

Membership and attendance during the financial year was:

Member name	No. of meetings present	No. of meetings absent or apology
<b>Cr Mark Osterstock</b> (Presiding Member)	2	0
<b>Cr Leith Mudge</b> Commenced 29/11/2022	1	0
<b>Cr Nathan Daniell</b> Commenced 29/11/2022	1	0
<b>Cr Kirsty Parkin</b>	2	0
<b>Cr Ian Bailey</b> Ceased 29/11/2022	1	0
<b>Cr John Kemp</b> Ceased 29/11/2022	1	0

Two (2) ordinary meetings were held in 2022-23. The Presiding Member receives an allowance equivalent to that received by Presiding Members of Prescribed Committees in accordance with the Remuneration Tribunal's determination.

No additional allowance is paid to the Members of the Committee over and above the allowance already received by Council Members in accordance with the determination of the Remuneration Tribunal.



## Council's Assessment Panel (CAP)

As a result of the State Government's rollout of the Planning Reform for South Australia Adelaide Hills Council established a Council Assessment Panel (CAP) as required by Sections 82 and 83 of the Planning, Development and Infrastructure Act 2016 (PDI Act). This CAP replaced the former Council Development Assessment Panel and membership comprises one Council member and four Independent members (which includes an Independent Presiding member).

Membership and attendance during the financial year was:

Member name	No. of meetings present	No. of meetings absent or apology
<b>Geoff Parsons</b> (Independent Presiding Member)	6	1
<b>Ross Bateup</b> (Independent Member)	7	0
<b>Myles Somers</b> (Independent Member)	6	1
<b>Paul Mickan</b> (Independent Member)	7	0
<b>Cr John Kemp</b> (Council Member ceased 29 Nov 2022)	3	0
<b>Cr Leith Mudge</b> (Deputy Member* ceased 29 Nov 2022) (Council Member commenced 29 Nov 2022)	3	0
<b>Cr Nathan Daniell</b> (Deputy Member* commenced 29 Nov 2022)	0	0

*\*The Deputy Member only attends meetings where the Council Member cannot attend*

The Panel considers certain development applications (i.e. requests from people wishing to construct buildings or undertake other developments in the area) which cannot be decided upon by staff under delegation. It also hears submissions lodged in relation to publicly notified development applications. CAP meetings are generally held in Stirling on the second Wednesday of each month from 6:30pm. In 2022-23, 7 meetings of the Panel were held.

Sitting fees paid to independent members of the CAP were:

- Independent Presiding Member: \$550 per meeting
- Independent Ordinary Member: \$420 per meeting
- Council Member: \$293 per meeting

## Council Advisory (Working) Groups

Advisory Groups, operating under their own terms of reference, provide advice and support to Council's administration.

The following Adelaide Hills Council's Advisory (Working) Groups were in place until November 2022:

- Biodiversity Advisory Group
- Bushfire Advisory Group
- Cemetery Advisory Group
- Property Advisory Group
- Rural Land Management Advisory Group
- Sustainability Advisory Group
- Community & Recreation Facility Framework Internal Working Group
- AHC Reconciliation Working Group

These Groups do not report directly to Council however they provide advice to the Administration which informs Council and Committee decisions.

## Building Fire Safety Committee

Council's Building Fire Safety Committee held 7 scheduled meetings during the year to review the adequacy of fire safety for large buildings in the district with an aim of improving the level of fire and life safety. The membership of the Committee was amended halfway through the year with a new Presiding Member joining the Committee with experience in fire safety. Members and attendance for the Committee was:

Member name	No. of meetings present	No. of meetings absent or apology
<b>Colin Paton</b> - (CFS Representative)	7	0
<b>Louis Palumbo</b> - Council Staff Member (Experience in Fire Safety)	7	0
<b>Tom Warneke</b> - Council Staff Member (Qualifications in Building Surveyor)	6	1

The Committee conducted 24 inspections and considered 18 buildings during the year, working with building owners to negotiate an improved level of safety for their buildings in relation to fire exits, emergency lighting, fire-fighting equipment, water supply, hydrant coverage, access for fire services, and bushfire survival plans. One (1) new fire safety defect notice was issued during 2023 and six (6) of the buildings requiring upgrades. The negotiated works were completed enabling the Committee to acknowledge the owners co-operation and works undertaken to improve the fire and life safety of their buildings. Additionally, the Committee progressed the aluminium composite panel (ACP) investigations for the three identified buildings with the ACP removed and replaced in one case and solutions continuing to be negotiated in regards to the other two buildings.

### Information or Briefing Sessions

Information or Briefing Sessions (workshops, briefings, and professional development sessions) are held with Council Members twice a month and provide a valuable opportunity to enhance the decision-making process. Council and Committee Members use the gatherings to become better informed on issues, seek further clarification, or explore a topic further in an informal environment.

Information or Briefing Sessions are not used to make decisions; all decision-making is conducted at the formal Council and Section 41 Committee meetings. Information or Briefing Sessions that involve the discussion of matters that will be considered at a formal council or council committee meeting must be open to the public unless the appropriate confidentiality provisions of the Local Government Act 1999 are utilised.

All Information or Briefing Sessions are advertised on the Council website.

Date of Information Gathering	Topic	Type of Session
12/07/2022	Event Waste and Recycling	ODIG
12/07/2022	Management of Built Heritage - Policy and Procedure Review	ODIG
12/07/2022	Community & Recreation Facilities Framework	ODIG
12/07/2022	CEO Update	OIG
19/07/2022	Council & Committee Meetings and Information & Briefing Session (including Advisory Groups) arrangements	ODIG
19/07/2022	Land Acquisition Offer	CDIG
19/07/2022	CEO Update	OIG
9/08/2022	Regional Public Health Plan 2022-27	ODIG
9/08/2022	Quarterly Performance Reporting - Key Projects	ODIG
9/08/2022	Stirling Library Lawn - replacement structure	ODIG
9/08/2022	CEO Update	CDIG
16/08/2022	Disability Inclusion Webinar	CIG
16/08/2022	St Johns Road Norton Summit (CFS & Church boundary realignment)	ODIG
16/08/2022	CEO Recruitment - Acting and Substantive	ODIG
16/08/2022	Election Preparation and Caretaker Refresher	ODIG

Date of Information Gathering	Topic	Type of Session
16/08/2022	CEO Update	CDIG
13/09/2022	High level Waste and Recycling Studies	ODIG
13/09/2022	Profile ID - Census data	OIG
13/09/2022	2022-23 Service Review Discussion	ODIG
13/09/2022	CEO Update	ODIG
20/09/2022	Miscellaneous Technical Enhancement Code Amendment – AHC Draft Submission	ODIG
20/09/2022	Understanding LGGC model	ODIG
20/09/2022	CEO Update	ODIG
11/10/2022	Context setting for LTFP	ODIG
11/10/2022	Electricity Tender	ODIG
11/10/2022	Expert Panel - Planning System Implementation Review	ODIG
11/10/2022	CEO Update	ODIG
18/10/2022	Presentation from South Australian Local Government Grants Commission	ODIG
18/10/2022	Stirling Business Association (SBA) Update	ODIG
18/10/2022	Reflection on 2018 -2022 term by Council Members	OIG
18/10/2022	CEO Update	ODIG
23/11/2022	Photos & Taking Oath	OIBS
26/11/2022	Council Member Induction	OIBS
5/12/2022	Manadatory Training - Strategic Management Planning	OIBS
5/12/2022	Mandatory Training - Financial Sustainability & Long-Term Financial Plan (LTFP)	OIBS
5/12/2022	CEO Update	OIBS
13/12/2022	Directorate Presentation - Community Capacity	OIBS
13/12/2022	Expert Planning Review	OIBS
13/12/2022	Directorate Presentation - Development & Regulatory Services	OIBS
13/12/2022	Directorate Presentation - Office of the CEO	OIBS
13/12/2022	Substantive CEO Recruitment	OIBS

Date of Information Gathering	Topic	Type of Session
13/12/2022	CEO Update	OIBS
17/01/2022	Animal Management Plan (AMP)- Consultation	OIBS
17/01/2022	Directorate Presentation - Corporate Services	OIBS
17/01/2022	Directorate Presentation – Infrastructure & Operations	OIBS
17/01/2022	Council Member Mandatory Training - Effective Meetings & Meeting Procedure	OIBS
17/01/2022	CEO Update	OIBS
6/02/2023	Council Member Mandatory Training – Introduction to Local Government	OIBS
6/02/2023	Advisory Groups Review	OIBS
6/02/2023	LTFP Workshop Preliminary Briefing	OIBS
6/02/2023	Amy Gillett Bikeway	OIBS
6/02/2023	CEO Update	OIBS
11/02/2023	LTFP Workshop	OIBS
21/02/2023	Council Member Mandatory Training – Legal	OIBS
21/02/2023	CEO Update	OIBS
6/03/2023	Kerbside Bin System Options	OIBS
6/03/2023	Tourism – one of our engines	OIBS
6/03/2023	Workshop on Workshops	OIBS
6/03/2023	CEO Update	OIBS
21/03/2023	Council Member Mandatory Training – RECORDS MANAGEMENT	OIBS
21/03/2023	Strategic Plan Introduction	OIBS
21/03/2023	Library Opening Hours	OIBS
21/03/2023	CEO Update	OIBS
1/04/2023	ABP Workshop	OIBS
3/04/2023	Strategic Plan (reconvene)	OIBS
3/04/2023	Compliance - Education vs Enforcement	OIBS
3/04/2023	LGA Ordinary General Meeting	OIBS

Date of Information Gathering	Topic	Type of Session
3/04/2023	CEO Update	OIBS
11/04/2023	Amy Gillett Update	CIBS
18/04/2023	MANDATORY TRAINING – Behavioural Modules	OIBS
18/04/2023	Behavioural Support Policy – do we need one?	OIBS
18/04/2023	CEO Update	OIBS
26/04/2023	2023-24 Annual Business Plan - Additional Workshop Items	OIBS
1/05/2023	Innovate Reconciliation Action Plan	OIBS
1/05/2023	Remoteness Sculpture Treatment	OIBS
1/05/2023	Legislative Delegations	OIBS
1/05/2023	CEO Update	OIBS
5/06/2023	Service Review - Planning and Development	OIBS
5/06/2023	First Nations Use of Council land	OIBS
5/06/2023	Draft ABP and Rating Structure Change consultation results	OIBS
5/06/2023	Delegations Review – LG Act	OIBS
5/06/2023	CEO Update	OIBS
20/06/2023	WH&S at AHC	OIBS
20/06/2023	Implementation of the Our Watch Toolkit (includes training)	OIBS
20/06/2023	Ashton Landfill Update	CIBS
20/06/2023	CEO Update	OIBS

CIG - Closed Informal Gathering

OIG - Open Information Gathering

CDIG - Closed Designated Informal Gathering

ODIG - Open Designated Informal Gathering

CIBS - Confidential Information or Briefing Session

OIBS - Open Information or Briefing Session

Ordinary Council Meeting agendas publicly document the dates and venues of regular workshops and professional development sessions. The professional development sessions are reported under Council Member Training and Development and are run as Closed Informal Gatherings.

## Agendas and Minutes

All Council, Committee and CAP meeting agendas are placed on public display at least three days prior to the holding of these meetings.

Minutes are placed on display within five days of meetings. Copies of agendas and minutes are available at Council's service centres and libraries, and can be downloaded from the Council's website.

## Section 90(2) and 91(7) Requirements - confidentiality orders

During 2022-23, 28 new items were considered in closed session in accordance with Section 90(2) of the Local Government Act 1999, and 12 items remained on the register from the previous financial years. Of these, 18 items were released in full and 22 remained in confidence, in accordance with Section 91(7) of the Act as at 30 June 2023.

Date	Council/Committee	Item No.	Title	LGA 1999 Section	New confidentiality recommendation/Date released	Status as at 30 June 2023
22/04/2014	Council	18.2.1	AHRWMA	90(3)(b,d,i)		Retained in confidence
1/08/2018	Special Council	7.2.1	Retirement Village Review	90(3)(b)		Retained in confidence
23/06/2020	Council	18.1.1	Event Opportunity	90(3)(j)	5 September 2022	Released
27/01/2021	Council	18.2	CWMS Review	90(3)(d)		Retained in confidence
25/05/2021	Ordinary Council	18.1.1	Multi-Year Road Rally Proposal	90(3)(d)	Partial release 08 October 2021. Redaction and Appendices Remain Confidential	Retained in confidence
22/06/2021	Ordinary Council	18.2	Event Opportunity - SANTOS TDU 2022	90(3)(j)	20 February 2023	Retained in confidence
22/06/2021	Ordinary Council	18.1.1	Cyber Security Plan	90(3)(e)	20 February 2023	Retained in confidence
26/10/2021	Council	18.2	Ashton Landfill	90(3)(i)		Retained in confidence
26/10/2021	Council	18.1	Electricity Procurement Legal Matter	90(3)(h)		Retained in confidence
26/04/2022	Council	11.1.2	Property Lobethal Road, Lenswood - Confidential	90(3)(a)	Minute not confidential	Retained in confidence
28/06/2022	Council	18.1	Warren Road Birdwood Blackspot	90(3)(d)		Retained in confidence
28/06/2022	Council	18.3	Ashton Landfill	90(3)(i)		Retained in confidence
28/06/2022	Council	18.4	East Waste Charter Amendment	90(3)(k)	19 September 2022	Released
28/06/2022	Council	18.2	Event Opportunity – Santos Tour Down Under 2023	90(3)(j)	16 September 2022	Released
28/06/2022	Council	18.5	FABRIK redevelopment Project – Construction Contract	90(3)(d)	19 August 2022	Released
4/08/2022	CEO PRP	10.1.2	CEO Performance & Remuneration Report - Confidential Item	90(3)(a)	7 September 2022	Released
4/08/2022	CEO PRP	10.1	CEO Performance & Remuneration Report	90(3)(a)	7 September 2022	Released
23/08/2022	Council	18.5	Ministerial Exemption	90(3)(i)		Retained in confidence
23/08/2022	Council	18.4	Revised East Waste 2022-23 Annual Plan & Budget	90(3)(d)		Retained in confidence
23/08/2022	Council	18.3	East Waste Recycling Contract	90(3)(d)		Retained in confidence

Date	Council/Committee	Item No.	Title	LGA 1999 Section	New confidentiality recommendation/Date released	Status as at 30 June 2023
23/08/2022	Council	18.2.1.1	Acting and Substantive Chief Executive Officer Recruitment – Acting CEO Selection Panel	90(3)(a)	7 September 2022	Released
23/08/2022	Council	18.2	Acting and Substantive Chief Executive Officer Recruitment	90(3)(a)	7 September 2022	Released
23/08/2022	Council	18.1	2022 CEO Performance & Remuneration Reviews	90(3)(a)	7 September 2022	Released
20/09/2022	Special Council	8.1.2	Appointment of Acting CEO	90(3)(a)	21 September 2022	Released
27/09/2022	Ordinary Council	18.1	CEO Performance Review Panel Independent Member	90(3)(a)	30 September 2022	Released
12/12/2022	Audit Committee	10.3	External Audit Tender	90(3)(d)	Partial release 20 February 2023. Appendix 2 remains in confidence	Retained in confidence
20/12/2022	Council	18.3	Appointment of External Auditor	90(3)(d)	20 February 2023	Released
20/12/2022	Council	18.1	Surplus Government Land Notification	90(3)(d)		Retained in confidence
24/01/2023	Council	18.1	Appointment of Audit & Risk Committee Independent Members to the Adelaide Hills Region Waste Management Authority	90(3)(a)	30 June 2023	Released
14/02/2023	Council	9.1	South Australian Tourism Commission re Santos Tour Down Under	90(3)(j)		Retained in confidence
14/02/2023	Council	18.1	18.1 Substantive CEO Recruitment – Remuneration & Independent Advice	90(3)(b)	19 May 2023	Released
11/04/2023	Council	18.1.1	Audit committee Independent Member Appointment	90(3)(a)	30 April 2023	Released
26/04/2023	Council	18.1	Amy Gillett Bikeway Stage 4 Agreement	90(3)(j)		Retained in confidence
9/05/2023	Council	18.1	Bridgewater Retirement Village	90(3)(b)		Retained in confidence
12/05/2023	Special Council	8.1	Appointment of Substantive Chief Executive Officer	91(9)(c)	19 May 2023	Released
23/05/2023	Council	18.1.1	Event Opportunity Santos Tour Down Under	90(3)(j)		Retained in confidence
23/05/2023	Council	18.2.1	Electricity Tenders Post 30 June 2023	90(3)(k)	30 June 2023	Released
13/06/2023	Council	18.1	Sale of Land for non payment of Rates	90(3)(i)		Retained in confidence
27/06/2023	Council	18.1	Appointment of GRFMA Chairperson	90(3)(a)		Retained in confidence

## Council's Representation Quota

The Adelaide Hills Council's total representation quota (the number of electors for each Council Member including Mayor) in 2022-23 is 1 for every 2,330 electors. The total number of electors is 30,295.

The Adelaide Hills Council's representation quota is comparable with councils of similar populations (albeit different numbers of Council Members):

- City of Holdfast Bay (electors 28,533) = 1:2,194
- City of Mount Barker (electors 28,675) = 1:2,606
- City of Norwood Payneham and St Peters (electors 26,147) = 1:1,867
- Burnside (electors 32,295) = 1:2,484
- City of Unley (electors 28,092) = 1:2,160.

(Data source: Electoral Commission SA 2023 (made available via LGA))

The next representation review is scheduled to commence April 2024, at which time electors will be advised of the process to make submissions on representation under the Local Government Act 1999.

## Public involvement in Council business

Members of the public may put forward their views to Council in a number of ways.

### **Public Forum**

Any member of the public is allocated up to five minutes at each Council meeting to address the Members with comments or questions.

### **Deputations and Presentations**

With the permission of the Mayor or Committee Presiding Member, a member of the public can address a Committee or the Council personally or on behalf of a group of residents as a deputation or presentation. Each deputation is usually limited to a maximum of ten minutes. People wishing to access this opportunity should make prior arrangements through the Mayor's Office on (08) 8408 0438.

### **Petitions**

Written petitions can be addressed to Council or a Committee on any issue within the Council's jurisdiction and these are presented at the next meeting of Council or Committee following receipt. Petitions must be in the format set out in legislation; Council's Petitions Policy provides guidelines on these requirements as well as on submission.

### **Written Requests**

A member of the public can write to the Council about any Council service, activity or policy via post or email.

Chief Executive Officer  
Adelaide Hills Council  
63 Mount Barker Rd, Stirling, SA 5152  
mail@ahc.sa.gov.au

### ***Community Engagement***

The Adelaide Hills Council engages with local residents about many issues that may affect their neighbourhoods. Formal consultations are guided by Council's Public Consultation Policy. Everyone is encouraged to contribute to projects via the Your Say website at [engage.ahc.sa.gov.au](https://engage.ahc.sa.gov.au), by emailing [engage@ahc.sa.gov.au](mailto:engage@ahc.sa.gov.au), post, calling 8408 0400 or attending online or face to face drop in sessions. Over the last financial year there were 18,700 visits to the Your Say website and 17 community engagement projects for contributions or information. We held online engagement sessions, face to face engagement days

One Community Forum was held in 2022-23 (separate from Ordinary Council Meetings), this was in Bridgewater on Tuesday 30 August 2022 with 52 people attending. Local community members and groups are invited to attend Community Forums across the district and to address Council on new initiatives or topics of concern. Holding the forums in different townships in the Council area is an important method of providing residents with opportunities to speak in person with Council Members and senior staff. We are re-assessing how we undertake community forums to best suit our community.

The Bi-annual Community Survey was undertaken in May- June 2023 and we received over 726 responses.



## Internal review of Council decisions

The Council's Internal Review of Council Decisions Policy provides a process pursuant to Section 270 of the Local Government Act 1999 for people to request a formal internal review of a decision made by Council (including by staff acting under delegation).

Formal reviews are normally the final avenue for a complainant before raising the matter with external agencies such as the South Australian Ombudsman. Formal internal reviews are distinct from routine complaint handling processes in that they involve a higher degree of scrutiny of the decision making process and merit and are conducted by a person who was not involved in the original decision.

- Internal reviews in progress at 1 July 2022: 2
- Internal review requests received in 2022-23: 3
- Internal reviews closed in 2022-23: 5
- Internal reviews in progress at 30 June 2023: 0

Summary of internal review requests dealt with during 2022-23

Internal review subject	Lodged	Closed	Outcome
Decision by Council (staff) to deny use of unmade road reserve to the rear of applicant's property for vehicular access	12 October 2021	29 November 2022	Original decision upheld
Decision by Council (staff) to not issue a permit over the use of unmade road reserve to the rear of applicants' property	27 February 2022	2 September 2022	Original decision upheld
Decision by Council (staff) to not issue a permit for vehicle access to applicant's property in the applicant's preferred location	7 August 2022	11 November 2022	Withdrawn by applicant
Decision by Council (staff) not to remove tree(s) in verge outside applicant's residence	26 August 2022	2 September 2022	Review terminated with consent of the applicant (matter resolved to applicant's satisfaction)
Inaction by Council and other agencies regarding stormwater management	9 March 2023	12 April 2023	Did not proceed to formal lodgement following consultation with applicant

## Freedom of Information requests

Twelve requests for information were made under the Freedom of Information Act 1991 during the 2022-23 financial year; a decrease from thirty-three managed in the previous year. Three applications rolled over from the 2020-21 year making the total managed during 2022-23 financial year being fifteen.

Freedom of Information (FOI) applications can be submitted using an FOI Application form, available from the State Records website, Council's website, or any of Council's Service Centres or by way of a request in writing. An application fee (in accordance with Council's Fees and Charges Policy) must accompany the application.

The State Records website provides detailed information on the FOI process or you can contact Council's FOI Officer. Requests should be forwarded to:

Freedom of Information Officer  
Adelaide Hills Council  
63 Mount Barker Road, STIRLING SA 5152

The Freedom of Information Statement is reviewed and published annually on our website in accordance with the requirements of the Freedom of Information Act 1991.

Annual Reporting is provided to State Records of South Australia at the end of each financial year, below outlines 2022-23 outcomes for Adelaide Hills Council.

FOI Requests	Total
Outstanding from previous period	3
New applications	12
Total to be processed	15
Transferred in full	0
Determined - Full release	5
Determined - Partial release	1
Determined - Refused	2
Withdrawn	2
No records available	1
Information previously provided	1
Outstanding at the end of the period	2
Internal review completed	1
External review completed	3 (1 withdrawn)

## Amendment to Council Records

Any member of the public may inspect Council documents relating to their personal affairs with a request under Part 4 Division 2 of the Freedom of Information Act 1991. Access to the records is possible through the completion of a Freedom of Information Request Form.

A member of the public may then request a correction to any information about themselves that is incomplete, incorrect, misleading or out-of-date. Amendments to Council records must be requested using a Freedom of Information Amendment of Records Form.

## Fraud and corruption prevention

Council recognises that fraud and corruption have the potential to cause significant financial and non-financial harm, and that the prevention and control of fraud and corruption should feature predominantly within the systems and procedures of a responsible council.

Council is committed to acting in the best interest of the community and to upholding the principles of honesty, integrity and transparency; the key components of good governance. A *Fraud and Corruption Prevention Policy* has been adopted by Council to provide guidance in managing these risks.

Council adopted a *Public Interest Disclosure Policy* to facilitate the disclosure of public interest information and provide guidance on the management and investigation of disclosures. This Policy and associated procedures have been developed in accordance with the *Public Interest Disclosures Act 2018* which replaced the *Whistleblowers Protection Act 1993* from 1 July 2019.

## Delegations and sub-delegations

The Chief Executive Officer and other officers have the delegated authority from Council (in accordance with Section 44 and 101 of the Local Government Act 1999) to make decisions on a number of specified administrative and operational matters.

The Register of Delegations reflects the delegated authority from Council to the Chief Executive Officer (and subsequently any sub-delegations) and this is visible on Council's website. As a minimum, delegations are reviewed annually.



## Good Governance involves meeting our legislative obligations

### Registers, codes and policies

Documents available for public inspection are as follows.

#### Registers

- LG Act Section 63 | Gifts and Benefits Register – Council Members and Staff
- LG Act Section 70(a1) | Register of Interests for Council Members and Independent Members
- LG Act Section 79 | Council Members' Register of Allowances and Benefits
- LG Act Section 90 | Confidential Items
- LG Act Section 98 | Development Applications Register
- LG Act Section 105 | Council Employees Register of Salaries
- LG Act Section 188 | Fees and Charges
- LG Act Section 207 | Community Land Management Plan
- LG Act Section 231 | Public Roads
- LG Act Section 252 | By-laws
- Development Regulations 2008 Regulation 98 | Development Applications Register

#### Codes and Policies

##### Administration

- LG Act Section 110 | Mandatory Code of Conduct for Council Employees

##### Community

- Acknowledgement and Welcome to Country
- Arts and Heritage Collection
- Cemetery Operating
- Burials Outside Cemeteries
- Community and Recreation Facilities
- Community Group Use of Photocopiers
- Community Information Display
- Community Loans
- Festivals & Events
- Flags Policy
- Grant Giving
- Memorials within Council Cemeteries
- Outdoor Dining
- Play Space
- Public Consultation
- Public Transport
- Safe Environments
- School Parking and Associated Facilities
- Tributes for Commemorative Services
- Volunteer Engagement
- Wastewater System Application Fee Refunds

### Corporate Governance

- Advisory Group Operation and Conduct
- Caretaker
- LG Act Section 92 | Code of Practice for Access to Council & Council Committee Meetings and Documents
- Code of Practice for Meeting Procedures
- Complaint Handling
- Enforcement
- Fraud Corruption Misconduct & Maladministration
- Information or Briefing sessions
- Internal Audit
- Internal Review of Council Decisions
- Order Making
- Petitions
- Procurement
- Public Interest Disclosure
- Public Interest Disclosure Procedure
- Prudential Management
- Records and Information Management
- Request for Services
- Risk Management
- Unreasonable Complainant Conduct

### Council Member

- Behaviour Management
- LG Act Section 75E | Behavioural Standards for Council Members
- Council Member Training & Development
- Council Member Allowances and Support
- Mayor Seeking Legal Advice
- One Team Communication Protocols

### Development and Engineering

- Access to Development Application Documents
- Accredited Professionals
- Buffers
- Council Assessment Panel Review of Decisions of the Assessment Manager
- Delegations Policy for the Determination of Development Applications by CAP
- Development Application Fee Refunds
- Development Application Fee Waiver Policy 2020
- Development Applications Involving Regulated Trees
- Management of Built Heritage
- Models for Major Development
- Privately Funded (Council-led) Code Amendments
- Public Place & Road Naming
- Unsealed Roads

## Environment & Open Space

- Directional Signage
- Burning Permit
- Genetically Modified Crops
- Telecommunications Installation Small Cell Stobie Pole Mounted Antennae
- Tree Management

## Finance

- Debt Recovery (inc. CWMS Customer Hardship Policy)
- Disposal of Assets
- Grant & External Funding (Acceptance) Policy
- Rating
- Treasury

## Infrastructure & Assets

- Alteration and Occupation of Public Roads
- Asset Management
- Occasional Hiring of Council Meeting Rooms
- Roadside Trading
- Street Lighting
- Trails and Cycling Routes Management
- Waste and Resource Recovery Services

The policies, codes and registers detailed are available at Council's Service Centres for inspection and/or purchase by members of the public for a fee as set out in Council's Fees and Charges Policy.

These documents can be accessed on Council's website for no charge.

## Community Land Management Plans

A new Community Land Management Plan was adopted by Council on 24 September 2019. The plan has been prepared for each category of community land, defining ownership details, location, area, principal usage and user groups.

Data verification of community land has been completed with all community land assigned to the appropriate category in the Community Lands Register. It lists community lands and does not include any lands revoked or excluded under the *Local Government Act 1999*.

## Competitive tendering

In 2022-23 Council determined that a number of services it provides could be more efficiently provided by external contractors. Where services are outsourced a tender process is used to achieve best value for Council.

Details of the tendering process can be found in Council's *Procurement Policy*. In 2022-23, 64 services were subjected to a competitive bidding process.

## Purchase of local goods and services

When goods and services are required by Council, local suppliers are invited to tender. In 2022-23 we had 111 competitive tender processes completed.

All tenders are considered on an equal basis in accordance with the principles of fair trading and the requirements of National Competition Policy and the *Competition and Consumer Act 2010*.

When paying for purchases, employees are encouraged under Council's *Procurement Policy* to utilise purchase cards as one of the most cost effective payment methods. During 2022-23, purchase cards were used for a total of \$480,790.76 (Excluding GST) of Council expenses.

## National Competition Policy

Principles of competitive neutrality are designed to neutralise any net competitive advantage that a government or local government agency engaged in significant business activities would otherwise have, by virtue of its control by the government or local government, over private businesses operating in the same market.

Council has a complaints mechanism in place and in 2022-23 no complaints were received through this process with regard to competitive neutrality.

## Our people

Council's success relies on the experience and skills of staff to provide services to the community. As at 30 June 2023, Council's workforce consisted of 199.78 FTE (full-time equivalent) people managing a diverse range of services and programs.

Employee turnover levels remain within a healthy range between 7-15 percent, with a turnover during 2022-23 of 10.9% percent.

Employees continue to focus on customer experience and service improvement across the organisation and continually review and refine processes to enable a better experience for our community.

## Employee Travel

One of the ways Council supports employees is through the provision of travel to attend events to represent Council and/or that are relevant to the employees development. In 2022-23, the following employee travel occurred:

Event/Activity	Date	Location	Travel Expenses
Aboriculture Australia – Tree Risk Assessment Qualification Training	November 2022	Melbourne	\$691
Human Resources Information Services Conference	June 2023	Sydney	\$598
National Health and Safety Conference	June 2023	Brisbane	\$708

## Employee Performance

Through the development of our people to be skilled, knowledgeable and capable, we empower them to undertake their roles effectively to deliver services to our community. Their People Leaders provide support, coaching and guidance to assist the employees to manage their responsibilities. This is achieved through both informal and formal conversations that focus on:

- Reviewing progress against Key Result Areas
- Improving personal performance
- Taking responsibility for improving their work health and safety; and
- Undertaking development opportunities, either through on-the-job activities working with others or attending formal training.

## Leadership Development

Leadership development opportunities are provided to our existing People Leaders who manage employees as part of their role as well as those employees who have been identified as emerging leaders. In the past year, we invested in six emerging leaders to participate in the Management Challenge facilitated through Local Government Professionals, SA which provides for not only personal growth for those individuals but also provides succession planning for when our current leaders leave the organisation.

## Diversity and inclusion

Council has continued its journey towards being a diverse and inclusive organisation. Processes continue to be reviewed with the aim of improving our ability to be responsive to individual needs whilst managing expectations and successful outcomes for each role.

## Our Recruitment Processes

Council facilitates merit-based selection processes to ensure that it provides equal opportunity for people to be employed. Our recruitment processes have continued to improve as we utilise systems to enable us to manage more effectively and with less waste. We continue to advertise our positions through Disability Employment Service providers to enable better access to those people living with a disability.

Council recognises that selecting the right person for each role has a significant impact on their team, the effectiveness of work undertaken, and services provided to our community. Effective and fair recruitment is critically important.

## Work Health and Safety and Injury Management

Work Health and Safety (WHS) and Injury Management (IM) will always be of high importance and therefore many activities and improvements are undertaken regularly to ensure Council is managing its due diligence requirements and maintaining safe systems of work.

The Executive Leadership Team, with the Health and Safety Committee, promotes safe work practices that focus on delivering and maintaining a work environment that is safe, where hazards are identified and risks are managed, resulting in low injury rates.

The development and implementation of our WHS Action Plan (developed as a result of Audit processes) and monitored by the Local Government Association Workers Compensation Scheme has been a priority this year to ensure agreed actions have been closed out. An annual rebate is available where activities from the Action Plan are assessed as complete.

Education and support has been provided to employees in the operation of our Safety Management System both in the field and in the office that has resulted in increased reporting of incidents and hazards and any corrective actions being attended to promptly.

### Executive Leadership Team Arrangements

Council has an Executive Leadership Team that operates under the direction of the Chief Executive Officer.

	No of positions	Salary Range as at 30 June 2023
CEO	1	\$234,916*
Director	4	\$185,800 - \$206,109
Executive Manager	2	\$164,705

\*Acting CEO wage

The Executive Leadership Team have Total Remuneration Packages that incorporates salary (as above), compulsory superannuation and the provision of a motor vehicle for business and private use. Other benefits available to the Executive Team may include the provision of ICT equipment (a mobile telephone and tablet) and paid memberships for up to two professional bodies. No other bonuses or allowances are paid.

### Remuneration payable to Council's auditor

Remuneration payable for the audit of the Adelaide Hills Council Internal Financial Controls and Annual Financial Statements for 2022-23 was \$45,000.

No other remuneration was paid to the auditors for non-audit services.



# ***Appendix One***

Financial Statements

# Adelaide Hills Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2023

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## General Purpose Financial Statements

for the year ended 30 June 2023

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## General Purpose Financial Statements

for the year ended 30 June 2023

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### Certification of Financial Statements

**We have been authorised by the Council to certify the financial statements in their final form.**

**In our opinion:**

- the accompanying financial statements comply with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2023 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.

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Gregory Georgopoulos  
**Chief Executive Officer**

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Jan-Claire Wisdom  
**Mayor**

Date

## Statement of Comprehensive Income

for the year ended 30 June 2023

\$ '000	Notes	2023	Restated 2022
<b>Income</b>			
Rates	2a	44,401	41,504
Statutory charges	2b	1,428	1,430
User charges	2c	901	884
Grants, subsidies and contributions - capital	2g	292	1,263
Grants, subsidies and contributions - operating	2g	6,090	6,404
Investment income	2d	37	59
Reimbursements	2e	306	197
Other income	2f	821	583
Net gain - equity accounted council businesses	19(a)	169	133
<b>Total income</b>		<b>54,445</b>	<b>52,457</b>
<b>Expenses</b>			
Employee costs	3a	20,693	19,608
Materials, contracts and other expenses	3b	21,273	21,515
Depreciation, amortisation and impairment	3c	10,479	9,820
Finance costs	3d	551	306
Net loss - equity accounted council businesses	19(a)	19	66
<b>Total expenses</b>		<b>53,015</b>	<b>51,315</b>
<b>Operating surplus / (deficit)</b>		<b>1,430</b>	<b>1,142</b>
Physical resources received free of charge	2h	551	4,072
Asset disposal and fair value adjustments	4	(1,300)	(1,693)
Amounts received specifically for new or upgraded assets	2g	2,283	1,905
<b>Net surplus / (deficit)</b>		<b>2,964</b>	<b>5,426</b>
<b>Other comprehensive income</b>			
Changes in revaluation surplus - I,PP&E	9a	47,645	1,606
Share of other comprehensive income - equity accounted council businesses	19	23	1
Other Equity Adjustments - Equity Accounted Council Businesses	19(a)i	43	6
<b>Total other comprehensive income</b>		<b>47,711</b>	<b>1,613</b>
<b>Total comprehensive income *</b>		<b>50,675</b>	<b>7,039</b>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

(\*) Refer to Note 23 for further details on the restatement.

## Statement of Financial Position

as at 30 June 2023

\$ '000	Notes	2023	Restated 2022
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalent assets	5a	489	3,215
Trade and other receivables	5b	3,573	3,025
Inventories	5c	17	32
<b>Total current assets</b>		<u>4,079</u>	<u>6,272</u>
<b>Non-current assets</b>			
Equity accounted investments in council businesses	6	2,631	2,416
Infrastructure, property, plant and equipment	7	492,588	443,289
<b>Total non-current assets</b>		<u>495,219</u>	<u>445,705</u>
<b>TOTAL ASSETS</b>		<u>499,298</u>	<u>451,977</u>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Trade and other payables	8a	6,107	9,647
Borrowings	8b	1,721	9,581
Provisions	8c	5,257	4,072
<b>Total current liabilities</b>		<u>13,085</u>	<u>23,300</u>
<b>Non-current liabilities</b>			
Borrowings	8b	13,230	5,200
Provisions	8c	583	1,751
<b>Total non-current liabilities</b>		<u>13,813</u>	<u>6,951</u>
<b>TOTAL LIABILITIES</b>		<u>26,898</u>	<u>30,251</u>
<b>Net assets *</b>		<u>472,400</u>	<u>421,726</u>
<b>EQUITY</b>			
Accumulated surplus		150,021	147,004
Asset revaluation reserves	9a	322,268	274,623
Other reserves	9b	111	99
<b>Total council equity</b>		<u>472,400</u>	<u>421,726</u>
<b>Total equity</b>		<u>472,400</u>	<u>421,726</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

(\*) Refer to Note 23 for further details on the restatement.

## Statement of Changes in Equity

for the year ended 30 June 2023

\$ '000	Notes	Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
<b>2023</b>					
Balance at the end of previous reporting period		147,004	274,623	99	421,726
Net surplus / (deficit) for year		2,964	–	–	2,964
<b>Other comprehensive income</b>					
- Gain (Loss) on Revaluation of I,PP&E	9a	–	47,645	–	47,645
Share of OCI - equity accounted council businesses		23	–	–	23
Other equity adjustments - equity accounted council businesses	19(a)i	42	–	–	42
<b>Other comprehensive income</b>		<b>65</b>	<b>47,645</b>	<b>–</b>	<b>47,710</b>
<b>Total comprehensive income</b>		<b>3,029</b>	<b>47,645</b>	<b>–</b>	<b>50,674</b>
Transfers between reserves		(12)	–	12	–
<b>Balance at the end of period *</b>		<b>150,021</b>	<b>322,268</b>	<b>111</b>	<b>472,400</b>
<b>2022</b>					
Balance at the end of previous reporting period		142,182	273,017	448	415,647
Adjustments (correction of prior period errors)	23a	(960)	–	–	(960)
Net surplus / (deficit) for year		5,426	–	–	5,426
<b>Other comprehensive income</b>					
- Gain (Loss) on Revaluation of I,PP&E	9a	–	1,606	–	1,606
Share of OCI - equity accounted council businesses		1	–	–	1
Other equity adjustments - equity accounted council businesses	19(a)i	6	–	–	6
<b>Other comprehensive income</b>		<b>7</b>	<b>1,606</b>	<b>–</b>	<b>1,613</b>
<b>Total comprehensive income</b>		<b>5,433</b>	<b>1,606</b>	<b>–</b>	<b>7,039</b>
Transfers between reserves		349	–	(349)	–
<b>Balance at the end of period *</b>		<b>147,004</b>	<b>274,623</b>	<b>99</b>	<b>421,726</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

(\*) Refer to Note 23 for further details on the restatement.

## Statement of Cash Flows

for the year ended 30 June 2023

\$ '000	Notes	2023	2022
<b>Cash flows from operating activities</b>			
<u>Receipts</u>			
Rates receipts		44,446	41,289
Statutory charges		1,428	1,430
User charges		901	884
Grants, Subsidies and Contributions (operating purpose)		5,832	8,225
Investment receipts		37	59
Reimbursements		306	197
Other receipts		404	292
<u>Payments</u>			
Finance payments		(551)	(306)
Payments to employees		(20,502)	(19,191)
Payments for materials, contracts and other expenses		(22,682)	(19,972)
<b>Net cash provided by (or used in) operating activities</b>	11b	<u>9,619</u>	<u>12,907</u>
<b>Cash flows from investing activities</b>			
<u>Receipts</u>			
Grants utilised for capital purposes		292	1,263
Amounts Received Specifically for New/Upgraded Assets		538	2,552
Sale of replaced assets		427	756
Sale of surplus assets		778	9
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(10,070)	(12,337)
Expenditure on new/upgraded assets		(5,200)	(6,102)
<b>Net cash provided (or used in) investing activities</b>		<u>(13,235)</u>	<u>(13,859)</u>
<b>Cash flows from financing activities</b>			
<u>Receipts</u>			
Proceeds from Borrowings		2,729	–
Proceeds from bonds and deposits		71	–
Proceeds from aged care facility deposits		645	–
<u>Payments</u>			
Repayment of lease liabilities		(374)	(400)
Repayment of aged care facility deposits		–	(76)
<b>Net cash provided by (or used in) financing activities</b>		<u>3,071</u>	<u>(476)</u>
<b>Net increase (decrease) in cash held</b>		<u>(545)</u>	<u>(1,428)</u>
plus: cash & cash equivalents at beginning of period		(5,991)	(4,563)
<b>Cash and cash equivalents held at end of period</b>	11a	<u>(6,536)</u>	<u>(5,991)</u>

Additional information:

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Contents of the Notes accompanying the General Purpose Financial Statements

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## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 1. Summary of Significant Accounting Policies

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The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

#### (1) Basis of preparation

##### 1.1 Compliance with Australian Accounting Standards

This general purpose financial report has been prepared on a going concern basis using the historical cost convention in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011*.

##### 1.2 Critical accounting estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates and requires management to exercise its judgement in applying Council's accounting policies.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

##### 1.3 Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

##### 1.4 Estimates and assumptions

COVID-19 is not expected to have a material financial impact on Council operations. Council has determined that there is no material uncertainty that casts doubt on Council's ability to continue as a going concern.

#### (2) The local government reporting entity

Adelaide Hills Council is incorporated under the South Australian Local Government Act 1999 and has its principal place of business at 63 Mount Barker Road, Stirling. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

Other entities in which Council has an interest but does not control are reported in Note 19.

#### (3) Income recognition

##### Income recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Council obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

The Council recognises revenue under *AASB 1058 Income of Not-for-Profit Entities* (AASB 1058) or *AASB 15 Revenue from Contracts with Customers* (AASB 15) when appropriate.

In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Council expects to be entitled in a contract with a customer.

In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the council to acquire or construct a recognisable non-financial asset that



## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 1. Summary of Significant Accounting Policies (continued)

is to be controlled by the council. In this case, the council recognises the excess as a liability that is recognised over time in profit and loss when (or as) the entity satisfies its obligations under the transfer.

In recent years the payment of untied financial assistance grants from the Commonwealth Government has varied from the annual allocation as shown in the table below:

	Cash Payment Received	Annual Allocation	Difference
2019-20	\$1,640,046	\$1,564,152	+\$75,894
2020-21	\$1,516,052	\$1,581,658	- \$65,606
2021-22	\$2,304,241	\$1,661,744	+\$642,497
2022-23	\$2,253,435	\$1,810,018	+\$443,417

As these grants are untied, the Australian Accounting Standards require that these payments be recognised upon receipt.

Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The Operating Surplus Ratio disclosed in Note 15 has also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

**Construction contracts**

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

For works undertaken on a fixed price contract basis, revenues are recognised over time using the input method, with costs incurred compared to total expected costs used as a measure of progress. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

**(4) Cash, cash equivalents and other financial instruments**

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the *Local Government Act 1999*. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

**(5) Inventories**

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

**(6) Infrastructure, property, plant and equipment****6.1 Initial recognition**

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 1. Summary of Significant Accounting Policies (continued)

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

**6.2 Materiality**

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life.

Examples of capitalisation thresholds applied during the year are given below. No capitalisation threshold is applied to the acquisition of land or interests in land.

Furniture & Fittings and Plant & Equipment for Retirement Villages	\$1,000
Office Furniture & Fittings	\$3,000
Other Plant & Equipment	\$3,000
Building Fixture and Fittings	\$5,000
Building Structures	\$5,000
Paving & Footpaths, Kerb & Gutter	\$5,000
Road construction & reconstruction	\$5,000
Stormwater, Gravity mains and Culverts	\$5,000
All Other Assets	\$5,000
Artworks	\$5,000

**6.3 Subsequent recognition**

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

**6.4 Depreciation of non-current assets**

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are listed below. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

*Plant, Furniture & Equipment*

Office Furniture and Equipment	5 to 10 years
Vehicles and Heavy Plant	8 to 16 years
Other Plant & Equipment	5 to 10 years

*Building & Other Structures*

Buildings – masonry	50 to 100 years
Buildings – other construction	20 to 40 years
Benches, seats, etc	10 to 20 years
Park Structures – masonry	50 to 100 years
Park Structures – other construction	20 to 40 years
Playground equipment	5 to 15 years

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 1. Summary of Significant Accounting Policies (continued)

*Infrastructure*

Bores	20 to 40 years
Bridges	80 to 100 years
Culverts	50 to 75 years
CWMS Pipes	70 to 80 years
Dams and Lagoons	80 to 100 years
Flood Detention Systems	80 to 100 years
Irrigation Pipes and Systems	25 to 75 years
Paving & Footpaths, Kerb & Gutter	40 to 100 years
Pumps & Telemetry	15 to 25 years
Road Pavement	65 to 180 years
Sealed Roads – Surface	15 to 25 years
Stormwater and Gravity Mains	80 to 100 years
Unsealed Roads	10 to 20 years

*Other Assets*

Artworks	indefinite
Right-of-Use Assets	2 to 5 years

**6.5 Impairment**

Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, are not subject to impairment testing.

Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use).

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

**6.6 Borrowing costs**

Borrowing costs in relation to qualifying assets (net of offsetting investment revenue) have been capitalised in accordance with AASB 123 "Borrowing Costs". The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in Note 3, and the amount (if any) of interest revenue offset against borrowing costs in Note 2.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 1. Summary of Significant Accounting Policies (continued)

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#### **(7) Payables**

##### **7.1 Goods & Services**

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

##### **7.2 Payments Received in Advance & Deposits**

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

#### **(8) Borrowings**

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables"

#### **(9) Employee benefits**

##### **9.1 Salaries, Wages & Compensated Absences**

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

##### **9.2 Superannuation**

The Council makes employer superannuation contributions in respect of its employees to the Hostplus Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

#### **(10) Provisions for reinstatement, restoration and rehabilitation**

Close down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation and rehabilitation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs and are carried at the net present value of estimated future costs.

Although estimated future costs are based on a closure plan, such plans are based on current environmental requirements which may change. Council's policy to maximise recycling is extending the operational life of these facilities, and significant uncertainty exists in the estimation of the future closure date.

#### **(11) Leases**

##### **Accounting policy applicable from 01 July 2019**

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

##### **11.1 Council as a lessee**

The Council recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 1. Summary of Significant Accounting Policies (continued)

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#### i) Right-of-Use-Assets

The Council recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the commencement date less any lease incentives received and the estimate of costs to be incurred to restore the leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

Computers & IT Equipment	3 to 5 years
Building Occupancy	Up to 3 years

The right-of-use assets are also subject to impairment. Refer to the accounting policies above - Impairment of non-financial assets.

#### ii) Lease Liabilities

At the commencement date of the lease, the Council recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Council uses its incremental borrowing rate or the interest rate implicit in the lease.

#### iii) Short-term leases and leases of low-value assets

The Council applies the short-term lease recognition exemption to its short-term leases of machinery and equipment (i.e., those leases that have a lease term of 12 months or less from the commencement date). It also applies the low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

### (12) Equity accounted Council businesses

Council participates in cooperative arrangements with other Councils for the provision of services and facilities. Council's interests in cooperative arrangements, which are only recognised if material, are accounted for in accordance with AASB 128 and set out in detail in Note 19.

### (13) GST implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a net basis.

### (14) New accounting standards and UIG interpretations

In the current year, Council adopted where relevant, all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period.

The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

### (15) Comparative figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

### (16) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 2. Income

\$ '000	2023	2022
<b>(a) Rates</b>		
<b>General rates</b>		
General rates	41,549	39,123
Less: mandatory rebates	(303)	(300)
Less: discretionary rebates, remissions and write-offs	(75)	(274)
<b>Total general rates</b>	<b>41,171</b>	<b>38,549</b>
<b>Other rates (including service charges)</b>		
Community wastewater management systems	1,694	1,676
Landscape levy	1,118	970
Separate and special rates	5	5
Stirling Business Association Separate Rate	95	97
<b>Total other rates (including service charges)</b>	<b>2,912</b>	<b>2,748</b>
<b>Other charges</b>		
Penalties for late payment	246	204
Legal and other costs recovered	72	3
<b>Total other charges</b>	<b>318</b>	<b>207</b>
<b>Total rates</b>	<b>44,401</b>	<b>41,504</b>
<b>(b) Statutory charges</b>		
Animal registration fees and fines	524	465
Development Act fees	658	731
Health and septic tank inspection fees	99	101
Other licences, fees and fines	41	31
Parking fines / expiation fees	48	36
Searches	58	66
<b>Total statutory charges</b>	<b>1,428</b>	<b>1,430</b>
<b>(c) User charges</b>		
Cemetery Fees	308	418
Community centres	165	97
Lobethal Woollen Mill Precinct	149	142
Retirement Villages	66	32
Sundry	213	195
<b>Total user charges</b>	<b>901</b>	<b>884</b>
<b>(d) Investment income</b>		
Interest on investments		
- Local Government Finance Authority	2	1
- Banks and other	24	4
Unwinding of premiums and discounts	11	54
<b>Total investment income</b>	<b>37</b>	<b>59</b>

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 2. Income (continued)

\$ '000	2023	2022
<b>(e) Reimbursements</b>		
Lobethal Woollen Mill Precinct	224	172
Other Properties	18	13
Private works	18	11
Other	46	1
<b>Total reimbursements</b>	<b>306</b>	<b>197</b>
<b>(f) Other income</b>		
Insurance and other recoupments - infrastructure, property, plant and equipment	107	309
Other (settlement proceeds)	500	–
Significant Environmental Benefit Credits	18	–
Sundry	196	274
<b>Total other income</b>	<b>821</b>	<b>583</b>
<b>(g) Grants, subsidies and contributions</b>		
Amounts received specifically for new or upgraded assets	2,283	1,905
<b>Total</b>	<b>2,283</b>	<b>1,905</b>
<b>Other grants, subsidies and contributions - capital</b>		
Local Roads & Community Infrastructure Program	292	1,043
Sport & Recreation Community Facilities Grants	–	220
<b>Total Other grants, subsidies and contributions - capital</b>	<b>292</b>	<b>1,263</b>
<b>Other grants, subsidies and contributions</b>		
<b>Annual</b>		
Community Home Support Program Grants	987	953
Community Wastewater Management Systems Contributions	25	37
Library and communications	295	273
Roads to Recovery	650	699
Sundry	404	288
Supplementary Local Roads Funding	343	344
Untied - Financial Assistance Grant	2,253	2,304
<b>Ad hoc / One Off</b>		
Community Recovery Grants	6	36
Community Resilience Grants	750	186
Local Roads & Community Infrastructure Program	169	367
Open Space Biodiversity Grants	197	371
Sport & Recreation Community Facilities Grants	–	546
Waste Management Grants	11	–
<b>Total other grants, subsidies and contributions</b>	<b>6,090</b>	<b>6,404</b>
<b>Total grants, subsidies and contributions</b>	<b>8,665</b>	<b>9,572</b>

The functions to which these grants relate are shown in Note 12.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2023

Note 2. Income (continued)

\$ '000	2023	2022
<b>(i) Sources of grants</b>		
Commonwealth Government	5,996	6,405
State Government	2,511	2,544
Other	158	623
<b>Total</b>	<b>8,665</b>	<b>9,572</b>
<b>(ii) Individually significant items</b>		
Grant Commission (FAG) Grant received in advance recognised as Income	1,932	1,488
 <b>(h) Physical resources received free of charge</b>		
Land and improvements	551	4,072
<b>Total physical resources received free of charge</b>	<b>551</b>	<b>4,072</b>



## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 3. Expenses

\$ '000	Notes	2023	2022
<b>(a) Employee costs</b>			
Salaries and wages		16,476	15,071
Employee leave expense		2,857	2,907
Superannuation - defined contribution plan contributions	18	1,756	1,589
Superannuation - defined benefit plan contributions	18	189	216
Other employee related costs		79	491
Fringe Benefits Tax		245	238
Personal Income Protection Insurance		311	302
Workers' compensation insurance		455	475
Less: capitalised and distributed costs		(1,675)	(1,681)
<b>Total operating employee costs</b>		<b>20,693</b>	<b>19,608</b>
Total number of employees (full time equivalent at end of reporting period)		200	199
<b>(b) Materials, contracts and other expenses</b>			
<b>(i) Materials, Contracts and Expenses</b>			
Bank Fees		78	89
Contractors		5,367	4,351
Contractors - Cleaning		335	329
Contractors - Tree Management		558	975
Consultants		108	-
Contributions & Donations		720	785
Contract Labour		312	587
Energy		581	451
Grant Related Expenditure		252	452
Heathfield High School Contribution		233	1,123
Insurance		800	712
Landfill Remediation		539	739
Legal expenses		354	183
Levies - other		267	232
Levies Paid to Government - Landscape Levy		1,117	968
Licencing - ICT		788	775
Pandemic Response		-	21
Parts, accessories and consumables		2,109	2,064
Professional services		138	66
Return of LGA CWMS Contribution		1	348
Stirling Business Association		95	95
Sundry		444	409
Telephone (incl data)		249	293
Water		196	221
Waste		4,856	4,461
Work-in-Progress Write-off		124	230
Less: capitalised and distributed Costs		(87)	(87)
<b>Subtotal - Material, Contracts &amp; Expenses</b>		<b>20,534</b>	<b>20,872</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 3. Expenses (continued)

\$ '000	2023	2022
<b>(ii) Prescribed Expenses</b>		
Auditor's remuneration		
- Auditing the financial reports	11	24
- Other auditors	10	23
Bad and doubtful debts	1	–
Elected members' expenses	467	456
Election expenses	14	13
Lease expense - low value assets / short term leases	236	127
<b>Subtotal - prescribed expenses</b>	<b>739</b>	<b>643</b>
<b>Total materials, contracts and other expenses</b>	<b>21,273</b>	<b>21,515</b>

### (c) Depreciation, amortisation and impairment

#### Depreciation and Amortisation

Buildings	1,357	1,082
Infrastructure		
- Bridges	297	293
- Cemeteries	29	33
- Community Wastewater Management Systems	317	411
- Footpaths	424	338
- Guardrails	104	99
- Kerb & Gutter	537	528
- Playgrounds	101	100
- Retaining Walls	171	169
- Roads	4,469	4,334
- Sport & Recreation	390	324
- Stormwater	633	591
- Street Furniture	83	86
- Traffic Controls	38	36
- Other Infrastructure	3	–
Furniture and fittings	70	66
Plant and equipment	1,090	928
Right-of-use assets	366	402
<b>Total depreciation, amortisation and impairment</b>	<b>10,479</b>	<b>9,820</b>

### (d) Finance costs

Charges on finance leases	10	16
Interest on loans	342	230
Interest on overdraft and short-term drawdown	199	60
<b>Total finance costs</b>	<b>551</b>	<b>306</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2023

Note 4. Asset disposal and fair value adjustments

\$ '000	2023	2022
<b>Infrastructure, property, plant and equipment</b>		
<b>(i) Assets renewed or directly replaced</b>		
Proceeds from disposal	427	756
Less: Carrying Amount of Assets Sold or Disposed of	(2,162)	(2,367)
Other sale costs	(5)	–
<b>Gain (loss) on disposal</b>	<b>(1,740)</b>	<b>(1,611)</b>
<b>(ii) Assets surplus to requirements</b>		
Proceeds from disposal	778	9
Less: other amounts relating to the sale of surplus assets	(101)	(91)
Less: carrying amount of surplus assets disposed of	(1,395)	–
Add: liabilities forgiven upon sale of surplus assets	1,158	–
<b>Gain (loss) on disposal</b>	<b>440</b>	<b>(82)</b>
<b>Net gain (loss) on disposal or revaluation of assets</b>	<b>(1,300)</b>	<b>(1,693)</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 5. Current assets

\$ '000	2023	2022
<b>(a) Cash and cash equivalent assets</b>		
Cash on hand and at bank	467	2,845
Short Term Deposits	22	370
<b>Total cash and cash equivalent assets</b>	<b>489</b>	<b>3,215</b>
<b>(b) Trade and other receivables</b>		
Rates - general and other	1,648	1,714
Council rates postponement scheme	186	165
Accrued revenues	567	262
Debtors - general	251	269
GST recoupment	592	463
Prepayments	329	152
<b>Total trade and other receivables</b>	<b>3,573</b>	<b>3,025</b>
<b>(c) Inventories</b>		
Stores and materials	17	32
<b>Total inventories</b>	<b>17</b>	<b>32</b>

### Note 6. Non-current assets

\$ '000	Notes	2023	2022
<b>Equity accounted investments in council businesses</b>			
Adelaide Hills Regional Waste Management Authority (AHRWMA)	19i	1,392	1,241
Eastern Waste Management Authority (EWMA)	19i	148	121
Gawler River Floodplain Management Authority (GRFMA)	19i	1,091	1,054
<b>Total equity accounted investments in Council businesses</b>		<b>2,631</b>	<b>2,416</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 7. Infrastructure, Property, Plant & Equipment

#### Infrastructure, property, plant and equipment

\$ '000	Fair Value Level	as at 30/06/22				Asset movements during the reporting period										as at 30/06/23					
		At Fair Value	At Cost	Accumulated Depreciation	Carrying amount	Asset Additions New / Upgrade	Asset Additions Renewals	WDV of Asset Disposals	Depreciation Expense (Note 3c)	Impairment Loss (recognised in Equity) (Note 9)	WIP Transfers	Adjustments & Transfers	Other Physical Resources Free of Charge	RoU Additions	Revaluation Decrements to Equity (ARR) (Note 9)	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated Depreciation	Carrying amount	
Capital work in progress		–	3,564	–	3,564	5,200	10,070	–	–	–	(12,157)	(124)	–	–	–	–	–	6,552	–	–	6,552
Land - community	3	87,980	–	–	87,980	–	–	(1,290)	–	–	–	–	–	–	–	19,281	105,971	–	–	–	105,971
Buildings	3	62,989	–	(23,940)	39,049	–	–	(664)	(1,357)	–	1,512	–	–	–	–	7,376	75,619	–	(29,703)	–	45,916
Infrastructure																					
- Bridges	3	21,351	–	(12,296)	9,055	–	–	(14)	(297)	–	300	–	–	–	–	368	22,463	–	(13,052)	–	9,411
- Cemeteries	3	1,934	–	(969)	965	–	–	–	(29)	–	89	–	–	–	(10)	–	1,960	–	(946)	–	1,014
- Community Wastewater Management Systems	3	21,036	–	(7,135)	13,901	–	–	(174)	(317)	–	276	–	–	–	–	10	21,914	–	(8,218)	–	13,696
- Footpaths	3	19,412	–	(6,721)	12,691	–	–	(175)	(424)	–	798	–	148	–	–	1,628	20,082	–	(5,417)	–	14,665
- Guardrails	3	5,040	–	(1,378)	3,662	–	–	(2)	(104)	–	93	–	–	–	–	143	5,316	–	(1,524)	–	3,792
- Kerb & Gutter	3	43,260	–	(19,252)	24,008	–	–	(13)	(537)	–	91	–	145	–	–	7,585	43,515	–	(12,236)	–	31,279
- Playgrounds	3	2,070	–	(837)	1,233	–	–	–	(101)	–	–	–	13	–	–	20	2,117	–	(952)	–	1,165
- Retaining Walls	3	12,242	–	(3,678)	8,564	–	–	(71)	(171)	–	37	–	–	–	(406)	–	11,822	–	(3,869)	–	7,953
- Roads	3	272,569	–	(94,694)	177,875	–	–	(632)	(4,469)	–	5,532	–	245	–	–	9,147	289,871	–	(102,174)	–	187,697
- Sport & Recreation	3	20,340	–	(9,826)	10,514	–	–	(105)	(390)	–	614	–	–	–	–	410	20,593	–	(9,549)	–	11,044
- Stormwater	3	58,475	–	(22,091)	36,384	–	–	(37)	(633)	–	338	–	–	–	–	1,950	61,830	–	(23,828)	–	38,002
- Street Furniture	3	2,538	–	(876)	1,662	–	–	(61)	(83)	–	241	–	–	–	–	37	2,728	–	(931)	–	1,797
- Traffic Controls	3	2,030	–	(613)	1,417	–	–	–	(38)	–	–	–	–	–	–	57	2,111	–	(675)	–	1,436
- Other Infrastructure	3	–	2,196	(628)	1,568	–	–	–	(3)	–	–	–	–	–	–	19	–	2,232	(648)	–	1,584
Right-of-use assets		–	1,521	(956)	565	–	–	–	(366)	–	–	–	–	(4)	–	–	–	1,517	(1,322)	–	195
Plant and equipment		–	13,615	(5,387)	8,228	–	–	(319)	(1,090)	–	2,181	–	–	–	–	23	–	14,943	(5,920)	–	9,023
Furniture and fittings		–	692	(288)	404	–	–	–	(70)	–	55	–	–	–	–	7	–	754	(358)	–	396
<b>Total infrastructure, property, plant and equipment</b>		<b>633,266</b>	<b>21,588</b>	<b>(211,565)</b>	<b>443,289</b>	<b>5,200</b>	<b>10,070</b>	<b>(3,557)</b>	<b>(10,479)</b>	<b>–</b>	<b>–</b>	<b>(124)</b>	<b>551</b>	<b>(4)</b>	<b>(416)</b>	<b>48,061</b>	<b>687,912</b>	<b>25,998</b>	<b>(221,322)</b>	<b>–</b>	<b>492,588</b>
Comparatives		614,990	20,924	(202,322)	433,592	4,839	12,337	(2,367)	(9,820)	–	–	(232)	4,072	227	(2,023)	4,837	633,266	21,588	(211,565)	–	443,289

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 7. Infrastructure, Property, Plant & Equipment (continued)

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#### Valuation of Infrastructure, Property, Plant & Equipment

##### Valuation of assets

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

*AASB 13 Fair Value Measurement* requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

Refer to Note 7(a) for the disclosure of the Fair Value Levels of Infrastructure, Property, Plant and Equipment Assets.

##### Information on valuations

Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

There is no known market for buildings, infrastructure and other assets. These assets are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

##### Other information

At 1 July 2004 upon the transition to AIFRS, Council elected pursuant to *AASB 1.D5* to retain a previously established deemed cost under GAAP as its deemed cost. With subsequent addition at cost, this remains as the basis of recognition of non-material asset classes.

Upon revaluation, the current new replacement cost and accumulated depreciation are re-stated such that the difference represents the fair value of the asset determined in accordance with *AASB 13 Fair Value Measurement*: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, current replacement cost is taken to be the fair value.

##### Highest and best use

All of Council's non financial assets are considered as being utilised for their highest and best use.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 7. Infrastructure, Property, Plant & Equipment (continued)

#### Transition to AASB 13 - Fair Value Measurement

The requirements of AASB 13 Fair Value Measurement have been applied to all valuations undertaken since 1 July 2013 as shown by the valuation dates by individual asset classes below.

#### Land & Land Improvements

Council being of the opinion that it is not possible to attribute value sufficiently reliably to qualify for recognition, land under roads has not been recognised in these reports.

Land - Level 3: Crown Land which is subject to restriction for its use or sale has been valued by Council officers based on the Valuer General's site values as at 1 January 2022 less allowances for the restriction on sale (requiring Ministerial consent) which are unobservable inputs that have a significant effect on valuation.

#### Buildings & Other Structures

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2017
- Valuer: APV Valuers & Asset Management

Council discloses Buildings as a separate class of Infrastructure Assets for the purposes of AASB 13 Fair Value Measurement, and the level of fair value hierarchy to be Level 3, as no relevant observable inputs (Markets) are available.

- Council commenced a Building Audit and Revaluation in the 2022-2023 financial year, however, delays in the final reports and validation of all the assumptions has resulted in a combination of adjustments to the Building assets.
- There were \$5.8m of Building assets that were previously not valued and these have been included in the revaluation.
- The remainder of the assets have been adjusted manually in line with the Australian Bureau of Statistics Time Series data, Table 17 (Construction Industries) movements specific for Adelaide.
- This adjustment was done as at 1 July 2022.
- Finalisation of the Building Asset revaluation will be completed in 2023-2024 with revaluation to occur at 1 July 2023.

#### Infrastructure

Council discloses Infrastructure Assets for the purpose of AASB 13 Fair Value Measurement as level 3 as no relevant observable inputs (markets) are available.

- There were no assets valued where it was considered that the highest and best use was other than its current use.

#### Bridges

- Basis of valuation: Valuation was undertaken using modern equivalent asset principles as per the International Infrastructure Management Manual (IIMM 6th edition, 2020) and included a condition audit.
- The assets were indexed in between independent valuation and the latest indexation was for 30 June 2023.
- Date of valuation: June 2021
- Valuer: ARRB Group

#### Community Wastewater Management Systems (CWMS)

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2022
- Valuer: APV Valuers & Asset Management

#### Footpaths & Retaining Walls

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2022
- Valuer: Private Public Property
- During 2021-2022 and 2022-2023 Council officers undertook a condition audit of the asphalt, concrete and paver footpaths. This condition data was used to undertake a revaluation of these assets at 1 July 2022.

#### Kerb & Gutter and Guardrails (safety barriers)

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 7. Infrastructure, Property, Plant & Equipment (continued)

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- Basis of valuation: Fair Value
- Date of valuation: 1 July 2022
- Valuer: Private Public Property
- 
- During 2021-2022 and 2022-2023 Council officers undertook a condition audit of the concrete kerbing. This condition data was used to undertake a revaluation of these assets at 1 July 2022.

#### Roads

- Valuations were derived as at June 2019 referencing individual rates in Rawlinsons and Council Contracts to determine an overall rate for Council assets including road seal and road pavement by Steve Walker, Principal, Asset Engineering.
- Road Seals rates were established by using Council's recent contract rates for resealing which includes profiling, raising top stones, supply and laying of asphaltic concrete and supply and laying of spray seal
- Road Pavement rates were established by using rates from Rawlinsons applicable to the reconstruction of road pavements and compared against Council's actual costs
- During 2019-20 Council undertook a review of its sealed road components following an external review by Jeff Roorda, TechnologyOne, regarding components for road pavements. The assessment resulted in road pavement being componentised into a pavement base-course (layer immediately under the seal component) and a sub-base (bottom layer of road pavement). The base course layer retained the same useful life and the sub-base useful life was increased based on industry knowledge and standards. Given this useful life change, the sub-base was subsequently revalued from the asset construction date and hence the written down value of the assets adjusted downwards. As part of this process, the overall unit rate was also reallocated between the base-course and sub-base components.
- Since the detailed valuation using unit rates undertaken at June 2019, valuations have been updated by Council Officers at depreciated current replacement cost based on Australia Bureau of Statistics Time Series data, Table 17 (Construction Industries) movements specific to Adelaide for the period since valuation to July 2022.

#### Stormwater

- Valuations have been updated by Council officers at depreciated current replacement cost based on Australian Bureau of Statistics Time Series data, Table 17 (Construction Industries) movements specific to Adelaide for the period to July 2022.

#### Cemeteries, Playgrounds, Sport and Recreation Facilities (S&R), Street Furniture, Stormwater and Traffic Controls

- Valuations were performed by Council Officers at depreciated current replacement cost as at 1 July 2022 based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) specific to Adelaide for July 2022.

#### Plant & Equipment

- Basis of valuation: Historic Cost

#### Furniture & Fittings

- Basis of valuation: Historic Cost



## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 8. Liabilities

\$ '000	2023 Current	2023 Non Current	2022 Current	2022 Non Current
<b>(a) Trade and other payables</b>				
Accrued expenses - employee entitlements	1,096	-	925	-
Accrued expenses - other	1,187	-	1,044	-
Aged care facility deposits	-	-	514	-
Deposits, retentions and bonds	78	-	7	-
Goods and services	2,753	-	4,172	-
Payments received in advance	986	-	2,989	-
Other	7	-	(4)	-
<b>Total trade and other payables</b>	<b>6,107</b>	<b>-</b>	<b>9,647</b>	<b>-</b>

\$ '000	Notes	2023 Current	2023 Non Current	2022 Current	2022 Non Current
<b>(b) Borrowings</b>					
Bank overdraft		1,000	6,025	9,206	-
Lease liabilities	17b	160	37	375	200
Loans		561	7,168	-	5,000
<b>Total Borrowings</b>		<b>1,721</b>	<b>13,230</b>	<b>9,581</b>	<b>5,200</b>

All interest bearing liabilities are secured over the future revenues of the Council

**(c) Provisions**

Employee entitlements (including oncosts)	3,663	261	3,669	235
Future reinstatement / restoration, etc <sup>1</sup>	1,594	322	403	1,516
<b>Total provisions</b>	<b>5,257</b>	<b>583</b>	<b>4,072</b>	<b>1,751</b>

(1) At the reporting date, Council made provision for its monitoring and rehabilitation obligations regarding 3 formal landfill sites. The provision represents Council's best estimate of the expenditure required to settle the present obligation at the end of the reporting period.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 9. Reserves

\$ '000	as at 30/06/22		Transfers	Impairments	as at 30/06/23	
	Opening Balance	Increments (Decrements)			Closing Balance	
<b>(a) Asset revaluation reserve</b>						
Land - community	60,814	19,281	–	–		80,095
Buildings	30,464	7,376	–	–		37,840
Infrastructure						
- Bridges	4,055	368	–	–		4,423
- Cemeteries	2,202	(10)	–	–		2,192
- Community Wastewater Management Systems	6,048	10	–	–		6,058
- Footpaths	–	1,628	–	–		1,628
- Guardrails	1,774	143	–	–		1,917
- Kerb & Gutter	21,743	7,585	–	–		29,328
- Playgrounds	124	20	–	–		144
- Retaining Walls	4,951	(406)	–	–		4,545
- Roads	113,766	9,147	–	–		122,913
- Sport & Recreation	2,205	410	–	–		2,615
- Stormwater	24,652	1,950	–	–		26,602
- Street Furniture	1,040	37	–	–		1,077
- Traffic Controls	557	57	–	–		614
- Other Infrastructure	–	19	–	–		19
Plant and equipment	–	23	–	–		23
Furniture and fittings	–	7	–	–		7
JV's / associates - other comprehensive income	228	–	–	–		228
<b>Total asset revaluation reserve</b>	<b>274,623</b>	<b>47,645</b>	<b>–</b>	<b>–</b>		<b>322,268</b>
Comparatives	273,017	1,606	–	–		274,623

\$ '000	as at 30/06/22		Tfrs to Reserve	Tfrs from Reserve	Other Movements	as at 30/06/23	
	Opening Balance					Closing Balance	
<b>(b) Other reserves</b>							
Biodiversity SEB Reserve	–	17	–	–	–		17
Scott Creek Progress Association	1	–	–	–	–		1
Significant Trees Reserve	5	–	–	–	–		5
Torrens Valley Community Centre	93	–	(5)	–	–		88
<b>Total other reserves</b>	<b>99</b>	<b>17</b>	<b>(5)</b>	<b>–</b>	<b>–</b>		<b>111</b>
Comparatives	448	2	(351)	–	–		99

### Purposes of reserves

#### Asset revaluation reserves

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non current assets (less any subsequent impairment losses, where applicable).

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 9. Reserves (continued)

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#### Other reserves

##### Biodiversity SEB Reserve

Adelaide Hills Council is an Accredited Third Party Provider under Section 25C(12) of the *Native Vegetation Act 1991*. One of Council's conservation reserves is now a formal "SEB Area" (Significant Environmental Benefit) under the *Native Vegetation Act 1991* which allows Council to on-sell SEB credits.

The financial return on these credits will need to be spent in accordance with the SEB Management Plan which outlines what agreed actions will be undertaken in a 10 year period and how the area will be protected into the future.

The funds held will be accessed over the next 10 years in order to invest in the annual bushcare activities as set out in the plan.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 10. Assets subject to restrictions

\$ '000	2023	2022
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The uses of the following assets are restricted, wholly or partially, by legislation or other externally imposed requirements. The assets are required to be utilised for the purposes for which control was transferred to Council, or for which the revenues were originally obtained.

**Cash and financial assets**

Community Wastewater Management Systems Investigations	–	348
<b>Total cash and financial assets</b>	<b>–</b>	<b>348</b>
<b>Total assets subject to externally imposed restrictions</b>	<b>–</b>	<b>348</b>

## Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2023	2022
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**(a) Reconciliation of cash**

Cash assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

Total cash and equivalent assets	5	489	3,215
Less: short-term borrowings	8	(7,025)	(9,206)
<b>Balances per Statement of Cash Flows</b>		<b>(6,536)</b>	<b>(5,991)</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 11. Reconciliation to Statement of Cash Flows (continued)

\$ '000	Notes	2023	2022
<b>(b) Reconciliation of change in net assets to cash from operating activities</b>			
<b>Net surplus/(deficit)</b>		2,964	5,426
<b>Non-cash items in income statements</b>			
Depreciation, amortisation and impairment		10,479	9,820
Equity movements in equity accounted investments (increase)/decrease		(150)	(67)
Premiums and discounts recognised and unwound		(11)	(54)
Non-cash asset acquisitions		(551)	(4,072)
Grants for capital acquisitions treated as investing activity		(2,575)	(1,905)
Net (gain)/loss on disposals		1,300	1,693
Other		1,776	(371)
		<u>13,232</u>	<u>10,470</u>
<b>Add (less): changes in net current assets</b>			
Net (increase)/decrease in receivables		(548)	200
Net (increase)/decrease in inventories		15	(9)
Net increase/(decrease) in trade and other payables		(3,097)	1,913
Net increase/(decrease) in unpaid employee benefits		20	144
Net increase/(decrease) in other provisions		(3)	189
<b>Net cash provided by (or used in) operations</b>		<u>9,619</u>	<u>12,907</u>

### (c) Non-cash financing and investing activities

#### Acquisition of assets by means of:

Physical resources received free of charge	2h	551	4,072
Amounts recognised in income statement		<u>551</u>	<u>4,072</u>
<b>Total non-cash financing and investing activities</b>		<u>551</u>	<u>4,072</u>

### (d) Financing arrangements

#### Unrestricted access was available at balance date to the following lines of credit:

Bank overdrafts	200	200
Corporate credit cards	180	180
Asset Finance - Leasing	750	750
LGFA cash advance debenture facility	8,600	14,800
Westpac Bank Bill Business Loan <sup>1</sup>	9,000	10,000

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

(1) Council utilises the Westpac bank bill business loan as an overdraft facility which can be paid off at any time at the discretion of the Council

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2023

Note 12(a). Functions

Income, Expenses and Assets have been directly attributed to the following Functions / Activities.  
Details of these Functions/Activities are provided in Note 12(b).

\$ '000	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT AND NON-CURRENT)	
	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022
<b>Functions/Activities</b>										
Council	–	–	–	–	–	–	(292)	(1,263)	499,298	451,977
Community Capacity	2,692	1,970	7,768	7,424	(5,076)	(5,454)	2,397	1,698	–	–
Corporate Services	45,061	42,853	13,178	10,411	31,883	32,442	1,197	1,872	–	–
Infrastructure & Operations	5,161	6,198	27,882	29,476	(22,721)	(23,278)	2,718	4,059	–	–
Development & Regulatory Services	1,531	1,436	4,187	4,004	(2,656)	(2,568)	70	38	–	–
<b>Total Functions/Activities</b>	<b>54,445</b>	<b>52,457</b>	<b>53,015</b>	<b>51,315</b>	<b>1,430</b>	<b>1,142</b>	<b>6,090</b>	<b>6,404</b>	<b>499,298</b>	<b>451,977</b>

Revenues and expenses exclude net gain (loss) on disposal or revaluation of assets, amounts received specifically for new or upgraded assets and physical resources received free of charge.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 12(b). Components of functions

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The activities relating to Council functions are as follows:

#### **COMMUNITY CAPACITY**

Communications, Engagement & Events, Community Capacity Director's Office, Community Development, Community Programs, Community Resilience, Cultural Development, Customer Experience, Customer Service, Economic Development, FABRIK Arts and Heritage Hub, Library Services, Positive Ageing (Home and Social Support), Positive Ageing Project (Collaborative), The Summit Community Centre, Torrens Valley Community Centre, Volunteering and Youth Development.

#### **CORPORATE SERVICES**

Cemeteries, Corporate Services Director's Office, Financial Services, Governance & CEO Office, Information Services, Lobethal Woollen Mill Precinct, Organisational Development & Work Health & Safety, Property Management, Retirement Villages and Sport & Recreation.

#### **INFRASTRUCTURE & OPERATIONS**

Civil Services, Community Wastewater Management System (CWMS), Emergency Management, Infrastructure & Operations Director's Office, Open Space Biodiversity, Open Space Operations, Sustainability, Strategic Assets and Waste.

#### **DEVELOPMENT & REGULATORY SERVICES**

Animal Management, Development Assessment & Compliance, Development & Regulatory Services Director's Office, Fire Prevention, Parking and By-Laws, Policy Planning and Public Health.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 13. Financial instruments

**Recognised financial instruments****Bank, deposits at call, short term deposits****Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost; interest is recognised when earned.

**Terms & Conditions:**

Deposits are returning fixed interest rates between **4.30%** and **4.60%** (2022: **1.05%** and **1.35%**).

**Carrying Amount:**

Approximates fair value due to the short term to maturity.

**Receivables - rates and associated charges****Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Secured over the subject land, arrears attract interest of **6.05%** (2022: **5.05%**). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Receivables - fees and other charges****Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Unsecured, and do not bear interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Receivables - other levels of government****Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.

**Carrying Amount:**

Approximates fair value.



## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 13. Financial instruments (continued)

**Receivables - retirement home contributions****Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Amounts due have been calculated in accordance with the terms and conditions of the respective legislation.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Liabilities - creditors and accruals****Accounting Policy:**

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

**Terms & Conditions:**

Liabilities are normally settled on 30 day terms.

**Carrying Amount:**

Approximates fair value.

**Liabilities - retirement home contributions****Accounting Policy:**

To avoid inconvenience when complying with the separate audit requirements imposed by the relevant legislation, amounts are carried at nominal values.

**Terms & Conditions:**

Pursuant to Commonwealth legislation certain intending residents are required to contribute amounts on an interest free basis. The amounts are subject to certain deductions as prescribed by the legislation, the balance being repaid on termination of tenancy.

**Carrying Amount:**

Approximates fair value for short tenancies; may be non-materially overstated for longer tenancies.

**Liabilities - interest bearing borrowings****Accounting Policy:**

Initially recognised at fair value and subsequently at amortised cost using the effective interest rate.

**Terms & Conditions:**

Secured over future revenues. Borrowings are repayable upon maturity. Interest is charged at a fixed rate between **4.45%** and **4.60%** (2022: **4.6%**) and paid bi-annually.

**Carrying Amount:**

Approximates fair value.

**Liabilities - leases****Accounting Policy:**

Accounted for in accordance with AASB 16 as stated in Note 17.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 13. Financial instruments (continued)

\$ '000	Due < 1 year	Due > 1 year and ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>Financial assets and liabilities</b>					
<b>2023</b>					
<b>Financial assets</b>					
Cash and cash equivalents	489	–	–	489	489
Receivables	3,245	–	–	3,245	3,244
<b>Total financial assets</b>	<b>3,734</b>	<b>–</b>	<b>–</b>	<b>3,734</b>	<b>3,733</b>
<b>Financial liabilities</b>					
Payables	4,073	–	–	4,073	4,025
Westpac bank bill	1,000	6,025	–	7,025	7,586
LGFA loan	905	7,595	–	8,500	7,168
Lease liabilities	160	37	–	197	197
<b>Total financial liabilities</b>	<b>6,138</b>	<b>13,657</b>	<b>–</b>	<b>19,795</b>	<b>18,976</b>
<b>Total financial assets and liabilities</b>	<b>9,872</b>	<b>13,657</b>	<b>–</b>	<b>23,529</b>	<b>22,709</b>
<b>2022</b>					
<b>Financial assets</b>					
Cash and cash equivalents	3,216	–	–	3,216	3,215
Receivables	2,874	–	–	2,874	2,873
<b>Total financial assets</b>	<b>6,090</b>	<b>–</b>	<b>–</b>	<b>6,090</b>	<b>6,088</b>
<b>Financial liabilities</b>					
Payables	5,735	–	–	5,735	5,733
Westpac bank bill	9,206	–	–	9,206	9,206
LGFA loan	230	5,460	–	5,690	5,000
Lease liabilities	–	–	–	–	–
<b>Total financial liabilities</b>	<b>15,171</b>	<b>5,460</b>	<b>–</b>	<b>20,631</b>	<b>19,939</b>
<b>Total financial assets and liabilities</b>	<b>21,261</b>	<b>5,460</b>	<b>–</b>	<b>26,721</b>	<b>26,027</b>

The following interest rates were applicable to Council's borrowings at balance date:

\$ '000	2023		2022	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Overdraft	4.45%	7,025	1.10%	9,206
Fixed interest rates	4.53%	7,926	4.60%	5,575
		<b>14,951</b>		<b>14,781</b>

**Net fair value**

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 13. Financial instruments (continued)

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#### Risk exposures

**Credit Risk** represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Council is the carrying amount, net of any impairment. All Council investments are made with the SA Local Government Finance Authority and NAB. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

**Market Risk** is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor **currency risk** apply.

**Liquidity Risk** is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of bank overdraft and standby borrowing facilities that it can access.

**Interest Rate Risk** is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2023

Note 14. Capital expenditure and investment property commitments

\$ '000	2023	2022
<b>Capital commitments</b>		
<b>Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:</b>		
Infrastructure	418	317
Plant and equipment	57	798
	<u>475</u>	<u>1,115</u>
<b>These expenditures are payable:</b>		
Not later than one year	475	1,115
	<u>475</u>	<u>1,115</u>

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 15. Financial indicators

\$ '000	Amounts 2023	Indicator 2023	Indicators 2022 2021	
Financial Indicators overview				
<i>These Financial Indicators have been calculated in accordance with Information paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</i>				
<b>1. Operating Surplus Ratio</b>				
Operating surplus	1,430	2.6%	2.2%	4.5%
Total operating income	54,445			
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>				
<b>2. Net Financial Liabilities Ratio</b>				
Net financial liabilities	22,836	42%	46%	39%
Total operating income	54,445			
<i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i>				
<b>Adjusted Operating Surplus Ratio</b>				
Operating surplus	695	1.3%	1.0%	5.3%
Total operating income	53,710			
<b>Adjustments to Ratios</b>				
<i>In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. These Adjusted Ratios correct for the resulting distortion in key ratios for each year and provide a more accurate basis for comparison.</i>				
<b>Adjusted Net Financial Liabilities Ratio</b>				
Net financial liabilities	22,836	42%	49%	39%
Total operating income	54,445			
<b>3. Asset Renewal Funding Ratio</b>				
Asset renewals	10,070	98%	114%	85%
Infrastructure and Asset Management Plan required expenditure	10,292			

*Asset renewals expenditure is defined as capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 16. Uniform presentation of finances

\$ '000	2023	2022
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
<u>Income</u>		
Rates	44,401	41,504
Statutory charges	1,428	1,430
User charges	901	884
Grants, subsidies and contributions - capital	292	1,263
Grants, subsidies and contributions - operating	6,090	6,404
Investment income	37	59
Reimbursements	306	197
Other income	821	583
Net gain - equity accounted council businesses	169	133
<b>Total Income</b>	<b>54,445</b>	<b>52,457</b>
<u>Expenses</u>		
Employee costs	20,693	19,608
Materials, contracts and other expenses	21,273	21,515
Depreciation, amortisation and impairment	10,479	9,820
Finance costs	551	306
Net loss - equity accounted council businesses	19	66
<b>Total Expenses</b>	<b>53,015</b>	<b>51,315</b>
<b>Operating surplus / (deficit)</b>	<b>1,430</b>	<b>1,142</b>
<b>Adjusted Operating surplus / (deficit)</b>	<b>1,430</b>	<b>1,142</b>
<u>Net outlays on existing assets</u>		
Capital expenditure on renewal and replacement of existing assets	(10,070)	(12,337)
Add back depreciation, amortisation and impairment	10,479	9,820
Add back proceeds from sale of replaced assets	427	756
	<b>836</b>	<b>(1,761)</b>
<u>Net outlays on new and upgraded assets</u>		
Capital expenditure on new and upgraded assets (including investment property and real estate developments)	(5,200)	(6,102)
Add back amounts received specifically for new and upgraded assets	538	2,552
Add back proceeds from sale of surplus assets (including investment property, real estate developments and non-current assets held for resale)	778	9
	<b>(3,884)</b>	<b>(3,541)</b>
<b>Annual net impact to financing activities (surplus/(deficit))</b>	<b>(1,618)</b>	<b>(4,160)</b>

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 17. Leases

## (i) Council as a lessee

Set out below are the carrying amounts of right-of-use assets recognised within Infrastructure, Property, Plant and Equipment and the movements during the period:

## (a) Right of use assets

\$ '000	ICT Equipment Leases	Property Leases	Total
<b>2023</b>			
Opening balance	325	240	565
Transfer from leased assets (former finance leases)	–	–	–
Additions to right-of-use assets	–	–	–
Adjustments to right-of-use assets due to re-measurement of lease liability	–	(4)	(4)
Depreciation charge	(211)	(155)	(366)
Other	–	–	–
<b>Balance at 30 June</b>	<b>114</b>	<b>81</b>	<b>195</b>
<b>2022</b>			
Opening balance	595	145	740
Transfer from leased assets (former finance leases)	–	–	–
Additions to right-of-use assets	–	235	235
Adjustments to right-of-use assets due to re-measurement of lease liability	–	(8)	(8)
Depreciation charge	(270)	(132)	(402)
Other	–	–	–
<b>Balance at 30 June</b>	<b>325</b>	<b>240</b>	<b>565</b>

## (b) Lease liabilities

Set out below are the carrying amounts of lease liabilities (included under interest-bearing loans and borrowings) and the movements during the period:

\$ '000	2023	2022
Balance at 1 July	575	748
Additions	(4)	227
Accretion of interest	10	16
Payments	(384)	(416)
<b>Balance at 30 June</b>	<b>197</b>	<b>575</b>
<b>Classified as:</b>		
Current	160	375
Non-current	37	200

The maturity analysis of lease liabilities is included in Note 13.

Council had total cash outflows for leases of \$384k.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 17. Leases (continued)

<b>\$ '000</b>	<b>2023</b>	<b>2022</b>
The following are the amounts recognised in profit or loss:		
Depreciation expense of right-of-use assets	366	402
Interest expense on lease liabilities	10	16
Expense relating to short term leases	236	127
<b>Total amount recognised in profit or loss</b>	<b>612</b>	<b>545</b>



## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 18. Superannuation

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The Council makes employer superannuation contributions in respect of its employees to Hostplus (formerly Local Government Superannuation Scheme and Statewide Super). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

#### **Accumulation only members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (10.5% in 2022-23, 10.00% in 2021-22). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

#### **Salarylink (Defined Benefit Fund) members**

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2021-22) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their Accumulation account. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.34(a), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willis Towers Watson as at 30 June 2020. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

#### **Contributions to other superannuation schemes**

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 19. Interests in other entities

All joint ventures and associates are required to prepare Annual Financial Statements that comply with the SA Local Government Model Financial Statements.

\$ '000	Council's Share of Net Income		Council's Share of Net Assets	
	2023	2022	2023	2022
<b>Council's share of net income</b>				
Joint ventures	150	67	2,631	2,416
Associates	–	–	–	–
<b>Total Council's share of net income</b>	<b>150</b>	<b>67</b>	<b>2,631</b>	<b>2,416</b>

## ((a)i) Joint ventures, associates and joint operations

## (a) Carrying amounts

\$ '000	Principal Activity	2023	2022
Adelaide Hills Regional Waste Management Authority	Waste Management	1,392	1,241
Eastern Waste Management Authority	Waste Management	148	121
Gawler River Floodplain Management Authority	Floodplain Management	1,091	1,054
<b>Total carrying amounts - joint ventures and associates</b>		<b>2,631</b>	<b>2,416</b>

**Adelaide Hills Regional Waste Management Authority**

Adelaide Hills Regional Waste Management Authority is a regional subsidiary pursuant to S43 of the *Local Government Act 1999*. Council has an interest in the assets and liabilities of the Adelaide Hills Regional Waste Management Authority. The other member Councils are Alexandrina, Mt. Barker and Murray Bridge.

**Eastern Waste Management Authority**

Eastern Waste Management Authority is a regional subsidiary pursuant to S43 of the *Local Government Act 1999*. Council has an interest in the assets and liabilities of the Eastern Waste Management Authority. The other member Councils are Burnside, Campbelltown, Mitcham, Norwood, Payneham & St. Peters, Prospect, Unley and Walkerville.

**Gawler River Floodplain Management Authority**

Gawler River Floodplain Management Authority is a regional subsidiary pursuant to S43 of the *Local Government Act 1999*. Council has an interest in the assets and liabilities of the Gawler River Floodplain Management Authority. The other member Councils are Adelaide Plains, Barossa, Gawler, Light Regional and Playford.

## (b) Relevant interests

	Interest in Operating Result		Ownership Share of Equity		Proportion of Voting Power	
	2023	2022	2023	2022	2023	2022
Adelaide Hills Regional Waste Management Authority	35.34%	34.63%	36.90%	37.10%	20.00%	25.00%
Eastern Waste Management Authority	12.50%	14.29%	12.50%	14.29%	11.11%	14.29%
Gawler River Floodplain Management Authority	5.14%	4.87%	5.14%	4.54%	15.38%	16.67%

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2023

Note 19. Interests in other entities (continued)

(c) Movement in investment in joint venture or associate

\$ '000	Eastern Waste Management Authority		Gawler River Floodplain Management Authority		Adelaide Hills Regional Waste Management Authority	
	2023	2022	2023	2022	2023	2022
Opening Balance	121	241	1,054	993	1,242	1,108
Share in Operating Result	23	(54)	(20)	(12)	145	133
Share in Other						
Comprehensive Income	18	1	(1)	–	6	–
Adjustments to Equity	(14)	(67)	58	73	(1)	1
<b>Council's equity share in the joint venture or associate</b>	<b>148</b>	<b>121</b>	<b>1,091</b>	<b>1,054</b>	<b>1,392</b>	<b>1,242</b>

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

### Note 20. Contingencies and assets/liabilities not recognised in the balance sheet

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The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but knowledge is considered relevant to the users of the financial report in making and evaluating decisions about the allocation of scarce resources.

#### 1. Land under roads

As reported in the Financial Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in the reports.

Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

#### 2. Potential insurance losses

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to deductible "insurance excesses", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

#### 3. Legal expenses

The Adelaide Hills Council Assessment Panel and the Assessment Manager are the relevant authorities for planning consent under the *Planning, Development and Infrastructure Act 2016* and building surveyors working for the Council have delegation to determine building consent.

The Adelaide Hills Council Building Fire Safety Committee is the relevant authority to issue building fire safety notices and the administration staff have delegations to issue enforcement notices.

Pursuant to legislation, applicants and land owners have a right of appeal to the Environment Resource and Development Court (ERD Court) against decisions, building fire safety notices or, enforcement notices from relevant authorities.

At 30 June 2023, there was finalisation of a Supreme Court appeal supported by the Elected Council against the 2022 decision of the ERD Court to grant planning and land division consent to a Crafers land division. The Supreme Court required Council to pay the costs of the applicant as part of the determination. All costs have been recognised.

There was one (1) assessment matter and also nine (9) active enforcement matters in the ERD Court at 30 June 2023, with Council seeking to have costs reimbursed from the offending party where the unlawful development is proven through the appeal process.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 21. Events after the balance sheet date

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Events that occur after the reporting date of 30 June 2023, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

Council has adopted the date of receipt of the Auditors' Report as the appropriate "authorised for issue" date relating to these General Purpose Financial Statements.

Council is unaware of any "non adjusting events" that merit disclosure.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 22. Related party transactions

## Key management personnel

## Transactions with key management personnel

The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the Local Government Act 1999. In all, 25 persons were paid the following total compensation.

\$ '000	2023	2022
<b>The compensation paid to key management personnel comprises:</b>		
Short-term employee benefits	1,759	1,744
Long-term benefits	128	132
<b>Total</b>	<b>1,887</b>	<b>1,876</b>

Amounts paid as direct reimbursement of expenses incurred on behalf of Council have not been included above.

## Receipts from key management personnel comprise:

Other than amounts paid as ratepayers or residents (e.g. rates), Council received the following amounts in total:

Planning and building application Fees	-	6
<b>Total</b>	<b>-</b>	<b>6</b>

## Elected Members are members of the management committees of the following organisations:

- Activating Bridgewater Inc
- Adelaide Hills (War Memorial) Swimming Centre Inc
- Adelaide Hills Climate Action Group
- Adelaide Hills Reconciliation Working Group
- Adelaide Hills Regional Waste Management Authority (AHRWMA)
- AHC Biodiversity Advisory Group
- AHC Sustainability Advisory Group
- Aldgate Primary School Governing Council
- Australian Labour Party (SA) - Heysen sub-branch & Mayo Federal Electoral Council
- Birdwood CFS
- Eastern Waste Management Authority (East Waste)
- Gawler River Floodplain Management Authority
- Gumeracha & Districts Town Hall
- Gumeracha Sub Branch RSL
- Heathfield High School Governing Council
- Hills Climate Collection
- Lenswood & Forest Range Community Association Inc
- Lobethal Centennial Hall Committee
- Piccadilly CFS
- Piccadilly Valley Community Recreation Centre
- Southern & Hills Local Government Association (SHLGA)
- The Hut Community Centre Inc.
- Torrens Valley Celebration Committee
- Woodside Hall Committee
- Woodside Recreation Grounds Committee Inc.

Council made payments totalling \$5,898,710 to the above organisations for the period ending 30 June 2023.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2023

### Note 22. Related party transactions (continued)

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The most material payments were made to:

- Eastern Waste Management Authority (\$3.923m) for the collection and disposal of waste and recycling materials.
- Adelaide Hills Regional Waste Management Authority (\$1.607m) for the collection and disposal of waste and associated services.
- The Hut Community Centre (\$178k) for the provision of Community Home Support Programs, operating funding, volunteers and event expenditure.

#### **Employees are members of the following Boards/Management Committees**

- Adelaide Hills Tourism
- Adelaide Hills Regional Waste Management Authority (AHRWMA)
- East Waste Management Authority
- Gawler River Floodplain Management Authority (GRFMA)
- Southern & Hills Local Government Association (SHLGA)

Council made additional payments totalling \$169,142 to the above organisations for the period ending 30 June 2023.

All Elected Members and employees manage their conflict of interest obligations regarding related parties in accordance with the applicable provisions of the *Local Government Act 1999*.

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

## Note 23. Equity - retained earnings and revaluation reserves adjustments

**Nature of prior-period error**

During the year, Council identified that:

Capital Work in Progress included assets of \$960,012 that related to land that Council disposed of in the financial year ended 30 June 2019. The land had been derecognised at the date of disposal, but the associated capital work in progress were carried forward until 30 June 2022 financial year.

Capital Work in Progress and Asset Revaluation Reserve related to partial renewal assets were overstated by \$1,208,492 in the 30 June 2022 financial year.

Both errors were corrected in the current year as prior period adjustments, with comparative information restated accordingly.

**Changes to the opening Statement of Financial Position at 1 July 2021****Statement of Financial Position**

\$ '000	Original Balance 1 July, 2021	Impact Increase/ (decrease)	Restated Balance 1 July, 2021
Infrastructure, Property, Plant & Equipment	433,592	(960)	432,632
<b>Total assets</b>	<b>439,819</b>	<b>(960)</b>	<b>438,859</b>
Accumulated Surplus	142,182	(960)	141,222
<b>Total equity</b>	<b>415,647</b>	<b>(960)</b>	<b>414,687</b>

**Adjustments to the comparative figures for the year ended 30 June 2022****Statement of Financial Position**

\$ '000	Original Balance 30 June, 2022	Impact Increase/ (decrease)	Restated Balance 30 June, 2022
Adjustment for Infrastructure Property Plant & Equipment	454,149	(2,168)	451,981
<b>Total assets</b>	<b>454,149</b>	<b>(2,168)</b>	<b>451,981</b>
Accumulated Surplus	147,964	(960)	147,004
Asset Revaluation Reserves	275,831	(1,208)	274,623
<b>Total equity</b>	<b>423,894</b>	<b>(2,168)</b>	<b>421,726</b>



# Independent Auditor's Report - Financial Statements

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Independent Auditor's Report - Internal Controls

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## Adelaide Hills Council

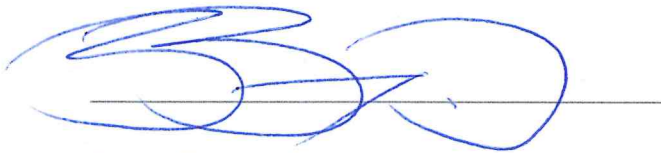
### General Purpose Financial Statements for the year ended 30 June 2023

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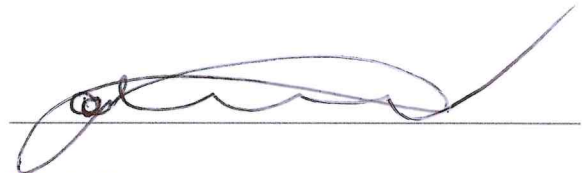
#### Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Adelaide Hills Council for the year ended 30 June 2023, the Council's Auditor, BDO has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.



Gregory Georgopoulos  
**Chief Executive Officer**



Malcolm Herrmann  
**Presiding Member Audit Committee**

Date: 17/10/23

## CERTIFICATION OF AUDITOR INDEPENDENCE

I confirm that, for the audit of the financial statements of the Adelaide Hills Council for the year ended 30 June 2023, I have maintained my independence in accordance with the requirements of APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code), Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.



Linh Dao  
Director

BDO Audit Pty Ltd

Adelaide, 12 October 2023



# ***Appendix Two***

Subsidiary Annual Reports

(Available upon request and will be documented in the final published version)



# ***Appendix Three***

Our Strategic Plan - Goals, Objectives and Priorities

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 13.7

**Responsible Officer:** David Waters  
Director Environment and Infrastructure  
Environment and Infrastructure

**Subject:** South Australia's next 20 Year State Infrastructure Strategy

**For:** Decision

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**SUMMARY**

The purpose of this report is to provide for the Council's consideration, a proposed submission to the current review of the 20-Year State Infrastructure Strategy (the Strategy).

Infrastructure SA, which is an independent State Government agency, is the owner of the Strategy and is conducting the review.

Consultation opened on 1 October 2023 and closed on 13 November 2023. The Administration has obtained an extension to 29 November 2023 for the Council to be able to consider and adopt a submission at its meeting on 28 November 2023.

The draft submission, which is contained in **Appendix 1**, seeks to cover areas of the strategy of particular relevance to the Adelaide Hills Council and where the Council's contribution could add genuine weight to the review. It deliberately does not seek to address every aspect of the review and every question posed.

**RECOMMENDATION**

**Council resolves:**

1. That the report on South Australia's next 20 Year State Infrastructure Strategy be received and noted.
  2. That the submission contained in Appendix 1 be endorsed.
  3. That the Chief Executive Officer, or delegate, be authorised to make minor editing changes and inclusions reflecting clarifications identified during the Council's consideration of the matter, prior to making the submission.
-

## 1. BACKGROUND

The following background is as published by Infrastructure SA (as excerpts):

Infrastructure SA is an independent South Australian Government agency that provides expert advice to the Government on coordination, planning, prioritisation, delivery and operation of infrastructure.

Infrastructure SA is preparing South Australia’s next 20-Year State Infrastructure Strategy. The Strategy will assess state-wide infrastructure needs, strategic goals and priorities to 2045.

Under the *Infrastructure SA Act 2018*, Infrastructure SA must prepare a 20-Year State Infrastructure Strategy and review it at least once every 5 years.

The first Strategy was released in 2020 and has been instrumental in guiding decision making and investment decisions for infrastructure since its publication.

The new 20-Year State Infrastructure Strategy will provide expert, independent advice to the South Australian Government on future strategic infrastructure needs. It will support Government to prioritise infrastructure spending, ensuring it is aligned to economic growth, while balancing social and environmental objectives.

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal 5 A Progressive Organisation

Objective O4 We actively represent our community

Priority O4.3 Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region.

Participating in consultations on State level strategies is a direct way in which Council can pursue this priority and achieve the stated objective.

### ➤ Legal Implications

There are no legal implications arising from making, or not making, a submission into the review of the Strategy.

### ➤ Risk Management Implications

Making a submission into the review of the 20-Year State Infrastructure Strategy will assist in mitigating the risk of:

*Council failing to advocate for the needs and ambitions of its community leading to community needs being unmet.*

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



The inherent risk level assumes no advocacy made by Council on behalf of its community, while the residual risk represents the Council's pattern and practice of making submissions on issues of particular relevance to the Adelaide Hills community.

Making a submission on this review is a further step toward mitigating the risk of the Adelaide Hills community's needs not being met in relation to the responsibilities of other tiers of government.

➤ **Financial and Resource Implications**

The draft submission has been developed in-house using budgeted resources.

Nothing in the proposed submission commits, or is intended to suggest, additional expenditure by the council or local government generally.

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

Fundamentally, the practice of making submissions to State Government reviews is about ensuring the needs of the Adelaide Hills community are not overlooked by Government.

➤ **Sustainability Implications**

Making a submission into the review of the Strategy provides the Council with an opportunity to advocate for more environmentally and financially sustainable approaches to infrastructure planning and provision. Relevant matters have been included in the draft response.

➤ **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.

*Advisory Groups:* Not applicable.

*External Agencies:* Not applicable.

*Community:* Timing has not allowed any realistic opportunity for Council to seek public input into the review, however the Administration has considered the sentiments of public input into other relevant Council consultations in forming positions in the draft submission. Council Members, as representatives of the community, should also give community sentiment due regard.

➤ **Additional Analysis**

The public consultation on the review of the Strategy centres on a discussion paper containing a series of questions on six key objectives. While there is a short form online survey available for members of the public to complete, the review website encourages formal submissions to address the 26 questions in the discussion paper.

The Administration has considered which of the objectives and questions canvass issues of particular relevance to the Adelaide Hills and where the Council can provide genuine weight

to the review. It is not considered necessary to respond to every question. Indeed, to do so may dilute the impact of the aspects of the submission the Council considers most important.

It is also worth noting the following guidance provided by Infrastructure SA:

*The 20-Year State Infrastructure Strategy will focus on infrastructure of a strategic or significant nature for South Australia. It will take a state-wide view of what infrastructure we need to best support the South Australian Government's vision for economic growth and prosperity. Generally, it will be looking at major, or 'game changer' infrastructure investments.*

*If your idea or input is regarding a relatively small project or specific locality, it may be more appropriate to approach your local council or the Department for Infrastructure and Transport.*

In light of the above, the Administration has developed a draft submission focussed on the following key areas of importance to the Adelaide Hills:

- Freight transport through and around the Adelaide Hills
- Water security and supply
- Coordinated planning approaches which recognise the need for infrastructure investment, despite the lack of strong population growth
- Decarbonisation
- Infrastructure resilience.

The draft submission is reasonably self-explanatory and, for the sake of brevity, is not repeated here. The proposed response addresses 16 of the 26 questions and provides 24 recommendations for the new Strategy.

Members will note that there is a general theme of promoting local solutions for statewide challenges and recognising the role of local government in same. Importantly, the submission encourages further investment in areas considered to be of most importance to Adelaide Hills Council, further exploration of emerging challenges and solutions and further investment in local government as a service delivery partner.

### **3. OPTIONS**

Council has the following options:

- I. Endorse the draft submission, with or without amendment, for submission to Infrastructure SA (Recommended)
- II. Decline to make a submission to the review. (Not Recommended)

### **4. APPENDICES**

- (1) Draft submission to the review of the 20-Year State Infrastructure Strategy

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# **Appendix 1**

*Draft submission to the review of the 20-Year State  
Infrastructure Strategy*

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# South Australia's 20-Year State Infrastructure Strategy – Discussion Paper

## Adelaide Hills Council response to the consultation questions

Location	Question	Questions	Adelaide Hills Council responses
<b>Chapter 4 The economic context</b>			
Section 4.4 Our productivity challenge	1	What opportunities should we consider to improve South Australia's economic growth?	<p>The four main broadly accepted factors of economic growth are land (including natural resources), labour, capital (infrastructure) and productivity. Productivity is the process by which we learn how to get more from less: more and better products – new solutions to meet community needs – produced with less hours or work, fewer resources and a lighter environmental impact.</p> <p>While economic growth based solely on physical inputs (land, labour and capital) cannot go on forever, human ingenuity and entrepreneurship is inexhaustible.</p> <p>An economy cannot raise productivity without change – whether through doing new things or doing old things better. Indeed, international studies attribute one-fifth to one-half of economic growth to changes in industry composition (PC, 2012).</p> <p>The fragility of the Adelaide Hills' and like environments to over development emphasises the importance of productivity, and not just population growth, as a key strategic focus.</p> <p>Facilitating innovation and providing enabling infrastructure, accompanied by adaptive regulation, is crucial to encouraging change and ensuring productivity continues to be the key driver of growth (as opposed to population increases and over development) in unique and fragile environments such as the Adelaide Hills.</p> <p><b>The new Strategy should recognise the unique needs of fragile environments across the State, such as the Adelaide Hills, and</b></p>

			<b>encourage investment in enabling infrastructure which drives productivity growth.</b>
<b>Chapter 5 Enabling infrastructure</b>			
Section 5.1 Freight and supply networks	2	What infrastructure constraints are preventing a more efficient, accessible, and productive freight sector?	<p>Adelaide Hills Council supports current transport projects that will improve the safe and efficient movement of freight through, from and into the Adelaide Hills, including the current Adelaide Hills Productivity and Road Safety Package.</p> <p>Council is disappointed at the recent withdrawal of Commonwealth funding from projects like the Truro bypass and the Verdun/Hahndorf/Mount Barker traffic improvements associated with the South Eastern Freeway. Projects such as these would have improved road freight efficiency and encouraged the use of more appropriate routes for heavy vehicles throughout our region.</p> <p>Completing the full Verdun Freeway interchange would have improved the productivity of moving product into and out from the central Adelaide Hills.</p> <p>There also exists an opportunity to revisit the potential alternative rail freight corridor around the north of the Adelaide Hills. Previous studies have shown that establishing a new rail freight corridor on that alignment will increase rail freight productivity in the long term through enabling double-stacking of freight trains from Melbourne all the way through to Perth.</p> <p>Recognising that initiatives such as the rail freight realignment are potentially multi-billion dollar projects, it is recognised that a long term planning horizon, with a staged implementation approach, is appropriate.</p> <p><b>The new Strategy should identify long term solutions to freight challenges and recommend a staged approach to implementation.</b></p>

			<p><b>The new Strategy should establish how important infrastructure investment projects which have been deferred as a result of the recent withdrawal of Commonwealth funding will be achieved.</b></p>
Section 5.2 Water supply	3	How can we enable a sustainable and affordable water supply into the future?	<p>The Mount Lofty Ranges Water Catchment provides the majority of Adelaide’s drinking water and will increasingly become an important resource to support the growth of the region.</p> <p>Following the implementation of the Mount Lofty Ranges Planning Strategy in the 1990s, a strong land use planning and management program driven by State agencies, various boards, councils, communities and private landowners across the catchment have sought to protect this vital resource.</p> <p>Despite the sustained effort over that time, there remains concern over water security in terms of quantity and quality. There are also concerns over the health of the overall catchment environment that water so critically supports.</p> <p>The Hills and Fleurieu Landscape Board recently published a water resources summary as part of the current Water Allocation Plan (WAP) review<sup>1</sup> and it provides a timely snapshot to understand the pressures faced by the catchment. The analysis of long-term monitoring has found:</p> <ul style="list-style-type: none"> <li>• An overall trend of decline in rainfall and streamflow</li> <li>• The frequency of wetter-than-average rainfall years is considerably lower during the last decade compared to pre-millennium drought years</li> <li>• Of the eight catchments, five have total allowable use volumes (surface water) that exceed the sustainable take limits, and</li> </ul>

<sup>1</sup> WAP Review Catchment Summary

			<ul style="list-style-type: none"> <li>• Ecological monitoring of native fish, water bugs and environmental flows across the Western Mount Lofty Ranges shows a clear picture of declining conditions.</li> </ul> <p>A recent study by the EPA found that pharmaceutical, personal care products and herbicides are prevalent in receiving waters across the catchment<sup>2</sup>. The impact that these chemicals have on the aquatic ecosystems is not well understood but has the potential to cause adverse chronic effects or biomagnify up the food chain. The presence of contaminants is particularly notable downstream of wastewater facilities.</p> <p>Investment in technology to reduce the impact of these facilities on the environment and improve water quality will be critical to support the growth of the region and indeed the State, while delivering environmental improvements in the catchment. This may require expanded facilities to accommodate increased demand.</p> <p>Another focus on investment decisions should be on reducing dependence from the Mount Lofty Ranges water catchment, to accommodate climate change impacts such as reduced rainfall.</p> <p>The Adelaide Hills and Mount Lofty Ranges operate as an essential water supply catchment serving the Greater Adelaide Region, providing a large percentage of the drinking water to Adelaide residents as well as irrigation for primary producers and environmental flows. This resource is under pressure, and this will likely be exacerbated in a warming climate.</p> <p>The sustainable management of this asset should include planning for adequate retention of water to ensure an ample supply during anticipated years of drought. Infrastructure spending is required to monitor and enhance the capacity of wastewater treatment plants.</p>
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<sup>2</sup> EPA Study

			<p>Analysis of water allocations and licensing, ensuring balance between managing the water requirements of the natural ecosystem and supplying producers with enough water to assure the productivity of the region.</p> <p>Investment in data collection technology to monitor native species will provide on-going feedback on the success of water management solutions across the catchment.</p> <p><b>The new Strategy should recognise the declining health of the water catchment area for the Greater Adelaide Region and identify strategies for protecting and enhancing the health of the catchment.</b></p> <p><b>The new Strategy should recommend adequate investment in infrastructure required to ensure water resources can service the ecological needs of the Mount Lofty Ranges, primary producers as well as the Greater Adelaide community.</b></p> <p><b>The new Strategy should recognise the opportunity presented by the development of a new Greater Adelaide Regional Plan, the Landscape Board Water Allocation Plan review and the SA Water Resilient Water Futures Project, to integrate the strategic aims and objectives of the related State agencies and Boards into a cohesive plan for enhancing the State's water security.</b></p>
Section 5.3 Energy transmission	4	How do we realise the opportunities and mitigate risks with transforming our transmission and distribution infrastructure for the future?	<p>Adelaide Hills Council recognises the need for significant upgrades to transmission networks as the method of energy production evolves and the locations of energy generation diversify. People are embracing and expecting clean energy generation, but at the same time, are anxious about energy supply reliability.</p> <p>More work should be done to research, develop and test the potential benefits of local community based schemes.</p>



			<p><b>The new Strategy should consider the role of local community based schemes for generation, storage and distribution of energy.</b></p>
Section 5.4 Digital connectivity	5	<p>What are the barriers to increased adoption of digital technology to improve productivity?</p>	<p>Adelaide Hills Council has a unique understanding of the barriers to increased adoption of digital technology due to the sporadic internet and mobile telecommunications coverage throughout the district and an unfortunate history of natural disaster experiences which have highlighted the vulnerability of technology and telecommunications infrastructure.</p> <p>During bushfire events in the Adelaide Hills, impacts to communications including mobile phone and WI-FI internet occurred. Bushfires can impact communications through direct impact to infrastructure including transmission towers, signal receiving infrastructure, batteries and generators, as well as loss of power.</p> <p>Communication can also be hindered due to high volumes of use affecting internet speed. A fail proof communications system does not currently exist and the loss of communications increases the distress experienced by community members as it impacts their ability to gain up to date information to inform their decision making and ability to contact loved ones. After the fires have passed, communications continue to be impacted due to failing infrastructure, adding to the distress of the community and loss of productivity for primary producers and other businesses based in the region.</p> <p>The Adelaide Hills region has a significant proportion of the population working from home (15% compared to 10% for SA). Investment and provision of “household level” connectivity has failed to recognise that there can often be highly sophisticated businesses operating from the premise.</p> <p>The Adelaide Hills region is also home to small scale primary production enterprises which face challenges in competing with larger scale operations interstate. Key to improving productivity and therefore</p>

			<p>competitiveness, is the use of technology on the farm. Regrettably, many producers in the Adelaide Hills and similar regions are denied the opportunity to utilize productive technology through the sporadic and unreliable internet/telecommunications coverage.</p> <p>While telecommunications is recognized as a Federal matter, the State is in a strong position to advocate for strengthening regulations to improve both the spread and resilience of telecommunications infrastructure.</p> <p>Low orbit privately operated satellite services are emerging as a potential (but at this stage high cost) alternative to a central government owned network, i.e. nbn. Low orbit satellite services have the potential for greater reach into areas not well serviced by, for instance, fixed wireless nbn. Council has anecdotal evidence that more communities are turning to low orbit satellite services for improved connectivity.</p> <p><b>The new Strategy should recognise the differences in levels of digital infrastructure vulnerability throughout the state, based on factors including disaster risk, and offer strategies for improving resilience of same.</b></p> <p><b>The new Strategy should recommend a strong advocacy role for the State in improving the availability, reliability and resilience of internet/telecommunications systems and infrastructure across regional areas, including the potential for further development of low orbit satellite services.</b></p>
Section 5.5 Resource exports	6	What investments could unlock the value of South Australia's resources?	DELIBERATELY LEFT BLANK
<b>Chapter 6 Liveable and well-planned places</b>			
Section 6.1 Coordinated planning	7	How can South Australia better	While the expected population growth of the Adelaide Hills Council is low relative to the rest of the Greater Adelaide Region, it is anticipated that

		<p>coordinate infrastructure investment to support a growing population?</p>	<p>infrastructure investment across the Region will be essential to support increasing productivity as well as allowing for additional movement of people (including increased visitor numbers) throughout the region.</p> <p>A greater number of people accessing the Adelaide Hills is expected to place additional strain on existing transport networks, with congestion on the South Eastern Freeway predicted to produce flow on effects into the surrounding road networks as commuters and freight transport looks to circumnavigate this congestion.</p> <p>As the population of Greater Adelaide increases, the number of people seeking support from community services as well as emergency services and healthcare will grow proportionately. This will require investment to increase the capacity of existing services as well as introduce additional facilities. This should be supported by a tool which is capable of identifying areas requiring additional support to ensure equitable distribution of infrastructure spending.</p> <p><b>The new Strategy should recognise that infrastructure investment is required in areas of lower resident population growth to help improve productivity and support non-resident populations, e.g. tourism growth.</b></p> <p><b>The new Strategy should recognise the need for a tool to ensure the equitable distribution of infrastructure spending based on multiple criteria, i.e. not just population growth.</b></p>
Section 6.2 Affordable housing	8	<p>What can be done to support sufficient, fit-for-purpose housing to improve housing affordability?</p>	<p>Housing diversity and supply will be essential to create additional affordable housing for the residents of the Greater Adelaide Region including the Adelaide Hills community where possible.</p> <p>Housing incentives such as the Housing Australia Future Fund are expected to promote the construction of affordable housing through the allocation of additional funding to community housing organisations and developers. Additionally, subsidies on developments which include</p>

			<p>affordable and social housing are anticipated to promote the inclusion of these forms of housing.</p> <p>However, it is clear that market intervention and government policies will be required to direct the development of social and affordable housing evenly across the Greater Adelaide Region and this should promote a diverse range of housing forms to cater to people across the region.</p> <p>Such interventions should direct more intensive forms of housing into locations which are capable of supporting larger numbers of people and have established forms of community services and public transport available.</p> <p>It is further suggested that the focus on affordable housing should reflect the needs of particular communities rather than taking a 'one size fits all' approach. To this end, an appropriate lens would be to look to ensure people growing up in a particular community can afford to buy/rent their first home there and that people who've lived in a community most of their life have options to stay there as they age.</p> <p><b>The new Strategy should take an integrated approach to land use planning and infrastructure investment is required to accommodate the increased demand on existing infrastructure from a growing Greater Adelaide population, with the cost burden associated with its delivery to be distributed fairly.</b></p>
Section 6.3 Public transport	9	How can we improve public transport services across Adelaide and outer metropolitan areas to encourage greater patronage?	<p>Council reaffirms its position that passenger rail connection for the Adelaide Hills should be a key consideration for the future of public transport in the Adelaide Hills Region. It has the potential to reduce congestion on the South Eastern Freeway and provide efficient and sustainable mass commuter transport.</p> <p>There is limited public transport options available off the main South Eastern Freeway corridor and the expansion of Ride Share Services and/or</p>

			<p>the on-demand service like that currently operating in Mt Barker, Nairne and Littlehampton should be considered for the outer metropolitan areas such as the Adelaide Hills.</p> <p>The Adelaide Hills community, like much of the broader community, is fast moving toward prioritizing sustainable living choices. Ensuring that public transport is both readily available and is moving toward a net-zero emissions system, will incentivise its use.</p> <p><b>The new Strategy should encourage investment in more flexible and commuter centred public transport systems.</b></p> <p><b>The new Strategy should encourage rapid transitioning of South Australia's public transport system to net zero emissions, so as to align with community expectations.</b></p> <p><b>The new Strategy should include consideration of rail commuter transport to Mount Barker while servicing other Adelaide Hills communities.</b></p>
Section 6.4 Health and wellbeing	10	What investments would support a more efficient and productive health system that meets our growing and changing needs?	DELIBERATELY LEFT BLANK
Section 6.5 Education and skills	11	How can infrastructure support improved education and skills outcomes for South Australia?	Students in the Adelaide Hills region face a range of barriers to participation in education, particularly at tertiary level. One of these barriers is access to public transport across the more sparsely populated areas.

			<b>The new Strategy should recognise that transport networks play a vital role in enabling people to access education services and that public transport planning should take this needs into account.</b>
Section 6.6 Cultural, tourism, and recreational facilities	12	How can we sustainably grow these sectors to realise greater benefits for visitors and residents?	<p>Adequate and well-maintained infrastructure is the basis for sustainable growth of regional tourism. The Regional Visitor Strategy 2025 recognises six strategic areas important to the sector: Roads, Trails, Telecommunication black spots, Coastal, river and marine infrastructure, Signage and Air Access.</p> <p>The provision of publicly-funded tourism infrastructure can lead to additional investment by the private sector in complementary products and services, including accommodation, attractions and events venues. This makes it critical to maintain priority infrastructure commitments over time to give businesses the certainty they require to make investment decisions.</p> <p>It is unsurprising that quality of life amenities such as parks, outdoor and indoor recreation centres and cultural facilities are not only important factors in helping to attract visitors but also retaining and attracting new residents. This is particularly important for regional and remote localities looking to encourage and attract talented workforce.</p> <p><b>The new strategy should recognise the importance of infrastructure provision to the future growth and development of tourism and provide a long term view to funding commitments and sustainable investment.</b></p>
<b>Chapter 7 Accessible and inclusive infrastructure</b>			
Section 7.2 Regional and remote areas	13	How can we think differently about infrastructure investment to support equitable	DELIBERATELY LEFT BLANK

		access and a more inclusive society?	
Section 7.3 Closing the Gap	14	What are the opportunities for infrastructure investment to accelerate attainment of the Closing the Gap targets?	DELIBERATELY LEFT BLANK
<b>Chapter 8 A decarbonised, sustainable economy</b>			
Section 8.1 Green industries	15	What infrastructure investments will support industries to transition to a global net zero future?	DELIBERATELY LEFT BLANK
Section 8.2 Decarbonised energy system	16	How do we maintain an affordable, reliable and secure energy system through the energy transition?	DELIBERATELY LEFT BLANK
Section 8.3 Transitioning transport	17	What are the most significant challenges for decarbonising transport and how do we address them?	<p>Adelaide Hills Council is currently transitioning its passenger fleet vehicles to electric vehicles (EV). Council's own analysis has shown that EVs are more affordable than conventional combustion engine vehicles over a 5-year period. However the upfront cost difference does inhibit an uptake of EV by the broader community.</p> <p>Challenges for councils, and presumably other enterprises, arise in transitioning the heavy fleet and fit for purpose vehicles such as utilities and small buses. East Waste (resource recovery organisation) has trialled an electric truck to collect waste but due to the topography and distances required within the Adelaide Hills, the trial was aborted.</p>

			<p>Key challenges for decarbonising transport are the associated cost and lack of clear policy, standards and directions as to what this involves. EV charging infrastructure is gradually becoming available across the state and at this time accommodates the transition of passenger EVs only.</p> <p>The Council has necessarily had to install its own EV charging stations to enable its transition. This results in challenging issues for the electrical capacity of facilities, physical space requirements and network capabilities.</p> <p><b>The new Strategy should address the need for development of alternate energy sources to enable a transition of trade and heavy vehicles.</b></p> <p><b>The new Strategy should recommend the development of a whole of life framework for new technology vehicles, including, appropriate disposal/recycling/reuse pathways</b></p>
Section 8.4 A circular economy	18	What action is needed to achieve a circular economy in South Australia?	<p>Adelaide Hills Council is currently involved in a pilot circular procurement program to report on recycled content within products that are purchased for public use and Council operations.</p> <p>The pilot has identified challenges in sourcing products with high recycled content that comply with Australian Standards in terms of quality and reliability. There are also limited local manufacturers who are in the business of producing products required by local government with recycled content.</p> <p>Council also considers that to maximise the circular economy, consumer demand needs to increase. There exists an opportunity to further develop recycling technology to reduce the gap in real or perceived quality between products made from raw and recycled materials. While local councils are not in a position to improve this technology or drive</p>



			<p>manufacturing improvements, they are in a unique position to help educate communities and encourage more sustainable consumer choices.</p> <p>With the impetus to decarbonize including the purchase of 100% renewable electricity and the installation of solar PV panels and battery storage there is a growing need to enable the renewable energy infrastructure to be reused and/or recycled. Currently the end of life outcome for many energy generation and storage systems is landfill.</p> <p><b>The new Strategy should recommend increased funding into research and development into reuse and recycling pathways for all products, include renewable energy systems.</b></p>
Section 8.5 Infrastructure delivery	19	What measures can be taken to enable the infrastructure industry to decarbonise?	<p>Adelaide Hills Council has commenced an investigation into applying ISO20400 (International Standard for Sustainable Procurement) across its procurement activities. This standard provides guidelines for integrating sustainability into an organisation's procurement processes.</p> <p>In the longer term, the application of this standard by key procuring agencies, will encourage suppliers to make greater efforts to ensure sustainability in their services and products.</p> <p>This international standard, or a similar scalable framework, could be made mandatory for all organisations procuring infrastructure to consider their impact and progression towards decarbonisation. To achieve decarbonisation data management will become critically important and therefore there needs to be improved and standard mechanisms for the collection and collation of data to enable clear and simple reporting. Whilst government and large organisations will be able to more easily transition, there needs to be consideration for small to medium business support to enable these organisations to not be left behind.</p>

			<b>The new Strategy should identify the need to establish a sustainable procurement framework for public and private entities procuring infrastructure.</b>
<b>Chapter 9 Improved resilience</b>			
Section 9.1 Planned resilience	20	How do we better account for the impacts of climate change in our infrastructure, to support improved resilience?	<p>It is broadly accepted that one impact of climate change is more frequent and more extreme natural disasters.</p> <p>Adelaide Hills Council has an unfortunate history of experience with bushfires. Early detection and an early response is critical to stopping fires from becoming out of control. Advances in technology such as artificial intelligence, high-definition cameras and satellite imagery help to improve situational awareness and intelligence and provide an opportunity to mitigate and prevent bushfires.</p> <p>Varied population densities, dense vegetation and challenging topography makes the Hills an ideal region for piloting innovative technology options for rapid detection of fire ignition locations and, as technology develops, remote quelling methods.</p> <p><b>The new Strategy should recognise the impact of climate change on natural disaster risk and include advanced technologies among a range of mitigations.</b></p>
Section 9.2 Critical infrastructure	21	What are the critical resilience issues that South Australia needs to address?	DELIBERATELY LEFT BLANK
Section 9.3 Green and blue infrastructure	22	How can we better realise the resilience benefits of green and blue infrastructure to inform infrastructure planning?	<p>Adelaide Hills Council supports the recognition of 'blue and green infrastructure' in improving liveability and the health of local ecosystems.</p> <p>At the same time, the framework for recognising the benefits of investment in this space is not well established, which makes it difficult to evaluate the benefit of investment in this type of infrastructure against other traditional infrastructure investments.</p>

			<b>The new Strategy should look to establish better frameworks around identifying ‘blue and green infrastructure’ solutions to existing problems and establish a method for evaluating proposals of this nature against other more traditional infrastructure solutions.</b>
<b>Chapter 10 A stronger infrastructure industry</b>			
Section 10.1 Planned pipeline	23	How can government and industry work together to support the supply of skilled labour needed to deliver a transparent infrastructure pipeline?	DELIBERATELY LEFT BLANK
Section 10.2 Digital technology	24	How can we maximise the productivity benefits of digitising our infrastructure?	DELIBERATELY LEFT BLANK
Section 10.3 Effective procurement	25	How can government continue to encourage collaboration and innovation in procurement?	DELIBERATELY LEFT BLANK
Section 10.4 Funding and financing solutions	26	What are the funding and financing options government should consider in future, to ensure its	Local government has the potential to be an even stronger delivery partner for State and Federal Governments.  As the level of government closest to the community, local councils understand local challenges and opportunities. They have established connections with business associations, community representative groups

		<p>infrastructure program remains affordable and sustainable?</p>	<p>and informal community leaders, as well as a network of local suppliers and contracts to support the delivery of local projects. Councils are well placed to ensure strategic projects meet local needs.</p> <p>Community expectations are changing and it is becoming apparent that community members have less regard for the delineation of responsibilities between local, state and federal governments than they have before. As a consequence, councils are under increased pressure to deliver services or achieve outcomes which are in fact the responsibility of other tiers of government.</p> <p>By and large, local governments are willing service providers, but it is important that funding is provided from the appropriate source so the cost burden is appropriately shared.</p> <p><b>The new Strategy should acknowledge local government as the closest level of government to communities and recognise the benefits that can be achieved through engaging local councils in state priority programs and projects.</b></p> <p><b>The new Strategy should recognise the role of local governments in achieving state priorities through funding local government to deliver projects, programs and services to local communities.</b></p>
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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.8</b>
<b>Responsible Officer:</b>	<b>Chris Janssan Manager Open Space Environment and Infrastructure</b>
<b>Subject:</b>	<b>Department for Environment and Water Burning on Private Lands Program</b>
<b>For:</b>	<b>Decision</b>

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#### **SUMMARY**

The purpose of this report is to provide a summary of the investigation into ten proposed treatment areas across six Council reserves under the Department for Environment and Water's (DEW) strategic fuel reduction program, Burning on Private Lands Program (the Program).

The CFS has been working with Bushfire Management Committees and the community to identify areas at the greatest risk of bushfire across the State through the Bushfire Management Area Planning process. Within these areas the State Government has been working with landholders, including the Adelaide Hills Council, to help strategically reduce the bushfire risk that may exist on their lands. Prescribed burns are proposed primarily for reducing fuel loads, however it is recognised that on many Adelaide Hills Council properties there may be opportunities to deliver secondary benefits including weed management and bush restoration outcomes.

Following the Program's adoption by Council on 24 October 2017, ten sites on Adelaide Hills Council land have been identified through the Bushfire Management Area Planning process and have now had at least one (1) prescribed burn completed. A further ten treatment areas across six Council reserves have been proposed and investigated by Council staff. During the investigation process, several changes to the sites have been made by DEW in consultation with Council. This has led to the inclusion and removal of sites from the program.

#### **RECOMMENDATION**

##### **Council resolves:**

- 1. That the report on Department for Environment and Water Burning on Private Lands Program be received and noted.**
- 2. To endorse prescribed burns at the following ten sites across six Council Reserves under the DEW Burning on Private Lands Program:**
  - Mylor Parklands (Stages 2, 3 & 4)**
  - Heathfield Conservation Reserve (Stages 2 & 3)**
  - Bradwood Park, Bradbury (Stages 1 & 2)**
  - Uraidla Reserve - Greenhill Road, Carey Gully (Stage 1)**
  - Red Hill Road Reserve, Bradbury (Stage 1)**

- **Lenswood Centennial Park (Stage 1)**

- 3. Include for consideration in the next Long Term Financial Plan review, provision for the post-burn maintenance of the sites from 2025-26 and beyond.**
- 

**1. BACKGROUND**

DEW approached Council in 2016 with a proposal to undertake a prescribed burn in the Heathfield Conservation Reserve (formerly Heathfield Stone Reserve). A report was received by Council at the 28 March 2017 Council Meeting and it was resolved to allow the prescribed burn to proceed.

**14. OFFICER REPORTS – DECISION ITEMS**

**14.1. Heathfield Stone Reserve Burn Proposal**

Moved Cr Ron Nelson S/- Cr Ian Bailey	60/17
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**Council resolves:**

- 1. That the report be received and noted**
- 2. That a burn on Heathfield Stone Reserve for the purpose of bushfire mitigation and weed management (to be carried out by DEWNR and CFS), be approved for Autumn 2017.**

	<b>Carried Unanimously</b>
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Following this approval DEW met with AHC staff in May 2017 to propose prescribed burns at a number of additional sites on AHC land. Each site was inspected in conjunction with AHC Biodiversity Team personnel, and contact made with key stakeholders and partners including relevant Landcare and volunteer organisations.

A further report was considered by Council at the 24 October 2017 Council Meeting and it was resolved to endorse the DEW Burning on Private Lands Program.

**12.9. DEWNR Fuel Reduction on Private Lands Program**

Moved Cr Val Hall S/- Cr Ian Bailey	250/17
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**Council resolves:**

- 1. That the report be received and noted**
- 2. That DEWNR's Strategic Fuel Reduction program is approved for the Adelaide Hills Council region.**

	<b>Carried Unanimously</b>
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The Program represents a joint initiative between DEW, CFS and Adelaide Hills Council. It is consistent with the objectives of the Adelaide Mount Lofty Ranges Bushfire Management Area Plan and in accordance with the DEW Prescribed Burn Plans for each site (including environmental assessments). The sites investigated and treated under the Program include:

- Heathfield Conservation Reserve (formerly Heathfield Stone Reserve) (Heritage Agreement #1654)
- RAA Tower, Hillcrest Avenue, Crafers West
- Heathfield Waste Facility (Heritage Agreement # 1265)
- Yanagin Reserve (Heritage Agreement #1593)
- Mylor Parklands (Heritage Agreement # 1264)
- Melville Reserve (Upper Sturt Tennis Courts)
- Lobethal Bushland Park (Heritage Agreement # 88)
- Mylor Oval remnant vegetation area
- Morgan Road, Ironbank – Blue Marker Site (NVMS 3)

DEW approached Council and proposed six additional sites for investigation and potential treatment over the next six years. On the 9 May 2023, Council endorsed the investigation of those six proposed sites.

## **12. OFFICER REPORTS – DECISION ITEMS**

### **12.1 Burning on Private (Council) Lands Program**

**Moved Cr Adrian Cheater  
S/- Cr Louise Pascale**

**108/23**

Council resolves:

1. That the report be received and noted.
2. To endorse the investigation of additional Council sites under the DEW Burning on Private Lands Program.

### **VARIATION**

The Mover with the consent of the Seconder sought and was granted leave of the meeting to vary the motion.

1. That the report be received and noted.
2. To endorse the investigation of additional Council sites under the DEW Burning on Private Lands Program:
  - Bradwood Park (Heritage Agreement #1266)
  - Red Hill Road, Bradbury (Heritage Agreement #1594)
  - Sedum Place Reserve, Crafers West
  - Mylor Parklands (Heritage Agreement #1264)
  - Camp Gooden (Heritage Agreement #1232)
  - Stock Road, Mylor (Blue Marker Site NVMS52)

**Carried Unanimously**

During the investigation process, several changes to program were proposed by DEW.

This led to the inclusion of:

- Lenswood Centennial Park (Heritage Agreement #510)
- Uraidla Reserve - Greenhill Road (DIT road reserve)
- Heathfield Conservation Reserve (Heritage Agreement #1654)

and removal of:

- Sedum Place Reserve, Crafers West
- Stock Road, Mylor (Blue Marker Site (NVMS 52))
- Camp Gooden (Heritage Agreement #1232)

The proposed six Council sites investigated include:

- Bradwood Park (Heritage Agreement #1266) - **Appendix 1**
- Red Hill Road, Bradbury (Heritage Agreement #1594) - **Appendix 2**
- Uraidla Reserve - Greenhill Road (DIT road reserve) - **Appendix 3**
- Heathfield Conservation Reserve (Heritage Agreement #1654) - **Appendix 4**
- Mylor Parklands (Heritage Agreement #1264) - **Appendix 5**
- Lenswood Centennial Park (Heritage Agreement #510) – **Appendix 6**

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal 4            A valued Natural Environment

Objective N1    Conserve and enhance the regional natural landscape character and amenity values of our region

Priority N1.2    Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts

Objective N2    Recognise 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

Objective N3    Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment

Priority N3.2    Collaborate and engage with public and private organisations, schools and community members (including the Aboriginal community as the first nation peoples), to improve biodiversity outcomes and land management practices.

*Biodiversity Strategy 2019 – 2024*

Goal 1            Protect and maintain areas of high biodiversity or habitat value

Strategy         Ongoing monitoring and management of Council reserves and NVMS sites



- Action Managing fuel loads (weed management programs (DEW Burning on Private Lands Program
- Action Explore fire as an ecological tool (ie DEW Burning on Private Lands Program)
- Goal 2 Increase or maximise habitat value of degraded sites
- Strategy Collaborate with DEW on the Burning on Private Lands Program on Council Lands
- Action Undertake post burn weed management to assist with the secondary benefits of prescribed burning (weed management and bush restoration outcomes)
- Action Investigate opportunities with DEW for ecological burns in other location on Council Lands (not included in the Burning on Private Lands Program) to encourage the emergence of fire responsive native flora species and weed management objectives.

➤ **Legal Implications**

Depending on how the seasons are progressing (mainly with regard to rainfall), the burns are likely to be conducted within the fire danger season. As required under the *Fire and Emergency Services Act 2005* Section 79(2), 80, all prescribed burns conducted within the fire danger season must have an authorised permit and must comply with the conditions and regulations of the permit and Act.

The burns are conducted in accordance with *Native Vegetation Regulations 2017* (Division 3) which allows fuel reduction to be undertaken for the purposes of bushfire mitigation, if approved by the CFS Chief Officer (or authorised delegate). Approval must have regard to the Bushfire Management Area Plan applicable for the area.

➤ **Risk Management Implications**

Council currently undertakes fuel reduction through weed control in high value conservation reserves via a range of applications and programs. Conducting strategic prescribed burning is unlikely to significantly alter the risk profile of weed management in high value conservation reserves but it will provide information on the effectiveness of alternative weed control methods specific to the conditions of the local area. Support for the Program will also likely demonstrate that the Council has taken steps to mitigate bushfire risks strategically across the landscape in line with State Government and CFS objectives.

The endorsement of the Program will assist in mitigating the risk of:

*Bushfire carried by elevated fuel levels in Council reserves leading to public reputational damage.*

Inherent Risk	Residual Risk	Target Risk
Extreme 4A	Medium 2C	Medium 2C

This is an existing program which has been in operation since 2017 and employed to assist with mitigation of the bushfire risk across the region.

➤ **Financial and Resource Implications**

DEW will conduct burn operations at no cost to the Council (this will include preparing the site, conducting the burn and patrolling the site until declared safe and submission of all approval documentation), as well as development of the site Weed Management Plan.

For the majority of the sites, post burn weed management works will need to be covered in Council’s operational budgets. There will, however be some level of commitment from DEW in the form of ‘weed whacking’ days. This amounts to approximately 1 day per annum per site for three years following the burn.

For all existing sites, post burn weed control budgets have been calculated for a period of 8 years following initial treatments (prescribed burns). Budgets are estimated according to factors such as size of the burn area, complexity of the site, pre-burn condition of vegetation (ie levels of weed invasion), accessibility etc. An appropriate budget has been committed for all existing 10 sites included in the Program to date. The annual amounts tend to vary annually depending on what stage of recovery each site is in.

A proposed budget for the 10 proposed sites across 6 Council reserves has been calculated for consideration and inclusion into the 2024-25 Annual Business Plan and the Long Term Financial Plan. See Table 1.

Table 1. Burninig on Private Lands Program projected budget figures

<b>Financial Year</b>	<b>TOTAL budget required*</b>	<b>Current allocation (LTFP)</b>	<b>Adjustment required</b>
<b>22/23</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>0</b>
<b>23/24</b>	<b>\$60,000</b>	<b>\$55,000</b>	<b>\$5,000</b>
<b>24/25</b>	<b>\$53,000</b>	<b>\$53,000</b>	<b>\$500</b>
<b>25/26</b>	<b>\$75,000</b>	<b>\$50,000</b>	<b>\$25,000</b>
<b>26/27</b>	<b>\$62,500</b>	<b>-</b>	<b>\$62,500</b>
<b>27/28</b>	<b>\$67,500</b>	<b>-</b>	<b>\$67,500</b>
<b>28/29</b>	<b>\$70,000</b>	<b>-</b>	<b>\$70,000</b>
<b>29/30</b>	<b>\$75,000</b>	<b>-</b>	<b>\$75,000</b>
<b>30/31</b>	<b>\$57,500</b>	<b>-</b>	<b>\$57,500</b>
<b>31/32</b>	<b>\$52,500</b>	<b>-</b>	<b>\$52,500</b>
<b>32/33</b>	<b>\$45,000</b>	<b>-</b>	<b>\$45,000</b>
<b>33/34</b>	<b>\$30,000</b>	<b>-</b>	<b>\$30,000</b>
<b>34/35</b>	<b>\$17,500</b>	<b>-</b>	<b>\$17,500</b>
<b>35/36</b>	<b>\$10,000</b>	<b>-</b>	<b>\$10,000</b>
<b>36/37</b>	<b>\$7,500</b>	<b>-</b>	<b>\$7,500</b>

\*includes proposed sites

Should Council resolve as per the recommendation, it is proposed to include the additional funding as indicated in Table 1 as a priority initiative in the next LTFP review. In most years, the allocation would be similar to that already allocated each year between 2023 and 2025.

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

Community consultation is undertaken to inform external customers and provide opportunities to ask questions and seek clarification about the project. This extends also to key stakeholders, wider community and the local residents within an appropriate catchment of the burn site.

The following consultation tools have previously been employed since the endorsement of the Program in 2017.

- Social media
- Council website
- Courier, Herald
- Local newsletters (where appropriate) (ie. schools)
- Targeted engagement with key stakeholders (where appropriate)
- Information about the project will be displayed at Council contact centres (libraries)
- Signage placed near the sites advising of the proposed burn
- Mail out to local residents, within a defined catchment around the burn site (usually 1-2 kilometres).

Prior to endorsement of the Program in 2017, an update on the Program was also provided to the Biodiversity Advisory Group (BIOAG).

➤ **Sustainability Implications**

To assess the effects of the prescribed burn on a range of environmental and cultural issues, an Environmental Assessment (EA) is undertaken in alignment with DEW policy and procedure.

EA addresses potential threats and benefits to flora, fauna, threatening processes, ecological communities, threatened species habitat, water and flooding, heritage, amenity and other values. They are undertaken within the DEW Fire Information Management System (FIMS) using State Government corporate data and expert input and knowledge.

This DEW EA process has been endorsed by Commonwealth Environment Department to assess the impacts on Nationally threatened species or communities.

➤ **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
Advisory Groups:	Not Applicable
External Agencies:	Department of Environment and Water (Fire Management Unit)
Community:	Not Applicable

➤ **Additional Analysis**

Prescribed burning is regarded as a vital strategy to improve the protection of built and natural assets from the adverse impacts of bushfire by reducing heavy fuel loads in strategic areas. Fuel reduction burning increases the chances of early fire suppression and can provide a safer environment during bushfires.

Prescribed burns are primarily aimed at reducing fuel loads. However, it is recognised that on many Adelaide Hills Council properties there are opportunities to deliver secondary benefits which include weed management or other ecological benefits, such as bushland regeneration, improvement of wildlife habitat and overall bush restoration outcomes. At many of these sites Council has been restoring biodiversity values for many years, often in partnership with other organisations, including Landscapes Hills & Fleurieu, Trees for Life, Landcare Australia and community voluntary groups.

Despite the often prolific germination of the weed seed bank following a burn, it is recognised that there is a significant opportunity to capitalise on the widespread clearance of weeds. Rapid and targeted follow-up is critical in managing these sites and ensuring that fuel levels are not further elevated by inadequate commitment to post burn weed management. Council has therefore committed funds to assist with weed management at each of the 10 sites existing sites in the Program. These management activities will extend for an 8 year period following the initial burns. Likewise, DEW has committed to a three year ‘in kind’ support at each of the sites. This has already been completed at the majority of the sites.

#### Monitoring

Flora and fauna monitoring of burn sites will be a necessary component of the Program, to observe and record species’ overall response to fire, in particular fire intensity and frequency over time. This is not a service that DEW provide (post fire), and has been initiated by Council. These include:

- Bushrat (Bushland Assessment Methodology) data is collected at 5 year intervals and assesses the condition of vegetation and habitat values.
- Photopoints have been established at a number of burn sites to provide annual observational (qualitative) and quantitative data on native and exotic plant species and the woodland community’s response to fire.
- Bird survey data is collected at each site, prior to the burn and then biannually each year (Autumn and Spring). It is anticipated that this dataset will help inform Council of the localised and regional impacts of the Program, particularly on woodland birds, which are well recognised as being in significant decline across the Mount Lofty Ranges.

All data is stored with AHC, and provide opportunities to inform the DEW Program into the future as well as data sharing with other organisations, such as Nature Conservation Society of South Australia (NCSSA) and Adelaide University.

Table 2 - Propopsed Sites Summary

Reserve Name	Burn Stage	Burn Size (ha)	Timing	Comments
<b>Mylor Parklands</b>	Stage 2	1.6	Autumn 2025/26	This site is under Heritage Agreement (HA 1624). Due to the high value Stringybark habitat (which is suitable for a number of threatened species including Southern Brown Bandicoot and Yellow-footed Antechinus), Council negotiated a mosaic burn arrangement at a 3-4 year interval to retain some portions of habitat until the burned portions recover adequately for recolonisation by native
	Stage 3	1.5	Spring 2026/27	
	Stage 4	1.5	Autumn 2028/29	

Reserve Name	Burn Stage	Burn Size (ha)	Timing	Comments
				fauna species. The Stage 1 burn was undertaken in 21/22 FY and is entering its 3 <sup>rd</sup> year of post burn recovery.
<b>Heathfield Conservation Reserve</b>	Stage 2	3	Spring 2024/25	This site is under Heritage Agreement (HA 1654). Stage 2 will re-burn a small section of the 2017 burn (Stage 1) to attempt a more effective reduction in the Erica sp and Sallow Wattle regeneration. Despite intensive efforts (post burn) to eliminate the weeds, there has been significant and aggressive germination of woody exotics, largely due to the historic level of weed cover in the past. This is a consistent observation with many of the other sites that have suffered high levels of historic weed invasion. This site was the original trial site for the use of the herbicide Dalapon which was utilised at 1/4 – 1/2 rates to control significant infestations of Watsonia whilst not adversely affecting the native grasses and lilies that dominate the understorey. After several applications, the trial is considered to have been a success.
	Stage 3	2	Autumn 2027/28	
<b>Bradwood Park, Bradbury</b>	Stage 1	2	Spring 2024/25	This site is under Heritage Agreement (HA 1266). Due to the high value Stringybark habitat (which is suitable for a number of threatened species including Southern Brown Bandicoot and Yellow-footed Antechinus), Council negotiated a mosaic burn arrangement at a 4 year interval to retain half of the habitat area until the burned portion recovers adequately for recolonisation by native fauna species.
	Stage 2	2	Autumn 2028/29	
<b>Uraidla Reserve - Greenhill Road, Carey Gully</b>	Stage 1	2.21	Spring 2023	This site is technically a road reserve adjoining Greenhill Road which is a DIT managed road. DEW has advised that given the excellent condition of the site, post fire management will be managed by the Department Fire Management staff. Therefore no Council budget is required for this site. Burn completed.
<b>Red Hill Road Reserve, Bradbury</b>	Stage 1	1.46	Autumn 2026/27	This site is under Heritage Agreement (HA 1594). This contains high value Stringybark habitat (which is suitable for a number of threatened species including Southern Brown Bandicoot and Yellow-footed Antechinus), and has low levels of weed incursion in the past. The levels of post fire weed management will likely be minimal.
<b>Lenswood Centennial Park</b>	Stage 1	4.5	Spring 2024/25	This site is under Heritage Agreement (HA 510). It contains the most degraded of the vegetation contained within the reserve. It is Eucalyptus obliqua +/- Eucalyptus leucoxyloides ssp. leucoxyloides +/- Eucalyptus dalrympleana ssp. dalrympleana Tall Open Woodland with a high cover of woody exotics in the understorey. Therefore the levels of post fire weed management will likely be considerable. The Biodiversity operational budgets for this site are concentrated on the better vegetation to the western side of the reserve and the riparian vegetation associated with the creekline (Cock Wash).

### **3. OPTIONS**

Council has the following options:

- I. To endorse the inclusion of the 10 proposed sites into the DEW Burning on Private Lands Program and to commit appropriate budget to manage the sites post burn (Recommended)
- II. Not endorse the inclusion of the 10 proposed sites into the DEW Burning on Private Lands Program (Not Recommended)

### **4. APPENDICES**

- (1) Location map for Mylor Parklands
- (2) Location map for Heathfield Conservation Reserve
- (3) Location map for Bradwood Park, Bradbury
- (4) Location map for Uraidla Reserve - Greenhill Road, Carey Gully
- (5) Location map for Red Hill Road Reserve, Bradbury
- (6) Location map for Lenswood Centennial Park, Lenswood

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# **Appendix 1**

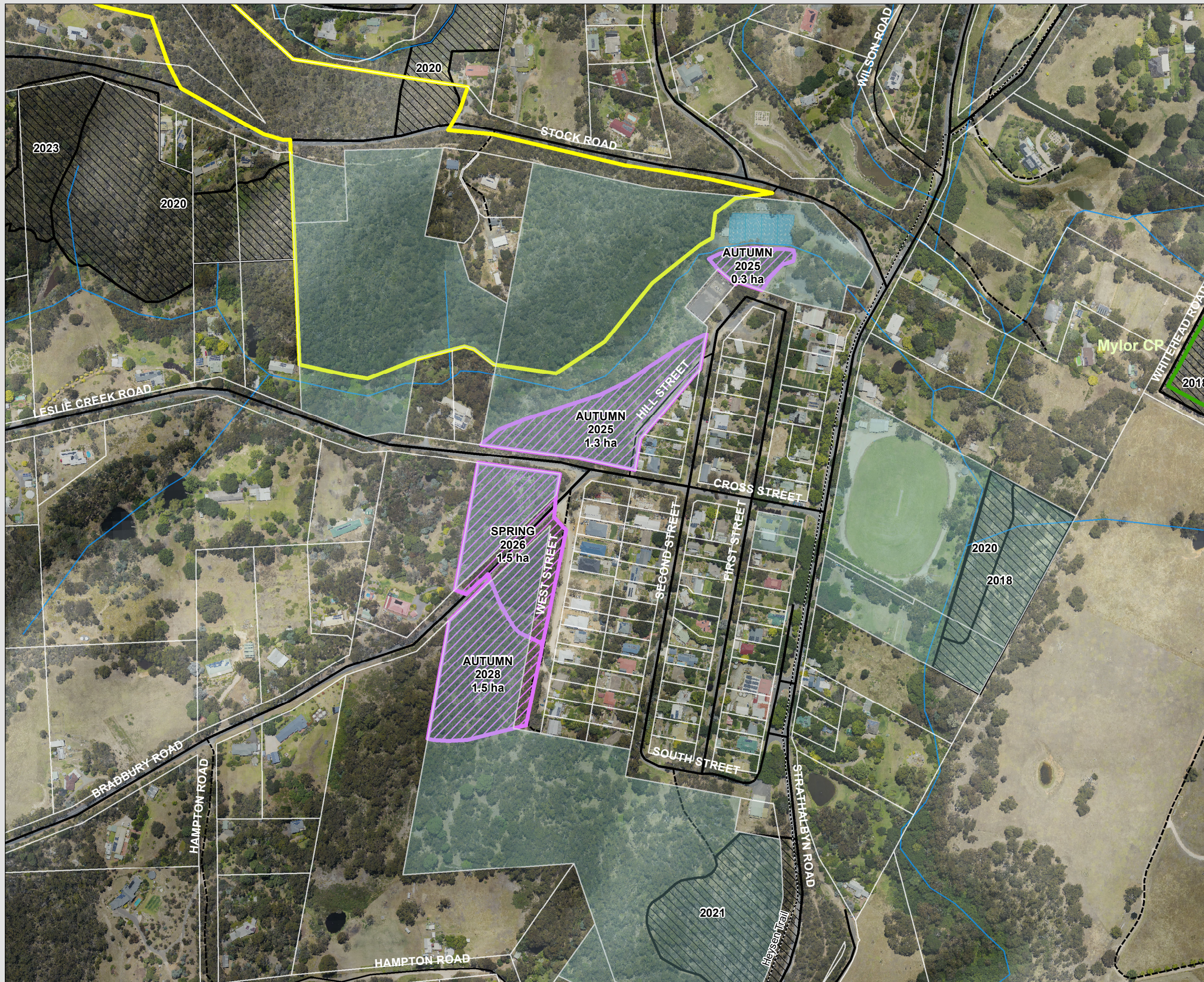
*Location map for Mylor Parklands*




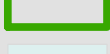
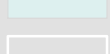

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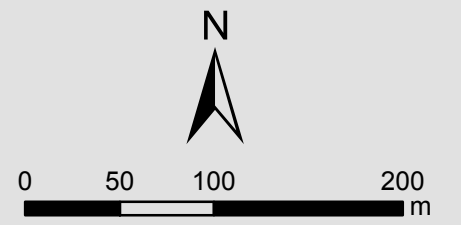
# Mylor Parklands (AHC Land)

## Proposed Burns

Total Area: 4.6 ha



-  Proposed Burn
-  PB Investigation Area
-  Fire History (Last 10 Years)
-  DEW Land
-  AHC Land
-  Cadastre



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Department for Environment and Water  
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environment.sa.gov.au

**Compiled** 2023

**Data Source** DEW

**Projection** Transverse Mercator

**Datum** GDA2020

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## **Appendix 2**

*Location map for Heathfield Conservation Reserve*



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# Heathfield CR (AHC Land)

## Proposed Burns

Total Area: 5 ha



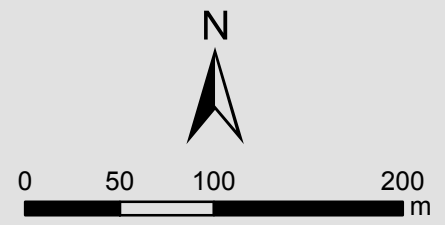
-  Proposed Burn
-  Fire History (Last 10 Years)
-  AHC Land
-  Cadastre

Re-burn to assist with woody weed control

AUTUMN  
2027  
2 ha

SPRING  
2024  
3 ha

2017



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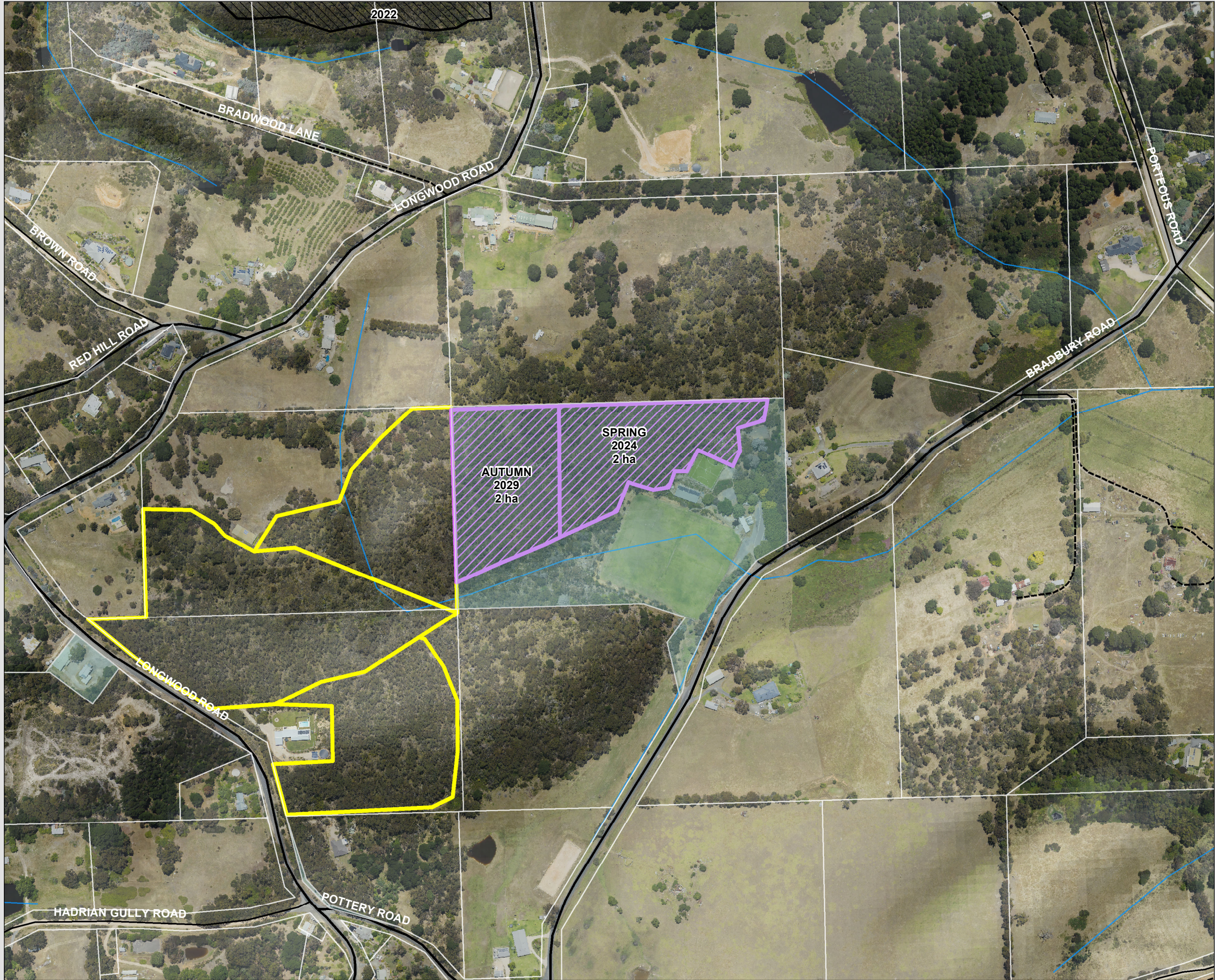
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## **Appendix 3**

*Location map for Bradwood Park, Bradbury*

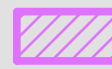

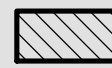
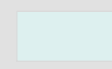

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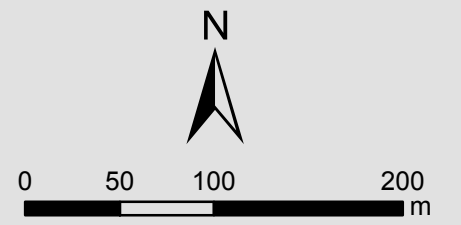


# Bradwood Park (AHC Land)

## Proposed Burns

**Total Area: 4 ha**

-  Proposed Burn
-  PB Investigation Area
-  Fire History (Last 10 Years)
-  AHC Land
-  Cadastre



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## **Appendix 4**

*Location map for Uraidla Reserve - Greenhill Road,  
Carey Gully*



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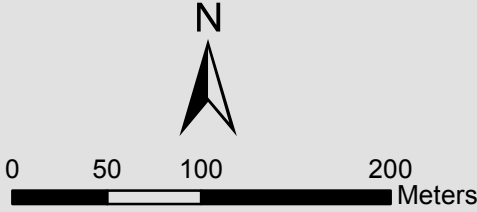


**Uraidla Reserve  
(DIT and  
Private Land)**

**Proposed Burn**

**Total Area on  
DIT Land: 2.5 ha**

 Proposed Burn  
 Cadastre



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**Compiled** 2023  
**Data Source** DEW  
**Projection** Transverse Mercator  
**Datum** GDA2020

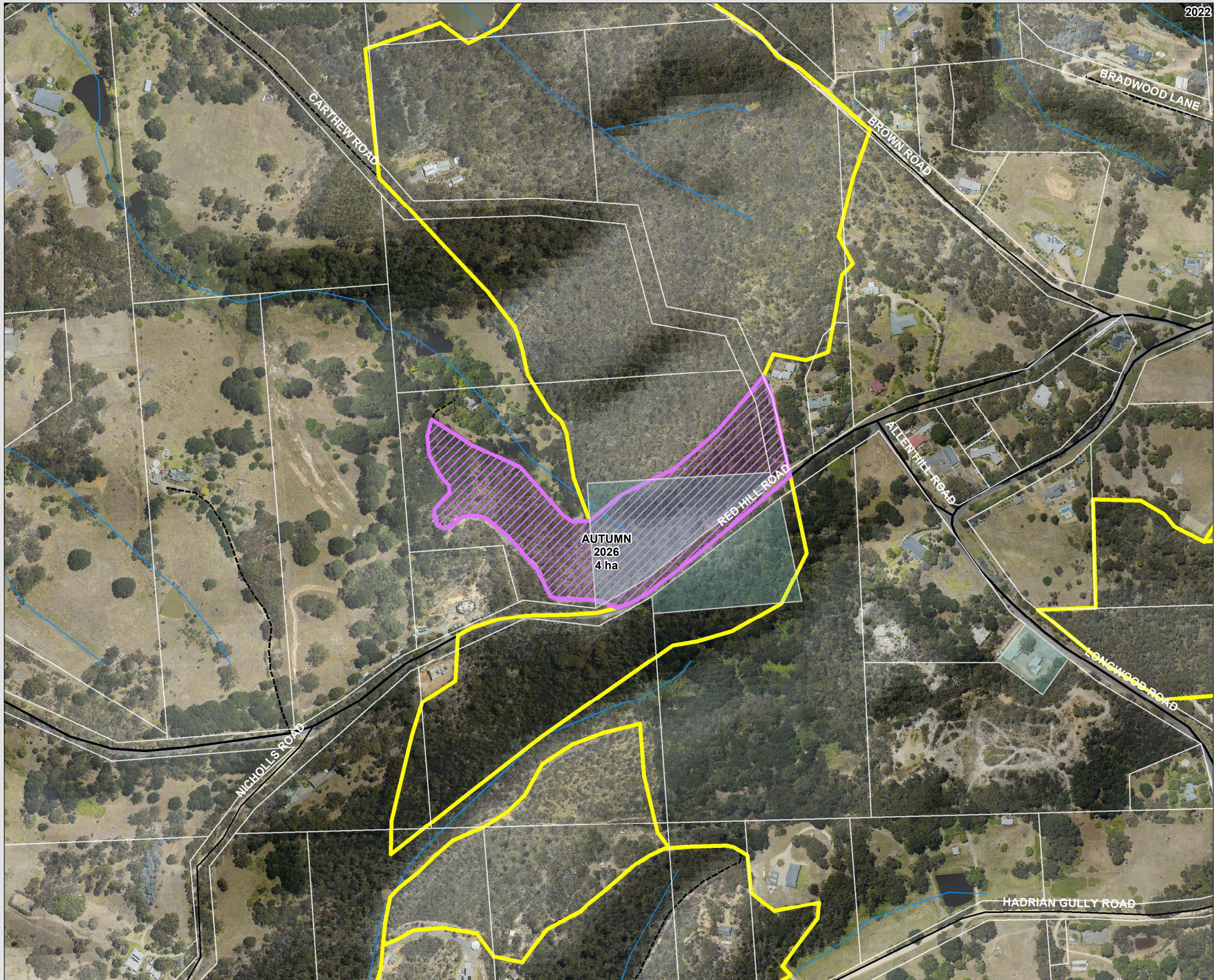
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## **Appendix 5**

*Location map for Red Hill Road Reserve, Bradbury*

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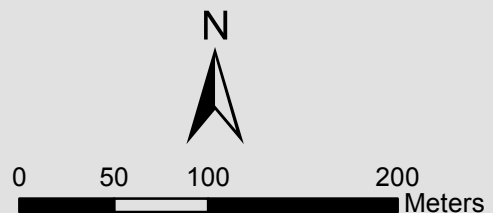
2022

# Scott Creek Red Hill Road (AHC and Private Land)

## Proposed Burns

Total Area on  
AHC Land: 1.5 ha

-  Proposed Burn
-  PB Investigation Area
-  Fire History (Last 10 Years)
-  AHC Land
-  Cadastre



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## **Appendix 6**

*Location map for Lenswood Centennial Park, Lenswood*

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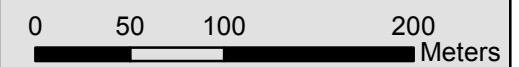
# Lenswood Reserve (AHC Land)

## Proposed Burn

Total Area: 4.5 ha



-  Proposed Burn
-  AHC Land
-  Cadastre



**Produced by** Fire Management  
Department for Environment and Water  
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**Compiled** 2023

**Data Source** DEW

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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 13.9

**Responsible Officer:** Rebecca Shepherd  
Community and Cultural Development Officer  
Community and Development

**Subject:** Community Development Grant Recommendations

**For:** Decision

---

**SUMMARY**

Council provides Community Development Grants to assist community groups to establish and undertake innovative projects or activities that are beneficial to the community and align with Council's Strategic Plan. Community Development Grant applications are open for applications annually in September of each year.

In summary Council received 22 Community Development Grant applications totalling \$47,440.54. These application were considered by the Assessment Panel on 10 October against eligibility and assessment criteria. On the basis of this assessment it is recommended that 19 of these applications be awarded Community Development Grants, to a total amount of \$ 40,720.54

The purpose of this report is to seek Council approval of the recommendations on the awarding of Community Development Grants for 2023/2024 as contained in ***Appendix 1 Community Development Grant Recommendations 2023/2024***

**RECOMMENDATION**

**Council resolves:**

- 1. That the report on Community Development Grant Recommendations be received and noted.**
- 2. That Council approve the awarding of Community Development Grants totalling \$40,720.54 as follows:**

Active Fitness & Lifestyle Group	Purchase new fitness equipment	\$2,500
Adelaide & Hills Koala Rescue	Purchase rescue equipment: warning triangles and carry bags	\$1,014.54
Australian Breastfeeding Association	Parent classes/workshops	\$1,005
Bund der Bayern Incorporated	German Cultural Event – venue hire	\$2,500
CAOS Racing Incorporated	Purchase new Pedal Prix Trike	\$2,500
Cudlee Creek Tennis Club	Tennis coaching clinics & mental health sessions	\$1,250
Gumeracha Community Association	Purchase new banners for street sign system	\$2,500

Gumeracha District Bowling Club	Purchase Club Pennant Shirts	\$2,500
Imagine Uraidla	Purchase Banner and brackets	\$2,500
Kersbrook Public Hall Incorporated	Purchase and installation of bicycle racks	\$2,500
Love Woodside Community Group	All weather path and small play stage – Woody Trails	\$2,400
National Trust of South Australia	Purchase of two bench seats	\$2,500
Nature Play South Australia	Family Nature Walks in the Hills	\$2,420
Oakbank Bowling Club	Purchase of chairs and tables	\$2,281
Onkaparinga Swimming Club Incorporated	Purchase four aquatic resistance training systems	\$2,500
Sturt Upper Reaches Landcare Group	Printing a fauna and habitat guide	\$2,500
The Returned & Services League (Gumeracha District) Sub Branch Incorporated	Vietnam Veterans Honour Board	\$500
United Nations Youth South Australia	United Nations Youth South Australia State Conference venue costs	\$2,500
Woodside Bowling Club	Purchase equipment – 10 sets OZY bowls	\$2,350

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## 1. BACKGROUND

Community Development Grants are a significant grant stream that reflects Council's Grant Giving Policy. The purpose of Community Development Grants is to assist local non-profit community groups to undertake projects or activities that are beneficial to the community and align with Adelaide Hills Council's Strategic Plan.

It is the intention of this program to assist groups that:

- Provide activities and programs that align with the goals and objectives outlined in Council's Strategic Plan
- Promote community collaboration and partnerships
- Promote community participation and social connection
- Support wellbeing through active healthy lifestyles
- Promote diversity, access and inclusion
- Are based within the Adelaide Hills Council district
- Are based outside the Council area but provide a service or programs to a significant number of residents within the Adelaide Hills

Both Community Development Grants and Community and Recreation Facilities Grants are offered annually and there is a significant level of collaboration and consultation across both grant streams.

Grant applications are considered by an Assessment Panel based on the Grant Giving Policy, Community Development Grant Guidelines and Eligibility and Assessment Criteria. This report presents the recommendations of the Assessment Panel.

The Assessment Panel met on Tuesday 10 October and consisted of:

Rebecca Shepherd	Manager Community Development
Lynne Griffiths	Community and Cultural Development Officer
Julie Wilhelm	Hills Positive Ageing Project Officer
Steve Sauerwald	Property Project Officer

## 2. ANALYSIS

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

*Strategic Plan 2020-24 – A brighter future*

Goal Community Wellbeing

Objective C3 A Community that grows together

Priority C3.3 Empower our community groups and leaders to shape and determined change in their community through the provision of training opportunities, grants that meet strategic priorities, building relationships and supporting communities to be cohesive in progressing local projects.

Community Development Grants have a significant impact in building community capacity through supporting community led initiatives that respond to local community needs and interests.

### ➤ Legal Implications

Not Applicable

### ➤ Risk Management Implications

The area of grant giving attracts a significant level of community scrutiny. There is an expectation that the awarding of these funds will deliver good outcomes and value for money. There is also an expectation that the grant giving process will be fair, transparent and accountable.

There is a risk to Councils reputation that the community may perceive that Council is not delivering a due level of fairness and equity in awarding grants.

The use of robust eligibility criteria and selection processes will assist in mitigating the risk of grant giving that is inappropriate or does not reflect Councils strategic directions or community expectations.

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

### ➤ Financial and Resource Implications

The amount allocated to Community Development Grants is determined through normal annual budget processes. The total amount dedicated to Community Development Grant funding is \$46,000. This year Council received Community Development Grant applications

totalling \$47,440.54 and the recommendation of the panel is to award grants to a total of \$40,720.54

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

Community Development Grants give Council the opportunity to support and encourage community led initiatives that build capacity and collaboration and facilitate a wide range of beneficial community outcomes.

Council Grant Giving attracts considerable interest and scrutiny and a high priority is placed on ensuring equitable and transparent processes. It is also a process that some in the community find difficult to navigate. Council has a number of measures in place to support community groups through this process including:

- Grant Giving Policy
- Grant Guidelines
- Public information sessions
- Direct support from Council staff
- Smarty Grants for online applications and reporting

Community groups can apply for grants to deliver local initiatives that make a positive contribution to the building of community capacity through:

- Arts/cultural development
- Lifelong learning
- Sport/recreation & active lifestyles
- Sustainability and biodiversity management
- Aboriginal culture and heritage
- Diversity inclusion and accessibility

➤ **Sustainability Implications**

Grant applications that have positive outcomes in relation to sustainability and environment are encouraged. Grant applications in this area are considered in consultation with Councils Biodiversity Officers.

In assessing grant applications consideration is given to the sustainability and ongoing impact of projects and the applicants ability to continue projects beyond the terms of the grant.

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

Consultation was undertaken with staff in relation to grant applications that related to their areas of expertise or to seek information relating to property or sites pertaining to these applications.

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

➤ **Additional Analysis**

Not Applicable

**3. OPTIONS**

Council has the following options:

- I. That the Community Development Grant Recommendations as detailed in *Appendix 1 Community Development Grant Recommendations 2023/2024*, and determined in accordance with a robust assessment process be endorsed (Recommended).
- II. That the Community Development Grant Recommendations as detailed in *Appendix 1 Community Development Grant Recommendations 2023/2024*, are not endorsed, and the Assessment Panel reconsiders their recommendations (Not Recommended).

**4. APPENDICES**

- (1) Community Development Grant Recommendations 2023/2024

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# **Appendix 1**

*Community Development Grant  
Recommendations 2023/2024*

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## Community Development Grant Applications and Recommendations 2023/2024

Applicant	Project Description	Outcome area	Amount Recommended	NOTES (including conditions or requirements)
Active Fitness & Lifestyle group (Adelaide Hills War Memorial Swimming Centre)	Purchase additional fitness equipment to accommodate an increase in participants	Sport/recreation & active lifestyles	\$2,500.00	Provides opportunity for additional community connection and benefits all ages and abilities. Grant is for purchase of equipment only.
Adelaide Hills Hawks Football Club Inc	Purchase of mobile soccer goal nets	Sport/recreation & active lifestyles	NOT ELIGIBLE	Received a Community Development Grant in previous round
Adelaide & Hills Koala Rescue	Purchase rescue and safety equipment.	Sustainability and biodiversity management	\$1,014.54	Grant will purchase warning triangles for volunteer safety and carry bags to reduce stress on koalas and remain property of organisation. Supported by biodiversity team.
Australian Breastfeeding Association	Parental classes/workshops	Diversity, inclusion & accessibility	\$1,005.00	Program will provide an engaging, positive and safe environment for new and existing parents locally
Bund der Bayern Inc	German cultural event which attracts families from the Adelaide Hills and broader regions to connect.	Arts and Cultural Development	\$2,500.00	A significant community event celebrating German culture and heritage that also supports local businesses Grant is for venue hire costs.
Camden Athletics Club Incorporated	Adelaide Hills Picnic Carnival – athletics event for athletes 11 years and above from all over SA.	Sport/recreation & active lifestyles	NOT RECOMMENDED	Not recommended due to same event funded last grant round but under a different auspice body.
COAS Racing Incorporated	Community racing team upgrade Pedal Prix Trike	Sport/recreation & active lifestyles	\$2,500.00	Group require a roadworthy trike for three teams; under 16s, under 20s and masters for over 35s. Located in the Adelaide Hills
Cudlee Creek Tennis Club	Hold an open tennis day including a coaching clinic and a mental health focus BBQ.	Sport/recreation & active lifestyles	\$1,250.00	The open day will encourage more community to participate in physical activity and also connect and engage with other people in their community.

Gumeracha Community Association	Purchase street banners for Gumeracha main street.	Arts and Cultural Development	\$2,500.00	Replacement of current banners that have become worn. Cannot be ongoing reliance on grant.
Gumeracha District Bowling Club	Purchase of new pennant playing polo shirts as approved by Bowls South Australia.	Sport/recreation & active lifestyles	\$2,500.00	New vibrant and modern shirts will contribute to a professional and inclusive club attracting more members. Pennant playing polo shirts will remain the property of the Gumeracha Bowling Club.
Imagine Uraidla	Purchase of 5 banners and 10 brackets to be attached on light posts in main streets of Uraidla and Summertown.	Diversity, inclusion & accessibility Arts and Cultural Development	\$2,500.00	Approvals from open space and SA Power are required before banners and brackets to be attached. In-kind support from AHC only to attach banners and brackets to light posts. Traffic management and any ongoing maintenance is the responsibility of Imagine Uraidla.
Kersbrook Public Hall Inc	Purchase and installation of bicycle racks at Kersbrook Public Hall toilet and picnic area.	Sport/recreation & active lifestyles	\$2,500.00	Recommend a risk assessment undertaken and consider a contemporary and appropriate safety approved bicycle SA rack.
Love Woodside Community Group (Woodside Commerce Association Inc)	Creation of an all weather path behind Woody Trails track. Install a small play stage. Purchase of track materials, hire of compactor, native plants and protectors, concrete foundations, hardwood and timber for stage.	Diversity, inclusion & accessibility Sustainability & Biodiversity Management	\$2,400.00	Requires landowner consent from Property in line with lease agreement with DIT.
National Trust of South Australia	Purchase and install bench seats in Engelbrook Reserve in memory of Russ Sinclair.	Diversity, inclusion & accessibility	\$2,500.00	Engelbrook Reserve is the property of National Trust. Encourage risk assessment.
Nature Play SA	Nature walks in the hills at Woorabinda and Scott Creek CP including Aboriginal speaker to learn about Aboriginal culture, nature and wellbeing.	Aboriginal Culture and Heritage	\$2,420.00	Group to be made aware of requirements regarding the use of Council logo. Funds to exclude Nature Play facilitator costs.

Oakbank Bowling Club	Purchase of furniture at club premises. Includes 8 chairs, 2 round dining tables and 3 dry bar stools for competition.	Sport/recreation & active lifestyles	\$2,281.00	Additional furniture will contribute to a safe and welcoming place accommodate increased members and participants.
Onkaparinga Swimming Club Inc	Purchase of four GMX7 Aquatic Resistance Training Systems aimed to improve and enhance swimmer's training options.	Sport/recreation & active lifestyles	\$2,500.00	Will widen range of activities available and providing appropriate training equipment options at the club.
Sturt Upper Reaches Landcare Group	Develop and print 1000 'Native ground-dwelling Fauna' guides.	Sustainability & Biodiversity Management	\$2,500.00	Supported by biodiversity team. The guide is accessible to adults and children. The hard copies enable readers to use the guides when in the Adelaide Hills environment.
The Returned & Services League (Gumeracha & District Sub Branch Incorporated)	Purchase of an Honour Board for Vietnam Veterans identified as associated with the Gumeracha district.	Other: honouring Vietnam Veterans from district	\$500.00	Response of community to recognise and honour our local Vietnam Veterans.
The Uniting Church in Synod of South Australia	Purchase of a rain water tank to complete Community Centre Project located at the Mylor Uniting Church site.	Sustainability & Biodiversity Management	NOT ELIGIBLE	The addition of a rain water tank is an infrastructure element of a Uniting Church project that adds value to a church owned asset. It is considered that responsibility for this expenditure sits with the Uniting Church.
United Nations Youth South Australia	Grant funds contribute to the UN Youth State Conference to be held at Woodhouse Activity Centre.	Lifelong Learning Sport/recreation & active lifestyles	\$2,500.00	The grant funds to go towards Woodhouse Activity Centre hire costs only. Students from schools in the Adelaide Hills Council region to be encouraged to attend. Supported by Youth Development Officer
Woodside Bowling Club	Purchase of 10 modern Ozy bowls sets.	Sport/recreation & active lifestyles	\$2,350.00	The bowls sets will encourage the game of bowls and the teaching for beginners. Additional sets will encourage younger people to enter the game.

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>13.10</b>
<b>Responsible Officer:</b>	<b>James Szabo Senior Strategic and Policy Planner Community and Development</b>
<b>Subject:</b>	<b>Adelaide Hills Council Submission to the Greater Adelaide Regional Plan Discussion Paper</b>
<b>For:</b>	<b>Decision</b>

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#### **SUMMARY**

The purpose of this report is to present for the Council's endorsement, a draft submission in response to the State Planning Commission's Greater Adelaide Regional Plan Discussion Paper.

The draft submission has been prepared and is composed of three parts, a cover letter addressed to the Chair of the State Planning Commission and a Recommendation Report supported by a Position Paper (refer to **Appendix 1**).

#### **RECOMMENDATION**

##### **Council resolves:**

- 1. That the submission (as contained in *Appendix 1*) on the Greater Adelaide Regional Plan Discussion Paper, be endorsed and forwarded to the South Australian Planning Commission.**
  - 2. That the Chief Executive Officer be authorised to make any necessary minor amendments to finalise the submission, providing the changes do not affect the intent of the submission.**
- 

#### **1. BACKGROUND**

The State Planning Commission is seeking public input on the Greater Adelaide Regional Plan Discussion Paper, part of the 5-yearly review of the 30-Year-Plan for Greater Adelaide last updated in 2017. Released on 14 August 2023, submissions were initially due by 6 November 2023, with an extension granted to 28 November 2023 for Council review.

Elected Members attended four workshop sessions and briefings from September to November, complemented by public consultation events organised by the State Planning Commission. The Discussion Paper serves as a starting point for discussions, addressing issues and opportunities. Further consultation on a draft Revised Regional Plan for Greater Adelaide is expected in 2024.

Adelaide Hills Council is one of 27 Local Government Areas in the Greater Adelaide Region.

The Discussion Paper outlines key focus areas for developing a vision for Greater Adelaide up to 2050, in accordance with the *Planning, Development, and Infrastructure Act 2016*. Regional Plans are prepared by the State Planning Commission, undergo formal public consultation, require approval from the Minister for Planning, and define the long-term vision for growth and land use.

The Discussion Paper includes recent population projections and land supply analysis. It highlights issues such as sustainability, liveability, affordability, and population and job growth. The Discussion Paper also identifies potential infill and greenfield growth areas, posing questions like ‘How should Greater Adelaide grow?’ and ‘Where should Greater Adelaide Grow?’

While these are crucial questions for the broader Greater Adelaide Region, the Adelaide Hills Council is constrained by the watershed area, priority farmland, native vegetation and natural hazard risks, which mean the Adelaide Hills is positioned uniquely within the Region.

## 2. ANALYSIS

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

#### *Strategic Plan 2020-24 – A brighter future*

The Regional Plan has the potential to affect Council’s Strategic Directions and Policies. The Discussion Paper provides an early opportunity to seek alignment with the goals of the Council.

#### *New Strategic Plan*

Council has also embarked on a new strategic plan development process, where issues critical to the Regional Plan will likely be explored. The Strategic Plan may aim to provide a long term strategy to guide future growth and development of the district. It is considered that the timing of this process presents a good opportunity to feed into and complement the development of the Regional Plan to ensure that it is focused on the unique needs and aspirations of our district.

### ➤ Legal Implications

#### *Planning, Development and Infrastructure Act 2016 (PDI Act)*

Pursuant to the *Planning, Development and Infrastructure Act 2016* (PDI Act), Regional Plans:

- are prepared by the State Planning Commission
- undergo formal public consultation in accordance with the Community Engagement Charter
- must be approved by the Minister for Planning
- define the South Australian Government’s long-term vision for growth, integration of land use, transport and the public realm and the application of State Planning Policies in the region

- may include recommendations about the application of the Planning and Design Code in the region, and define actions like amendments to the Planning and Design Code; and
- may also recommend specific amendments to the Code, with an option for the Minister to make or initiate a change to the Code involving a boundary change to a zone or subzone and/or the application of an overlay, on approval of a regional plan without further process (Section 75 of the PDI Act).

The Discussion Paper responds to a need for preliminary consultation as part of a staged engagement and investigative process. While Council is not leading this process the Submission has been guided by the relevant clauses in the PDI Act.

➤ **Risk Management Implications**

The review of the Regional Plan involves a range of risks and opportunities that are important to monitor and respond to as an advocate for the community. There is a reputational risk in not responding or by responding inappropriately, given that the Regional Plan has the capacity to drive change experienced by the community and visitors. There is also corporate risk if the emerging regional planning policy framework does not match the Council's objectives to the greatest extent possible. There are also strategic risks, for example, if long term objectives relating to economic development are undermined by the Regional Plan.

*The changing dynamics within the Council Area from an integrated environmental, societal and economic perspective are not well articulated in the GARP Discussion Paper response. Leading to a lack of scope to advocate for and enact effective strategy and policy to manage, facilitate and enable change in a manner that aligns with the community's expectations and Council's strategic objectives.*

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

The attached draft submission, together with ongoing dialogue with the State Planning Commission, should assist in mitigating these risks.

➤ **Financial and Resource Implications**

While the Planning, Development and Infrastructure Act 2016 (the PDI Act) does not directly require the Council to carry out investigations or other responsibilities relating to a review of the Regional Plan or its implementation, there are expectations at community and State Government level, that the Council is actively engaged and works cooperatively to align strategic outcomes.

Consultant costs associated with the collection and analysis of data and for the drafting of the Review Paper amount to approximately \$20,000 and will be accounted for in Budget Review.

Collaboration with the State can be done using existing staff and allocated resources. Should any new strategic processes be initiated, that would need to be identified in any new strategic planning processes and integrated into budget cycles.

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

The Regional Plan has the potential to influence Council’s community profile and delivery of supporting infrastructure. The Regional Plan has the potential to influence the extent to which the cultural heritage is protected and enhanced in the built environment and landscape.

➤ **Sustainability Implications**

The Regional Plan has the potential to influence the effectiveness of environmental management and protection, including in relation to water resources, tree canopy cover, biodiversity and impacts of climate change.

➤ **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:* 19 September 2023  
3 October 2023  
6 November 2023  
14 November 2023

*Advisory Groups:* Not Applicable

*External Agencies:* State Planning Commission and Planning & Land Use Services, Department of Trade and Investment.

*Community:* Not Applicable

Engagement with the Council on the regional plan has focused on the key Discussion Paper themes of housing, jobs and employment and infrastructure. Feedback from these workshops has informed the thrust of the submission in particular the desire to seek regional distinction, protect natural assets and encourage housing options to meet community needs while maintaining the character and amenity of the hills.

➤ **Additional Analysis**

The Discussion Paper is divided into two main parts, titled:

1. How should Greater Adelaide grow?
2. Where should Greater Adelaide grow?

The Discussion Paper also includes other very high-level questions to help frame comments. The Commission has proposed the following four (4) outcomes to guide discussion about the growth of Greater Adelaide:

- a greener, wilder and climate resilient environment;
- a more equitable and socially cohesive place;
- a strong economy built on a smarter, cleaner, regenerative future;
- a greater choice of housing in the right places.

Key themes of the Discussion Paper are:

- housing choice and affordability;
- securing the future in terms of sustainability, liveability and prosperity;
- where and how to accommodate population growth beyond the 15 years supply considered currently available.

The Regional Plan will guide amendments to the Planning & Design Code, including Code Amendments initiated by private proponents.

The Discussion Paper contains maps showing parts of the Adelaide Hills Council in particular the high-level policy constraints including, the Character Preservation District, EFPA and Hills Face Zone.

These constraints limit the potential for population growth within our district and partly form the basis for Council putting forward a proposal to have the Adelaide Hills recognised as distinct within the Greater Adelaide Region.

#### Population Projections

In the population projection report recently released by the State Planning Commission the Adelaide Hills Council shares a sub-region with Mount Barker Council. The report indicates that in 2021, the population in the sub-region was 80,501, having increased by 18,618 (1.1% per annum) between 2001 and 2021. In this period Adelaide Hills Council's population grew by 2700 accounting for 14.5% of the sub-regions growth. This confirms that greenfield growth in Mount Barker continues to be the major contributor (85%) to population growth in the region.

Within the sub-region a population increase of between 20,000 (low) to 35,000 (high) from 2021-41 is projected (annual growth of 1.24% to 2.23%). The majority of this projected growth will continue to be accommodated in the Mount Barker growth areas, with development there estimated to have only exhausted 20% of the latent supply available.

Local area projections are expected to be published by end of 2023 or early 2024. In the interim and to inform Council's submission, population projection investigations have been undertaken. This has been primarily informed by land supply analysis across Council's township and urban areas. It has found that based on current zoning there is potential for an additional 700 dwellings to be brought to market over the next 15 years.

Based on the analysis there appears to be sufficient supply to meet the housing demand within the district over the next 15 years – consistent with the findings for the Greater Adelaide Region more broadly. While this demonstrates that Council is contributing to the population growth objectives of the State, there is concern in the community that continued growth is putting undue pressure on the assets that make the Adelaide Hills Council unique. In addition there is concern that future housing supply might not deliver the right type of housing to meet the community's needs.

These factors make identification of additional growth opportunities, particularly those beyond the 15 year horizon challenging, notwithstanding that this is the main objective of the Discussion Paper.



In this regard the submission highlights that the predominant focus on population growth within the Discussion Paper risks overlooking the important contribution productivity contributes to the Region's growth and prosperity. For example recent Gross Regional Product (per capita) figures show that the Adelaide Hills Council significantly outperforming the Adelaide Hills, Fleurieu and Kangaroo Island RDA Region and the State over the last 16 years.

In recognition of the fragility of the Adelaide Hills environment to over development the submission takes a precautionary approach to promoting any additional population growth opportunities over and above that already anticipated, while emphasising the need for a stronger focus on ensuring that productivity growth is recognised as key to the district's long term prosperity.

### Submission Summary

In order to provide a framework to consider the varying issues and opportunities for the District, three principles were developed to guide the submission:

- **Unique:** The Adelaide Hills Council is unique in the Greater Adelaide context and requires a bespoke strategic framework that adequately acknowledges our environmental assets and can respond to our inherent risks and vulnerabilities.
- **Innovative:** We acknowledge that to continue to meet the needs of our community and business sector we will need to build on our strong legacy of innovative approaches that encourage greater housing choice and key industry support.
- **Balanced:** We support a thriving district that can grow in balance with the natural environment and infrastructure capacity, informed by regenerative and circular principles.

The principles succinctly outline the main thrust of the submission, with the Recommendation Report (refer to Appendix 1) aligning the 38 tailored recommendations under each principle. The key recommendations are summarised below.

### Unique

- The proposal to recognise the Adelaide Hills Council as distinct within the Greater Adelaide Region is considered to be the key outcome under this principle. The idea to seek an Adelaide Hills Regional Plan was first tabled at the recent Country Cabinet meeting and is viewed as an effective pathway to balance the issues and opportunities within the district.

### Innovative

- To address housing needs in the community it is acknowledged that infill within townships and urban areas is likely to remain the preferred approach.
- The need for a more contemporary heritage and character framework is recommended as the foundation to deliver housing in a sensitive and complementary way.
- The pressure on primary production land from rural residential development across the district is highlighted, with the suggestion that contemporary approaches to meeting this demand should be considered, coupled with better policy guidance within the planning system.
- To support the agricultural industry it is recommended that high-quality agricultural land be mapped in the Regional Plan to provide the basis for a more effective rural policy

framework. In addition the recognition of industry clustering, particularly around important viticulture, horticulture and mixed farming areas is promoted.

- Landscape character is highlighted as a key asset that supports tourism and the image of the Adelaide Hills, with a recommendation to have landscape character units formally recognised in the Regional Plan.

#### Balanced

- Stronger tree protection laws in South Australia coupled with an expansion of the tree canopy overlay particularly within township and urban zones is considered necessary.
- The creation of biodiversity corridors is promoted to improve connectivity of fragmented areas and better enable the movement of wildlife across the landscape. In addition the reintroduction of local planting guides in the planning system is promoted to ensure locally appropriate species selection.
- Up to date hazard mapping to inform planning assessments is considered necessary to better guide planning outcomes in high risk locations.
- The adoption of a more holistic approach to deliver sustainable buildings with a focus on efficiency, resilience and net zero ambitions is recommended.
- It is recommended that the State undertake investigations into the capacity of key infrastructure within the Adelaide Hills Council to support future investment decisions.
- The submission advocates that a weakness of the Discussion Paper is a lack of cross referencing or integration with a transport plan or the current (2020) State Infrastructure Strategy, with the latter currently in the early stages of a review.
- Addressing anomalies in recreation area zoning is recommended as necessary to protect social infrastructure provision and capacity over the long term.

#### Conclusion

It is important for the Council to actively participate in the regional planning process led by the State Planning Commission. This engagement is crucial not only for sharing valuable local insights but also for effectively representing and advocating for the Council's strategic objectives and the interests of the community. The draft submission mirrors the Council's priorities and underscores the anticipated risks, particularly those arising from heightened pressures on sensitive areas within our Council and the peri-urban areas more broadly.

The draft submission addresses a range of issues at a high level, providing insights into detailed constraints and opportunities. It articulates the Council's preferred approach for securing regional recognition tailored for the Adelaide Hills Council and what might be included in such a plan. This approach is being promoted in order to recognise the unique characteristics of the Adelaide Hills Council and the need for a distinctive strategic framework that can support the Council's long term vision and goals.

### **3. OPTIONS**

Council has the following options:

- I. Provide a submission on the Discussion Paper which includes the Council's pursuit of regional recognition and investigating issues and options affecting the district as well as the wider region (Recommended).

Option 1 involves reserving the right to provide more specific comments in 2024 when the draft Regional Plan is open for consultation. The draft submission currently aligns with Council resolutions and offers general comments, recognizing that the Commission is in the early stages of investigation and conversation.

- II. Respond more definitely about specific issues or opportunities that the Council may or may not support.
- III. The Council could choose not to make a submission.

By not responding Council may incur reputational risks, implying a lack of representation for community interests in regional planning and a reluctance to contribute local knowledge or support improved planning efforts.

For the reasons stated, Option 1 is the recommended approach, and has informed the approach taken in the draft submission.

#### **4. APPENDICES**

- (1) Greater Adelaide Regional Plan Discussion Paper Submission

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# **Appendix 1**

*Adelaide Hills Council Submission to the Greater  
Adelaide Regional Plan Discussion Paper*

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6 November 2023

Mr Craig Holden  
Chair, State Planning Commission  
Level 10, 83 Pirie Street  
Adelaide SA 5000

Via email: [saplanningcomission@sa.gov.au](mailto:saplanningcomission@sa.gov.au)

Dear Mr Holden

**Adelaide Hills Council Submission to the Greater Adelaide Regional Plan Discussion Paper**

Thank you for the opportunity to comment on the Greater Adelaide Regional Plan Discussion Paper prepared by the Commission. The Council's submission reflects a keen interest in strategic planning for and affecting the Adelaide Hills Council (AHC).

The submission (Enclosure A) highlights the complex nature of planning in the district, a place of conflicting goals, preferences and aspirations. Conflicts involve issues of residential development, urban encroachment, rural and township character protection, provision of recreation and tourism, and the extent to which state significant assets such as agricultural land, water, biodiversity and scenic landscapes should be protected and enhanced.

From a growth perspective and in recognition of the fragility of the Adelaide Hills environment to over development, the submission takes a precautionary approach to promoting any additional population growth opportunities over and above that already anticipated, while emphasising the need for a stronger focus on ensuring that productivity growth is recognised as key to the district's long term prosperity.

These unique factors that give Adelaide Hills Council its distinction within Greater Adelaide has led to Council seeking recognition as its own distinct region to enable a more bespoke strategic framework. A position paper forms part of the submission which supports this proposal and presents the historical backdrop of planning in the Adelaide Hills since the 1960s, and the evidence of the attributes that differentiate Adelaide Hills Council area from Greater Adelaide.

In order to provide a framework to consider the varying issues and opportunities for the District, three principles were developed to guide the submission:

1. Unique: The Adelaide Hills Council is unique in the Greater Adelaide context and requires a bespoke strategic framework that adequately acknowledges our environmental assets and can respond to our inherent risks and vulnerabilities.
2. Innovative: We acknowledge that to continue to meet the needs of our community and business sector we will need to build on our strong legacy of innovative approaches that encourage greater housing choice and key industry support.

3. **Balanced:** We support a thriving district that can grow in balance with the natural environment and infrastructure capacity, informed by regenerative and circular principles.

The above principles outline the main thrust of the submission which includes 38 aligned recommendations providing detail and local context. I draw your attention to the following key points:

- To address housing needs in the community it is acknowledged that infill within townships and urban areas is likely to remain the preferred approach.
- The need for a more contemporary heritage and character framework is recommended as the foundation to deliver housing in a sensitive and complementary way.
- The pressure on primary production land from rural residential development across the district is highlighted, with the suggestion that contemporary approaches to meeting this demand should be considered, coupled with better policy guidance within the planning system.
- To support the agricultural industry it is recommended that high-quality agricultural land be mapped in the Regional Plan to provide the basis for a more effective rural policy framework. In addition the recognition of industry clustering, particularly around important viticulture, horticulture and mixed farming areas is promoted.
- Landscape character is highlighted as a key asset that supports tourism and the image of the Adelaide Hills, with a recommendation to have landscape character units formally recognised in the Regional Plan.
- Stronger tree protection laws in South Australia coupled with an expansion of the tree canopy overlay particularly within township and urban zones is considered necessary.
- The creation of biodiversity corridors is promoted to improve connectivity of fragmented areas and better enable the movement of wildlife across the landscape. In addition the reintroduction of local planting guides in the planning system is promoted to ensure locally appropriate species selection.
- Up to date hazard mapping to inform planning assessments is considered necessary to better guide planning outcomes in high risk locations.
- The adoption of a more holistic approach to deliver sustainable buildings with a focus on efficiency, resilience and net zero ambitions is recommended.
- It is recommended that the State undertake investigations into the capacity of key infrastructure within the Adelaide Hills Council to support future investment decisions.

In addition to the submission, it is noted that Council has embarked on a new strategic plan development process, where issues critical to the Regional Plan will likely be explored. The Strategic



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Plan may aim to provide a longer term strategy to guide future growth and development of the district. It is considered that the timing of this process presents a good opportunity to feed into and complement the development of the Regional Plan through 2024 to ensure that it is focused on the unique needs and aspirations of our district.

The Council would therefore request further involvement and input in the ongoing investigations by the Commission relating to the Council and issues and opportunities raised in the submission, including further dialogue on the recommendation to consider regional distinction for the Adelaide Hills. The Council looks forward to the opportunity for further collaboration with the Commission on these matters.

Yours sincerely

**Enclosure A – AHC GARP Discussion Paper Submission**

**ADELAIDE HILLS**

# *Greater Adelaide Regional Plan*

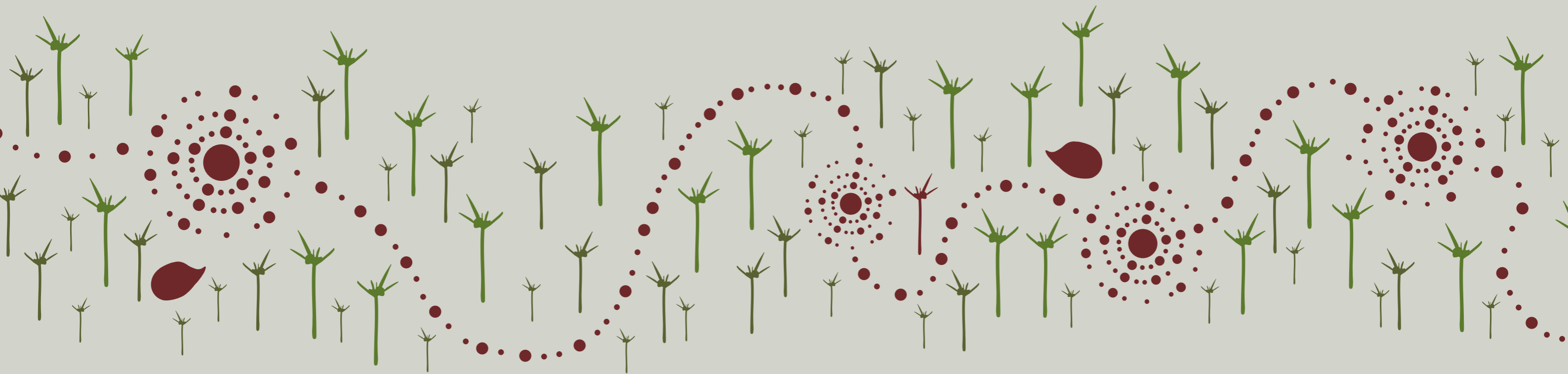
**DISCUSSION PAPER RESPONSE**

**2023**





*Council acknowledges that we conduct 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.*



# INTRODUCTION

The complex nature of planning in the Adelaide Hills Council (AHC) area cannot be understated. It is a place of conflicting goals, preferences and aspirations. These conflicts involve issues of residential development, the maintenance of rural character, provision of recreation and tourism, and the extent to which regional resources such as agricultural land, water and scenic diversity should be protected and enhanced.

Reconciling these issues is what makes planning in the Adelaide Hills equally complex, challenging and vital. An appreciation of the dynamics of this guides the Adelaide Hills Council's approach to strategic and land use planning and it provides the basis for our understanding of our role within the Greater Adelaide Region.

In this context a common representation of the Adelaide Hills Council is that it is not a population growth area. While this may be comparatively true to say Mount Barker, regional planning provides an opportunity to reflect on the degree of development and investment that has occurred in recent years, and what it says about growth in our district. In a general sense the data is positive revealing steady population increases and a Gross Regional Product (per capita) that significantly outperformed the RDA (AHF and KI) Region. It could be said that the district is flourishing through what has been a challenging period.

Perhaps this isn't surprising to anyone lucky enough to have observed the Adelaide Hills through its glorious seasons – a procession of growth, change and resilience; the grape and apple harvests in autumn, the rivers and dams in winter, the blossoms on the trees that line the main streets and fill yards in spring and the community's capacity to support each other when disaster hits in summer. This all supports the notion that while not a population growth area we offer something different in the greater Adelaide context - a sum of its unique parts, and much more than simply housing. While the trends

are positive, things can change, and in modern times rapidly. Managing change will be critical consideration of the Regional Plan, and it must aim to deliver a framework that supports the long term liveability, prosperity and sustainability of the district while adequately responding to our inherent risks and recognising and respecting the unique qualities and advantages that make the Adelaide Hills renowned and revered.

Looking to the future this paper highlights key opportunities for the Regional Plan as it relates to the Adelaide Hills Council and the Mount Lofty Ranges region more broadly. Council has summarised its key issues under the themes of **Unique, Innovative and Balanced**. A Position Paper has also been developed that supports recommendation 1.2: A Bespoke Strategic Framework.

The opportunities highlighted in this paper will strengthen the delivery of shared outcomes sought by both State Government and Adelaide Hills Council, ensuring the long term prosperity and protection of the region while delivering appropriate housing, employment and infrastructure.



*“Our aspiration for our exceptional region is to make it easier for our community to prosper while maintaining and enhancing the unique environment, character and livability of our area.”*

AHC Strategic Plan 2020-24



## Unique

- A distinct role in the Greater Adelaide Region
- A bespoke strategic framework
- Recognition of role in key asset protection
- Resilience in uncertainty



## Innovative

- Deliver diverse housing to meet community needs
- Protect and support industry and business
- Leverage partnerships to unlock investment



## Balanced

- Support a thriving district
- Respecting both environmental and infrastructure limitations
- Embedded with regenerative and circular principles



### 1.1 Distinct role in the Greater Adelaide Region

**Context:** There are a unique set of circumstances that mean the Adelaide Hills Council's role is distinct within the Greater Adelaide Region.

If the objective of the Regional Plan is to increase economic prosperity and wellbeing then the intrinsic link to land use and infrastructure needs to be explored beyond the current predominant focus on population growth. Without broadening the focus and concept of growth the Regional Plan risks creating perverse and unintended outcomes.

For one, despite proximity to the inner metropolitan area there is no intention to target our Council to accommodate any significant portion of the Region's projected population growth over the next thirty years. This raises some important questions for Council:

- What does a low population growth scenario mean for the future of our district?
- What might this mean in terms of attracting State or Federal infrastructure investment?
- What will deliver prosperity for our community?

The four main factors of economic growth are land (including natural resources), labour, capital (infrastructure) and productivity. Productivity is the process by which we learn how to get more from less: more and better products – new

solutions to meet community needs, produced with less hours or work, fewer resources and a lighter environmental impact. While economic growth based solely on physical inputs (land, labour and capital) cannot go on forever, human ingenuity is inexhaustible. The fragility of the Adelaide Hills environment to over development emphasises the importance that productivity growth, and not just population growth, must be a key strategic focus. This is equally as true for the Adelaide Hills Council as it is for the Mount Lofty Ranges Region more broadly.

In this context it is prudent to note that Council has embarked on a new strategic plan development process, where these critical issues will be explored. The new plan will aim to provide a long term strategy to guide future growth and development of the district. It is considered that the timing of this process presents a good opportunity to feed into and complement the development of the Regional Plan to ensure that it is focused on the unique needs and aspirations of our district.



### 1.2 Bespoke strategic framework

The Adelaide Hills Council distinction is well articulated by the State's 2016 population projections (Figure 1). Here AHC sits as a wedge of low population growth, within a region on a very different population trajectory. This in addition to the economic imperatives mentioned has led Council to pursue regional recognition. A Position Paper has been developed (see Appendix A) to support this proposal, and it builds on the recent Adelaide Hills Country Cabinet submission, providing the rationale for a bespoke strategic framework and vision for the Adelaide Hills.

### 1.3 Recognition of role in key asset protection

In the late 1980's the State Government commenced a strategic review of the Mount Lofty Ranges which delivered water protection, land management and land use policy outcomes (see Case Study 1).

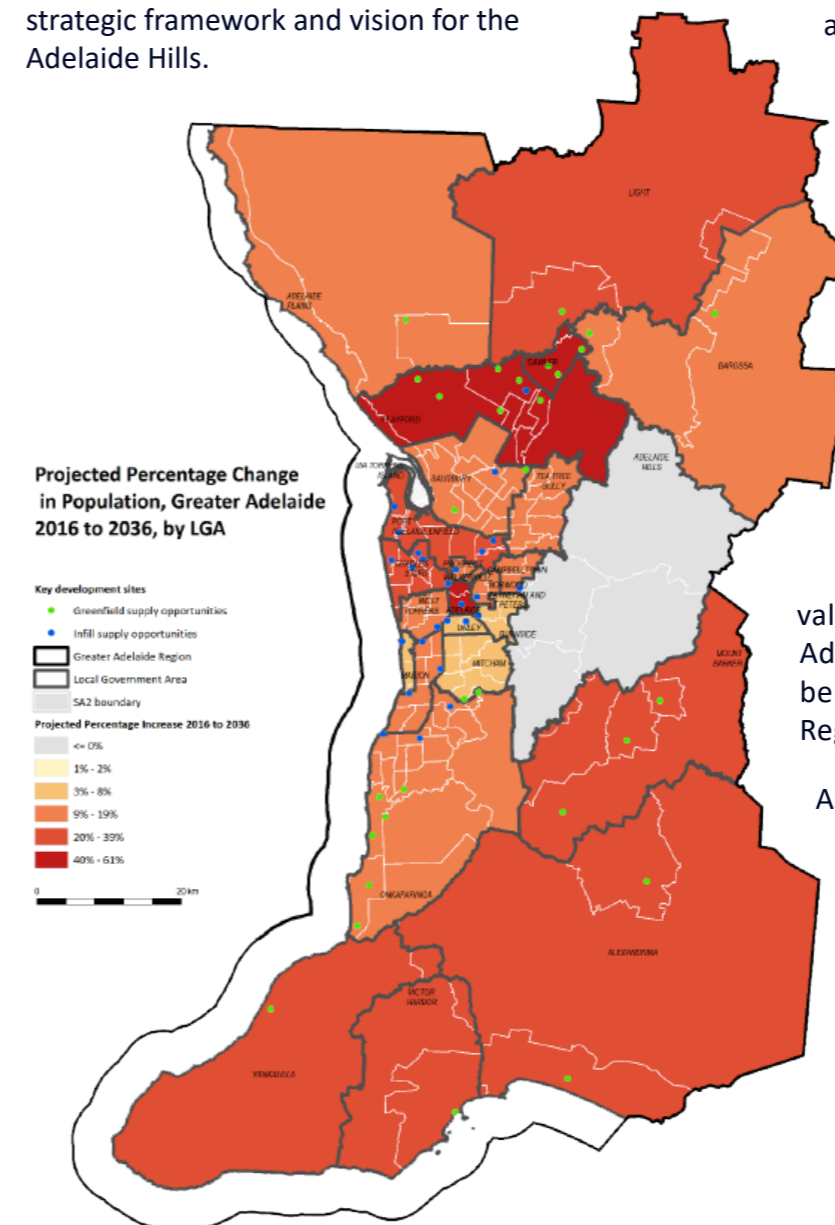
Most notably it resulted in the introduction of the Mount Lofty Ranges Watershed Area. It's establishment came with a strong mandate at a State level, to ensure that the urban areas and township boundaries within the watershed area would not be expanded.

This position was formalised in 2016 with the designation of the Environment Food and Production Areas (EFPA).

These two State led initiatives in addition to native vegetation and landscape character protection are the key limiting factors for residential growth in AHC.

Instead of being viewed as a constraint to growth, the inherent value they provide for the Greater Adelaide Region and the State should be better defined and articulated in the Regional Plan.

As stewards of these assets and in recognition of the role Council plays in their protection and enhancement, it is considered that our community must not be left out of the equation when it comes to State infrastructure investment in the region.





### 1.4 Resilience in Uncertainty

The full and unknown impacts of Climate Change present a huge risk to the successful implementation of the Regional Planning program and achievement of the desired outcomes.

These risks are acutely heightened in the Adelaide Hills an area predisposed to high natural hazard risks, as well illustrated by Figure 2, depicting the District's susceptibility to bushfires.

Navigating this deep uncertainty requires an adaptive approach. To supplement a bespoke strategic framework the integration of dynamic adaptive policy pathways to guide strategic planning and infrastructure investment under the deep uncertainty that climate changes presents should be considered.

*“Sustained action across adaptation and emissions reduction will be required to maintain productivity and fiscal sustainability as well as achieve better social and environmental outcomes”*

Intergenerational Report 2023 – Australia's Future to 2063, Australian Government

Innovative Climate adaptation approaches in our Council would complement the contribution the district already makes to climate mitigation, through its high levels of forest and vegetative coverage. If the Parklands are considered the lungs of the City, then the Adelaide Hills could be considered Greater Adelaide's carbon sink.

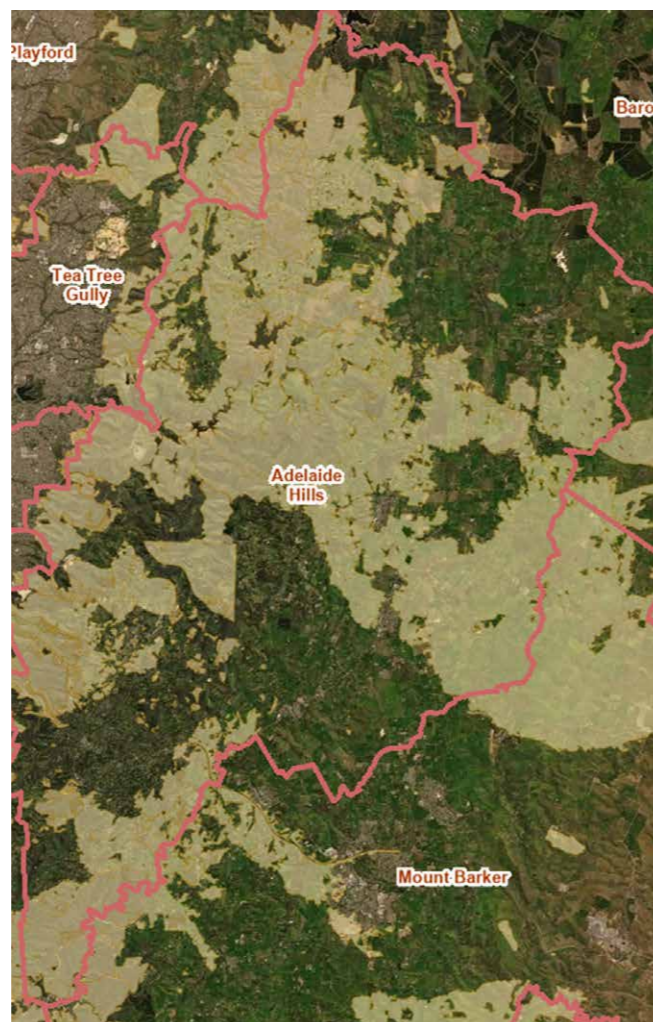


Figure 2: Fire Scar Mapping for Major Bushfire Events – Source: Department for Environment and Water

### Bespoke Strategic Framework

#### Case Study 1: Mount Lofty Ranges Regional Strategy Plan 1993

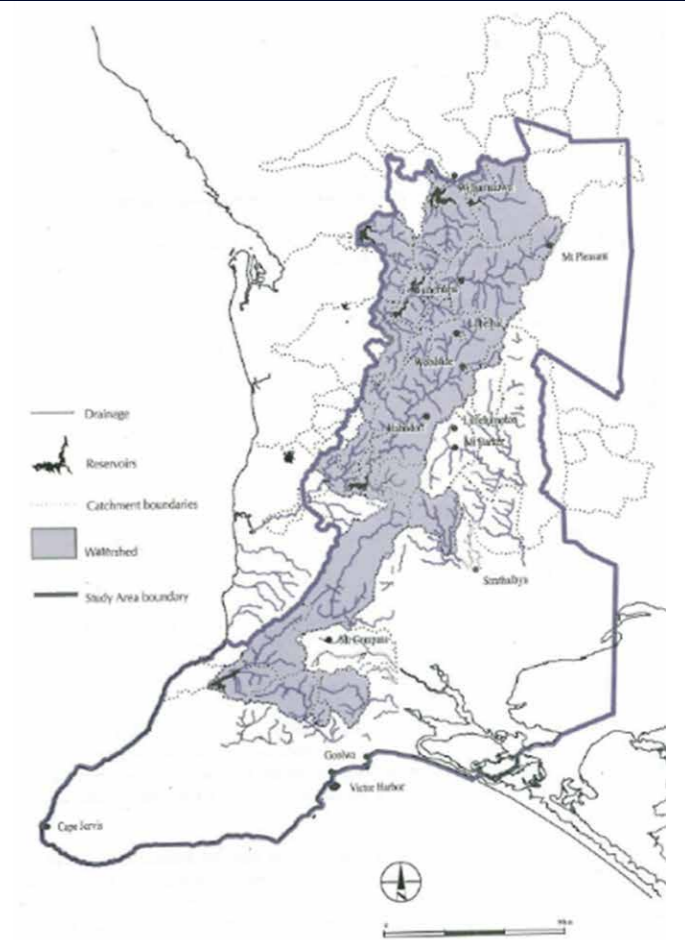
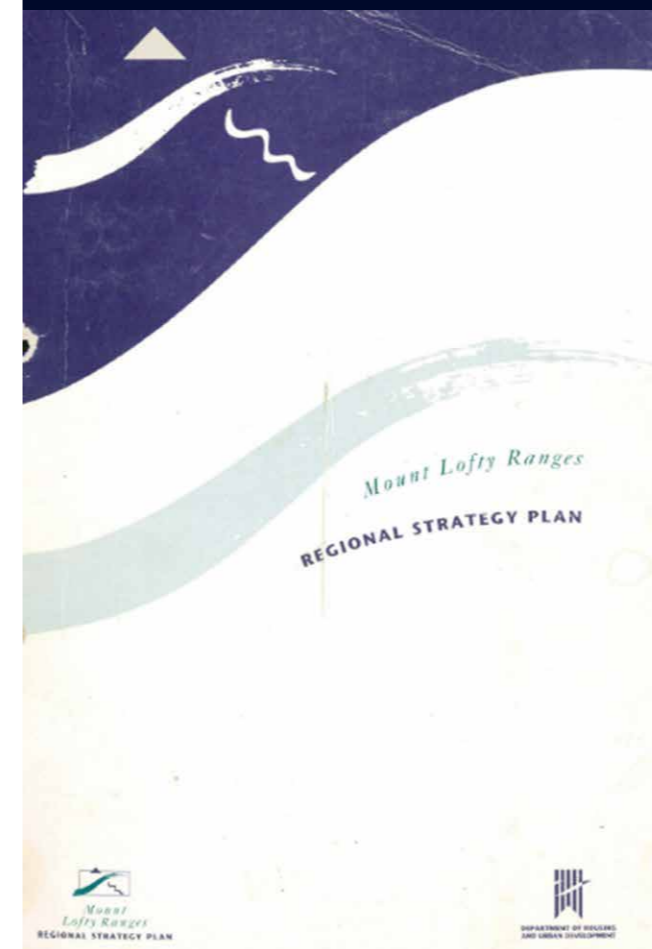
Previous iterations of the 30 Year Plan have focused overwhelmingly on questions of urban land supply and growth management for the metropolitan area with the vulnerable Peri-urban area a secondary consideration.

Thirty years ago the need for an integrated, whole-of-government approach to managing the uniqueness of the region was recognised in the Mount Lofty Ranges Regional Strategy Plan.

This was recognised as a dynamic process to be reviewed and updated every three years to ensure that objectives were being achieved and that it was compatible with any changes in issues or attitudes which may have occurred.

While the strategy delivered some positive results for the region it prematurely fell victim to a change in government, council amalgamations and legislative reform.

The challenges that the Strategy sought to respond to are not that different to today, and arguably have been heightened by Climate Change. This process provides a precedent and a blueprint as to how a bespoke strategic framework could be reinvigorated.





### Recommendations:

#### Adelaide Hills Council Supports

<p>A distinct role in the Greater Adelaide Region</p>	<p>Recognition that growth in the Adelaide Hills will not be driven by population growth and that the Regional Plan needs to provide equal strategic focus on productivity.</p> <hr/> <p>Working with the State to integrate future district plans, master plans and structure plans into the Regional Plan to provide strong local strategic direction.</p>
<p>A bespoke strategic framework</p>	<p>Regional distinction of the Adelaide Hills to enable the delivery of a bespoke strategic framework.</p> <hr/> <p>Developing a strong vision to support a thriving district, while maintaining and enhancing the unique environment, character and livability attributes of the Adelaide Hills.</p>
<p>Recognition of key assets</p>	<p>Better recognition of the contribution Adelaide Hills Council makes to the ongoing protection of State significant assets.</p> <hr/> <p>Equitable distribution of targeted State funding to support ongoing asset management, as well as supporting local infrastructure and services across the district.</p>
<p>Resilience in Uncertainty</p>	<p>Piloting a dynamic adaptive policy pathway approach to strategic land use and infrastructure planning.</p> <hr/> <p>Recognition of climate change mitigation capacity within the Adelaide Hills and defining the role of land use planning in its protection and expansion.</p>





### 2.1 Deliver diverse housing to meet community needs

**Context:** The Adelaide Hills Council has long sought to provide high quality living environments for a diverse range of age groups and household types.

It is recognised that creating a diversity of housing types in locations that are appropriate will assist to maintain a stable population that supports a viable and engaging social and economic environment.

**Over the last two decades strategic land use planning initiatives have sought to achieve the following when it comes to housing in our district:**

- Maintain population stability and enhance growth by catering for a mix of age groups and a diversity of household types
- Retain existing residents who may be seeking a change in accommodation to match their lifestyle needs, such as people who are ageing and young people
- Protect residential character and amenity
- Promote opportunities for more medium density development in appropriate areas adjacent to retail and community nodes as well as sensitive small scale redevelopment and conversions or additions to create smaller dwellings across the Council area.

The demand for the hill's lifestyle continues to grow, marked by higher medium house prices

than the greater Adelaide median and a growing population that has increased by 2700 (6.75%) in the last 20 years.

This has added an additional 1645 households to the district. Household types are dominated by families and couples, with a growing proportion of lone persons.

Despite efforts the dominant dwelling type remains the detached dwelling accounting for 96% of stock. These houses often contain three or four bedrooms and recent trends indicate they are getting larger.

From 2011-2022 dwelling approvals totaled almost 1400. Of these 60% of were in areas targeted for housing growth, and surprisingly 40% approved in rural zones.



### 2.1 Deliver diverse housing to meet community needs

#### Opportunities and Challenges

##### Housing Objectives

The Adelaide Hill's objectives for housing were given affect through Desired Character Statements within the Adelaide Hills Council Development Plan. These provided a touchstone and policy context to help guide development assessment.

Incorporating the housing objectives for the Council in the Regional Plan, that captures the Council's aims would provide certainty for investors and community confidence in planning and development. It would also provide scope for more bespoke policies to be explored for the Code to provide locally and spatially relevant guidance.



#### Character and Heritage Framework

The Adelaide Hills landscape is a mosaic of villages nestled within intricate valleys and on undulating ridge lines. Each town and village possess its own physical characteristics and environmental atmosphere arising from the form and growth of their settlement. Collectively each village is part of the image of the Adelaide Hills.

Council is committed to protecting the character and amenity of its settlements and will look to prioritise short to medium term projects to protect additional local heritage items and build a more contemporary framework for character and heritage protection across the district.

This will involve Council exploring additional Character and Heritage Overlays that promote a more contextual and holistic response to the social character, sense of place themes, urban form, landscape character and infrastructure considerations of our township settlements.

Ensuring a robust character and heritage framework provides the foundation to deliver housing diversity in a sensitive and complementary way.





### 2.1 Deliver diverse housing to meet community needs

#### Rural Residential Demand

In the Adelaide Hills rural living provides a very popular and widespread form of residential development. However, the ad hoc proliferation of rural dwellings creates issues; it fragments and takes good farmland out of production, leads to native vegetation clearance, threatens water quality and results in more people and assets in highly bush fire prone areas.

In the last twelve years alone 550 (40%) dwellings have been approved in rural areas. The distribution of rural residential development reveals established clusters south of Stirling, Aldgate and surrounding Mylor, as well as emerging areas like the Piccadilly Valley. But as Figure 3 illustrates the issue is widespread across the district, intersecting with important agricultural clusters at Woodside, Lenswood and Uraidla and Summertown.

Due to the legacy of small farming allotments and demand for this form of development,

compounded by high land values, an aging farmer cohort and farmers selling their land to fund retirement, it seems that without a significant policy intervention at the State level such as Tradeable Development Rights (TDR) – previously attempted during the early 1990’s<sup>1</sup>, this trend is unlikely to waiver.

Council estimates that there are over 500 undeveloped rural land titles left across the district. Recent trends dictate that a more robust policy framework is required to address this longstanding issue.

It is considered that there should be sufficient policy to guide rural residential toward lower quality agricultural land, and recognition of existing rural residential clusters through appropriate zoning. This could act as receiving areas to support the roll out of a contemporary TDR scheme or at the very least take the pressure off land within agriculture clusters or prime agricultural land to meet this market demand. Ensuring sufficient supply within existing township and urban areas is also an important consideration in this issue, so to innovative models of rural living such as Eco-villages (see Case Study 2).

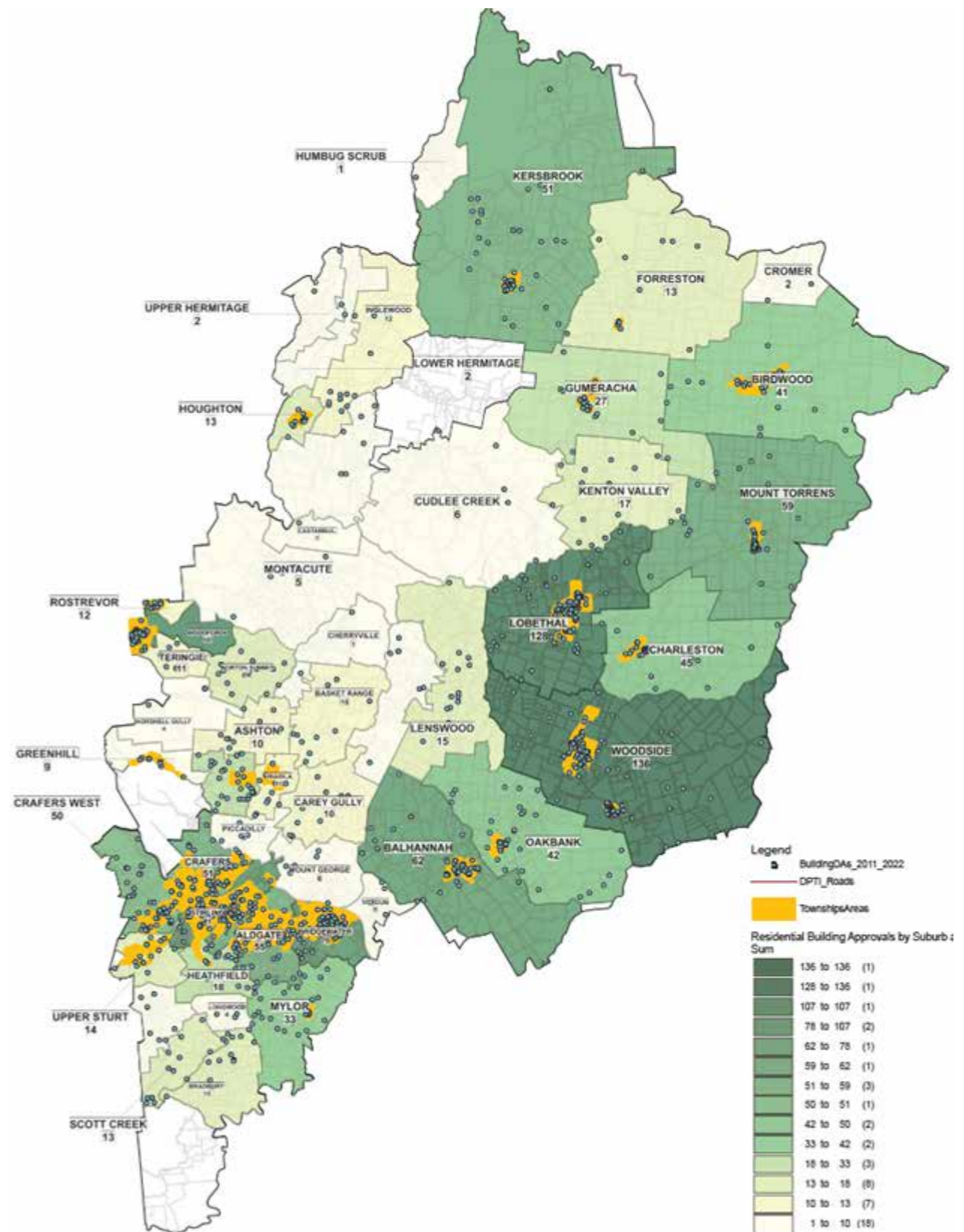


Figure 3: Residential Building Approvals by Suburb and Location 2011-2022 – Source: AHC GIS 2023





### 2.1 Deliver diverse housing to meet community needs

#### Greenfield

The wholesale expansion of existing townships to allow more greenfield development is restricted for reasons already discussed.

However, there are anomalies and opportunities that should be reviewed, particularly when consideration is given to land supply over a 15-30 year horizon.

#### Inverbrackie

The Crest development at Inverbrackie is one such anomaly. The release of land and housing at Inverbrackie by the Federal Government has resulted in the development of an informal rural settlement.

While the development proponent devised a master plan for the acquired land, it was never rezoned for residential purposes. Rather it sits within a primary production zone, within the Planned Urban Lands to 2045 Boundary,

outside the EFPA, and within the Limited Land Division Overlay.

Given the assorted policy mix over the site a Code Amendment is required to rectify the existing zoning anomaly and to provide a more appropriate framework for development assessment. Should future land be subdivided and released to the market, it would also facilitate a more appropriate assessment pathway.

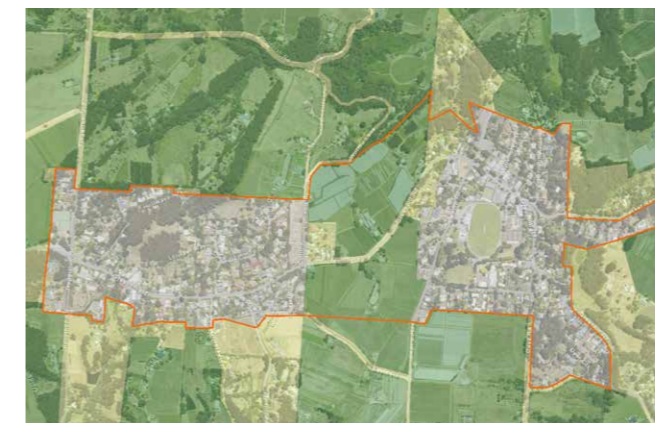
It is considered that given the context of the site a Code Amendment to rezone the existing Crest development to Rural Neighbourhood or similar would be suitable for a Section 75 Complying Code Amendment.



#### Summertown/Uraidla

Another anomaly designates 24ha of prime agricultural land located between Summertown and Uraidla Township Zones within the Planned Urban Lands to 2045 Boundary.

Council have approached the State to understand the rationale for this inclusion of land (largely held by Wotton's Cherries), but are yet to receive any clear guidance as to how or why this occurred.



The quasi designation of this land for broad hectare residential development should be reviewed, with the potential for a boundary swap should an appropriate agglomeration of allotments be identified elsewhere within the Council Area.

#### Strategic Infill

The potential for strategic infill sites within the Adelaide Hills Council is largely contingent on the decisions of institutions, private landholders or infrastructure investment.

For example, an investigation currently underway into the feasibility of restoring passenger rail services between Mt Barker and the city could have major implications for our Hills towns in which the rail line passes. If realised zoning could be reviewed within the immediate surrounds of a proposed or upgraded station to support transport orientated development.





### 2.1 Deliver diverse housing to meet community needs

#### General Infill

Increasing housing options in existing townships has been the preferred approach to meet housing demand in the Adelaide Hills Council area.

This has involved targeted policy intervention to encourage infill and housing diversity on the periphery of activity centres and throughout townships and urban areas. Innovative options to meet the communities needs will continue to be pursued (co-housing for example).

The five year rolling average uptake rate of general infill dwellings is approximately 245.

Based on current zone criteria there is a theoretical maximum gain of some 2000 dwellings across all township and urban areas. When analysed against historic uptake rates, market drivers and applied over a 15-year

timeframe, there is a realistic projected gain of approximately 500-700 dwellings.

It is understood that the State Planning Commission will be looking to allocate population growth targets for each Local Government Area.

It is considered that the housing supply analysis undertaken by the Council should provide the basis for determining the baseline capacity for the Adelaide Hills to accommodate population growth over the next 15 years.

It's noted that the 2023 Land Supply report identifies broad hectare allotments as the basis for housing uptake in the Adelaide Hills. An analysis of these sites has determined that most of them are unsuitable for subdivision and should be reviewed before informing any future population projections.

The 15-30 year horizon is more difficult to project with any certainty and will be dictated by market conditions, emerging strategic infill opportunities and the next generation of Council's infill policy, all factors of which are currently uncertain.

### Case Study 2: Eco-Village Pilot Bellingen Shire, NSW

An 'eco-village' involves designing a community from the outset in such a way as to minimise energy and ecological footprints by maximising the re-use of energy and resources and integrating housing, food, waste and other systems into the basic design and operations of the village<sup>2</sup>.

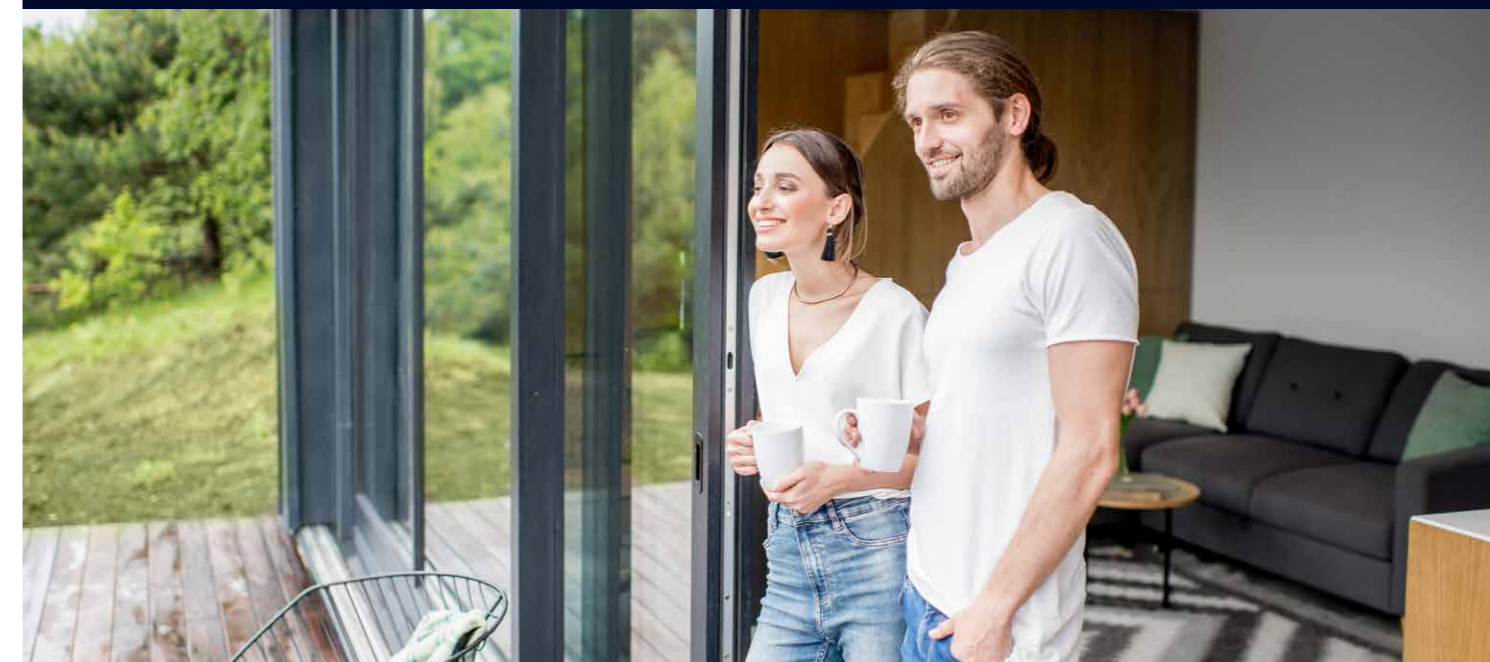
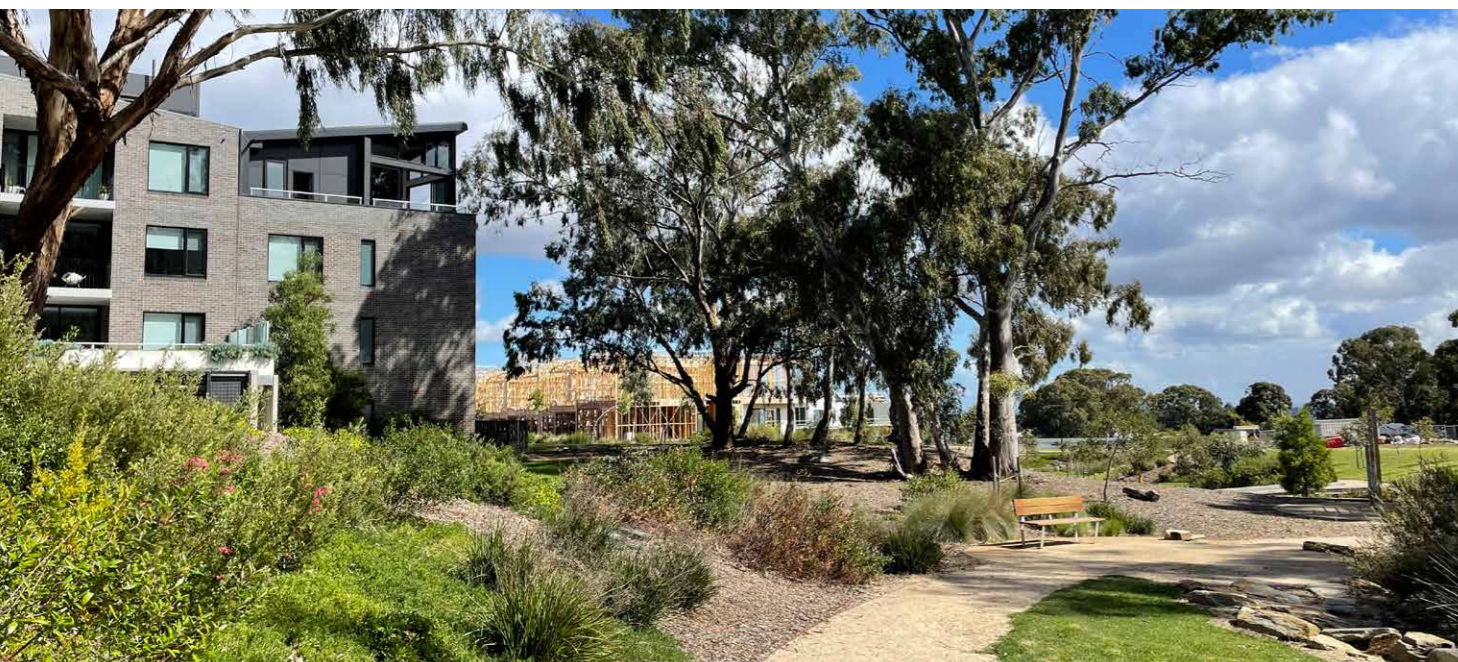
Recently the Bellingen Shire Council, located on the Mid Coast NSW, saw the potential of this typology to offer an innovative housing option within a rural context, recognising it as such in its Local Housing Strategy 2020.

This action led Council to liaise with a proponent to provide details of an eco-village-style project that would produce exceptional

environmental and social outcomes. With the Council committing to provide support for the alteration of planning controls, as necessary, to facilitate the development of a pilot project.

Funding to deliver the framework was secured from the NSW Department of Planning and Environment, who expressed an interest in exploring the possibility of applying this body of work in other local government areas across the state. To date a draft planning framework has been endorsed and Council is engaging with private landholders with an interest in bringing the eco-village pilot to market.

The exploration of the eco-village model in an Adelaide Peri-urban context is considered warranted. This type of development could meet the growing demand for tree change lifestyles, particularly where this is being driven by urban migrants. The principles of an eco-village in terms of circularity and regenerative design outcomes would ensure sensitive and complementary integration into the rural context.

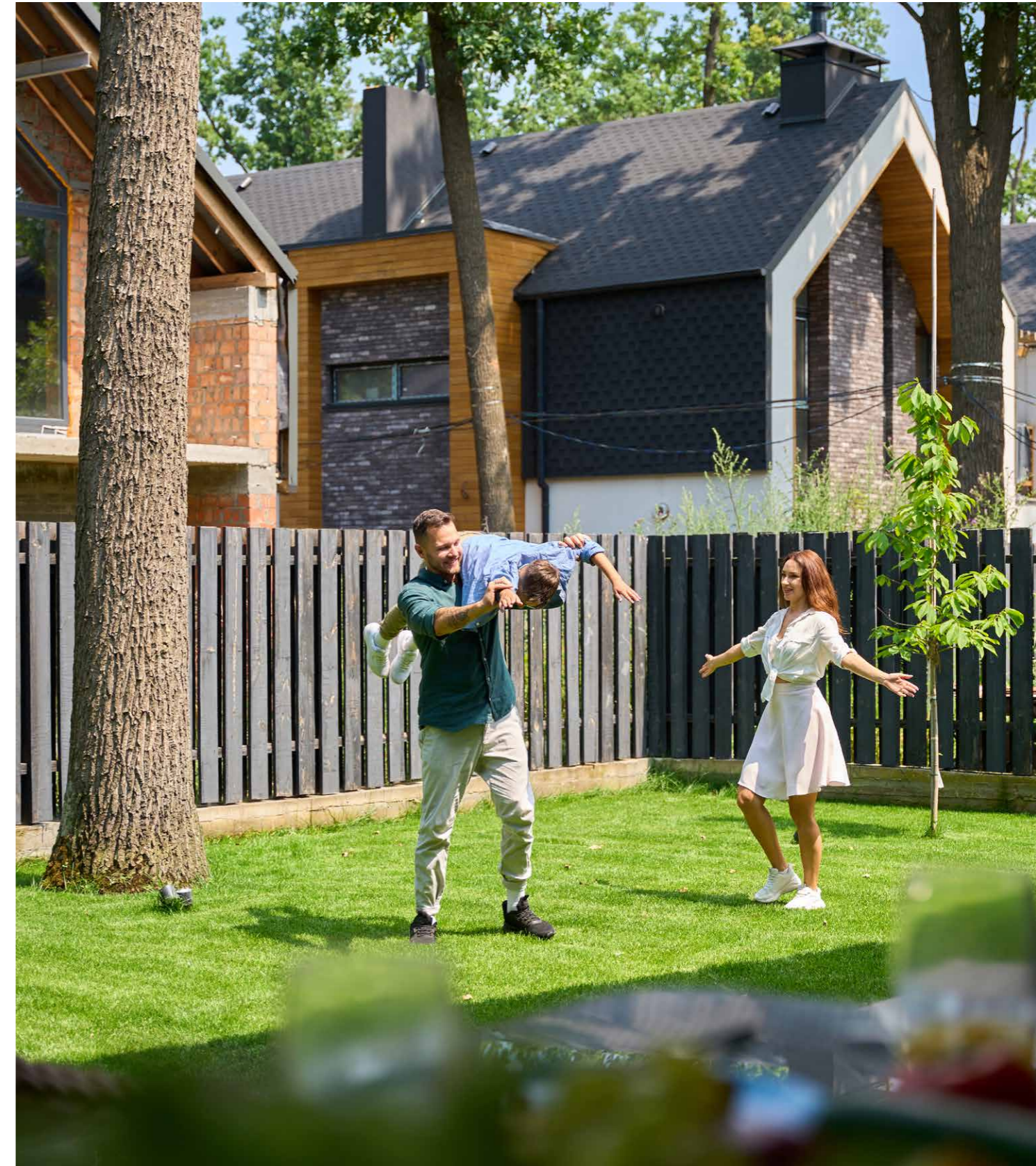




## Recommendations:

### Adelaide Hills Council Supports

Housing Objectives	Working collaboratively with the State to ensure housing objectives for the Adelaide Hills are articulated in the Regional Plan.
Character and Heritage Framework	Acknowledging the need for additional local heritage place listings.
	Identifying potential character and heritage areas based on heritage and township survey recommendations previously commissioned by the Council.
Rural Residential Demand	Working collaboratively with the State to outline a strategic approach and introduce a policy framework and/or incentives that can effectively guide rural residential development away from highly productive agricultural land and important industry clusters.
	Recognition of existing rural residential agglomeration as a pathway to explore the application of Rural Living Zones or Subzones.
	Working collaboratively to explore the potential of innovative rural housing options such as Eco-villages in the outer metropolitan and Peri-urban context to meet 'tree change' demand.
Greenfield	Consideration of identifying the Crest development at Inverbrackie for a s75 Complying Code Amendment.
	Review the Planned Urban Lands to 2045 Boundary between Summertown and Uraidla.
Strategic Infill	Intergenerational State infrastructure investment that has the potential to support Transport Orientated Development in strategic locations.
General Infill	Identifying opportunities for spatial policy refinement in the Planning and Design Code to facilitate innovative general infill housing.
	Council providing realistic dwelling uptake rates as a critical input for any growth target allocations in the Adelaide Hills.





### 2.2 Protect and support industry and business

**Context:** The Adelaide Hills Council has long had a strong strategic focus on supporting key industry within the district.

Agriculture and Tourism underpin the economy in the Adelaide Hills and these two sectors have been a particular area of focus for planning reform.

This has led to increased investment in value adding and rural business diversification, as well as adaptation measures such as the roll out of protective tree netting.

Locally the horticulture, viticulture and tourism sectors have all experienced recent growth and the industry signs are positive particularly through what has been a challenging period. However, there remains significant risks at the macro and local level to the long term viability of agriculture and the preservation of rural landscape qualities more broadly.

Despite recent measures namely the introduction of the EFPA, there remains a concern regarding the future of primary production in the region.

Some particular issues relevant include; forms and effects of urban encroachment and hobby farming, impacts of land use conflict and its influence on the 'right to farm' agenda, and a lack of clarity as to whether supportive conditions for food and wine production are being created.

The next regional plan requires a more comprehensive analysis of forces shaping the

district and the Peri-urban region more broadly, including understanding development trends, societal and economic changes, community perspectives, and emerging risks like those posed by climate change and changing economic circumstances for rural businesses.

While planning cannot address all the risks there are opportunities to strengthen the rural policy framework to better respond to the inevitable conflicts between competing preferences found across the rural landscapes of the Adelaide Hills.



### Opportunities and Challenges

#### Protection of High-Quality Agricultural Land

Unplanned and ad-hoc development across the region has resulted in the gradual erosion of agricultural land, undermining both farm competitiveness and landscape integrity.

Presently, South Australia lacks a strategy to manage its crucial food, wine, and fiber production assets, or for assessing its long-term strategic options in this regard. Meanwhile the GARP Discussion paper proposes to expand urban development further into the Peri-urban agricultural areas. The potential constraints caused by this on sectoral growth, tourism, local economies, and the state's self-reliance in food supply cannot be ignored.

While a State strategy does not appear to be on the agenda, a more immediate solution is required to protect agricultural land from conflicting uses.

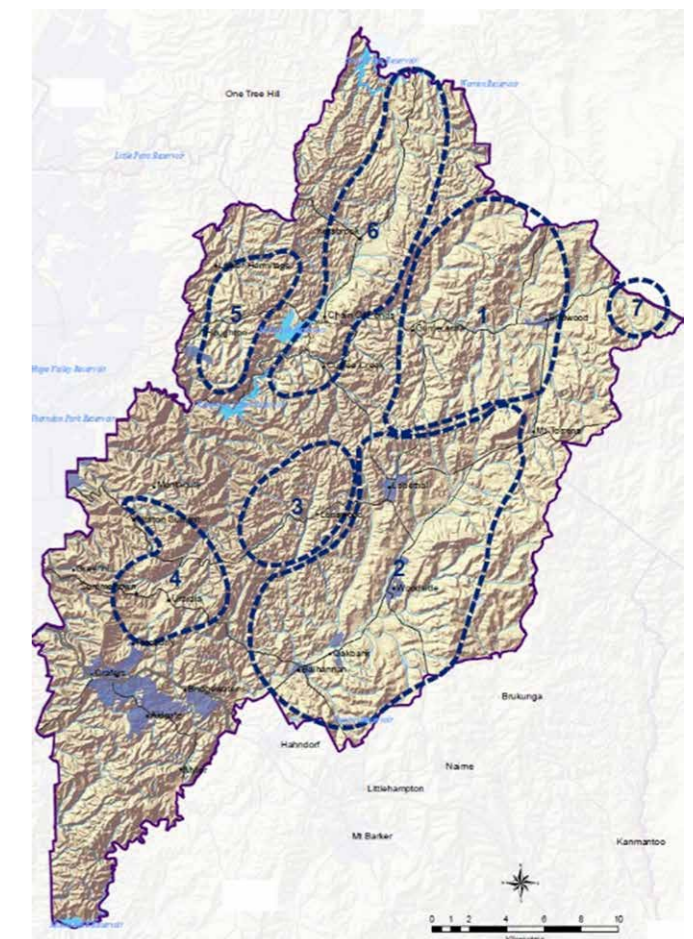
The introduction of land capability mapping within the Regional Plan would be an effective way to addressing some of the strategic gaps, while building the foundation for a more robust rural policy framework.

The Primary Production Priority Area mapping produced by PIRSA<sup>3</sup> provides the evidence base to deliver such an outcome. The need to identify these areas arose because land use policy in South Australia generally fails to differentiate rural land on the basis of its significance for primary production.

It is not uncommon for land with vastly different production potential and strategic significance to be subject to the same land use policies. Without a more detailed understanding of the district's land base for primary production

it will not be possible to manage key assets or to understand strategic options in an objective manner. PIRSA developed the Primary Production Priority Areas project to identify areas of primary production significance in the Greater Adelaide region.

For the Adelaide Hills this study identified seven priority areas. Despite the introduction of the EFPA, the Planning and Design Code does not differentiate these areas from other rural land. It is worth noting that areas two, three, four and five contain a large portion of the horticulture and viticulture industry where recent investment clustering has emerged (see Case Study 3).



Generalised priority area units in the AHC. Source: PIRSA 2011.



### Industry Clusters, Fragmentation and Interface Management

It is considered that the planning system is failing to adequately support and protect primary production operations from the encroachment of incompatible uses.

From a planning perspective, three primary challenges emerge in this area. Firstly, there's mounting pressure on agricultural operations due to the encroachment of rural residential development and other sensitive uses into agricultural zones.

Secondly, changes in the planning and design code have led to challenges in assessing development, notably from land division, increased tourist accommodation, and value-adding expansions.

Lastly, preserving the unique landscape character of Peri-urban areas, essential for their productivity, desirability, tourism appeal, and ecological significance, is at risk due to increased development opportunities allowed by the planning and design code.

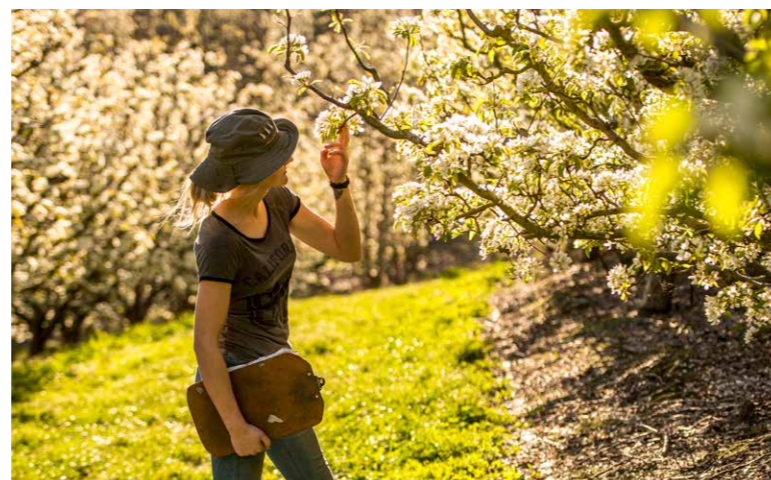
Addressing these challenges may necessitate a more nuanced approach to rural planning policies, emphasizing land productivity, infrastructure, and environmental sensitivity to foster a localised and tailored policy framework.

#### Detailed priorities are provided below to highlight on the ground issues:

- The need for recognition of existing diverse industry clusters as distinct from other primary production areas to protect and promote agglomeration, recognise

contribution to tourism and guide infrastructure investment

- Greater direction and policy to discourage nuanced issues relating to farmland fragmentation particularly where boundary realignment is concerned
- Ensure rural diversification policy is appropriately geared to support the long-term sustainability of primary industry. For example recently tourism accommodation proposals for multiple units with no discernible link to primary production are increasing. In the absence of clear strategic guidance and a strong policy framework to better guide these proposals they are slipping through policy gaps within the code
- The encroachment on primary production land and the subsequent impacts to land capability and interface issues with genuine primary industry operations is not well understood individually or cumulatively
- Interface between land use policies are being called up inconsistently in the code for relevant land uses in the Productive Rural Landscape Zone and are inflexible in capturing the varying land use conflicts found in the Peri-urban region.



### Case Study 3: Adelaide Peri-urban Project (APP) Pilot

Over the last 18 months planners from Peri-urban Councils have been assisting University of Adelaide researchers to examine scope for collaborative projects that inform planning for development and management of rural landscapes in Adelaide's Peri-urban region.

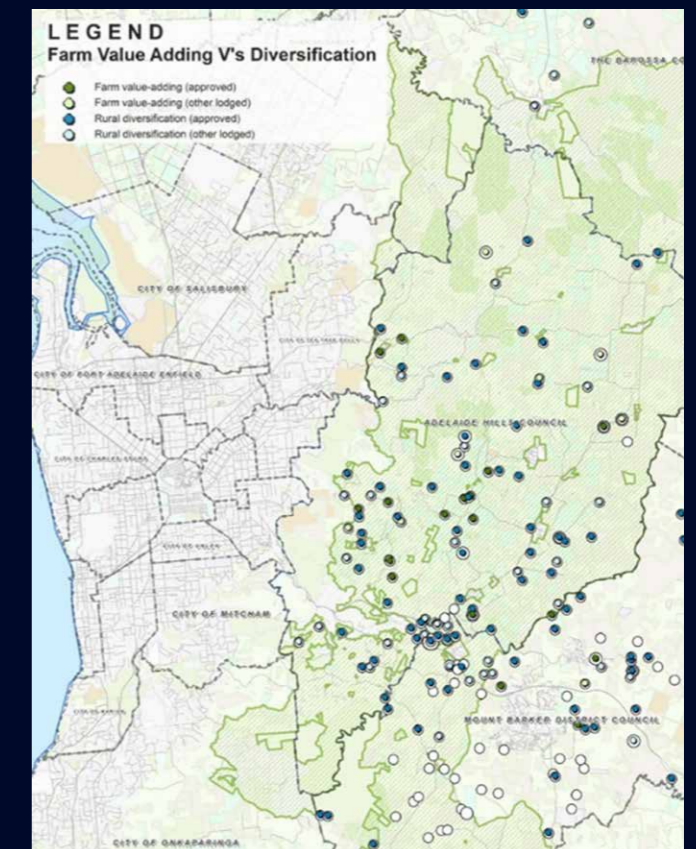
In order to test how such collaborations might operate in practice, a pilot project is being developed that examines farm value-adding and rural business diversification activity over recent years, and the current treatment of that topic in planning policy.

Stage One of the pilot project, which has been reviewing development applications for these forms of activity during the period 2016-2021, has revealed the following trends<sup>4</sup>:

- There has been significant growth in the number of development applications following introduction of the Code
- Applications are dominated by proposals for rural business diversification projects
- In contrast, there have been relatively few applications for farm value-adding projects, which retain a direct connection with local on-farm production

- Over the time-frame of the project and across the study area, applications have been dominated just by a handful of development types, namely, tourist accommodation (98), wineries (80), cellar door shops (64), function centres (28) and restaurants (24)
- Preliminary mapping of the data (see below) suggests possible formation of 'clusters' that may require planning policy or other interventions to reconcile competing objectives.

This pilot project has demonstrated the value of collaborative research to inform planning policy development and strategic priorities in what is a complex planning environment.





### Landscape Character

The landscape character value is intrinsically linked to all aspects of the Peri-urban region, in particular the tourism sector.

Some Councils have initiated processes to identify their significant landscapes, but its acknowledged that this is a complex task that in some cases requires regional collaboration.

One such attempt occurred in 2015 in support of the joint Mount Lofty Ranges World Heritage Bid. The Mount Lofty Ranges Landscape Quality Assessment<sup>5</sup> project sought to qualitatively measure and map the scenic quality of the Mount Lofty Ranges region.

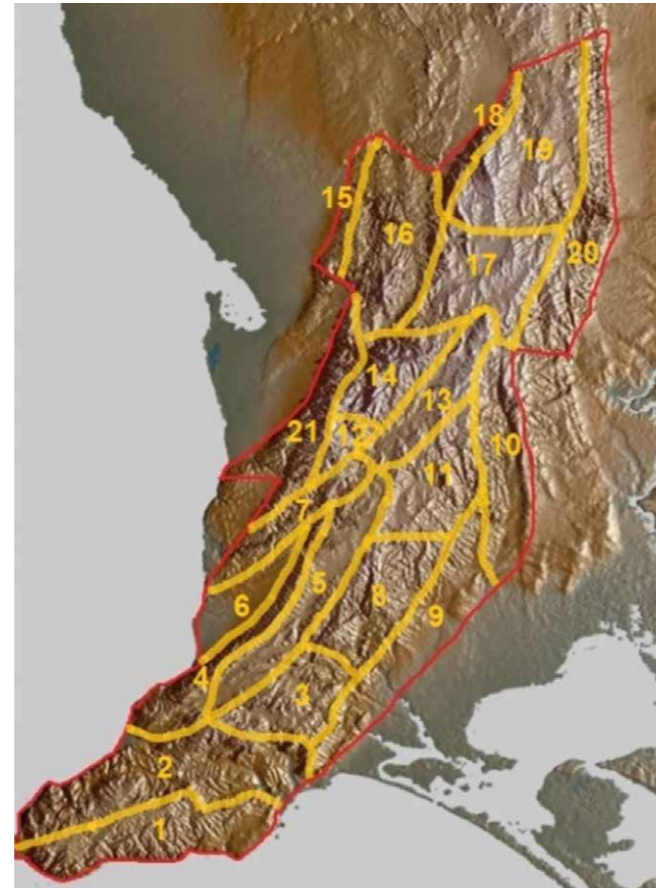
The study area stretched from Cape Jervis in the south to Truro in the north, east to the Palmer escarpment and west to include the Hills Face Zone. Twenty-one landscape units were defined across the Ranges, with these areas having similar features and characteristics.

The study identified a total of 21 unique landscape units across the region. It is noted that, the code does not recognise these landscape units.

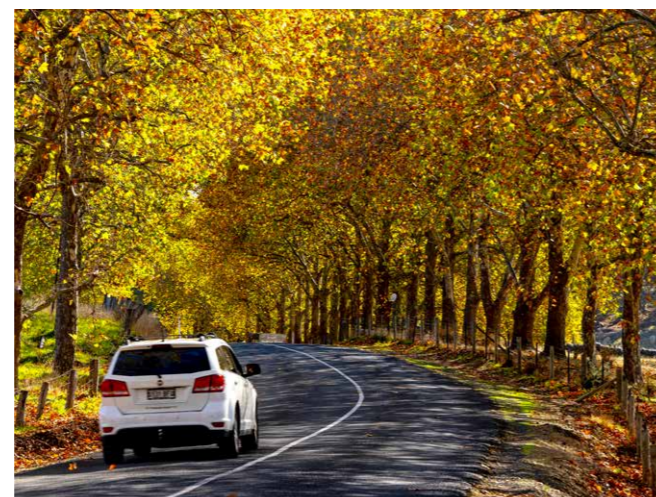
Recognition of landscape units within the Planning system will facilitate a more holistic response to the important attributes and features that define the region.

Ideally Planning policies could acknowledge and reflect the differing predominant characteristics of the general landscape units that comprise the district and this would guide the nature and scale of development between the varying units in order to protect existing characteristics and landscape features.

Other important landscape considerations include the designation of scenic routes, identification of lookouts and recognition of gateways.



Approximate Landscape units in the Mount Lofty Ranges.  
Source: MLR Landscape Quality Assessment, 2015.





### Main Street Concept Plans

Council recently developed design guidelines for the Stirling and Crafers main streets to define important character precincts and identify areas for renewal.

The guidelines allow the Council and property owners to identify potential opportunities and new partnerships which will enable a coordinated approach to be undertaken when redevelopment occurs. The documents can also be used to guide the Council's public infrastructure investment decisions.

The guidelines may also influence the State and Council planning policy and encourage further economic development opportunities and investment. The documents can also be used to identify the requirement for feasibility studies, guide future investigations or guide further detailed concept plans.

For Stirling the analysis revealed that there are distinct precincts within the Stirling Village Mainstreet, each with a different design, landscape and development potential. The precincts form the basis of the Stirling Village Mainstreet Concept Plan (image opposite) and recommend responsive design actions that reflect improvements to movement and access, increased community provisions and new development opportunities, as well as identifying new open spaces, laneways and plazas.

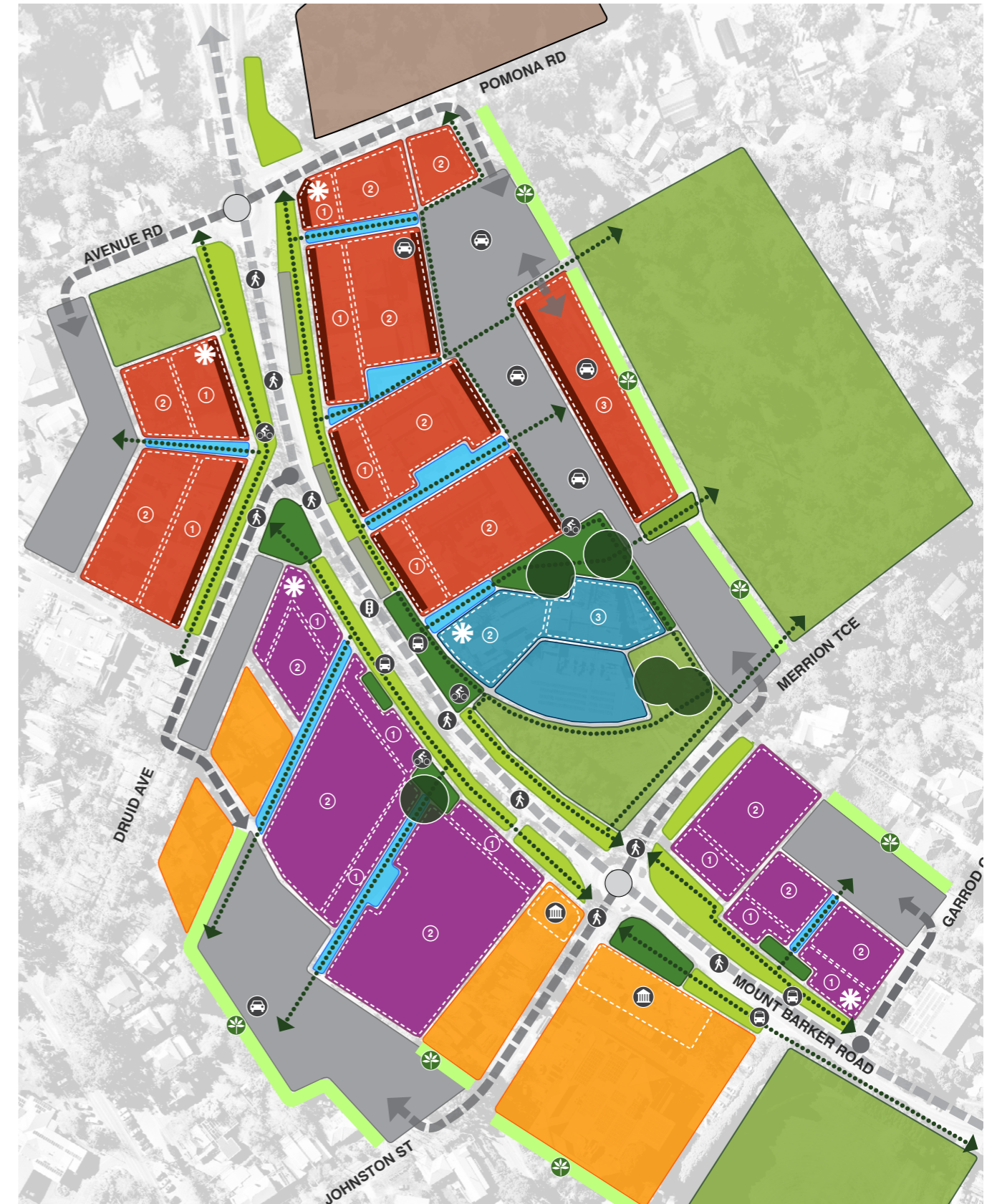
For Crafers design principles, objectives, detailed guidelines and actions have been developed to illustrate how the built form, access and movement, as well as the public realm of Crafers can be delivered and how future development will contribute to the overall vision for Crafers.

Central to the guidelines is the Crafers Village Concept Plan. The concept plan represents potential of the village and explores future opportunities associated with urban character, open space and landscape amenity.

The concept plan is structured and expressed in several planning and urban design layers. Each layer demonstrates specific responses and potential opportunities in relation to:

- Built Form and Land Use
- Pedestrian Access and Cycling
- Vehicle Movement and Parking
- Open Space and Community Use.

It is considered that the concept plans developed as part of these two projects should be integrated into the Regional Plan, as a means to elevate their status in the planning system and guide development and investment outcomes that respond to important local considerations and expectations.





## Recommendations:

### Adelaide Hills Council Supports

Protection of High-Quality Agricultural Land

Prioritisation of a State-led strategy to manage its crucial food, wine, and fiber production assets.

Primary Production Priority Area mapping embedded in the Regional Plan as the basis to build a more nuanced policy framework.

Industry Clusters, Fragmentation and Interface Management

Identifying agricultural industry clusters in the Regional Plan as a basis to inform a more nuanced policy framework to deal with issues of fragmentation and interface management.

Ongoing research collaboration with adjoining councils, Adelaide University, RDA's, Landscape Boards, Industry Bodies and PLUS to inform strategic prioritisation and policy development across the agricultural landscapes of the Mount Lofty Ranges.

Landscape Character

Landscape character unit mapping being embedded in the regional plan as a basis to develop a more nuanced policy framework for the rural landscapes of the Mount Lofty Ranges.

Identifying scenic routes, lookouts and gateways in the Regional Plan as a basis to support policy criteria to guide appropriate development outcomes in scenically important areas.

Main street Concept Plans

Integration of the Stirling and Crafers Concept Plans in the Regional Plan to guide investment and development outcomes within these important main street settings.







### 3.1 Environmental Considerations

**Context:** The Adelaide Hills Council supports a thriving district and this is well articulated in Council’s Strategic Plan – A Brighter Future 2020-2024.

While the pursuit of a prosperous future drives Council’s strategic priorities, there is a clear understanding that any efforts must respect the natural limits of the district. This includes biodiversity, conservation careful watershed management, holistic adaptation to natural disaster risks and an efficient and resilient building stock.

The Adelaide Hills continues to nurture a diverse natural ecosystem with numerous threatened species and communities. The region is sensitive to possible biodiversity threats now and in the future and requires ongoing management to preserve and regenerate its habitats.

The watershed remains a key asset for the entire Greater Adelaide region, particularly in the context of the State’s aspirations for population growth.

Natural disasters will come to define the Adelaide Hills over the next century, how we adapt to this threat is critical.

An efficient and resilient building stock will be critical to ensuring the wellbeing and quality of life for our residents is maintained.



10 Star Home by SUHO– Hamilton Hill. Photo Credit: Sustainable House Day.

### Issues and Opportunities

#### Tree management

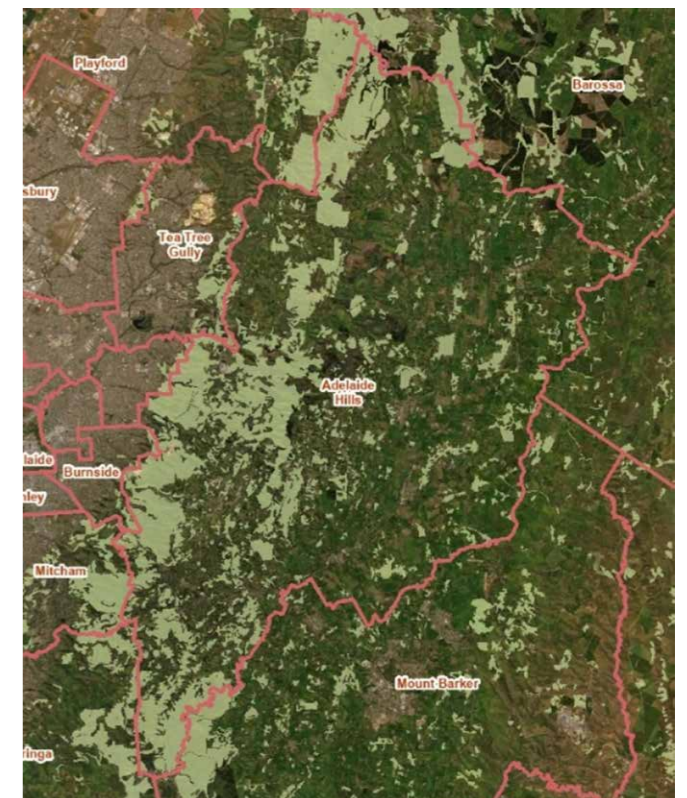
Urban canopy is critical for mitigating the urban heat island effect, but despite strong efforts from local governments who have been planting tens of thousands of trees each year, Adelaide’s overall canopy is declining. The primary cause of this decline is tree removal on private land driven by urban infill, storm damage and bush fire.

Currently, South Australia has the weakest tree protection laws of any Australian state, which protects only the largest trees, has a myriad of exemptions that voids protection for many of those trees. This means that the easiest default for any developer, is to remove trees on a site rather than attempting to retain them. These issues are compounded by the intersecting clauses of the PDI Regulations and the *Native Vegetation Act* which creates a complex scenario for proponents and relevant authorities to navigate as part of the Development Assessment process.

#### Biodiversity

The creation of biodiversity corridors is necessary to improve connectivity of fragmented patches and better enable the movement of wildlife across the landscape (See Case Study 4).

Local planting guides providing local guidance for proponents to assist with landscaping design and species selection is missing in the Code. In the Adelaide Hills there are important considerations for species selection including potential for weed invasion, endemic and local natives and fire resistance. The Regional plan presents an opportunity to recognise the diverse environments found across the region.



Native Vegetation Coverage (Light Green) in the AHC. Source: Nature Maps SA.



### Water Security

The Mount Lofty Ranges Water Catchment provides a majority of Adelaide's drinking water and will increasingly become an important resource to support the growth of the region.

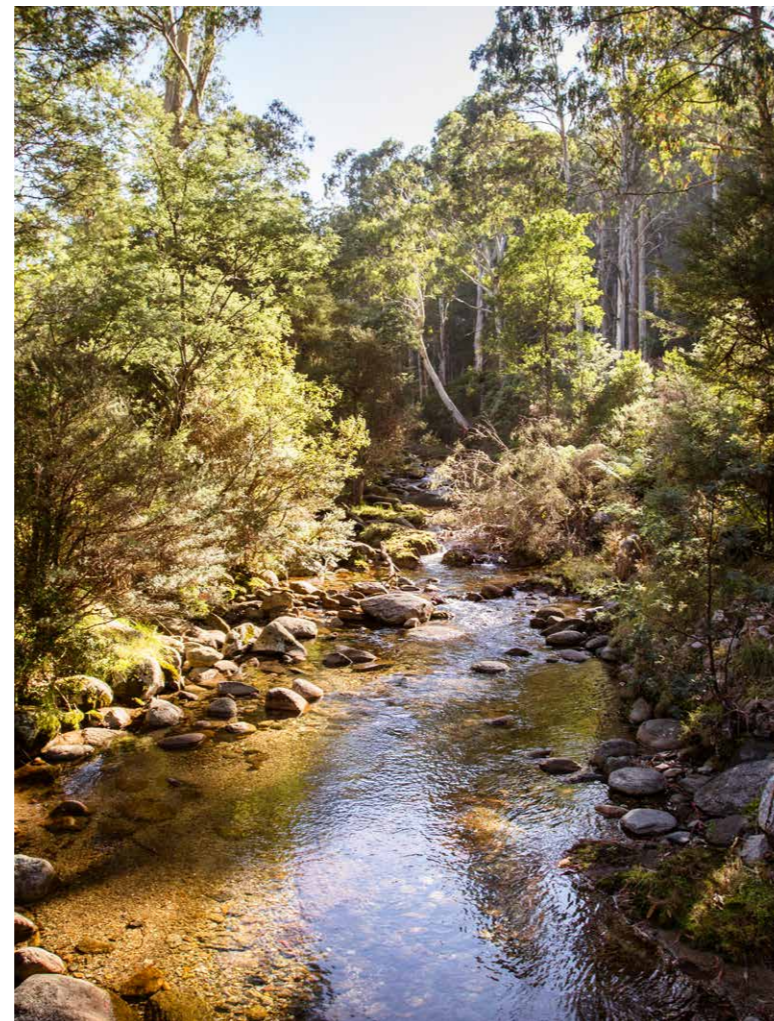
Since the early 1990's following the implementation of the Mount Lofty Ranges Planning Strategy a strong land use planning and management program driven by State Agencies, various Boards, councils, communities and private landowners across the catchment have sought to protect this vital resource.

Despite the sustained effort over the preceding thirty years there remains concerns over water security in terms of quantity and quality but also the health of the overall catchment environment that water so critically supports. The Hills and Fleurieu Landscape Board recently published a water resources summary as part of the Water Allocation Plan (WAP) review<sup>6</sup> and it provides a timely snapshot in understanding the pressures faced by the catchment. The analysis of long-term monitoring has found:

- An overall trend of decline in rainfall and streamflow
- The frequency of wetter-than-average rainfall years is considerably lower across during the last decade compared to pre-millennium drought years
- Of the eight catchments, five have total allowable use volumes (surface water) that exceed the sustainable take limits, and
- Ecological monitoring of native fish, waterbugs and environmental flows across the Western Mount Lofty Ranges shows a clear picture of declining conditions.

Compounding this a recent study by the EPA found that pharmaceutical, personal care products and herbicides are prevalent in receiving waters across the catchment<sup>7</sup>. The impact that these chemicals have on the aquatic ecosystems is not well understood but has the potential to cause adverse chronic effects or biomagnify up the food chain.

The Landscape Board Water Allocation plan review and the SA Water Resilient Water Futures project presents a rare opportunity to integrate and complement the strategic objectives across the related State Agencies and Boards and work with councils and landowners to manage this critical resource more effectively.



### Case Study 4: AHC Biodiversity Corridor Linkages Project (2017)

The Mount Lofty Ranges have been identified as one of 15 National Biodiversity Hotspots by the Australian Government.

In the Adelaide Hills Council region, remaining native vegetation cover is estimated at approximately 17,265 hectares, which is 21.7% of the total council area. This widespread clearance has resulted in habitat fragmentation, with populations of plants and animals that are isolated from each other.

It is vital to the region's wildlife that ongoing land management focuses on retention and restoration of remaining native vegetation, as well as re-establishment of wildlife habitat through revegetation with local provenance species. The value of wildlife corridors, or 'biodiversity corridors', to aid biodiversity on a landscape scale has been well documented.

The creation of biodiversity corridors is necessary to improve connectivity of fragmented patches and better enable the movement of wildlife across the landscape.

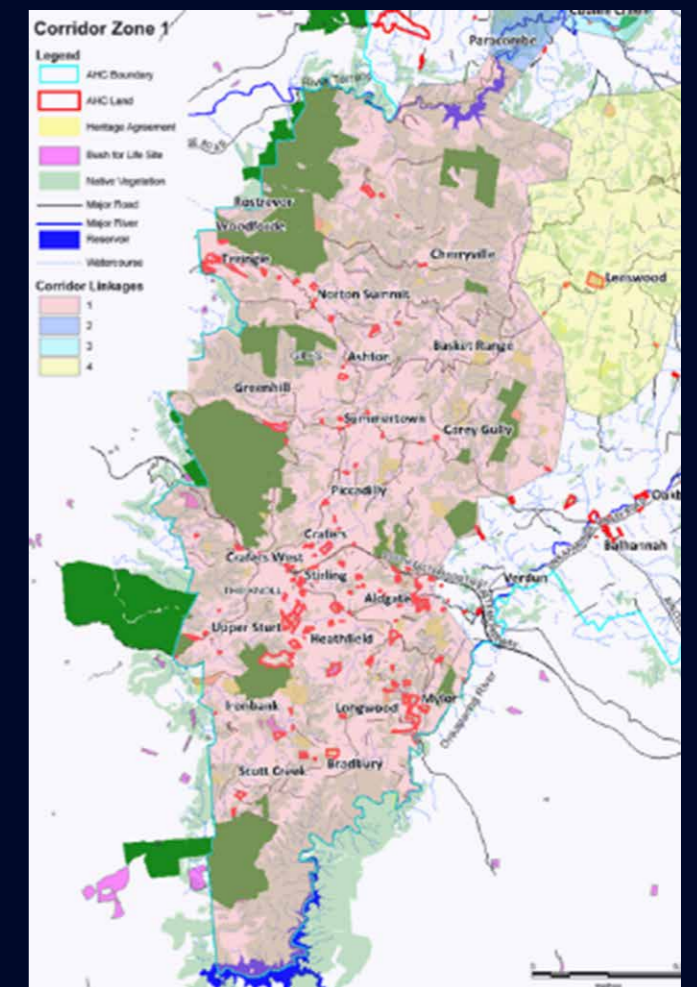
Corridors minimise the risks associated with small patch size and isolation and aid species recovery from catastrophic events by enabling species to relocate to other patches of suitable habitat.

These fragments are increasingly susceptible to impacts from the surrounding land use,

such as housing, weed incursion, chemical spray drift and agriculture.

This project identified four areas across the region where biodiversity corridors could significantly augment existing conservation efforts.

This mapping could be used as a basis to develop a Biodiversity Corridor Overlay in the Code, which could provide a means to prioritise native vegetation conservation and promote revegetation using locally appropriate species.



Adelaide Hills Biodiversity Corridor Zone 1. Source: AHC GIS



### **Natural Hazards**

The Guide to climate projections for risk assessment and planning in South Australia demonstrate that the Adelaide Hills Council is highly exposed to the risks associated with a warming climate.

This will require tough planning decisions to be made over the next century. The Natural Hazards section on page. 50 of the Discussion Paper reaffirms the need to not only direct development away from high-risk areas, but also to ensure enough land and housing supply and options for people to live in locations where they can avoid hazards is available.

In terms of directing development away from hazards in AHC, it is noted that under a high emissions scenario 79.6% of properties in the Adelaide Hills Council will be at a high risk of being uninsurable by 2050 due to exposure to bush fire and flood events<sup>9</sup>.

For the most extreme risk areas a conversation needs to be had about whether managed relocations are a necessary consideration as emission scenario thresholds are passed over the next century.

The need for a more robust approach appears necessary, as recently evidenced by the Cudlee Creek bush fire recovery, which saw 85 homes destroyed, with many being rebuilt without the need for a CFS Referral where they were deemed to be Medium Bushfire Risk.

### **Efficient and Resilient Buildings**

While energy efficiency is part of building rules consent, for energy efficiency to have maximum return on investment, it needs to be supported at all stages within the planning system. This can include a consideration of lot composition and orientation, materials and design, shading and green space and retaining trees on site as a matter of course and not an exception.

Building more resilient new homes and retrofitting existing homes will also be another important consideration for our district. A recent study commissioned by Resilient Hills and Coasts, found that the average home across the region has a poor resilience rating.

The Where We Build What We Build<sup>9</sup> study encouraged building or retrofitting of homes that are climate-ready, by demonstrating that the benefits of doing so outweighed the costs.





### Recommendations:

#### Adelaide Hills Council Supports:

Tree Management	Increasing the application of the Urban Tree Canopy Overlay to the Township Zones within Adelaide Hills Council and the types of development the Overlay applies to.
Biodiversity	<p>Identifying the opportunity for Biodiversity Corridors in the regional plan as a basis to develop a more nuanced policy framework to respond to the threats to biodiversity and to assist with habitat restoration at a landscape scale.</p> <p>Reintroducing local planting guides in the planning system, to be embedded via the Planning and Design Code and applied spatially.</p>
Water Security	An integrated whole-of-government approach to managing the water resources of the Mount Lofty Ranges and shared targets.
Natural Hazards	<p>Up-to-date hazard mapping to inform planning assessments.</p> <p>Exploration of dynamic adaptive policy pathways approach to respond to different climate change scenarios or where unprecedented extreme events require re-evaluation of current adaptation approaches (i.e. as occurred following the Black Summer Bushfires).</p>
Efficient and Resilient Buildings	Exploring an opportunity to front load climate risk assessments that consider the impact on the useful life of the buildings under different climate change scenarios and demonstrate performance-based outcomes that align with existing climate projections, net zero ambitions and best-practice outcomes.





### 3.1 Infrastructure Considerations

**Context:** The District has 1,278 km of roads, of which 20% are managed by DIT. Of roads managed by Council 46% are sealed and 3.5% are tracks only.

Major road transport issues include narrow roads unsuitable for heavy transport, conflict between tourist, resident and commercial traffic, local flooding over roads, and a need for a north-south route suitable for heavy transport.

The main pressures on local roads are as a result of grape, vegetable, mineral water and milk transport to the City, animal transport to the abattoirs in Lobethal and Murray Bridge and tourist traffic.



A single rail line traverses the Hills from Upper Sturt to Mt Barker Junction, and carries about 4.8 million tonnes of interstate rail traffic from Melbourne, Perth, Darwin and regional SA.

The line is too tight and steep for modern length carriages which results in wheel squeal in corners. The Overland passenger service to Melbourne uses this line, but there are no local passenger services, however this being explored by the State Government.

Apart from the Stirling - Aldgate - Bridgewater area, the District is not well serviced by public transport due to its small and widely dispersed rural population. Adelaide Metro run services into the main population centres, and private operators run services through the northern district into Tea Tree Plaza and Tanunda.

The District is generally well serviced for mobile phone and internet services. The topography and dispersed settlement pattern create black spots.

Electricity supply into the District is generally well developed and reliable. Major transmission lines cross the Council area and run along the western face of the Mt Lofty Ranges.

Annually, household garbage and recyclables removal costs \$5.5m.

### Waste Water

Council operates a waste transfer station at Heathfield and there is a private waste transfer station located in Woodside.

Council's stormwater is mainly managed via natural overland flows and a limited pipe network in urban areas. Creeks, watercourses and dams are controlled by the Landscape Board.

Waste Water treatment and management issues include constraints in providing infrastructure due to the District's topography and dispersed settlement pattern and a large portion of septic tank systems being faulty, causing discharge of waste water into the environment which impacts on water quality within the Watershed.

A large portion of the Adelaide Hills Sewer Program has been completed in the Stirling, Aldgate,

Bridgewater, Crafers, and Heathfield urban area. Gumeracha, Balhannah, Oakbank, and Lobethal are also sewered. Rostrevor, Woodforde and much of Teringie are also sewered.

High-priority areas for future sewage infrastructure programs are unsewered townships and settlements in environmentally sensitive areas, where on-site systems are currently failing.

Council operates CWMS systems in Birdwood, Charleston, Kersbrook, Mt Torrens, Verdun and Woodside. Such schemes are being investigated for Houghton, Inglewood, Mylor, Summertown and Uraidla. In many cases, no economies of scale exist due to the size of the settlements involved.

In summary, the District has good power, internet and mobile communications, but has poor public transport service, numerous minor and agricultural roads to maintain, and strained sewerage services with numerous local problems.





### Issues and Opportunities

#### Infrastructure

Infrastructure Schemes are one delivery tool to ensure infrastructure for local communities and the state. These schemes have not always served the Adelaide Hills population well and new tools to invest better in township and rural areas are needed.

#### Waste Management

Waste and resource recovery industry are intrinsically linked to logistics and the transition to a circular economy and the increased diversion of food waste from landfill will require a specific focus on strategic transport and infrastructure development. Policy needs to be included in the Plan to support this.

Council supports the transition towards a circular economy as the focus of the waste strategy. A circular economy (as far as practicable) presents the opportunity to not only stabilise the waste, recycling and resource recovery sector by reducing reliance on overseas commodity markets but also to create jobs, including jobs in regional and rural South Australia, and to provide South Australia with 'practical, on ground action to address climate related impacts.'

The emergence of the circular economy presents opportunities to promote clustering within local employment zones to support these outcomes.

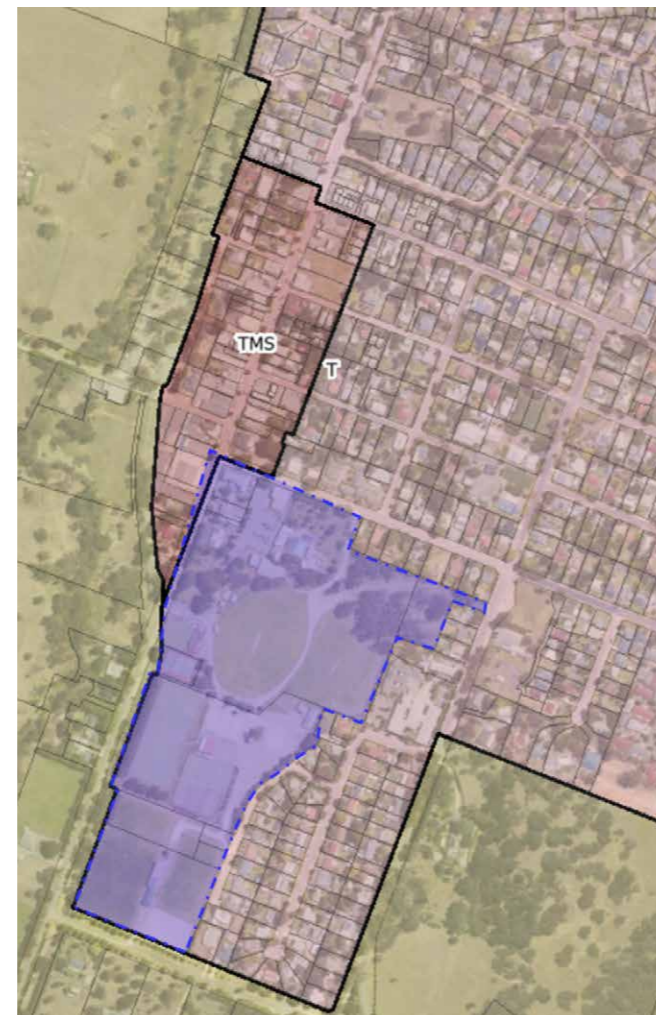
#### Recreation

Recreation management is guided by Councils Sport and Recreation Strategy 2017-2021 and is currently under review. The District has 10 facilities at a State level, 28 at a regional level, 28 at District level and 109 at the local level.

While not all recreation areas require specific zoning there are state and regional level recreation areas in the Council that would benefit from appropriate zoning to ensure better development process and outcomes.

For example the Woodside Recreation Grounds is a significant recreation and civic area and is currently Zoned Township Zone, which is largely focused on residential development.

Other examples include the Oakbank Racecourse and Golf Club, Balhannah Recreation and Dog Park, Amy Gillet Bikeway, Lobethal Recreation Ground and Bushland Park Mount Torrens Oval and Uraidla Recreation Grounds.





### Recommendations:

#### Adelaide Hills Council Supports

#### Infrastructure

Investigations undertaken as part of the regional planning program to understand capacity of key infrastructure within the Adelaide Hills Council to support any future population targets and investment decisions.

New tools to ensure infrastructure for local communities and consideration of developer contributions for local infrastructure.

#### Waste Management

Identification of potential circular economy precincts to promote agglomeration and innovation within Employment Zones.

#### Recreation

Consideration of identifying established state and regional level recreation areas (within identified AHC townships) for a s75 Complying Code Amendment.

The Amy Gillet Bikeway corridor being recognised in the Regional Plan as an important recreation, tourism and active travel asset.





## Adelaide Hills Council Supports

<p>A distinct role in the Greater Adelaide Region</p>	<p>Recognition that growth in the Adelaide Hills will not be driven by population growth and that the Regional Plan needs to provide equal strategic focus on productivity.</p>
	<p>Working with the State to integrate future district plans, master plans and structure plans into the Regional Plan to provide strong local strategic direction.</p>
<p>A bespoke strategic framework</p>	<p>Regional distinction of the Adelaide Hills (Mount Lofty Ranges) to enable the delivery of a bespoke strategic framework.</p> <p>Developing a strong vision to support a thriving district, while maintaining and enhancing the unique environment, character and livability attributes of the Adelaide Hills.</p>
<p>Recognition of key assets</p>	<p>Better recognition of the contribution Adelaide Hills Council makes to the ongoing protection of State significant assets.</p> <p>Equitable distribution of targeted State funding to support ongoing asset management, as well as supporting local infrastructure and services across the district.</p>
<p>Resilience in Uncertainty</p>	<p>Piloting a dynamic adaptive policy pathway approach to strategic land use and infrastructure planning.</p> <p>Recognition of climate change mitigation capacity within the Adelaide Hills and defining the role of land use planning in its protection and expansion.</p>







## Adelaide Hills Council Supports

Housing Objectives	Working collaboratively with the State to ensure housing objectives for the Adelaide Hills are articulated in the Regional Plan.
Character and Heritage Framework	Acknowledging the need for additional local heritage place listings.
	Identifying potential character and heritage areas based on heritage and township survey recommendations previously commissioned by the Council.
Rural Residential Demand	Working collaboratively with the State to outline a strategic approach and introduce a policy framework and/or incentives that can effectively guide rural residential development away from highly productive agricultural land and important industry clusters.
	Recognition of existing rural residential agglomeration as a pathway to explore the application of Rural Living Zones or Subzones.
	Working collaboratively to explore the potential of innovative rural housing options such as Eco villages in the outer metropolitan and Peri-urban context to meet 'tree change' demand.
Greenfield	Consideration of identifying the Crest development at Inverbrackie for a s75 Complying Code Amendment.
	Review the Planned Urban Lands to 2045 Boundary between Summertown and Uraidla.
Strategic Infill	Intergenerational State infrastructure investment that has the potential to support Transport Orientated Development in strategic locations.
General Infill	Identifying opportunities for spatial policy refinement in the Planning and Design Code to facilitate innovative general infill housing.
	Council providing realistic dwelling uptake rates as a critical input for any growth target allocations in the Adelaide Hills.

## Adelaide Hills Council Supports

Protection of High-Quality Agricultural Land	Prioritisation of a State-led strategy to manage its crucial food, wine, and fiber production assets.
	Primary Production Priority Area mapping embedded in the Regional Plan as the basis to build a more nuanced policy framework.
Industry Clusters, Fragmentation and Interface Management	Identifying agricultural industry clusters in the Regional Plan as a basis to inform a more nuanced policy framework to deal with issues of fragmentation and interface management.
	Ongoing research collaboration with adjoining councils, Adelaide University, RDA's, Landscape Boards, Industry Bodies and PLUS to inform strategic prioritisation and policy development across the agricultural landscapes of the Mount Lofty Ranges.
Landscape Character	Landscape character unit mapping being embedded in the regional plan as a basis to develop a more nuanced policy framework for the rural landscapes of the Mount Lofty Ranges.
	Identifying scenic routes, lookouts and gateways in the Regional Plan as a basis to support policy criteria to guide appropriate development outcomes in scenically important areas.
Mainstreet Concept Plans	Integration of the Stirling and Crafers Concept Plans in the Regional Plan to guide investment and development outcomes within these important main street settings.



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Infrastructure	Investigations undertaken as part of the regional planning program to understand capacity of key infrastructure within the Adelaide Hills Council to support any future population targets and investment decisions.
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Recreation	Consideration of identifying established state and regional level recreation areas (within identified AHC townships) for a s75 Complying Code Amendment.
	The Amy Gillet bikeway corridor being recognised in the Regional Plan as an important recreation, tourism and active travel asset.

## Endnotes

- |                            |   |
|----------------------------|---|
| 1 TDR Study                | 5 Scenic Solutions MLR Landscape Quality Assessment Study |
| 2 PolisPlan Summary Report | 6 WAP Review Catchment Summary                            |
| 3 PPPA Report              | 7 EPA Study - Water Quality                               |
| 4 APP Project Draft Report | 8 Climate Council - Uninsurable Nation                    |
|                            | 9 Where We Build What We Build Project                    |



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**Adelaide Hills**  
COUNCIL

**Greater Adelaide Regional Plan Discussion Paper**



14 November 2023



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Planning Aspects acknowledges that the land it operates on today is the traditional lands of the Kurna people and respects their spiritual relationship with their country. It also acknowledges the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

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## Executive Summary

The Greater Adelaide Plan (GARP) includes the future planning for the Adelaide Hills Council Area. The GARP Discussion Paper concerns itself with two questions of where and how Adelaide should grow.

Whilst Adelaide Hills Council recognizes its role in providing capacity for growth from a residential and economic perspective, it recognizes the unique place and environment that exists in the council area that requires a carefully curated approach to future land use and environmental management.

Introduction of the Planning and Design Code has introduced standardization of land use and environmental management policy which has introduced unintended consequences on the long term future ability to protect and maintain the special economic, social, cultural and environmental qualities of the place.

This position paper presents the historical backdrop of planning in the Adelaide Hills since the 1960s, and the evidence of the significantly different physical attributes that differentiate Adelaide Hills Council area from Greater Adelaide. Both these factors provide the rationale for the establishment of the Adelaide Hills Council Region. The lessons learnt from the Mount Lofty Ranges Regional Strategy Plan provide a solid base which could be reviewed and refined to form the basis for an Adelaide Hills Council Region. Establishment of the Region must be supported by an appropriately considered governance structure in the form of a Joint Planning Board comprising Council and a range of State Government Agencies that have a stake in the region.

# 1 Introduction

*“... it is not far from the truth when the Mount Lofty Ranges is described as the most complex planning region in Australia.”<sup>1</sup>*

*“The Region is of Special importance to South Australia. The mixed use of the Region and its productive nature creates an area of rare beauty, but also of great conflict, requiring a careful, coordinated and cooperative approach to the management of its resources on an ecologically sustainable basis.”<sup>2</sup>*

The history of land use planning and natural resource management in the Adelaide Hills Council area has a long pedigree dating back to the 1960s and the earliest days of planning legislation in South Australia. This history is based on the significant importance that the Mount Lofty Ranges specifically has in relation to the provision of water to metropolitan Adelaide, and the productive capacity of its land for horticultural and agricultural production.

This land use significance has been complicated due to significant proximity of the Adelaide Hills Council area to the main population centres of Adelaide and surrounds, which have been brought “closer” into the hills with the development of the South Eastern Freeway which was built in 1967. Further improvements to the Freeway through the development of the Heysen Tunnels in 1999 have greatly improved access.

This position paper explores the history of land use planning in the Adelaide Hills Council area since the 1960’s and beyond. It presents a case of the physical characteristics that make the area so different to the remainder of the Greater Adelaide Region, in support of a case for a separate Region within the Greater Adelaide Regional Plan.

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<sup>1</sup> South Australian Government (1989) Mount Lofty Ranges Review: Investigations Report pp. 1

<sup>2</sup> Department of Housing and Urban Development (1993) Mount Lofty Ranges Regional Strategy Plan pp. 1



## 2 Planning Context

### 2.1 Planning in Adelaide Hills Council: A Retrospective

#### 2.1.1 *Planning and Development Act, 1967* (1967 – 1982)

Contemporary land-use planning in South Australia commenced in 1967 with the promulgation of the *Planning and Development Act, 1967*. It provided statutory recognition to the plan for metropolitan Adelaide, which was intended as an advisory guide and it also established a State Planning Authority which was responsible under the powers of S18(1), of ‘... promoting and coordinating regional and town planning and the orderly and economic development and use of land within the State ...’.

In 1970, the ‘South East Planning Area Development Plan’ was authorized as statutory planning policy, following analysis of population growth, the economy, traffic and transport, public utilities and community facilities [6]. Its emphasis was on the orderly expansion of urban centres and the co-ordination of public services. Little attention was paid to rural land use...”<sup>3</sup>

This approach changed when investigations commenced for the Flinders Ranges plan, which necessarily due to the environment and location had to involve investigations and analysis from a landscape and environmental lens. The resultant outcome was the designation of three environmental zones which attempted to meld nature conservation policies with rangelands management practices. It is understood that the Flinders Plan at the time did not attain statutory recognition, however leaseholders utilized its principles for day-to-day management of the land.

The next plan to be considered was the Mount Lofty Ranges Plan. Authorised in March 1975, rural land uses were considered alongside the urban and it is understood that the survey methodologies that were adopted in the Flinders Ranges Plan were also used to inform it. It included consideration of scenic protection and nature conservation, however the assessment for primary production, catchment protection and rural living less carefully thought-out.<sup>4</sup>

As early as the 1975 plan for the Mount Lofty Ranges, it was recognized that:

“... that the implementation of the policies within regional plans was being hampered by the inflexibility of the zoning regulations and that the legislation required them to be based on a ‘model’ to be applied uniformly with little regard to townscape and landscape subtleties.”<sup>5</sup>

#### 2.1.2 *Planning Act, 1982* (1982 – 1994)

By 1982 town planning in South Australia was governed by the new *Planning Act, 1982*. The previous State Planning Authority was abolished and responsibility for planning was placed with the Minister of Planning. Previous plans and zoning regulations were replaced by the South Australian Development Plan. These were to be based on Regional Plans. The Development Plan were to form the primary reference for development decisions. The method that the Development Plan was drafted and administered required planning authorities to use them as their principal development control reference.

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<sup>3</sup> Alan Hutchings (2005) The evolution of statutory planning in the South Australian countryside, *Planning Perspectives*, 20:2, 211-228, DOI: 10.1080/02665430500031837 pp. 216-217

<sup>4</sup> Ibid. pp. 217

<sup>5</sup> Ibid. pp. 219

The new Act encouraged plans to be drafted “... along strategic lines with ‘objectives’ implemented by ‘proposals’ and ‘principles of development control’. These could be for conservation and land management as well as for land use and development<sup>6</sup>.

In the Adelaide Hills Council area, the introduction of the passage of *Planning Act, 1982*, resulted in the Mount Lofty Ranges Review in 1987, the subsequent preparation of the Mount Lofty Ranges Review Investigations Report in March 1989, and the culmination of the Mount Lofty Ranges Regional Strategy Plan by the Department of Housing and Urban Development in 1993.

“In establishing the Mount Lofty Ranges Review in 1987, the Government identified in its Terms of Reference, four principles upon which the development o regional priorities and policies should be based:

1. The opportunity for viable agricultural pursuits should be retained.
2. The quantity and quality of water production from water catchments should be protected.
3. The allocation, use and management of land should be based on land capability principles.
4. There should be strong community involvement in all facets of the Review.<sup>7</sup>

Led by the South Australian Government in conjunction with the local government authorities in the Mount Lofty Ranges, preparation of the Mount Lofty Ranges Review Investigations Report involved “... a review of land use and management in the Region aiming to establish better strategies to maintain the unique resources of the area and to preserve the environmental character.”<sup>8</sup>

Under the 1982 legislation, Councils and the Minister of Housing, Urban Development and Local Government were able to make amendments to the South Australian Development Plan by preparing Supplementary Development Plans (SDP).

Accordingly, and following the release of the Draft Mount Lofty Ranges Management Plan, the Minister prepared and released on consultation the Draft Mount Lofty Ranges Comprehensive No. 1 SDP in January 1992. Following a period of public exhibition, this SDP was further scrutinized by the Environment, Resources and Development Committee of Parliament which “... concluded that policies for future planning directions in the Region should reflect the following objectives:

1. The long-term future of viable agriculture in the area must be assured.
2. The quality of water for the Adelaide area must be maintained and improved.
3. The conservation of existing native vegetation and the continuation of reforestation must be ensured.
4. The scenic amenity of the area as an urban hinterland must be maintained and enhanced for tourism and recreational purposes.
5. Future planning strategies in the Mount Lofty Ranges should be based on land use and land capability rather than on development potential.”<sup>9</sup>

The ERDC also made a range of recommendations including:

“The creation of an adequately structured regional authority, with representation from interest groups, Local Government and Government agencies and with the following role:

- To advise on and coordinate regional planning policies for the Ranges;
- To recommend the limits of prescribed classes of development within the Ranges;

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<sup>6</sup> Ibid. pp 220

<sup>7</sup> Department of Housing and Urban Development (1993) Mount Lofty Ranges Regional Strategy Plan pp. xi

<sup>8</sup> South Australian Government (1989) Mount Lofty Ranges Review: Investigations Report pp. i

<sup>9</sup> Department of Housing and Urban Development (1993) Mount Lofty Ranges Regional Strategy Plan pp. 10 - 11

- To advise on coordinated natural resource management policies within the Ranges;
- To promote public awareness and land management aims within the Ranges;
- To investigate specific issues as they arise.”<sup>10</sup>

It also recommended the preparation of a new SDP, which was subsequently adopted by the Minister for Housing, Urban Development and Local Government Relations with the preparation of the Mount Lofty Ranges Comprehensive No. 2 SDP.

Most notably it resulted in the introduction of the Mount Lofty Ranges Watershed Overlay which severely restricted all forms of development outside existing urban and township areas.

The establishment of the watershed area came with a strong mandate at a State level to ensure that the urban areas and township boundaries within the watershed area would not be expanded.

The period between 1991 and 1992 brought with it some uncertainty for the planning system with a review of the state’s planning regime by the State Government, culminating in the preparation of the “2020 Vision – Ideas for Adelaide” (1992). This review recognized “that current land management practices in the water catchments for Adelaide threaten the quality of Adelaide’s water supplies.” It went on to further argue that in order to maintain water quality, land use planning and conservative land management practices had to be linked together. Specifically in respect of residential development in the watershed, the “2020 Vision – Ideas for Adelaide” (1992) argued that “... expansion of towns and increases in the number of houses within the water catchment areas will need to be minimized.”

The review of the Planning system and the outcome of “2020 Vision – Ideas for Adelaide” (1992) resulted in the repeal of the *Planning Act, 1982* and the introduction of the *Development Act, 1993*.

Falling between the cracks of legislative reform, the Mount Lofty Ranges Regional Strategy Plan and its far-reaching recommendations had to be translated into the new planning system.

### 2.1.3 *Development Act, 1993* (1994 – 2021)

Before the Mount Lofty Ranges Regional Strategy Plan could be implemented under the regime set out under the *Planning Act, 1982*, South Australia yet again ushered in new legislation in the form of the *Development Act, 1993*.

Coming into effect on 15 January 1994, the *Development Act, 1993* introduced yet another new planning regime into the state. It enabled Councils and the Minister of Housing, Urban Development and Local Government Relations to make amendments to the South Australian Development Plan by the preparation of a Plan Amendment Report (PAR). Importantly, the preparation of a PAR required the Minister or the Local Government entity to assess the extent to which the proposed amendment:

1. Accords with the Planning Strategy
2. Accords with other parts of the Development Plan
3. Complements the policies in the Development Plan for adjoining areas; and
4. Satisfies the requirements prescribed by the Regulations.

It was the intent of the Mount Lofty Ranges Strategy Plan that its recommendations (where relevant) were to be implemented into the respective Council’s Development Plans by way of PARs.

In the Adelaide Hills Council area, a number of PARs that responded to the Strategy Plan that were implemented most notably:

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<sup>10</sup> Department of Housing and Urban Development (1993) Mount Lofty Ranges Regional Strategy Plan pp. 11

- Horticulture in the Hills Face Zone PAR in 2000
- Small Scale tourist accommodation in the Rural Zone of the Mount Lofty Ranges PAR in 2000
- Mount Lofty Ranges Watershed Amendments PAR in 2001
- Mount Lofty Ranges Watershed Wineries and Ancillary Development PAR in 2006

Among the recommendations of the Mount Lofty Ranges Regional Strategy Plan was the idea of governance reform. It recommended the establishment of a Regional Management Authority. It also recognized the Mount Lofty Ranges region was “... too diverse for a single Authority to Administer.”<sup>11</sup> and instead suggested that the Region be considered divided in two with the Central Hills area comprising the former District Councils of Mount Barker, Happy Valley, Stirling, East Torrens, Onkaparinga, Gumeracha and Mount Pleasant; and the remaining southern councils forming the Southern Fleurieu Area.

The intended purpose of the two Regional Authorities was inter alia “...to:

- Protection of the natural and cultural environment;
- The maintenance of commercial farming uses, and the retention and enhancement of the rural character of the Region; and
- Protection of the quality of surface water run-off.”<sup>12</sup>

It is fair to say that the establishment of the recommended Authorities did not proceed. Local Government boundary review processes absorbed the attention of the respective Councils, and perhaps lack of direction or leadership from State Government meant that many of the recommendations of the Strategy Plan were not implemented.

Another element of the new legislation was the mandate for Council’s to review their respective Development Plans under Section 30 of the Act. Adelaide Hills Council undertook its last review of its Development Plan in 2012 following the release of the State Government’s 30 Year Plan for Greater Adelaide. This process aimed to align those plans to the direction of the council, identify policy needs and ensure plans aligned with the Regional Plan.

The last review influenced a ten-year period of strategic and policy change, including the development and implementation of three Council Strategic Management Plans and the initiation and completion of a number of Development Plan Amendments. In terms of guiding development policy change, the last review period concluded in March 2021 when the Planning and Design Code replaced Council’s Development Plan. (Refer Section 3.1 below)

The focus of strategic planning and development policy work between 2011 and 2021 can be generally grouped into four key areas:

- **Housing:** increase housing diversity to support more housing choice and affordable housing options for downsizers, families and first home buyers
- **Township/Urban Areas Character and Amenity:** protect township character and amenity, built heritage
- **Key Industries and Emerging Sectors:** support key industries and emerging sectors through, improved planning processes, policy improvements to legislative instruments (i.e., Development Regulations and Development Plan) and fostering collaborative partnerships (i.e., Rural Land Management Advisory Committee)

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<sup>11</sup> Ibid. pp 238

<sup>12</sup> Ibid. pp. 238

- **Rural Lands:** protect primary productive land while allowing opportunities for value adding and rural diversification and protecting scenic landscapes
- **Placemaking:** improve livability and activation through community led-placemaking, and
- **New Planning System:** Transition the Adelaide Hills Council Development Plan to the Planning and Design Code.

While no specific targets were set for the above during the last S. 30 review, demographic and development trends provided Council with the necessary evidence to better understand development trends over the preceding 10-year period. Within its purview, this granularity of detail and evidence enabled Adelaide Hills Council to predict and respond to changes to better manage special aspects of the environment that required greater scrutiny and policy responses.

For the Adelaide Hills Council, implementation of the Mount Lofty Ranges Strategy Plan within the framework that was established under the *Development Act, 1993*, including opportunities for new governance arrangements were a missed opportunity. Notwithstanding this, Council continued to diligently collaborate with its State Government partners including the Environment Protection Authority, Native Vegetation Council, Country Fire Service, Primary Industries and Resources SA, Tourism SA, neighbouring council, key stakeholders and the like to facilitate development whilst being cognizant of the delicate environment for which it has stewardship.

The lack of a bespoke plan with the buy in of key stakeholders including a range of State Government agencies within the Adelaide Hills Council over the period of the *Development Act, 1993* has seen:

- Further and the acceleration of the fragmentation of land
- Significant increases in land values resulting in the viability of primary production becoming a marginal activity
- Degradation in water quality

#### *UNESCO World Heritage Bid*

In support of understanding and wishing to secure the special qualities of the Mount Lofty Ranges, Adelaide Hills Council in partnership with Mount Barker Council, Barossa Council and the City of Onkaparinga in 2010 embarked on a project to investigate the UNESCO World Heritage Site listing for the Mount Lofty Ranges agrarian landscape.

*The idea to explore the feasibility of mounting a bid for United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage listing of Adelaide's agricultural hinterland was sparked by a collaboration between South Australian researchers and the Thinker-in-Residence program, which in 2009 focused on the Food and Wine Value Chain.*

*Professor Randy Stringer, a University of Adelaide agricultural economist with extensive experience at the United Nations Food and Agriculture Organization, advanced a proposal, which was then championed by Professor Mike Young, a member of the Wentworth Group of Concerned Scientists. Young saw it as a unique opportunity to assist integrated planning and development at the landscape and regional level.<sup>13</sup>*

The four Councils engaged Economists from Adelaide University and other subject matter experts to assist in preparing documentation in support of the bid. Adelaide University stated that "... the study calls attention to the diverse contributions agriculture makes to the social and environmental life of the region,

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<sup>13</sup> *Exploring UNESCO World Heritage Site listing for the Mount Lofty Ranges agrarian landscape*, S. Johnston, J. Morison, R. Stringer, P. Mickan, M. Salver, G. Sarre and J. Tagliaferri, University of Adelaide 2012. pp. iv

not simply the economy. Evidence suggests that these contributions are not well understood, seldom analysed in the context of the region's development, and rarely reflected in local development policy strategies.<sup>14</sup>

In 2019, following seven years of research and discussion, it was considered time to assess the strength of the World Heritage case. The review undertaken by Duncan Marshall and Dr Jane Lennon AM highlighted the core justification for pursuing World Heritage listing, namely:

- the presence of heritage values associated with a ground-breaking 19th century model of colonisation or systematic colonisation; and
- the links to a philosophical movement of universal significance, and the continuing reflection of those original utopian ideals in the contemporary landscape and land management practices.

Other parts of the rationale that were originally referred to, such as the 'world-renowned food, wine and tourism regions' were considered background or descriptive information, but lacking in substantial evidence to be considered as the core argument for WH listing. This was a significant shift from the original justification and many people's understandings of the bid.

A key finding of the review was recognition that a bid that combines the Adelaide plan and the systematic colonisation settlement landscape of South Australia would represent a substantially more complete portrayal of the colonial settlement model and the whole of the settlement system. As a result, Adelaide City Council and the Mt Lofty Ranges partner councils started to explore the merits of a combined bid.

As part of the collaborative work World Heritage expert Duncan Marshall was again engaged to provide further rationale for the joint bid. This work produced a single narrative for the combined bid, as follows:

*The nineteenth century property comprising Adelaide and its Rural Settlement Landscapes, including the early Adelaide plan, is of Outstanding Universal Value as exceptional evidence of the Wakefield systematic colonisation model, an important and influential model in the history of European free migration and colonial settlement. It is the most complete realisation of British colonial settlement planning in the world, and/or a major achievement of such colonial planning.*

Mr Marshall's expert advice suggested that this nomination could satisfy three of the World Heritage criteria, noting that only one would need to be eventually satisfied to be eligible for World Heritage listing status.

In order to share the results of these reviews more widely, a small expert workshop was convened on 25-26 August 2022 in Adelaide and Hahndorf, and online. The workshop comprised a series of presentations as well as group and plenary discussions.

Key observations and messages arising from the workshop and discussions, included:

- the nomination project should proceed. This is an important and worthwhile journey for the South Australia community, and while there is some caution arising from gaps in the currently available research, there is something special about the history of this European settlement in an Aboriginal landscape, and good potential for a successful World Heritage listing;
- there is a need to better recognise and integrate the prior and continuing Aboriginal history, landscape and people into the proposed nomination. This includes substantial engagement with the Aboriginal community and seeking its further support (Free, Prior and Informed Consent);

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<sup>14</sup> Ibid. pp. xi

- the nomination project is potentially an important part of truth-telling about the history of South Australia, aligning to the State Government's commitment to such a process; and
- there is a substantial amount of work still to be done to prepare a nomination, building upon a considerable foundation of previous research.

It is critical that the joint nomination recognises the impact of settlement on Aboriginal people. Truth-telling and Reconciliation are an important and necessary part of the nomination. This complements the stated ambition of the State and Federal Governments regarding recognition, truth-telling and future treaties, and constitutional change. In fact, it could play a strong role. Certainly, the history in the nomination needs to address both Aboriginal and settler histories and perspectives, and the overall nomination needs to be pitched with an honest and balanced presentation of the story, and of course with Aboriginal agreement if not actual support.

Since this workshop a couple of key progressions have been made. Firstly, the Tentative List submission for Adelaide and its Rural Settlement Landscapes has been drafted. Such a submission is a formal pre-condition under the World Heritage Convention before a nomination can be submitted. This draft submission requires further development and consultations before it is ready for lodgement.

Secondly, and most noteworthy, the joint initiative has recently received support from the Deputy Premier to prepare the Tentative listing document for approval. Being accepted on the Tentative List is step one of the World Heritage processes and this recent approval to consider the bid is a significant step.

The funding Mt Lofty Councils have not provided financial resources for a couple of years, however there are funds remaining in the joint account that can be used to further progress the joint bid in the foreseeable future. The World Heritage rationale will continue to be explored and refined where the keys to success will be the governance process and embedding First Nations input. Next steps include:

- Exploring and establishing a joint World Heritage Governance structure to progress the nomination and provide a pathway on how the World Heritage Bid will be managed.
- Developing a project brief on how to best engage with relevant Aboriginal communities and seek their support through a Memorandum of Understanding.
- Developing a First Nations narrative in partnership with the communities to be incorporated into the colonisation story and add value to the truth-telling and inform the Tentative Listing submission.
- Continuing to refine the draft Tentative Listing document.
- Presenting a paper at the International Council on Monuments and Sites (ICOMOS) General Assembly 2023 Conference.

Pursuit of World Heritage and the potential successful listing will have implication for how land within the Adelaide Hills Council area is managed into the future, however it does not take away from the fundamental role that the planning system has to control and manage land use into the future.

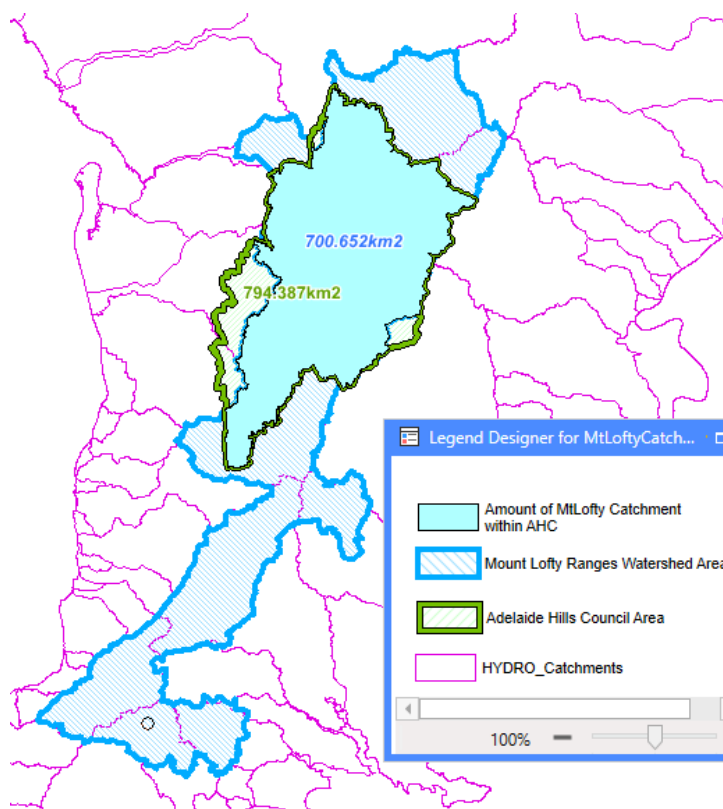
### 3 Adelaide Hills Council Physical differences

The following section presents data and maps that illustrate the characteristics of the Adelaide Hills Council area that differentiate it from other areas within the Greater Adelaide Regional Plan.

#### 3.1 Adelaide's Watershed

The Mt Lofty Watershed Area, that is occupied by the Adelaide Hills Council Area is 700.65km<sup>2</sup>, which equates to 88.2% of total council land area as illustrated in Map 1.

**Map 1: Proportion of Council area in the Mount Lofty Watershed area**



#### 3.2 Hills Face Zone

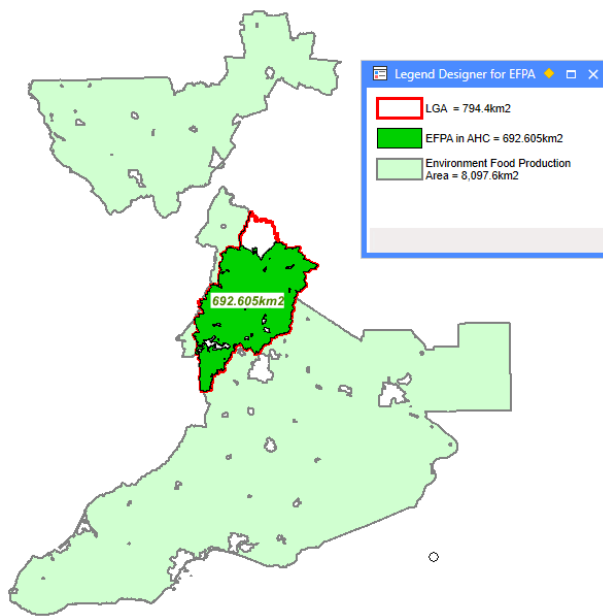
The total area of the Hills Face Zone that is located within the Adelaide Hills Council area is 33.4 km<sup>2</sup> which is equivalent to 4.2% of the total council area.

#### 3.3 Environment Food Production Area (EFPA)

692.6km<sup>2</sup> or 87.19% of the council area is designated within the EFPA which comprises 8.6% of the total EFP Area.



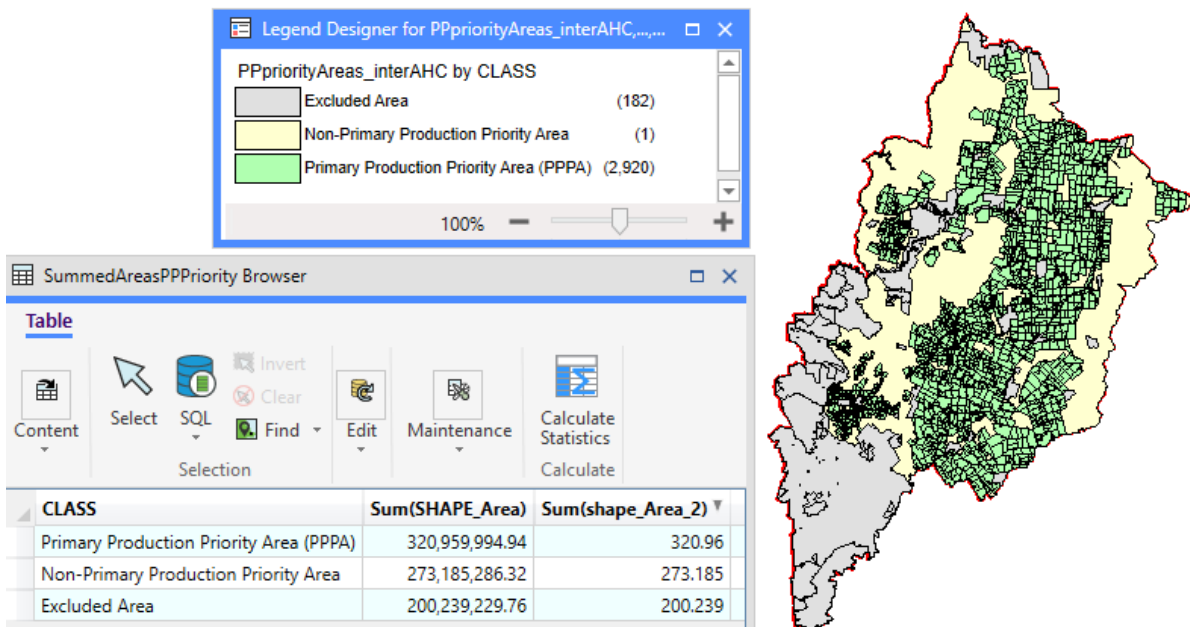
**Map 2: Total of Council area in the Environment Food Production Area**



### 3.4 Primary Production Priority Areas

321 km<sup>2</sup> or 40.4% of the Council area comprises the Primary Production Priority Area (PPPA)

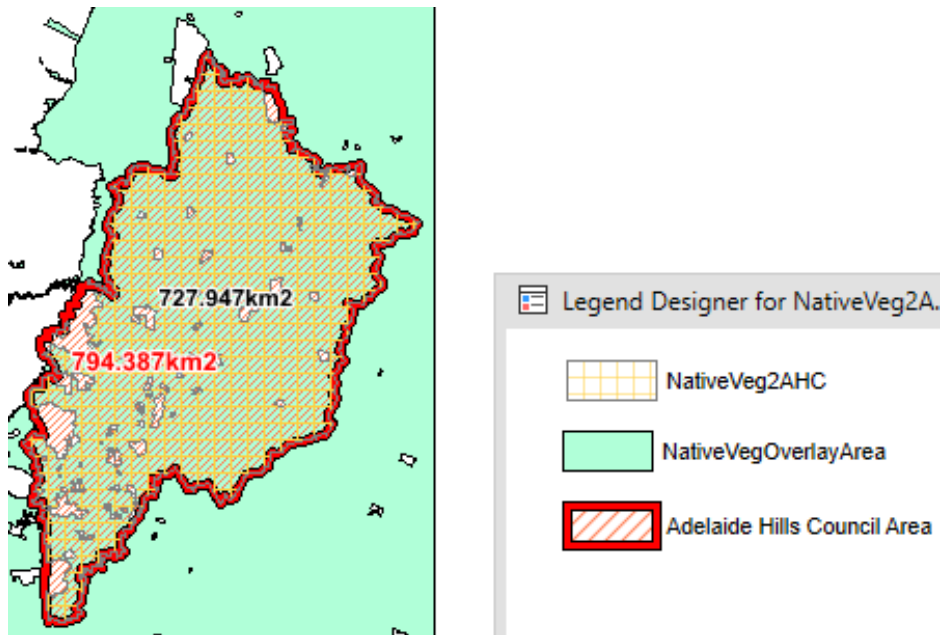
**Map 3: Total of Council area in the Primary Production Priority Area**



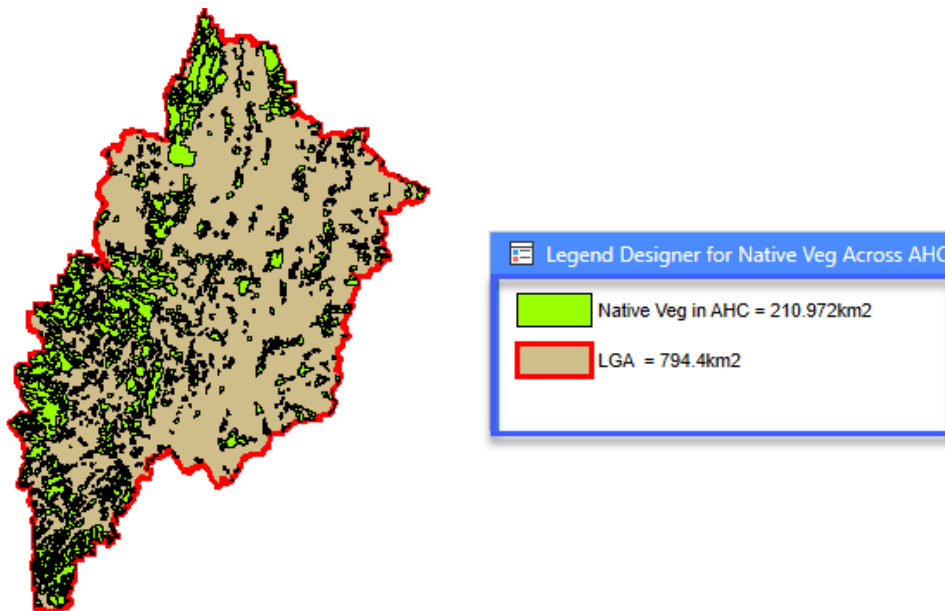
### 3.5 Native Vegetation

727.9km<sup>2</sup> or 91.6% of the Council area is covered by the Native Vegetation Overlay, with 26.6% of the Council area is covered by native vegetation.

**Map 4: Total of Council area impacted by the Native Vegetation Overlay**



**Map 5: Area of Council area covered by Native Vegetation**

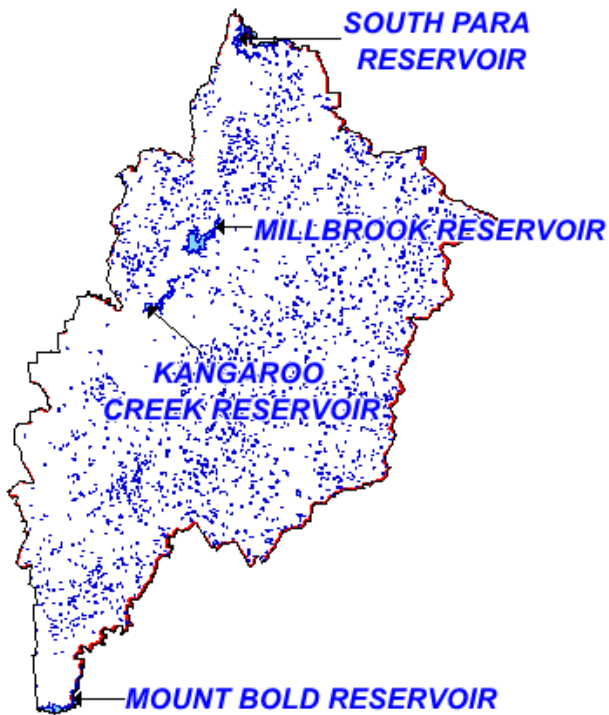


### 3.6 Creeks, Rivers and Waterbodies

The council area is home to 2,087.7km of rivers, creeks and streams. The major ones being the Onkaparinga River and the River Torrens. It is also occupied by 4,530 water bodies (dams) which occupy a total surface area of 13.95km<sup>2</sup>.

There are 5 major reservoirs within Adelaide Hills Council Area (noting that Millbrook reservoir has 2 main dams) occupying a total area of 9.14km<sup>2</sup>. Both South Para and Mount Bold reservoirs are also located within the adjoining council's areas.

**Map 6: Creeks, Rivers and Waterbodies**



## 4 Current Planning Context

### 4.1 *Planning, Development and Infrastructure Act, 2016*

Following the work and recommendations of the Expert Panel into Planning in 2014, the *Planning, Development and Infrastructure Act, 2016* (PDI Act) was introduced into South Australia. Under the Act, a series of Planning Instruments are to be prepared to ensure that development is appropriately located, designed and considered. They set the strategic planning vision for the state and help to assess development applications that require planning consent as part of their approval. The following are the relevant instruments under the Act:

- State Planning Policies
- Regional Plans
- Planning and Design Code
- Environment and Food Production Areas
- Character Preservation Districts
- Design Standards
- Building Envelope Plans
- Site Contamination Assessment
- Heritage Standards

The effect of the introduction of the Environment and Food Production Areas in April 2017 for the Adelaide Hills Council area is to:

- “protect our valuable food producing and rural areas as well as conserving our prized natural landscapes, and tourism and environmental resources
- support our sustainable growth and encourage the building of new homes in our existing urban footprint where supporting infrastructure already exists
- provide more certainty to food and wine producers as well as developers on the direction of future development in metropolitan Adelaide.”<sup>15</sup>

Similar to the establishment of the watershed protection area in the late 1980s which came with a strong mandate at the State level to ensure that the urban areas and township boundaries within the watershed area would not be expanded, introduction of the (EFPA) provides a strong legislative mechanism – a quasi-urban growth boundary – that instructs a relevant authority to refuse a development for a land division within the EFPA if it is intended for residential purposes. In essence its effect makes the land outside of existing townships sterile for built up residential purposes or rezoning to deliver housing.

Another instrument under the Act requires the State Planning Commission (the Commission) to prepare and maintain the Planning and Design Code (the Code).

“The Code sets out a comprehensive set of policies, rules and classifications which, when combined with mapping, apply in the various parts of the State for the purposes of development assessment in South Australia.”<sup>16</sup> The Code was progressively brought into effect in three phases between mid-2019 and 19 March 2021 and replaced all Development Plans across South Australia. The Code is the State’s single planning rule book and contains planning policies for the assessment of a development application under the 2016 Act. The policies within the Code are required to reflect and align with the Government’s State

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<sup>15</sup>[https://plan.sa.gov.au/our\\_planning\\_system/instruments/planning\\_instruments/environment\\_and\\_food\\_production\\_areas](https://plan.sa.gov.au/our_planning_system/instruments/planning_instruments/environment_and_food_production_areas)

<sup>16</sup> [https://plan.sa.gov.au/\\_\\_data/assets/pdf\\_file/0010/799939/Guide\\_to\\_the\\_Planning\\_and\\_Design\\_Code.pdf](https://plan.sa.gov.au/__data/assets/pdf_file/0010/799939/Guide_to_the_Planning_and_Design_Code.pdf)

Planning Policies. The State Planning Policies are required to set out a framework for land use in South Australia to improve the livability, sustainability and prosperity of the state.

The Code has introduced a uniform set of Zones and Overlays that apply uniformly across the State. Nuances in Zones and Policy areas that were previously applied in geographic areas such as the Mount Lofty Ranges have been standardized across the state. Specific to the Mount Lofty Ranges however is the inclusion of the Mount Lofty Ranges Watershed Overlay.

Together the EFPA and the Mount Lofty Ranges Watershed Overlay restrict residential development to within existing towns and villages in the Council area. These policy mechanisms don't however, provide the nuanced levels of controls that are required to manage farm expansion; tourism developments; contemporary forms of business developments such as seen in micro – production activities. It is activities such as these that the planning system and policy settings as they are currently crafted are not able to appropriately manage. Having said this, it is the delicate nature of the environment within the Adelaide Hills Council area that require special consideration as was envisaged in the 1992 Mount Lofty Ranges Regional Strategy Plan.

## 5 Greater Adelaide Regional Plan Discussion Paper (GARP)

The GARP has been prepared to generate discussion within the community on the future growth and development of Greater Adelaide which extends from Two Wells in the north to Goolwa in the south and Murray Bridge to its east. It is primarily concerned with how to house and employ Adelaide's future population as illustrated below:



The Discussion Paper specifically requests its audience to consider the two following questions:

1. How should Greater Adelaide grow?

*The GARP will establish a 30-year vision for the Greater Adelaide region. It will identify where people will live and work, how they will move around, and where they will access services.*

2. Where should Adelaide grow?

*A central role of the Greater Adelaide Regional Plan is to ensure enough land is available to support projected housing and employment growth over the next 30 years.*

While Adelaide Hills Council has land within it that is set aside for housing and employment, a significant part of it (compared to all other Councils in the GARP geography) that is constrained by the features detailed in Section 3 to this report. It is for these reasons that the thinking for the future of Adelaide Hills Council 30-year future has to be different.

## 6 The Future

The Mount Lofty Ranges and more specifically the Adelaide Hills Council area is a place that has been for decades important to the economic and environmental wellbeing of the Adelaide metropolitan area.

Several attempts have been made to cater for its special qualities from a planning and development perspective. While the PDI Act provides some policy protections to guard against some development outcomes, the reality is that the Adelaide Hills is a complex environment where contested interests ranging from natural resource management to environmental protection, housing to watershed protection, native vegetation conservation to mining are at play. Necessarily this involves:

- various State Government agencies and Ministers that have responsibilities for other legislative instruments that have an interplay with planning;
- key stakeholders including industry, farming, business and conservation;
- the Landscape Board; and
- residents.

Notwithstanding the limited traction that was gained from the recommendations of the Mount Lofty Ranges Regional Strategy Plan, which were due in large part to:

- distractions caused by Local Government Boundary reform and Council amalgamations in the mid-1990s
- the change-over in legislation from the 1982 Act to the 1993 Act; and
- lack of State Government Leadership to progress the recommendations of the plan.

Its ideals were reiterated in the recommendations of the 1992 “2020 Vision – Ideas for Adelaide” report.

Adelaide Hills Council has attempted to via active and productive partnerships with its neighbouring Councils to have the special qualities and environment of the Mount Lofty Ranges protected by supporting the UNESCO World Heritage Bid.

A common theme that arises from the near 60-year history of planning in the Adelaide Hills is the need to work within and across government; with industry partners and stakeholders; and residents to establish an enduring governance structure that is able to:

- advise on and coordinate regional planning policies;
- recommend the limits of development;
- advise on coordinated natural resource management policies;
- promote public awareness and land management aims;
- monitor and investigate issues and trends as they arise;
- recommend and make updates to the Regional Plan and the Planning and Design Code.

Whilst Adelaide Hills Council is situated within the Greater Adelaide Planning Region, it is a peculiarity from a planning, environment, settlement and economic perspective. In order to distinguish its differences, it is recommended that it is granted special status with its own Region within the Greater Adelaide Regional Plan.

The planning regime established under the *Planning, Design and Development Act, 2016* under S 63. Regional Plans, ss (4) facilitates such an outcome in that:

*“A regional plan may—*

- (a) be divided into various parts that relate to subregions; and*

*(b) include structure plans, master plans, concept plans or other similar documents.*

Designation as a Region would only be viable on the basis that a suitable governance structure is also put in place comprising representatives from relevant state agencies including environment, water, primary industries and resources, transport; key stakeholders and Adelaide Hills Council to inform and commit to the recommendations of a Regional plan.

Adelaide Hills Council is therefore requesting that the State Planning Commission considers the development of a stand-alone Adelaide Hills Council Region. It is also recommended that serious consideration for a Mount Lofty region be considered together with the establishment of a Joint Planning Board. Its purpose would be to appropriately plan for and manage the key elements of the watershed, hills face and primary production features of the region in an holistic manner with input and buy in from the key state and local agencies that have responsibility for its long-term future and management.



## 7 Conclusion

With a tapestry of competing priorities and interests, the Adelaide Hills council area is a complex planning and natural resource management environment that various planning regimes since the 1960s have been calling for special treatment.

The 1993 Mount Lofty Ranges Regional Strategy Plan is the one piece of work that has come closest to formulating a solution to the long-term management and sustainable governance of the Adelaide Hills council area environment. Implementation of the 1992 plan was interrupted as a result of the introduction of the *Development Act, 1993*.

This paper argues and supports the preparation of a Region plan for the Adelaide Hills Council. It also calls for the establishment of a Joint Planning Board in support of the Region. Its establishment will facilitate proactive planning, policy and management to ensure the long-term protection and management of the features of the Adelaide Hills area that are significantly valued to the broader Adelaide community and economy of South Australia.

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State Planning Commission (2023) *Greater Adelaide Regional Plan: Discussion Paper*

**ADELAIDE HILLS COUNCIL  
COUNCIL MEETING  
Tuesday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 13.11

**Responsible Officer:** Gary Lewis  
Manager Financial Services  
Corporate Services

**Subject:** 2023-24 Budget Review Q1

**For:** Decision

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**SUMMARY**

The *Local Government (Financial Management) Regulations 2011* (the Regulations) requires Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require or offer opportunities for changes to the budget during the year.

This report presents Budget Review (BR1) of the 2023-24 financial year to Council for consideration. Budget Review 1 is built on the budget that was adopted by Council in its Annual Business Plan and the previously adopted Carry Forwards adjustments.

Whilst the proposed budget variations decrease Council's 2023/24 Operating Surplus by \$474k from \$1,082k to \$558k, the underlying operating surplus (i.e., after the removal of once off adjustments) remains strongly in alignment with original forecasts of \$1,228k at \$1,153k. This is documented in **Appendix 4**.

The main driver of the drop in the Operating Surplus reflects the removal of \$434k in grant income which was required to be brought to account in the 2022-23 Financial Year when Statements were being prepared. Previously this has been included in FY 2023-24.

Following the carrying forward of capital expenditure budgets of \$10.603 million, the BR1 process has included a review of the total capital program and is recommending that it be reduced. The budget currently stands at \$28.5 million and is recommended to be reduced by \$2.996 million to \$25.46 million.

This net reduction in capital budget includes an additional \$547k for projects that are not currently in the Budget but are to be considered for the LRCIP grant funding process. These projects are urgent works required to retain roads where the embankments have failed creating potentially dangerous conditions. If they are successfully included as a part of the LRCIP grant process, then there will be offsetting income earned which will be captured within a subsequent report to Council.

As a result of the proposed operating and capital adjustments and true up to the actual start of year balance, Council's Net Borrowing Result for the year is projected to decrease from \$16.98 million to \$11.888 million.

## RECOMMENDATION

### The Council resolves:

1. That the report on the 2023/24 Budget review Q1 be received and noted.
  2. To adopt the proposed budget adjustments presented in Budget Review 1 which result in:
    - a. A decrease in the Operating Surplus from \$1,082k to \$558k for the 2023-24 financial year.
    - b. Changes to the capital works, reducing capital income by \$480k and decreasing capital expenditure by \$2.996 million for the 2023-24 financial year resulting in a revised capital expenditure budget for 2023-24 of \$25.52 million.
  3. To endorse the inclusion of the following projects for funding as part of the Phase 4 Local Roads and Community Infrastructure Program:
    - a. Knotts Hill Roads – \$87k
    - b. Tregathen Road - \$50k
    - c. Blockers Road – \$30k
    - d. Wyes Road – \$30k
    - e. Marble Hill Road – \$150k
    - f. Fox Creek Road - \$200k
- 

## 1. BACKGROUND

At the Council meeting held on the 27 June 2023, Council adopted the original 2023-24 *Annual Business Plan and Budget*, reflecting a Budgeted Operating Surplus of \$1,228k and an estimated Net Borrowing Result for the financial year of \$7,000k.

At that meeting carry forwards were also considered that brought in an additional \$140k in operating costs, \$6,153k in capital expenditure and \$2,919k in capital income.

Subsequent to that meeting, Council, in consideration of the 2022-23 Preliminary End of Year Financial Report and Carry Forwards Report adopted on 22 August 2023 has approved an additional carry forward of \$4,488k of Capital Expenditure in the 2023-24 budget for work originally budgeted in 2022-23. There was also an additional \$5k reduction in the operating surplus.

The Regulations require Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require, or offer opportunities for changes to, the budget during the year. This report presents the first Budget Review (BR1) of the 2023-24 financial year.

This budget review was considered by the Audit Committee at its meeting of 20 November 2023 where it resolved as follows:

## Budget Review Quarter 1 2023-24

Moved Peter Brass  
S/- Pamela Lee

AC47/23

1. That the report of the 2023-24 Budget Review 1 be received and noted.
2. To recommend to Council the proposed budget adjustments presented in Budget Review 1 which result in:
  - a. A decrease in the Operating Surplus from \$1,082k to \$608k for the 2023-24 financial year.
  - b. Changes to Capital Works, reducing capital income by \$480k and decreasing capital expenditure by \$3.046 million for the 2023-24 financial year resulting in a revised capital expenditure budget for 2023-24 of \$25.46 million.

Carried Unanimously
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At the meeting the Committee discussed the approach the Administration had taken in reviewing the capital program and they commended this strategic approach. They also encouraged further work to be undertaken to continue this process.

Following the Audit Committee meeting several additional adjustments have been identified for inclusion in the Budget Review Process. The additional consultancy costs of \$155k, offset by a reduction in other consultancy budget of \$105k is detailed in the Operating Expenditure section below. In addition to these changes, one capital budget saving (\$49k for the Lobethal Hall) which was originally included in the review has been removed.

With regards to the Special Council meeting of 21 November 2023 which resolved to provide additional funding for the Houghton, Hermitage, Inglewood and Paracombe Hub. This additional expense has been approved and will be included within the mid-year budget review financial statements.

### Budget Review Presentation

In accordance with the Regulations the Uniform Presentation of Finances showing the movements in the current and proposed budgets is provided as **Appendix 1** to this report.

## 2. ANALYSIS

### ➤ Strategic Management Plan/Council Policy

Strategic Plan 2020-24 – A brighter future  
Goal 5                      A Progressive Organisation

Objective O3              Our organisation is financially sustainable for both current and future generations

Priority O3.1              Ensure the delivery of agreed strategic plan requirements whilst meeting endorsed long-term targets for a sustainable operating surplus and level of debt

- Objective O5            We are accountable, informed, and make decisions in the best interests of the whole community
- Priority O5.1            Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations
- Priority O5.3            Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.

A key aspect of Council’s formal budget reviews is to review and monitor Council’s Annual Budget with reference to its overall financial position and its *Long-Term Financial Plan* (LTFP) to ensure Council continues to be financially sustainable.

➤ **Legal Implications**

The undertaking of formal budget reviews is a requirement of the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 2011*.

➤ **Risk Management Implications**

Conducting the budget review process as required by Regulations will assist in mitigating the risk of:

*Failure to conduct the budget review process as required by Regulations results in inaccurate budgets and unforecasted deficits leading to inadequate resourcing for current and future activities.*

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

It ensures that financial resources are deployed in areas that align with Council’s Strategic Management Plans, are affordable and support Council’s *Long Term Financial Plan*.

➤ **Financial and Resource Implications**

The proposed BR1 budget changes decrease Council’s Operating Surplus by \$524k from \$1,082k to \$558k. However, the underlying operating surplus (i.e., after the removal of once off adjustments) remains in alignment with original forecasts at \$1,153k, this is documented in **Appendix 4**.

In terms of capital, it is proposed to reduce Capital Income by \$480k and decrease Capital Expenditure by \$2.996 million.

As a result of the proposed operating and capital adjustments and adjustment for the opening position for the year, Council’s Net Borrowing Result (from the Uniform Presentation of Accounts) for the year will decrease from \$16.980 million to \$11.988 million.

It should be noted that the figures in this report and supporting appendices have been rounded and consequently individual sub-totals, whilst being correct, may differ slightly from the sum of the rounded amounts.

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

There is a high expectation that Council has appropriate financial governance processes in place including the review of the budget periodically.

➤ **Sustainability Implications**

Financial sustainability is foundational to the Sustainability of Council. The Budget Review process is a key point of control in the financial year where the ongoing financial sustainability can be reviewed.

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

*Council Committees:* Not Applicable  
*Council Workshops:* Not Applicable  
*Advisory Groups:* Not Applicable  
*External Agencies:* Not Applicable  
*Community:* Not Applicable

➤ **Additional Analysis**

In the preparation of this budget review there has been a significant review of the capital budgets.

The adoption of two tranches of carry forwards from the 2022-23 budget into 2023-24, has substantially increased the capital budgets for 2023-24. A review has been conducted to assess the capacity of Council to deliver these budgeted projects.

<b>\$000's Capital Expenditure</b>	<b>ABP</b>	<b>ABP Carry Forward</b>	<b>August Carry Forward</b>	<b>Total</b>
Renewal/Replacement of Existing Assets	10,424	1,224	3,344	14,992
New/Upgraded Assets	7,485	4,891	1,144	13,520
<b>Total Budgeted Capital Projects</b>	<b>17,909</b>	<b>6,115</b>	<b>4,488</b>	<b>28,512</b>

While the financial value of a project is not 100% correlated with the internal resources required to deliver it these are normally highly correlated. An analysis of recent history has found capital project delivery levels as follows.

<b>\$000s</b>	<b>Actual</b>			
	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>
Renewal/Replacement	9,718	7,823	12,337	10,070
New/Upgrade	3,223	5,372	6,102	5,200
	<b>12,941</b>	<b>13,195</b>	<b>18,439</b>	<b>15,270</b>

This indicates that the capacity to deliver within a single year is materially below the current budgeted projects.

A review was conducted by all budget/project leads to identify projects that were beyond the capacity to deliver or for other reasons were at risk of not being delivered within the financial year.

These are detailed in **Appendix 2**. After these adjustments the total capital budget will be as follow.

<b>\$000's Capital Expenditure</b>	<b>Current Budget</b>	<b>Budget Review 1</b>	<b>Total</b>
Renewal/Replacement of Existing Assets	14,992	(1,281)	13,711
New/Upgraded Assets	13,520	(1,715)	11,805
<b>Total Budgeted Capital Projects</b>	<b>28,512</b>	<b>(2,996)</b>	<b>25,516</b>

A further review of these projects will be conducted at the mid-year with a view to minimising the necessity for carry forward into the following year.

#### **Budget Review 1 Proposed Adjustments**

<b>\$000s</b>	<b>2023-24 Current Budget</b>	<b>Proposed BR1 Adjustments</b>	<b>Revised Budget after BR1</b>
Operating Income	57,078	(324)	56,754
Operating Expenditure	55,996	200	56,196
<b>Operating Surplus</b>	<b>1,082</b>	<b>(524)</b>	<b>558</b>
Depreciation	11,106	(103)	11,004
Capital income	3,942	(480)	3,462
Capital Expenditure	-28,512	2,996	-25,516

#### **Operating:**

##### Operating Income - \$324k decrease

- The reversal of carried forward operating grants income of \$435k.
  - This amount was initially carried forward into the 2023-24 budget following the Preliminary End of Year and Proposed Carry Forwards Budgets report adopted by Council at its meeting of 22/08/2023.
  - In the process of completing the financial statements it was identified that this income should be reported in FY 2022-23, even though the associated expenditure of \$440k is to be reported in the FY 2023-24 budget.
  - This mismatch effectively improved the FY2022-23 operating result at the expense of the FY2023-24 result.
- Unbudgeted grants revenue for Protecting Our Communities. \$100k has already been received and a further \$75k will be received by the end of the year.



- A \$79k reduction in planning fee income to reflect the current downward trend on assessment activity.
- Various minor items contributing an extra \$13k to income.

Operating Expenditure - \$200k increase

- Savings in Payroll costs of \$15,000 over and above those that were included in the original budget have been identified across CWMS and Library operations.
- A net increase of \$317k in contracts materials and other costs made up of the following,
  - Arboriculture costs of \$143,500 – these costs relate to two items
    - \$59,200 for dealing with an excess of stockpiled tree mulch. A significant build up occurred principally following the storm damage in November 2022 which is a combination of Council waste and illegally dumped waste on Councils reserve at Hoopers Road, Kersbrook. The implications of this were not taken into account in the original budget process.
    - \$84,000 to cover the cost of developing a Tree Strategy per resolution 146/23. It is expected that the work will require at least one staff member 6 months to complete, which was indicated in the original report. To maintain normal service levels an external contractor will be used for the period of time.
  - Transfers from Capital to Operating of \$94,490
    - \$64,490 – this is a correction to the classification of the costs for the preparation of the Stormwater Management Plan.
    - \$30,000 for the purchase of new bins for the waste pilot which had originally been classified as a capital expenditure.
  - Unplanned CWMS maintenance work of \$27,000
    - \$15,000 for repairs following significant failures in the pump infrastructure at the Church Street Pump Station. This expenditure cannot be covered within the normal annual maintenance budget of \$22,000.
    - \$12,000 for unplanned works to rectify gravity mains and connections at Jacaranda Drive.
- The inclusion of addition consultancy work of \$155k associated with the following (see **Appendix 3** for details):
  - Boundary review – Forensic Assessment and marketing
  - Electric Vehicle Strategy
  - ISO 20400 Review of current procurement policy & procedures
  - FABRIK operational review
  - Regional Plan and Growth Capacity
  - Financial Capacity Review
- An offsetting reduction in consultancy work of \$105k associated with the following (see **Appendix 3** for details):
  - Service Reviews

- Commercial Opportunities Review
- Training
- Feasibility Studies
- A reduction in CWMS depreciation of \$102,500. In 2022-23 a valuation of the CWMS assets was completed however it was not fully available in time for the preparation of the budget. This adjustment brings the budgeted depreciation in line with the updated information from the asset management systems.

Details of the Operating Budget proposed changes are detailed in **Appendix 3**.

#### Capital Income decreases by \$480k




This adjusted is a decrease in the expected Blackspot funding grant by \$480k.

#### Capital Expenditure - \$2,996k decrease

A comprehensive review of the capital projects was conducted with the goal of reducing the current \$28.5m, this is covered above and detailed in **Appendix 2**.

#### Key Performance Indicator's

The key performance indicators are as shown below.

	Council Adopted Target	2023-24 Annual Business Plan	Current Budget (BR0)	Proposed BR1	
Operating Surplus Ratio	1% to 5%	2.2%	1.9%	1.0%	
Net Financial Liabilities Ratio	25% to 75%	48.3%	55.9%	49.1%	
Asset Renewal Funding Ratio	95% to 105%	101.3%	145.7%	133.2%	

The renewal expenditure is materially outside of Councils adopted target range even though it has been significantly reduced following the initial carry forwards adjustments. The current budget is \$2.85m over the maximum allowable to be within the target range. A further review of this expenditure will be carried out for the mid-year budget review process.

### 3. OPTIONS

The Council has the following option:

- I. To adopt Budget Review 1 as prepared without making any further amendment to the adopted budget (Recommended).
- II. To determine required changes to the review and adopt a revised Budget Review 1, recognising the likely impact upon future Budget Reviews and Council's LTFP.
- III. To refuse to adopt the review.

The recommended option will ensure Council meets the requirements of Section 7 and 9 of the *Local Government (Financial Management) Regulations 2011*.

**4. APPENDICES**

- (1) 2023-24 Budgeted Uniform Presentation of Finances
- (2) Capital Works Budget Review 1 Proposed Changes
- (3) Operating Budget Review 1 Proposed Changes
- (4) Adjustment summary with underlying surplus

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# **Appendix 1**

*2022-23 Budgeted Uniform Presentation of Finances*

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**Adelaide Hills Council**  
**BUDGETED UNIFORM PRESENTATION OF FINANCES**  
**2023-24 Adopted Budget**

2022-23 Actuals \$'000	2023-24 Adopted Budget \$'000	2023-24 Updated Budget (BR0) \$'000	2023-24 Revised Budget \$'000
<b>INCOME</b>			
44,401 Rates	48,357	48,357	48,357
1,428 Statutory charges	1,544	1,544	1,465
901 User charges	968	968	968
292 Grants, subsidies and contributions - Capital	788	788	788
6,090 Grants, subsidies and contributions -Operating	4,299	4,733	4,477
37 Investment income	25	25	25
306 Reimbursements	196	196	204
821 Other income	367	367	370
169 Net gain - equity accounted Council businesses	100	100	100
<b>54,445 Total Income</b>	<b>56,644</b>	<b>57,078</b>	<b>56,754</b>
<b>EXPENSES</b>			
20,693 Employee costs	23,172	23,172	23,157
21,273 Materials, contracts & other expenses	20,556	21,136	21,453
10,479 Depreciation, amortisation & impairment	11,106	11,106	11,004
551 Finance costs	582	582	582
19 Net loss - equity accounted Council businesses	0	0	0
<b>53,015 Total Expenses</b>	<b>55,416</b>	<b>55,996</b>	<b>56,196</b>
<b>1,430 NET BUDGETED SURPLUS / (DEFICIT) BEFORE CAPITAL AMOUNTS</b>	<b>1,228</b>	<b>1,082</b>	<b>558</b>
<b>Net Outlays on Existing Assets</b>			
(10,070) Capital Expenditure on Renewal and Replacement of Existing Assets	(10,424)	(14,992)	(13,711)
427 Proceeds from Sale of Replaced Assets	899	899	899
10,479 Depreciation	11,106	11,106	11,106
<b>836 NET OUTLAYS ON EXISTING ASSETS</b>	<b>1,581</b>	<b>(2,987)</b>	<b>(1,706)</b>
<b>Net Outlays on New and Upgraded Assets</b>			
(5,200) Capital Expenditure on New and Upgraded Assets & Remediation costs	(7,485)	(13,520)	(11,805)
538 Capital Grants and Monetary Contributions for New and Upgraded Assets	2,150	2,919	2,439
778 Proceeds from Sale of Surplus Assets	124	124	124
<b>(3,884) NET OUTLAYS ON NEW AND UPGRADED ASSETS</b>	<b>(5,211)</b>	<b>(10,477)</b>	<b>(9,242)</b>
<b>(1,618) NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR</b>	<b>(2,402)</b>	<b>(12,382)</b>	<b>(10,390)</b>
<b>Net Financial Liabilities at Beginning of Year</b>			
(24,015) Decrease / (increase) in Other	(24,746)	(22,836)	(24,055)
(374) Non Cash Equity Movement	(440)	2,560	(440)
1,952 Non Cash Equity Movement	(100)	(100)	(100)
<b>(24,055) Net Financial Liabilities at End of Year</b>	<b>(27,688)</b>	<b>(32,758)</b>	<b>(34,985)</b>

In any one year, the financing transactions identified below are associated with either applying surplus funds stemming from a net lending result or accommodating the funding requirement stemming from a net borrowing result.

<b>Financing Transactions</b>			
<b>(1,618) NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR</b>	<b>(2,402)</b>	<b>(12,382)</b>	<b>(10,390)</b>
- Proceeds from Bonds & Aged Care Facilities deposits	0	0	0
(8,030) Increase/(Decrease) in Short Term Draw Down	(70)	(70)	(70)
2,511 (Increase)/Decrease in Cash & Investments	0	0	0
Estimate of Capital Carry Forward to be transferred to next Year	(3,000)	(3,000)	0
4,683 Increase/(Decrease) in Grants Received in Advance	0	0	0
(199) (Increase)/Decrease in Working Capital	0	0	0
- Principal Repayments on Borrowings	(561)	(561)	(561)
(374) Repayment of Lease Liabilities	(440)	(440)	(440)
- Reinstatement/Restoration Provision Payment	(427)	(427)	(427)
- Retirement Village Debenture Payment on Sale	0	0	0
1,952 Non Cash Equity Movement	(100)	(100)	(100)
<b>(1,075) Reduction in Borrowings/(New Borrowings) for Financial Year</b>	<b>(7,000)</b>	<b>(16,980)</b>	<b>(11,988)</b>

It should be noted that the figures in this appendix have been rounded and consequently individual sub-totals, whilst being correct, may differ slightly from the sum of the rounded amounts.

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## **Appendix 2**

### *Capital Works Budget Review 1 Proposed Changes*

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**2023-24 CAPITAL BUDGET REVIEW 1**

Proj #	Project Name	Type	Current Budget	Change FAV / (UNFAV)	Revised Budget	Comment
<b>BRIDGES</b>						
NEW	Montacute Rd bridge renewal	Renewal	\$0	(250,000)	\$250,000	Urgent works identified via bridge condition assessment program. Investigating the possibility of a grant to assist with funding.
NEW	Mylor footbridge renewal	Renewal	\$0	(25,000)	\$25,000	Urgent works as current footbridge has been closed due to safety concerns associated with condition.
		<b>Total</b>	<b>\$0</b>	<b>-\$275,000</b>	<b>\$275,000</b>	
<b>BUILDINGS</b>						
4044	Operational Workplace Review	New/ Upgrade	\$2,000,000	1,000,000	\$1,000,000	Reduced budget to reflect extent of work envisaged to be delivered in 2023/24 FY. This will be reviewed again at BR2.
4086	Gumeracha Depot Floor	Renewal	\$265,000	265,000	\$0	Funding not required. Reassessed life of asset and can be renewed in a future year.
4037	Woodside depot shed replacement	Renewal	\$111,000	111,000	\$0	Defer at this time pending review of ownership of site.
3741.01	Fabrik - Changing Places	New/ Upgrade	\$0	(175,000)	\$175,000	Largely offset by grant income received of \$140k.
4088	Randell's Cottage Repair	Renewal	\$30,000	15,000	\$15,000	Reduction proposed as we will only spend \$15,000 on this Project. Earth works and tree pruning complete. Signage under production.
4078	Mount Torrens Coach House Public Toilets	New/ Upgrade	\$97,000	(18,000)	\$115,000	Waiting on completion of defect works identified prior to handover.
		<b>Total</b>	<b>\$2,503,000</b>	<b>\$1,198,000</b>	<b>\$1,305,000</b>	
<b>CWMS</b>						
4091	Birdwood Treatment Plant - Power Backup	New/ Upgrade	\$120,000	90,000	\$30,000	Retain \$30,000 for feasibility and design, deliver balance in future years
4057	Kersbrook Treatment Lagoons Liner	Renewal	\$50,000	15,000	\$35,000	Final contractor rate lower than budget estimate.
4002	CWMS Pump Renewal	Renewal	\$40,000	(50,000)	\$90,000	Dual pump failures at Church Street Pumps Station. Requires replacement of both pumps out of renewal sequence to continue reliable operation. Full cost of renewal works \$ 67,000, offset by existing budget for CWMS pump renewals
		<b>Total</b>	<b>\$210,000</b>	<b>\$55,000</b>	<b>\$155,000</b>	
<b>FOOTPATHS</b>						
3826	New/ Upgraded Footpaths	New/ Upgrade	\$404,000	(20,000)	\$424,000	Additional funds sought to seal currently approved unsealed footpath to be constructed along Shannon Rd, Bridgewater, in support of pedestrian safety improvements around the Bridgewater Primary School generally.
		<b>Total</b>	<b>\$404,000</b>	<b>-\$20,000</b>	<b>\$424,000</b>	
<b>OTHER</b>						
NEW	Knotts Hill Rd slip	New/ Upgrade	\$0	(87,000)	\$87,000	LRCIP Funded. Urgent works required to retain road that has failed via embankment slip following wetter than average winter.
NEW	Tregathan Rd slip	New/ Upgrade	\$0	(50,000)	\$50,000	LRCIP Funded. Urgent works required to retain road that has failed via embankment slip following wetter than average winter.
4095	Merchants Rd slip	New/ Upgrade	\$48,000	(10,000)	\$58,000	Additional funds required to complete slip repairs to Merchants Rd.
NEW	Blockers Rd slip	New/ Upgrade	\$0	(30,000)	\$30,000	LRCIP Funded. Urgent works required to retain road that has failed via embankment slip following wetter than average winter.
NEW	Wyes Rd slip	New/ Upgrade	\$0	(30,000)	\$30,000	LRCIP Funded. Urgent works required to retain road that has failed via embankment slip following wetter than average winter.
NEW	Marble Hill slip	New/ Upgrade	\$0	(150,000)	\$150,000	LRCIP Funded. Urgent works required to retain road that has failed via embankment slip following wetter than average winter.
NEW	Horse paddock reserve fence	New/ Upgrade	\$0	(13,000)	\$13,000	Proposed post and rail fence plus gate to Horse Paddock Reserve, Woodland Way, Teringie, to prevent illegal dumping.
		<b>Total</b>	<b>\$48,000</b>	<b>-\$370,000</b>	<b>\$418,000</b>	
<b>ROADS</b>						
4099	Blackspotprogram - Fox Creek	New/ Upgrade	\$1,040,000	1,040,000	\$0	Blackspot candidate project was unsuccessful.
NEW	Fox Creek Rd pavement renewal	Renewal	\$0	(200,000)	\$200,000	LRCIP Funded. Urgent works required to renew road pavement that has failed due to water ingress following wetter than average winter.
		<b>Total</b>	<b>\$1,040,000</b>	<b>\$840,000</b>	<b>\$200,000</b>	
<b>SPORT &amp; RECREATION</b>						
4102	Driveways/ car parks and drainage renewals	Renewal	\$100,000	100,000	\$0	Will be delivered as part of a sperate program of works.
4104	Implement irrigation systems (renewal / upgrades)	New/ Upgrade	\$100,000	100,000	\$0	Will be delivered as part of a sperate program of works.
4105	Community and Recreation Facilities Framework	New/ Upgrade	\$72,000	72,000	\$0	Will be delivered as part of a sperate program of works.
4017.02	Bradwood Park Irrigation and Drainage Project	New/ Upgrade	\$311,487	(20,000)	\$331,487	Contract signed. Works scheduled to commence 13/11/2023. Require BR of \$20k increase in this budget line
4017.03	Mylor Irrigation and Drainage Project	New/ Upgrade	\$81,200	(118,800)	\$200,000	Cost to complete the project as per current scope is greater than allocated budget.
		<b>Total</b>	<b>\$864,687</b>	<b>\$133,200</b>	<b>\$731,487</b>	
<b>STORMWATER</b>						

**2023-24 CAPITAL BUDGET REVIEW 1**

Proj #	Project Name	Type	Current Budget	Change FAV / (UNFAV)	Revised Budget	Comment
4108	Balhannah Township Storm Water	New/ Upgrade	\$300,000	250,000	\$50,000	Defer construction spend to allow more time to design in year 1.
		<b>Total</b>	<b>\$300,000</b>	<b>\$250,000</b>	<b>\$50,000</b>	
<b>PLANT &amp; FLEET</b>						
3160	Plant Replacement Program	Renewal	\$2,237,200	1,000,000	\$1,237,200	Forecast 2023/24 FY spend based on orders placed vs supply conditions/ suppliers ability to deliver.
3997	Light Fleet Replacement Program	Renewal	\$702,000	300,000	\$402,000	Forecast 2023/24 FY spend based on orders placed vs supply conditions/ suppliers ability to deliver.
		<b>Total</b>	<b>\$2,939,200</b>	<b>\$1,300,000</b>	<b>\$1,639,200</b>	
<b>Cemeteries</b>						
4082	Kersbrook Natural Burial Ground	New/ Upgrade	28,700	(7,000)	\$35,700	Earthworks completed, signage to follow. Need to do BR1 review of \$7k to reflect actual costs
		<b>Total</b>	<b>\$28,700</b>	<b>-\$7,000</b>	<b>\$35,700</b>	
<b>Land</b>						
TBA	Pedare Park Road Woodside land acquisition	New/ Upgrade	0	(108,000)	\$108,000	To purchase land as per Council report 10/10/2023 - increase capital budget with new line for BR1
		<b>Total</b>	<b>\$0</b>	<b>-\$108,000</b>	<b>\$108,000</b>	

<b>Total Expenditure Change</b>	<b>2,996,200</b>
---------------------------------	------------------

**Capital Expenditure Changes**  
Split as follows:

Renewal-	1,281,000
New/Upgrade -	1,715,200
	<b>2,996,200</b>



**2023-24 CAPITAL BUDGET REVIEW 1**

Proj #	Project Name	Type	Current Budget	Change FAV / (UNFAV)	Revised Budget	Comment
<b>CAPITAL INCOME</b>						
221276164	Blackspot Program Capital Grant		\$1,963,882	(479,999)	\$1,483,883	\$1,483,883 has been received from DIT for Montacute Road \$1,181,882 and for Woods Hill Rd \$302,000. This leaves total possible reduction at \$479,999. The CAP expense budget for Fox Creek is \$1,040,000, which has been removed as part of this BR.
<b>Total Income Change</b>			<b>1,963,882</b>	<b>(479,999)</b>	<b>1,483,883</b>	

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# **Appendix 3**

## *Operating Budget Review 1 Proposed Changes*

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Department / Program	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget	Status One-off or Ongoing	Comments	Ongoing	One-off
Libraries and Customer Services/Customer Service	0.00	-8,500	8,500.00	Ongoing	Budget removed to achieve savings strategy - ceasing cash payment. Not possible to implement so budget required to continue with banking courier. Offset by other savings	-8,500.00	0.00
Libraries and Customer Services/Customer Service	3,250.00	2,000	1,250.00	Ongoing	Savings achieved through changes to library opening hours, no split shifts between Gumeracha and Woodside reducing travel allowance costs	2,000.00	0.00
Libraries and Customer Services/Libraries	5,770.00	2,000	3,770.00	Ongoing	Savings achieved through changes to library opening hours, no split shifts between Gumeracha and Woodside reducing travel allowance costs	2,000.00	0.00
Libraries and Customer Services/Customer Service	136,120.03	5,000	131,120.03	Ongoing	Savings achieved through changes to library opening hours,	5,000.00	0.00
Libraries and Customer Services/Libraries	-132,200.00	1,692	-133,892.00	Ongoing	Adjustment to operating grant - exact grant amounts confirmed by Libraries Board in September	1,692.00	0.00
Libraries and Customer Services/Libraries	18,460.00	1,405	17,055.00	One-off	Adjustment to Once Card LMS Maintenance Fee - exact amount confirmed by Libraries Board in September. Comes out of operating grant revenue so 1,405 is a one-off increase in revenue - i.e. Additional funds received as cash portion of the grant	0.00	1,405.00
Libraries and Customer Services/Libraries	-162,980.00	1,233	-164,213.00	Ongoing	Adjustment to materials grant - exact grant amounts confirmed by Libraries Board in September	1,233.00	0.00
Libraries and Customer Services/Libraries	40,500.00	-285	40,785.00	Ongoing	Adjustment to materials grant - exact grant amounts confirmed by Libraries Board in September	-285.00	0.00
Libraries and Customer Services/Libraries	10,000.00	6,000	4,000.00	Ongoing	Reduction in materials grant apportioned to local purchase DVDs. Offset by increase to amount apportioned to central purchasing 122151505	6,000.00	0.00
Libraries and Customer Services/Libraries	112,480.00	-6,948	119,428.00	Ongoing	Increase is 6,000 reallocated from 122151504 to central acquisitions, plus additional 948 to align with exact grant amount confirmed by Libraries Board in September	-6,948.00	0.00
Community Development/Youth Development	0.00	955	-954.55	Ongoing	Received new annual contribution to Young Drivers Awareness Courses, to offset increased charges from service provider	954.55	0.00
Health and Regulatory Services/Parking and By-Laws	1,000.00	-3,000	4,000.00	Ongoing	Adjustment due to increased parking patrols via dashcams in high risk area's for registration search's via EzyReg - increased revenue in 235056260	-3,000.00	0.00
Development Assessment & Compliance/Development Assessment & Compliance	-437,000.00	-44,000	-393,000.00	Ongoing	Adjustment to planning fee income to reflect actuals and current downward trend in assessment activity	-44,000.00	0.00
Development Assessment & Compliance/Development Assessment & Compliance	-107,640.00	-35,000	-72,640.00	Ongoing	Adjustment to building fee income to reflect actuals and current downward trend in assessment activity	-35,000.00	0.00
Development Assessment & Compliance/Development Assessment & Compliance	8,430.00	1,000	7,430.00	Ongoing	Actuals reduction due to legislation change of no signage in rural zone	1,000.00	0.00
Development Assessment & Compliance/Development Assessment & Compliance	-8,030.00	1,350	-9,380.00	One-off	Adjustment to reflect actuals and increase in expiation activity	0.00	1,350.00
<b>Comms &amp; Development Changes</b>		<b>-75,098</b>				<b>-77,853.45</b>	<b>2,755.00</b>

Department / Program	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget	Status One-off or Ongoing	Comments	Ongoing	One-off
CS Director's Office/CS Director's Office	0.00	-10,000	10,000.00	One-off	Business Continuity Plan. An appropriate account will be established when the budget is loaded.	0.00	-10,000.00
Financial Services/Corporate	0.00	-64,490	64,490.00	One-off	Write off Aldgate Bridgewater Crafters Stirling stormwater management plan. Accumulated cost from 2018/19 under capital project 3619. Management plans are not considered capital in nature.	0.00	-64,490.00
Information Services/Information Management	20,980.00	15,980	5,000.00	One-off	Given postage spend to date its unlikely the full years budget will be used.	0.00	15,980.00
	<b>Corporate Services Changes</b>	<b>-58,510</b>				<b>0.00</b>	<b>-58,510.00</b>
Strategic Assets/CWMS	432,530.00	102,500	330,030.00	Ongoing	Revaluation in 22/23 was not completed until after budget set - new valuations/ conditions and depreciation subsequently significantly lower.	102,500.00	0.00
Strategic Assets/CWMS	22,000.00	-15,000	37,000.00	One-off	Significant failures at Church Street Pumps station and temporary repairs to pump infrastructure to continue operations.	0.00	-15,000.00
Strategic Assets/CWMS	13,550.00	-12,000	25,550.00	One-off	Unplanned works to rectify gravity mains and connection at Jacaranda Drive. 19K costs utilise some of woodside contractor costs.	0.00	-12,000.00
Strategic Assets/CWMS	153,970.03	10,000	143,970.03	One-off	CWMS Tech Officer working 2 days per week at SA Health and hence lower expenditure in salaries.	0.00	10,000.00
Strategic Assets/Strategic Assets	47,210.00	-15,000	62,210.00	One-off	Transfer from CAPEX, \$15k sought in BR1 for public toilet strategy plans	0.00	-15,000.00
Strategic Assets/Strategic Assets	47,210.00	-9,000	56,210.00	One-off	Assessment of Lobethal Road for Blackspot Funding	0.00	-9,000.00
Open Space/Open Space - Management	0.00	175,000	-175,000.00	One-off	Unbudgeted Grant Funding - Protecting Our Communities Grant	0.00	175,000.00
Property Services/AHBTC	25,940.00	-8,000	33,940.00	One-off	Adjust to reflect actual water charges	0.00	-8,000.00
Property Services/AHBTC	-25,790.00	8,000	-33,790.00	One-off	Adjust to reflect reimbursement of actual water charges	0.00	8,000.00
Open Space/Open Space - Maintenance	28,320.00	-59,502	87,822.00	One-off	Cost associated with removing stockpiled tree mulch generated from the November 22 storms event and from follow up CCBF . Stockpiled mulch of this quantity could combust during summer fire season.	0.00	-59,502.00
Open Space/Open Space - Maintenance	34,340.00	-84,000	118,340.00	One-off	As per motion on notice 146/23 on 13/06/2023, this is the expected cost of using a contractor to backfill staff seconded to the preparation fo the Tree Strategy. it was identified in the report that "Market approaches have yet to be made but would likely be a full time staff member for a 6 month period"	0.00	-84,000.00
CS Director's Office/CS Director's Office		-35,000.00	35,000.00	One-off	Forensic review to be undertaken of CCC submission. MON Councillor Osterstock.	0.00	-35,000.00
CS Director's Office/CS Director's Office		-30,000.00	30,000.00	One-off	Develop compelling community narrative and implement plan. MON Councillor Osterstock.	0.00	-30,000.00
CS Director's Office/CS Director's Office		-15,000.00	15,000.00	One-off	High level strategy to integrate solar, battery and EV purchases. MON from Cr Cheater endorsed by Council 14th November.	0.00	-15,000.00
CS Director's Office/CS Director's Office		-15,000.00	15,000.00	One-off	Review of Council Procurement Policy and Procedures against ISO 20400. MON Cr Selwood.	0.00	-15,000.00
CS Director's Office/CS Director's Office		-30,000.00	30,000.00	One-off	Undertake a detailed review of existing business plan and future operational model (2 stage) following finalisation of development. Offset by reduction in the Feasibility Allocation.	0.00	-30,000.00
CS Director's Office/CS Director's Office		-20,000.00	20,000.00	One-off	Engage consultants to undertake addition work associated with the Regional Plan & Growth Capacity Data	0.00	-20,000.00
CS Director's Office/CS Director's Office		-10,000.00	10,000.00	One-off	Complete independent Financial Capacity Review prior to Strategic Plan Visioning Session.	0.00	-10,000.00
CS Director's Office/CS Director's Office	30,000.00	30,000.00	0.00	One-off	Funding previously set aside for one major service review each year. Proposing that this funding be placed on hold for 2023/24 given other work associated with development of the Strategic Plan.	0.00	30,000.00
CS Director's Office/CS Director's Office	25,000.00	25,000.00	0.00	One-off	Whilst this is seen as an important activity to undertake this work, it is proposed to progress following finalisation of the Strategic Plan given other priorities.	0.00	25,000.00
CS Director's Office/CS Director's Office	20,000.00	20,000.00	0.00	One-off	Given potential changes to org structure now is not necessarily the time for a formal training program	0.00	20,000.00
CS Director's Office/CS Director's Office		30,000.00	-30,000.00	One-off	Reduce annual allocation to provide for a review of the FABRIK Operating Model.	0.00	30,000.00
	<b>Environment &amp; Infrastructure Changes</b>	<b>42,998</b>				<b>102,500.00</b>	<b>-59,502.00</b>
Grand total		<b>-90,610</b>				<b>24,646.55</b>	<b>-115,257.00</b>

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## **Appendix 4**

*Adjustment Summary with Underlying Surplus*

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**ADELAIDE HILLS COUNCIL**  
**2023-24 BUDGET ADJUSTMENTS SUBSEQUENT TO BUDGET ADOPTION**

<b>\$000s</b>						
<b>Description</b>	<b>Operating Income</b>	<b>Operating Expenses</b>	<b>Net Operating Result</b>	<b>Capital Expenditure</b>	<b>Capital Income</b>	<b>2023-24 Underlying Surplus</b>
<b>Original 2023-24 Budget</b>						
<b>Published 2023-24 Annual Business Plan</b>	<b>56,644</b>	<b>55,416</b>	<b>1,228</b>	<b>17,909</b>	<b>3,173</b>	<b>1,228</b>
Carry Forwards from 2022-23 - June 2023	0	140	(140)	6,115	769	(100)
Carry Forwards from 2022-23 - August 2023	434	440	(6)	4,488	0	0
Budget Review 1	(324)	200	(524)	(2,996)	(480)	25
<b>Updated Budget</b>	<b>56,754</b>	<b>56,196</b>	<b>558</b>	<b>25,516</b>	<b>3,462</b>	<b>1,153</b>

**ADELAIDE HILLS COUNCIL  
COUNCIL MEETING  
Monday 28 November 2023  
AGENDA BUSINESS ITEM**

**Item:** 14.1

**Responsible Officer:** Gary Lewis  
Manager Financial Services  
Corporate Services.

**Subject:** Auditors Completion Report 2023

**For:** Information

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**SUMMARY**

At its meeting of 24 October 2023, the Council received a draft of the Audit Completion Report as a part of the Financial Statements and Year End Report.

While Councils auditors BDO, had previously notified the Audit Committee that they intended to issue an unmodified opinion on for both the Financial Statements and the Internal Controls, the Auditors Completion Report had not been finalised and signed in time for the meeting. This report is now completed and has been signed and this is presented to Council for their information.

**RECOMMENDATION**

**The Council resolves:**

**That the Audit Completion Report 2023 be received and noted.**

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**1. BACKGROUND**

Following the completion of Galpin's appointment as Councils statutory external auditors, BDO have undertaken their first audit for Council. The Annual Financial Statements (or General Purpose Financial Report) were prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board and relevant South Australian local government legislation. These were adopted by Council on 24 October 2023.

The Audit Committee at its meeting of 20 November 2023 subsequently considered the final Audit Completion Report where it resolved as follows:

**Auditors Completion Report**

**Moved Peter Brass**  
 S/- Pamela Lee

AC49/23

**That the report of the Audit Completion dated 25 October 2023 be received and noted**

<b>Carried Unanimously</b>
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**2. ANALYSIS**

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**  
*Strategic Plan 2020-24 – A brighter future*

Goal 5	A Progressive Organisation
Objective O3	Our organisation is financially sustainable for both current and future generations
Priority O3.1	Ensure the delivery of agreed strategic plan requirements whilst meeting endorsed long-term targets for a sustainable operating surplus and level of debt
Objective O5	We are accountable, informed and make decisions in the best interests of the whole community
Priority O5.1	Enhance governance structure and systems to prudently adapt to changing circumstances and meet our legislative obligations
Priority O5.3	Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.

The Council is committed to open, participative, and transparent decision-making and administrative processes. We diligently adhere to legislative requirements to ensure public accountability and exceed those requirements where possible.

➤ **Legal Implications**

*Local Government Act 1999*

Chapter 8 of the *Local Government Act* addresses Administrative and Financial Accountability under Part 3 Accounts, financial statements and audit.

➤ **Risk Management Implications**

Failure to complete the year end process in accordance with the endorsed timetable can result in increased financial, compliance and reputational risk.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)



➤ **Financial and Resource Implications**

The End of Year Financial Statements are considered to be the most significant output from Council's financial management and reporting processes and are required for inclusion in the Annual Report.

The Auditors Completion Report is the key document asserting the accuracy of the Financial Statements and the satisfactory completion of the statutory audit process.

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

Not applicable.

➤ **Sustainability Implications**

Not applicable.

➤ **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

*Advisory Groups:* Not Applicable

*External Agencies:* BDO International, Ltd.

*Community:* Not Applicable

➤ **Additional Analysis**

At its meeting of 24 October 2023, Council was presented with the Annual Financial Statements and Year End Report which included the Auditors draft Audit Completion Report. At that point in time Council's Auditors were in the final stages of completing the Audit.

Council's Auditors attended the Audit Committee meeting of 16 October 2023 where they notified the committee that they intended to issue an unmodified opinion on both the Financial Statements and the Internal Controls, however the Auditors Completion Report had not been finalised and signed in time to be presented to the October Audit Committee meeting.

The report has now been completed and signed and was presented to the Audit Committee on 20 November 2023.

### **3. OPTIONS**

The Committee has the following options:

- I. To note the report as prepared.
- II. To make additional comments or suggestions.

**4. APPENDICES**

- (1) Annual Audit Completion Report 2023

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# **Appendix 1**

*Annual Audit Completion Report 2023*

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# ADELAIDE HILLS COUNCIL

Annual completion report

YEAR ENDED 30 JUNE 2023

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Dear Audit Committee Members

We are pleased to present this report to the Audit Committee of Adelaide Hills Council (the 'Council') in relation to the 30 June 2023 annual audit.

As at the date of this report, the audit is complete, and we have issued unmodified audit reports for both financial statements and internal controls.

We have set out in this document the significant matters arising from our audit. This summary covers those matters we believe to be material in the context of our work.

Should you require clarification on any matter in this report before this date, please do not hesitate to contact me on +61 8 7324 6147.

We would like to take this opportunity to extend our appreciation to management for their assistance and cooperation throughout the course of our audit.

Yours faithfully



**Linh Dao**  
Engagement Partner

Adelaide, 20 November 2023





## EXECUTIVE SUMMARY

### PURPOSE

The purpose of this report is to communicate significant matters arising from our audit to the Audit Committee. This report has been discussed with management and Audit Committee.

### SCOPE

Our audit was conducted in accordance with Australian Auditing Standards and the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011* for the year ended 30 June 2023.

### STATUS OF THE AUDIT

Our audit of the financial report is complete. We had issued unmodified audit reports for both financial statements and internal controls.

A copy of the audit reports is included at [Appendix 1](#).

### SUMMARY OF MISSTATEMENTS

We have identified misstatements during our audit. The list of corrected and uncorrected misstatements is included in the respective [section](#) of this report.

### AREAS OF AUDIT FOCUS

In performing our audit, we have identified those matters that, in the auditor's judgement, were of the most significance in the audit of the financial report. Our audit procedures also focused on areas that were considered to represent significant and elevated risks of material misstatement. These areas of focus are outlined below:

- ▶ Revaluation of infrastructure, property, plant and equipment
- ▶ Accounting treatment of Capital Work In Progress (WIP)
- ▶ Management override of internal controls
- ▶ Cut-off of grant funding and accuracy of any amounts deferred at 30 June 2023

Refer to the relevant section for details on the significant risk areas and other areas focused on during the audit.



## AREAS OF AUDIT FOCUS

In assessing the risks of material misstatement at the planning phase, we used a spectrum of risk based on the likelihood of a misstatement occurring and the magnitude of the misstatement in the context of our materiality. Our audit procedures focused on areas that were considered to represent risks of material misstatement.

We set out the areas that were considered key areas of focus along with an outline of the work performed and a summary of findings.

### Revaluation of infrastructure, property, plant and equipment

Description	Audit work performed	Summary of findings
Council's infrastructure, property, plant and equipment is carried at valuation. There is a risk that these balances are misstated as a result of the application and inappropriate valuation methodologies, or incorrect underlying assumptions.	We evaluated the competence, capability and objectivity of the independent valuers, if any, obtained an understanding of their work and evaluated its appropriateness.	<p>Council undertook valuations of infrastructure assets and land &amp; buildings this year using a combination of external experts as well as indexation. This resulted in a net increase of \$47.6mil credited to the asset revaluation reserve.</p> <p>It is noted that Council commenced a building audit and revaluation using an external expert for 2023 financial reporting purposes. However there has been a delay in validating the information provided by the expert and management is still working through this at the date of this report. Consequently, the building assets have been indexed for 30 June 2023 financial year and the external expert's values will be adopted for the financial year ending 30 June 2024 when the validation of their information has been completed. We will continue to monitor the process, undertake the necessary audit procedure and report accordingly.</p> <p>We also noted that the revaluation reserves as disclosed do not fully aligned with classes of assets as presented at Note 7. AASB 116 requires that if an item of property, plant and equipment is revalued, the entire classes of property, plant and equipment to which that asset belongs shall be revalued, and that any revaluation decrement or increment shall be offset against one another within that class but shall not be offset in respect of assets in different classes. Though we were satisfied that Council is in compliance with the measurement requirements of the standards regarding revaluation, we recommend Council revisits the disclosures of Note 7 and 9(a) in future reporting period to ensure consistency between asset and revaluation reserve categorisation.</p>





## AREAS OF AUDIT FOCUS *CONTINUED*

### Accounting treatment of Capital Work In Progress (WIP)

Description	Audit work performed	Summary of findings
<p>There is a risk that the accounting treatment of items captured within Capital WIP may not be in accordance with Australian Accounting Standards.</p>	<p>We obtained the Capital WIP schedule and reviewed in detail a sample of projects outstanding at the end of the year to ensure they are likely to generate assets. We also reviewed a sample of assets transferred out of the Capital WIP to check that the categorisation and value allocated to the relevant fixed asset class is appropriate.</p>	<p>A restatement of \$2.17mil was made to the Capital WIP at 30 June 2022 comprising:</p> <ol style="list-style-type: none"><li>1. \$960k relating to assets that were disposed of during the 2019 financial year that were incorrectly carried forward. This was corrected by restating the Capital WIP and the accumulated surplus at 30 June 2022; and</li><li>2. \$1.2mil relating to partial renewal assets that were overstated in the general ledger during FY2022 through Asset Revaluation Reserve (ARR). This was corrected by restating the Capital WIP and ARR at 30 June 2022.</li></ol> <p>We have reviewed the restatements made to the financial statements and were satisfied that such presentation is in accordance with the applicable Accounting Standards.</p>



## AREAS OF AUDIT FOCUS *CONTINUED*

### Management override of internal controls

Description	Audit work performed	Summary of findings
<p>Australian Auditing Standards require that we presume there is a risk that management has the ability to manipulate accounting records and override control that otherwise appear to be operating effectively.</p>	<p>Our response included a review of key internal controls at the Council to mitigate the risk of management override.</p> <p>We tested the appropriateness of journal entries and other adjustments made in the preparation of the financial report. We also reviewed accounting estimates for bias, and evaluated the business rationale (or lack of) of any significant transactions that are outside of the normal course of business or that otherwise appear to be unusual.</p>	<p>We did not identify any evidence of misstatement due to management override of internal controls.</p>

## AREAS OF AUDIT FOCUS *CONTINUED*

### Cut-off of grant funding and accuracy of any amounts deferred at 30 June 2023

Description	Audit work performed	Summary of findings
<p>There is a risk of error in the calculation of grant income recognised and deferred at the end of the year by reference to grant agreements and Australian Accounting Standards.</p>	<p>We obtained the schedule of grant income recognised and deferred at year-end. We selected a sample of grants and obtained the agreements to review in detail and tested that they had been recognised in accordance with AASB 15 <i>Revenue from Contracts with Customers</i> and AASB 1058 <i>Income of Not-for-Profit Entities</i>.</p>	<p>AASB 1058 requires an entity to recognise grant in profit or loss when (or to the extent that) the entity satisfies its performance obligation under the grant agreement if:</p> <ul style="list-style-type: none"> <li>• The grant is a transfer to enable an entity to acquire or construct a recognisable non-financial asset to be controlled by the entity (i.e. capital grant); or</li> <li>• The grant creates enforceable rights and obligations, and includes sufficiently specific performance obligations.</li> </ul> <p>Such performance obligations are satisfied either over time or at a point in time.</p> <p>From our sample testing, we noted that during financial year ended 30 June 2022, Council has received \$781k funding relating to LRIC Phase 3 work programs, some of which are capital grants and some are of an operating nature. No progress had been made on these programs by 30 June 2022, however the full amount received had been recognised as income for financial year ended 30 June 2022, which was not in accordance with the requirements of AASB 1058. As overall impact of this cut-off error was not material to the financial statements, it was not corrected and the misstatement relating to the year ended 30 June 2023 has been included in the 'Summary of Uncorrected Misstatements' section of this report.</p> <p>We also noted one instance where a grant agreement could not be located for the relevant funding period, though we have been able to obtain alternative sufficient appropriate audit evidence.</p> <p>We recommend management continue to revise their approach around grant income recognition, including record keeping to ensure compliance with accounting standards and providing useful information to relevant stakeholders.</p>

# SUMMARY OF MISSTATEMENTS

## UNCORRECTED MISSTATEMENTS

We detail below the uncorrected misstatements which we have identified during the audit, and that were determined by management to be immaterial, both individually and in aggregate to the financial report taken as a whole.

Misstatements have not been included if they are considered to be clearly trivial which we have set at \$47,500. Matters which are clearly trivial are regarded as clearly inconsequential when taken individually or in aggregate.

We will seek representation from management to acknowledge that:

- ▶ Uncorrected misstatement has been brought to their attention by us; and
- ▶ They have considered the effect of any uncorrected misstatements, aggregated during and pertaining to the latest period, on the financial report and consider the misstatements are immaterial individually and in aggregate to the financial report taken as a whole.

Description	Assets	(Liabilities)	Reserves	(Profit)/Loss
Adjustment to recognise grant income as Council satisfies its performance obligations under LRCI programs	\$247,497	(\$238,353)	\$249,677	(\$258,821)
Adjustment to recognise impact of assets disposed in prior year whose disposals were accounted for in the current year	-	-	\$476,983	(\$476,983)
Net effect of uncorrected misstatements	\$247,497	(\$238,353)	\$726,660	(\$735,804)



## SUMMARY OF MISSTATEMENTS *CONTINUED*

### CORRECTED MISSTATEMENTS

We identified the following misstatements during the course of our audit which have been corrected:

Description	Assets	(Liabilities)	Reserves	(Profit)/Loss
To recognise the disposal of land as part of the sale of the Bridgewater Retirement Village	(\$900,000)	-	-	\$900,000
To correct overstated depreciation expense recognised for partial renewal assets during the period	-	-	\$438,928	(\$438,928)
Net effect of corrected misstatements	(\$900,000)	-	\$438,928	\$461,072

# INTERNAL CONTROL

## CURRENT YEAR

In accordance with ASA 265 *Communicating Deficiencies in Internal Control to Those Charged with Governance and Management*, we are required to communicate in writing, significant deficiencies in internal control identified during our audit to those charged with governance on a timely basis.

The standard defines a deficiency in internal control as:

1. A control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial report on a timely basis; or
2. A control necessary to prevent, or detect and correct, misstatements in the financial report on a timely basis is missing.

Significant deficiency in internal control means a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgement, is of sufficient importance to merit the attention of the Audit Committee.

We have reported below one significant deficiency that in our professional judgment is of sufficient importance to merit the attention of the Audit Committee.

Though we noted three other deficiencies as part of our work for the internal control audit (refer below), we have assessed that these do not have a material impact on the overall internal control audit and we intend to provide an unqualified audit report in relation to the compliance with Section 125 of the *Local Government Act 1999*.

## CURRENT PERIOD - SIGNIFICANT DEFICIENCIES

Significant deficiency in internal control	Potential effects	Recommendation	Management comments
1 The year-end process and consequently the audit this year has been significantly impacted by the prolonged IPPE closing process. This was due to the loss of 2 key employees who were responsible for this around year-end and lack of consistencies of supporting schedules provided by the Assets Team.	The delay could adversely affect the efficiency and effective of the annual financial reporting process.	We recommend that a succession plan is put in place for critical areas of business and that the Assets team works closely with the Finance team to agree and define what is required for the annual reporting process.	The loss of experience within the team has generated new challenges that will be addressed over the coming year. Recruitment is ongoing within the Finance team which will ensure that cross training can occur to decrease operational risks. This will also occur between the Asset team and Finance team to enhance understanding, coordinate work and improve internal controls.

# INTERNAL CONTROL CONTINUED



## CURRENT PERIOD - OTHER DEFICIENCIES

Risk Category/ Business Cycle	Risk assessment	Issues identified	Potential effects	Recommendation	Management comments
1 Expenses - Payroll	Moderate	It was noted from our testing that two Council staff members in the payroll team have access and editing rights to the Creditor Masterfile which is beyond the person's role and responsibility.	Inappropriate logical access may create opportunity for potential override of internal controls that otherwise were operating effectively.	It is recommended that management consider implementing role-based access request as part of the onboarding process and regular review of user access be conducted for relevant GL modules, not just at the IT application level.  If due to practical reasons, access rights to the Creditor Masterfile cannot be changed, additional scrutiny is recommended when senior members of the finance team review the changes made to the Masterfile, and check if any changes were made by the said personnel.	User access permissions have now been amended for the users identified to have inappropriate access to the 'All Associated Creditor Procession Functions' configuration which allowed for access to the Creditors Masterfile. A new payroll configuration, 'Payroll Processing' has been created, with only payroll team having access to this configuration.  <b>Responsible Officer:</b> Team Leader, Financial Accounting <b>Due Date:</b> Completed
2 Assets - Debtors	Moderate	It was noted from our testing that one Council staff members who works in the Accounts Receivable team can issue and subsequently reconcile receipt of the same invoices.	Lack of segregation of duties might result in fraud or errors remaining undetected.	It is recommended that Council implement segregation of duties (preventative control) or implement specific detective control to ensure that errors, if they occur, are detected and corrected in a timely manner, and to reduce the possibility of fraud.	Agree and consider the risk is low. The Finance team has only a small number of staff, so segregation of duties is difficult. The following are currently already in place: <ul style="list-style-type: none"> <li>No cash is received by the Accounts Receivable officer directly.</li> <li>Debtors continue to be reported to Audit Committee twice yearly and a report provided detailing action taken to recover overdue balances is tabled.</li> <li>Credits are approved by Team Leader Financial Accounting before being applied.</li> </ul>

## INTERNAL CONTROL CONTINUED



Risk Category/ Business Cycle	Risk assessment	Issues identified	Potential effects	Recommendation	Management comments
3 Revenue - Grants	Moderate	It is noted from our testing, that though Council maintains a grant register it does not contain sufficient detail or information to facilitate an efficient review of budget vs funding agreement as well as compliance with the relevant funding conditions.	Lack of a suitably detailed grant register might result in non-compliance issues not identified or actual vs budget variances on a timely manner.	It is recommended that council upgrade the current grant register to help facilitate the ongoing management of grants for both compliance and financial measures.	<ul style="list-style-type: none"> <li>Bad debt write-offs for more than \$5,000 will be submitted to the Audit Committee prior to consideration by the Council.</li> </ul> <p><b>Responsibility:</b> Team Leader, Financial Accounting <b>Due Date:</b> Review of additional preventative controls - on going</p> <p>Council has upgraded the original grant register seen at the interim visit to a new template provided by BDO which was subsequently populated by the Accounts Receivable Officer for the 22-23FY closing balances.</p> <p>An assessment as to whether the grant has milestones attached will also be undertaken to ensure that we are not recognising any grants incorrectly as income. For materially large grants we will consider the funds to be deferred income until it can be accurately established that milestones do/do not exist. Appropriate documentation will be sourced from the relevant grant holder and filed appropriately for EOY purposes.</p> <p>Outstanding documentation will be reviewed quarterly, and follow-up action will be undertaken.</p> <p><b>Responsibility:</b> Team Leader, Financial Accounting <b>Due Date:</b> Completed</p>





## OTHER REPORTING REQUIREMENTS

### INDEPENDENCE AND ETHICS

In conducting our audit, we are required to comply with the independence requirements of the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011* and Part 4A of APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)*.

We have obtained independence declarations from all staff engaged in the audit.

We also have policies and procedures in place to identify any threats to our independence, and to appropriately deal with and if relevant mitigate those risks.

We have not become aware of any issue that would cause any member of the engagement team, BDO or any BDO network firm to contravene any ethical requirement or any regulatory requirement that applies to the audit engagement.

BDO has not provided any other services during the audit to Adelaide Hills Council.

The *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011* requires the lead auditor to make a declaration to the directors regarding independence. A copy of the declaration has been included at [Appendix 2](#).

### NON-COMPLIANCE WITH LAWS AND REGULATIONS

We have made enquiries in relation to any non-compliance with laws and regulations during the course of our audit. We have not identified any instances of non-compliance with laws and regulations as a result of our enquiries.

### FRAUD

Management have confirmed that there were no matters of fraud identified for the period under audit, or subsequently. It should be noted that our audit is not designed to detect fraud however should instances of fraud come to our attention we will report them to you.

We have not identified any instances of fraud during the course of our audit.



## APPENDIX 1 AUDIT REPORT

### INDEPENDENT AUDITOR'S REPORT TO THE PRINCIPAL MEMBER OF ADELAIDE HILLS COUNCIL

#### Report on the Audit of the Financial Report

##### Opinion

We have audited the financial report of Adelaide Hills Council (the Council), which comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial report, including a summary of significant accounting policies and the certification of financial statements.

In our opinion the accompanying financial report presents fairly, in all material respects, the financial position of the Council as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards, the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 2011*.

##### Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the Financial Report* section of our report.

We are independent of the Council in accordance with the *Local Government Act 1999* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Local Government Act 1999*, which has been given to the Council, would be in the same terms if given to the Council as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

##### Other information

Those charged with governance are responsible for the other information. The other information obtained at the date of this auditor's report are the general purpose financial reports of Adelaide Hills Council's joint ventures including Adelaide Hills Regional Waste Management Authority, Eastern Waste Management Authority and Gawler River Floodplain Management Authority.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit, or otherwise appears to be materially misstated.



## APPENDIX 1 AUDIT REPORT CONTINUED

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Other matter

The financial report of Adelaide Hills Council, for the year ended 30 June 2022 was audited by another auditor who expressed an unmodified opinion on that report on 12 October 2022.

### Responsibilities of management and those charged with governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

### Auditor's responsibilities for the audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at: [http://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf)

This description forms part of our auditor's report.

### BDO Audit Pty Ltd

Linh Dao  
Director

Adelaide, 25 October 2023



## APPENDIX 1 AUDIT REPORT CONTINUED

### INDEPENDENT ASSURANCE REPORT ON THE INTERNAL CONTROLS OF ADELAIDE HILLS COUNCIL

#### Opinion

We have undertaken a reasonable assurance engagement on the design and the operating effectiveness of controls established by Adelaide Hills Council ('Council') in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, throughout the period 1 July 2022 to 30 June 2023 relevant to ensuring such transactions have been conducted properly and in accordance with law.

In our opinion, in all material respects:

- (a) The controls established by Council in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities were suitably designed to ensure such transactions have been conducted properly and in accordance with law; and
- (b) The controls operated effectively as designed throughout the period from 1 July 2022 to 30 June 2023.

#### Basis for opinion

We conducted our engagement in accordance with Standard on Assurance Engagements ASAE 3150 *Assurance Engagements on Controls* issued by the Auditing and Assurance Standards Board.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### The Council's responsibilities for the internal controls

The Council is responsible for:

- a) The receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities;
- b) Identifying the control objectives
- c) Identifying the risks that threaten achievement of the control objectives
- d) Designing controls to mitigate those risks, so that those risks will not prevent achievement of the identified control objectives; and
- e) Operating effectively the controls as designed throughout the period.

#### Our independence and quality control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and apply Auditing Standard ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement.



## APPENDIX 1 AUDIT REPORT CONTINUED

### Assurance practitioner's responsibilities

Our responsibility is to express an opinion, in all material respects, on the suitability of the design to achieve the control objectives and the operating effectiveness of controls established by Council in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities. ASAE 3150 requires that we plan and perform our procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the control objectives and the controls operated effectively throughout the period.

An assurance engagement to report on the design and operating effectiveness of controls involves performing procedures to obtain evidence about the suitability of the design of controls to achieve the control objectives and the operating effectiveness of controls throughout the period. The procedures selected depend on our judgement, including the assessment of the risks that the controls are not suitably designed or the controls did not operate effectively. Our procedures included testing the operating effectiveness of those controls that we consider necessary to achieve the control objectives identified. An assurance engagement of this type also includes evaluating the suitability of the control objectives.

### Limitations of controls

Because of the inherent limitations of an assurance engagement, together with any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved and so fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on operating effectiveness of controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

### BDO Audit Pty Ltd

Linh Dao  
Director

Adelaide, 25 October 2023

## APPENDIX 2 AUDITOR INDEPENDENCE DECLARATION

### CERTIFICATION OF AUDITOR INDEPENDENCE

I confirm that, for the audit of the financial statements of the Adelaide Hills Council for the year ended 30 June 2023, I have maintained my independence in accordance with the requirements of APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code), Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.



Linh Dao  
Director

**BDO Audit Pty Ltd**

Adelaide, 12 October 2023



## APPENDIX 3 CLIMATE RISKS AND FINANCIAL REPORTING

### CLIMATE RELATED FINANCIAL DISCLOSURES

In December 2022, in anticipation of the release of forthcoming sustainability standards, the Australian Government opened its first round of consultation on '[Climate-related financial disclosures](#)'. The process closed in February 2023, when the Government received nearly 200 responses.

In June 2023, the [ISSB issued its first two sustainability standards](#):

- ▶ IFRS S1 General Requirements for Disclosure of Sustainability-related Financial Information, and
- ▶ IFRS S2 Climate-related Disclosures.

According to the ISSB, these standards become effective from 1 January 2024, subject to endorsement in each respective jurisdiction.

The day after the ISSB standards' release, the Australian Government announced its second round of consultation on implementing climate-related financial disclosures in Australia.

### WHICH ENTITIES WILL BE IMPACTED?

One of the key changes is a revised approach to the order of entities being introduced to mandatory climate-related reporting. While the previous consultation paper suggested focusing on large listed and large financial service providers, the new approach includes listed and non-listed organisations. The focus is still on the size of the organisation - starting with the 'big end of town' - and organisations that meet the reporting requirements of the [National Greenhouse and Energy Reporting \(NGER\) Scheme](#).

The introduction of mandatory reporting will still phase in (now across four years) to allow the market to upskill and prepare.

To find out when the climate-related reporting requirements may impact you, and what category you fall into, refer to BDO's IFRS & Corporate Reporting team's [ESG and Sustainability insights](#) and the proposed roadmap as set out by [Treasury](#).

### WHAT HAPPENS NEXT?

Organisations of all sizes - whether listed or private - should take note of the group they fall into to anticipate what the mandatory reporting implications might be, both now and with consideration of any future growth plans.

Regardless of status, entities should also assess and reflect on the organisations in their supply chain. With Scope 3 emissions - as required to be measured and reported under IFRS S2 - a reflection of the emissions from an organisation's supply chain, organisations of all sizes are likely to be impacted by the introduction of mandatory reporting. As group one entities begin to measure and report emissions, Scope 3 could become a key component of emission reduction strategies. By having accurate, reportable data and a decarbonisation strategy, organisations of all sizes can positively impact their supply chain before mandatory reporting even knocks on their door.

To understand more about what this means for your business, please contact our [National Sustainability Team](#).



## APPENDIX 4 ESG AND YOUR BUSINESS

### WHAT IS ESG?

ESG is the acronym for Environmental, Social and Governance. It is a holistic concept about an organisation's ability to create and sustain long-term value in a rapidly changing world, and managing the risks and opportunities associated with these changes.

ESG metrics are not part of mandatory [financial reporting](#) required by Australian Accounting Standards or International Financial Reporting Standards, but organisations across the world are increasingly making disclosures in their annual report or in a standalone sustainability report.

ESG is used as a framework to assess how an organisation manages risks and opportunities that changing market and non-market conditions create. ESG also puts a heavy emphasis on risk management, because monitoring and mitigating risks across all three dimensions is an important priority for any company that is serious about ESG. The three categories of ESG factors are as follow:

- ▶ **Environmental** factors address an organisation's environmental impact and environmental stewardship. It is focused on improving the environmental performance of an organisation.
- ▶ **Social** factors refer to how an organisation manages relationships with, and creates value for, stakeholders. The social dimension is focused on an organisation's impact on its employees, customers and the community.
- ▶ **Governance** factors refers to an organisation's leadership and management philosophy, practices, policies, internal controls, and shareholder rights. The governance dimension is focused on an organisation's leadership and structure.

### WHY IS ESG IMPORTANT FOR YOUR BUSINESS?


Investors across the globe are increasingly demanding organisations to outline their ESG framework and approach in order to assess the organisation's long-term sustainability. ESG has a potential significant impact on the following fundamental business issues relevant to the long-term success of the organisation:

- ▶ **Corporate reputation** - ESG can enhance a company's license to operate making it easier to accomplish business objectives and respond to crisis scenarios with key stakeholder groups.
- ▶ **Risk reduction** - ESG can assist with the identification of immediate and long-term risks depending on the industry and business model.
- ▶ **Opportunity management** - Shifting market and non-market conditions can expose unmet needs for new products and/or services, potential customer bases, and potential strategic relationships for addressing ESG issues.
- ▶ **Culture & intrinsic value** - ESG maturity is an indicator of a company's commitment to building a high performing, purpose-driven workforce and inclusive culture.

A robust ESG strategy can help attract the right talent and investors. To achieve a shift in sustainability we need to stop viewing ESG as a 'nice to have', it should be part of business strategy and risk management which can have a direct and positive impact on financial performance.

If you would like to speak with us about implementing an ESG framework in your organisation or providing assurance on your framework, please contact your audit engagement partner initially.





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We have prepared this report solely for the use of Adelaide Hills Council. As you know, this report forms part of a continuing dialogue between the company and us and, therefore, it is not intended to include every matter, whether large or small, that has come to our attention. For this reason we believe that it would be inappropriate for this report to be made available to third parties and, if such a third party were to obtain a copy of this report without prior consent, we would not accept any responsibility for any reliance they may place on it.

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**Item 15 Correspondence  
for Noting**

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OFFICIAL



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Adelaide SA 5000

GPO Box 646  
Adelaide SA 5001

**T** +61 8 7424 7400  
**W** [ecsa.sa.gov.au](http://ecsa.sa.gov.au)

ABN 99 891 752 468

14 November 2023

Mr Greg Georgopoulos  
Chief Executive Officer  
Adelaide Hills Council  
63 Mount Barker Rd  
STIRLING SA 5152

Via email only: [mail@ahc.sa.gov.au](mailto:mail@ahc.sa.gov.au)

Dear Mr Georgopoulos

**Re: Casual Vacancies**

I am writing to you about the availability of recount processes to fill casual vacancies in accordance with the *Local Government (Elections) Act 1999* (the Act), following the 2022 periodic elections.

The Act prescribes various methods for dealing with casual vacancies, including filling them through a recount of votes cast at a previous election, allowing a council to determine a policy on casual vacancies, or through a supplementary election.

I have sought legal advice regarding the priority order of applying the relevant provisions and methods under the Act. Where possible, I have applied s 6A to determine a new successful candidate from the most recent election for the relevant office.

To date, eight vacancies have been filled via s 6A (using the recount process outlined in r 3A), saving an estimated \$200,000 in supplementary election costs, and enabling successful candidates to commence their term of office approximately one month after the vacancies occurred.

This method is applicable to vacancies in the office of councillors who were elected in a contested election, if the vacancy occurs within 12 months after the conclusion of the periodic elections or a supplementary election.

This period expires 12 months from the date I provided you with the results certification letter, which for the November 2022 periodic elections was on Thursday 17 November 2022. Another copy of this letter can be provided if required. The same 12-month period also applies to any supplementary elections and the associated results certification letter.

## OFFICIAL

After the expiry of the 12-month period, a supplementary election will be held to fill a vacancy, unless one of the remaining exceptions outlined in s 6 of the Act applies.

Section 6 of the Act should be read and considered in its entirety in each case. However, in summary, a supplementary election will not be held if one of the following circumstances is applicable:

- The vacancy is for a councillor position from a contested election and occurs within 12 months after the conclusion of the periodic elections or a supplementary election and can be filled in accordance with section 6A (noting that this will cease to be available shortly in relation to the 2022 periodic elections).
- The vacancy is for an area councillor position in a council without wards, and the council has a policy to carry the vacancy until the next elections.
- The vacancy occurs within 12 months before polling day of the periodic elections.

Once I am advised of a casual vacancy, I will commence assessment of how the vacancy will be filled.

If you have any further questions about filling casual vacancies, please respond to my office via [Electoral.Commissioner@sa.gov.au](mailto:Electoral.Commissioner@sa.gov.au).

Yours sincerely



Mick Sherry  
**ELECTORAL COMMISSIONER**

eA200020



Government  
of South Australia

The Hon Clare Scriven MLC

Mr Greg Georgopoulos  
Chief Executive Officer  
Adelaide Hills Council  
63 Mount Barker Road  
STIRLING SA 5152

[mail@ahc.sa.gov.au](mailto:mail@ahc.sa.gov.au)

Dear Mr Georgopoulos

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

Thank you for your letter of 14 September 2023 regarding Country Cabinet in the Adelaide Hills. It was a productive and valuable two days spent in the region.

Thank you for your list of projects, I will endeavour to raise your concerns and identify opportunities with my Cabinet colleagues.

As you may be aware, the Government of South Australia's \$680,000 Mobile Network Extensions Devices Pilot Program has improved communications across the Adelaide Hills region with subsidies for 165 mobile repeater devices installed over the life of the program. The pilot was delivered by Telstra to address mobile phone reception "patchiness" or localised coverage loss, including for eligible residents or businesses within your council area.

The Government of South Australia is currently developing a State-wide Connectivity Strategy and supporting Strategic Prioritisation Framework. This will include consideration of a range of factors, including the potential benefits to the economy, tourism, education, health and wellbeing, and safety and security. We will continue to work with telecommunication infrastructure and service providers to leverage Commonwealth Government funding opportunities.

Regarding fire prevention, I continue to encourage you to discuss this with the Minister responsible for Emergency Services, Joe Szakacs MP. I took great interest in your mention of the early fire detection system that is being utilised in the Napa Valley, California, who deal with the challenges of similar topography as the Adelaide Hills. I am advised that the Sunshine Coast Council in Australia is in the process of implementing an early fire detection system similar that in use in California.

In terms of transport, infrastructure and service needs, I would encourage you to meet with the Minister for Transport and Infrastructure, Tom Koutsantonis MP. I would further encourage you to explore the Keoride trial service in Mount Barker that you mentioned as I am sure there could be collective benefits delivered to both councils.

Minister for Primary Industries and Regional Development  
Minister for Forest Industries

GPO Box 1671 Adelaide SA 5001  
Telephone 08 8226 2931 | Email [minister.scriven@sa.gov.au](mailto:minister.scriven@sa.gov.au)



I understand that regional housing diversity and choice will be a focus area for your Adelaide Hills Regional Plan and I would encourage you to liaise with the Office for Regional Housing, recently established by the Government of South Australia:  
<https://renewalsa.sa.gov.au/our-approach/office-for-regional-housing>.

Once again, thank you for writing to me.

Yours sincerely

A handwritten signature in blue ink that reads "Clare Scriven". The signature is written in a cursive style with a long horizontal stroke at the end.

Hon Clare Scriven MLC  
**MINISTER FOR PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT**  
**MINISTER FOR FOREST INDUSTRIES**

13 / 11 / 2023

## LGA Board Endorsed Nominees for Dog and Cat Management Board

**From:** [LGA - Nominations](#)  
**To:** [LGA - Nominations](#)  
**Subject:** LGA Board-endorsed nominees: Dog and Cat Management Board  
**Date:** Friday, 17 November 2023 4:48:03 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)

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Dear Chief Executive Officer,

**RE: Nominations to the Dog and Cat Management Board: LGA Board-endorsed nominees**

In response to the call for nominations for appointment to the **Dog and Cat Management Board** the LGA received a nomination (or nominations) from your council.

The LGA Board of Directors recently resolved to submit:

the following three (3) nominations to the Minister for Climate, Environment and Water for the appointment of one (1) member to the Dog and Cat Management Board, being (in order of preference):

- Mr Brenton THOMASS (City of Port Adelaide Enfield)
- Mayor Diana MISLOV (City of Port Lincoln)
- Cr Michael QUINTON (City of Victor Harbor)

Please advise your council's nominee (or nominees) of the Board of Directors' decision.

We will advise you of the final appointment once we have been notified by the Minister's Office or relevant outside body.

In the meantime, if you have any queries in relation to this matter, please contact the Nominations Coordinator via [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au)

Kind regards,  
Tami

**Tami Norman • Director Governance | Nominations Coordinator • Local Government Association**

[Tami.Norman@lga.sa.gov.au](mailto:Tami.Norman@lga.sa.gov.au) • [www.lga.sa.gov.au](http://www.lga.sa.gov.au) • Follow us on   
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*The LGA acknowledges Aboriginal and Torres Strait Islander people as the traditional custodians of the land, and we offer our respects to their Elders past, present and emerging. We advocate for and encourage South Australian councils to strengthen relationships with their local Aboriginal communities.*

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**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

---

**In Attendance****Members:**

Cr Malcolm Herrmann	Presiding Member
Peter Brass	Independent Member
Pamela Lee	Independent Member
Cr Melanie Selwood	Council Member

**In Attendance:**

Greg Georgopoulos	Chief Executive Officer
Terry Crackett	Director Corporate Services
Gary Lewis	Manager Financial Services
Jody Atkins	A/Governance and Risk Coordinator/Minute Secretary

**Guests in Attendance:**

Nil	
-----	--

**1. COMMENCEMENT**

The meeting commenced at 6.02pm.

**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.

**2. APOLOGIES/LEAVE OF ABSENCE****2.1 Apology**

David Moffatt

**2.2 Leave of Absence**

Nil

**2.3 Absent**

Nil



**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**3. MINUTES OF PREVIOUS MEETINGS**

**3.1 Audit Committee Meeting Monday, 16 October 2023**

Moved Peter Brass  
S/- Pamela Lee

AC44/23

**That the minutes of the Audit Committee meeting held on Monday, 16 October 2023 as supplied, be confirmed as an accurate record of the proceedings of that meeting.**

<b>Carried Unanimously</b>
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Cr Melanie Selwood attended the meeting at 6.04pm.

**4. PRESIDING MEMBER'S OPENING REMARKS**

- Cr Malcolm Herrmann welcomed all members and staff to the meeting.
- On the recommendation of the Audit Committee, the Annual Financial Statements and End of Financial Year report were adopted by Council in October 2023.
- The Chief Executive Officer was queried regarding recruitment, he advised current shortlisting of candidates for interviews regarding the Governance and Risk Coordinator vacancy was occurring.
- Elected Members and Council staff attended a full day workshop on Saturday 18 November 2023 to develop the next Adelaide Hills Council Strategic Plan. The day was facilitated by an external party.

**5. DELEGATION OF AUTHORITY**

In accordance with the Audit Committee Terms of Reference, the Committee has no delegated decision-making powers. The Recommendations in Item(s) 6.1 are to be submitted to Council for consideration.

**6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF AUDIT COMMITTEE**

Nil

**7. PRESENTATIONS, ACTION REPORT & WORKPLAN**

**7.1 Action Report and Work Plan Update**

Moved Cr Melanie Selwood  
S/- Pamela Lee

AC45/23

- 1. That the report of the 2023 Action Plan and Work Plan Update be received and noted.**

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**8. OFFICER REPORTS – DECISION ITEMS**

**8.1 Presiding Member's report**

Moved Cr Malcolm Herrmann  
S/- Peter Brass

AC46/23

That the report of the Presiding Member for year ended 30 November 2023 be received and noted and a copy be included in the Audit Committee meeting minutes.

<b>Carried Unanimously</b>
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**8.2 Budget Review Quarter 1 2023-24**

Moved Peter Brass  
S/- Pamela Lee

AC47/23

1. That the report of the 2023-24 Budget Review 1 be received and noted.
2. To recommend to Council the proposed budget adjustments presented in Budget Review 1 which result in:
  - a. A decrease in the Operating Surplus from \$1,082k to \$608k for the 2023-24 financial year.
  - b. Changes to Capital Works, reducing capital income by \$480k and decreasing capital expenditure by \$3.046 million for the 2023-24 financial year resulting in a revised capital expenditure budget for 2023-24 of \$25.46 million.

<b>Carried Unanimously</b>
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**8.3 Draft Annual Report 2022-23**

Moved Pamela Lee  
S/- Peter Brass

AC48/23

1. That the Draft Annual Report 2022-23 be received and noted.
2. To advise Council that the Committee has reviewed the Draft 2022-23 Annual Report, as contained in Appendix 1, in terms of the reports adequacy in meeting its legislative requirements.
3. That, on the basis of the Committee's review, and feedback to recommend the Annual Report to Council for adoption.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
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**8.4 Auditors Completion Report**

Moved Peter Brass  
S/- Pamela Lee

AC49/23

That the report of the Audit Completion dated 25 October 2023 be received and noted

<b>Carried Unanimously</b>
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**8.5 Annual Investment Performance 2022-2023**

Moved Cr Melanie Selwood  
S/- Cr Malcolm Herrmann

AC50/23

That the report of the Investment Performance for 2022-2023 be received and noted.

<b>Carried Unanimously</b>
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**8.6 Treasury Policy Review**

Moved Peter Brass  
S/- Pamela Lee

AC51/23

1. That the report of the Review of the Treasury Policy be received and noted.
2. To recommend to Council the adoption of the Treasury Policy as detailed at Appendix 1.

<b>Carried Unanimously</b>
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**8.7 Debt Recovery Policy Review**

Moved Peter Brass  
S/- Pamela Lee

AC52/23

1. That the report of the Debt Recovery Policy be received and noted.
2. To recommend to Council the adoption of the Debt Recovery Policy as detailed in Appendix 1

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
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**8.8 Audit Committee's Self-Assessment Review**

Moved Cr Malcolm Herrmann  
S/- Peter Brass

AC53/23

The Audit Committee resolves that the report of the Audit Committee Self-Assessment 2023 be received and noted.

<b>Carried Unanimously</b>
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**8.9 Audit Committee Meeting Dates 2024**

Moved Cr Malcolm Herrmann  
S/- Cr Melanie Selwood

AC54/23

1. That the report of the Audit Committee Meeting Dates for 2024 be received and noted.
2. To approve the Audit Committee meeting schedule, timings, and locations for 2024 as follows:

Commencement	6.00pm
<b>Meeting Dates and Locations</b>	19 February 2024, 63 Mt Barker Road, Stirling
	15 April 2024, 63 Mt Barker Road, Stirling
	20 May 2024, 63 Mt Barker Road, Stirling
	19 August 2024, 63 Mt Barker Road, Stirling
	14 October 2024, 63 Mt Barker Road, Stirling
	18 November 2024, 63 Mt Barker Road, Stirling

<b>Carried Unanimously</b>
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**9. INFORMATION FOR NOTING**

**9.1 Accounting Standards on Environmental, Social and Governance Reporting**

Moved Pamela Lee  
S/- Cr Selwood

AC55/23

That the report of the Accounting Standards on Environmental, Social and Governance be received and noted.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**9.2 Financial Capacity Review – BRM Report**

**Moved Peter Brass  
S/- Cr Melanie Selwood**

**AC56/23**

**That the report of the Financial Capacity review – BRM dated October 2023 be received and noted.**

<b>Carried Unanimously</b>
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**9.3 Letter - Hon Geoff Brock MP – ESCOSA review**

**Moved Cr Malcolm Herrmann  
S/- Cr Melanie Selwood**

**AC57/23**

**That the letter from Hon Geoff Brock MP – ESCOSA Review dated 25 October 2023 be received and noted.**

<b>Carried Unanimously</b>
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**10. QUESTIONS WITHOUT NOTICE**

Nil

**11. CONFIDENTIAL ITEMS**

Nil

**12. NEXT MEETING**

The next ordinary meeting of the Audit Committee will be held on Monday 19 February 2024 from 6.00pm at 63 Mt Barker Road, Stirling.

**Additional Speech from Cr Malcolm Herrmann, Presiding Member:**

Tonight, is Independent Member Peter Brass's last meeting. As far as I can establish, Peter was first appointed in 2007 and has continued to be a member until 2023. During this time, he was also appointed as the Presiding Member in 2015 and 2016. Between 2016 and 2023, Peter has attended all but one (1) of the 50 meetings held. Peter has brought a breadth of skills and experience to assist the committee in its deliberations. His particular skills in risk management, internal controls and cyber security have been greatly appreciated. His deep interest in Long Term Financial Planning, Asset Management Planning and experience with other Audit Committees have assisted the Committee and Council to maintain financial stability. Thank you, Peter.

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE  
MINUTES OF MEETING  
MONDAY 20 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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The Presiding Member wished members the compliments of the season and a safe, relaxing Christmas and New Year.

**13. CLOSE MEETING**

The meeting closed at 7.20pm.

# REPORT TO THE ADELAIDE HILLS COUNCIL ON THE OPERATIONS OF THE AUDIT COMMITTEE DURING 2023

## INTRODUCTION

As outlined in Clause 8.1.2 of the Terms of Reference for the Audit Committee, the Presiding Member will attend a meeting of the Council at least once per annum to present a report on the activities of the Committee. This report provides an overview of the Adelaide Hills Council's Audit Committee operations for the 2023 calendar year.

This report includes:

- A summary of the work the Committee performed during the year aligned to the Committee's Terms of Reference; and
- Details of meetings, including the number of meetings held during the period, and the number of meetings attended by each member.

The report is intended to invite comment from the Council on all of the above.

## SUMMARY OF WORK PERFORMED AGAINST THE TERMS OF REFERENCE

For 2023, as in previous years, the Audit Committee had established a robust framework for the provision of information to meet the objectives established within the Terms of Reference. As a consequence, some 47 reports and other matters were considered by the Committee over eight meetings (including this one), and where appropriate, recommendations subsequently provided to Council.

The following sections of this report provide a brief summary of the work undertaken by the specific function of the Committee as set out in the Terms of Reference.

### **Financial Reporting and Prudential Requirements**

#### Strategic Management Planning

In relation to Council's suite of Strategic Management Plans (SMP), the Committee reviewed the assumptions underpinning the *Long Term Financial Plan (LTFP)* at its February meeting prior to recommending its approval for public consultation to Council.

#### Annual Business Planning

In April, the Committee reviewed the draft *2023-24 Annual Business Plan and Budget (ABP)* in terms of its alignment with the strategic management plans and the adequacy of the plans in the context of maintaining financial sustainability. The Committee recommended the draft ABP to Council for approval for public consultation.

#### Budget Reviews

The Audit Committee reviewed the 2022-23 second (BR2) and third (BR3) budget reviews and the End of Year Financial Report 2022-23. The Committee reviewed the 2023-24 first (BR1) budget review prior to these reports going to Council.

#### Financial Statements and Annual Reports

At the October 2023 meeting, the Committee had an in depth discussion around the draft Annual Financial Statements that had been presented. The Committee was satisfied that the Statements present fairly the state of affairs of Council in accordance with the *Local Government Act 1999*, the *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards

At the November 2023 meeting, the Committee considered the draft 2022-23 Annual Report in its capacity as advisors to Council on the report's adequacy of meeting its legislative requirements, and recommended to Council that the report be adopted.

### Quarterly Performance Reporting

Commencing in the 2019-20 financial year, the Committee receives quarterly performance reports on the achievement of strategic plan objectives and priorities, key projects, customer and other performance targets, capital works program implementation and financial performance.

These reports continued in the 2023 calendar year with the Quarter 2, 3 and 4 2022-23 reports and the Quarter 1 2023-24 report being considered at each of its quarterly meetings.

### **Internal Controls and Risk Management Systems**

#### Internal Controls

From the start of the 2015-16 financial year, Adelaide Hills Council has had additional obligations regarding the development and maintenance of a system of internal financial controls, consistent with the requirements of the *Local Government (Financial Management) Regulations 2011*. This has required Council's external auditors to provide an opinion on internal financial controls in accordance with s129(3)(b) of the Act.

Monitoring against the key risks and controls has been generated from a system called 'Control Track'. This system tracks the recognised 'core' controls and the agreed treatment plans by responsible officers. These have been provided to the Audit Committee on a bi-annual basis.

#### Risk Management

Throughout the year, the Audit Committee has reviewed quarterly updates on the organisation's strategic risks and mitigation actions. The strategic risks are managed in the SkyTrust risk management platform. The Committee has received briefings on the development of the SkyTrust product in relation to its corporate risk management capabilities and will continue to monitor these.

Steady progress was noted in the implementation of mitigations with a number of new mitigations identified throughout the period as the risk and control environments have evolved.

At its August meeting, the Committee received a report on the placement of Council's insurance portfolio and the enhanced elements of Council placement and claims management arrangements in conjunction with the insurers. The Committee noted that costs have been heavily impacted by the frequency of weather-related events and resulting claims, as well as rising inflation, higher demand for material, labour and professional services which are impacting asset values.

#### Debtors

Bi-annual reporting of debtors continued to the Committee which demonstrated the ongoing improvement in the management of historic rate debtors as a result of the development and application of a *Debt Recovery Policy*.

#### Policy Reviews

The Committee plays an important role in reviewing all financial and internal control related policies and making recommendations as appropriate to Council. During 2023, the Committee reviewed the following:

- *Debt Recovery Policy*
- *Treasury Policy*



## Internal Audit

The Committee received quarterly reports on the implementation of the Strategic Internal Audit Plan 2018-19 – 2022-23. Progress against the Plan has been behind schedule due to resource demands associated with the Local Government Election and Council Member Induction processes, the Acting and Substantive CEO Recruitment processes, additional council meeting and councillor support, leave impacts, and resignation of two senior staff members within the Governance & Performance Team. The Committee has noted a number of projects have been scoped and prepared for procurement. These projects will be incorporated into the next Strategic Internal Audit Plan which will be presented to the Committee in February 2024.

The agreed actions from previous internal audits captured within the Committee's Audit Actions Implementation Register, continue to be reported to the Committee on a bi-annual basis to ensure that appropriate actions are being undertaken.

## External Audit

At its April meeting, the Audit Committee received the *Annual Audit Plan 2023* from its recently appointed external auditor, BDO.

At the June meeting, the Committee considered the communication received from BDO regarding its interim visit relating to the 2022-23 Annual Financial Statements and Internal Financial Control Audit. A number of recommendations were made by BDO regarding potential improvements to the suite of internal financial controls and management responses and agreed actions adopted.

The Audit Committee met with BDO in the absence of management at the October meeting. The auditors advised that the financial management and reporting of council activities was of a very good standard, and while there had been an error in previous financial years associated with the recording of assets within WIP, there are adequate controls in place to minimise the risk of it happening in the future.

## Other Matters

In April 2023, an update on the implementation of recommendations from the Service Review of the Civil Service Maintenance Function was received. At the October meeting, a report was provided on the outcomes and recommendation of the Development Services Service Review. Recommendations from the Service Review that were adopted in the Action Plan are monitored in Council's Audit Action Register and will be reported on a bi-annual basis to Audit Committee and Council.

The Committee reviewed the Council's Insurance portfolio and was satisfied that there is adequate protection of Council's assets and workforce. As part of the review, the Committee called for a report from the CEO on the operation of the Local Government Income Protection Fund

The Committee also assessed the External Auditor's independence and objectivity taking into account relevant professional and regulatory requirements and the extent of Council's relationship with the auditor, including the provision of any non-audit services. The Committee is satisfied that for the 2022-23 financial year, there were no relationships between the External Auditor and the Council that compromise audit independence, and this was also confirmed in writing by the external auditor.

In their audit of the Council's Annual Financial Statements, the External Auditors (BDO) have issued an unqualified audit opinion in the *2022-23 Audit Completion Report* providing the following statement:

*In our opinion the accompanying financial report presents fairly, in all material respects, the financial position of the Council as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards, the Local Government Act 1999, and the Local Government (Financial Management) Regulations 2011.*

In auditing the internal financial controls, Council’s External Auditors have issued an unqualified audit opinion in the *2022-23 Audit Completion Report* providing the following statement:

*In our opinion, in all material respects:*

*(a) The controls established by Council in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities were suitably designed to ensure such transactions have been conducted properly and in accordance with law; and*

*(b) The controls operated effectively as designed throughout the period from 1 July 2022 to 30 June 2023.*

### **COMMITTEE SELF-ASSESSMENT**

At its November meeting, the Committee considered the results of its annual Self-Assessment process. The feedback received is that the Committee is performing in relation to its rule and functions under the Committee’s Terms of Reference.

### **DETAILS OF MEETINGS**

During 2023, a total of eight (8) Audit Committee meetings were held being:

- 20 February 2023
- 20 February 2023 – Special Audit Committee
- 17 April 2023
- 15 May 2023
- 19 June 2023 – Special Audit Committee
- 21 August 2023
- 16 October 2023
- 20 November 2023

The above meeting cycle is consistent with the requirements of the Committee’s Terms of Reference which requires at least four meetings per year to be held.

The Audit Committee member attendance at meetings during the year was as follows:

<b>Name</b>	<b>Attendance</b>	<b>Comments</b>
Cr Malcolm Herrmann	8/8	Presiding Member
Peter Brass	8/8	Independent Member
David Moffatt	8/8	Independent Member
Natalie Johnston	3/3	Independent Member
Pamela Lee	5/5	Independent Member
Cr Melanie Selwood	8/8	Committee Member

Committee Membership is renewed in a staggered manner to provide continuity of knowledge. Current Membership terms are as follows:

Role	Name	From	To
Presiding Member	Cr Malcolm Herrmann	30 November 2022	30 November 2023
Independent Member	Peter Brass	14 December 2021	30 November 2023
Independent Member	David Moffatt	14 December 2021	30 November 2027*
Independent Member	Natalie Johnston	01 December 2020	30 April 2023
Independent Member	Pamela Lee	01 May 2023	30 April 2027
Committee Member	Cr Melanie Selwood	30 November 2022	30 November 2023

\*David Moffatt was re-appointed at the April meeting for another 4-year term commencing 1 December 2023.

### **FUTURE WORK PROGRAM PROPOSAL**

The Committee will review its work plan for 2024 at its February 2024 meeting. This Work Plan will ensure that the Committee continues to undertake its principal functions as set out in the *Local Government Act 1999*.

The *Statutes Amendment (Local Government Review) Act 2021* (the "Amendment Act") was assented to by the Governor on 17 June 2021. There are a number of provisions in the Amendment Act relating to audit committees which will result in changes to nomenclature, functions, membership, internal and external audit arrangements. The majority of these new provisions are not due to commence until 30 November 2023 however the AHC Audit Committee is well-placed as many of these good governance arrangements have been in effect for a number of years.

### **CONCLUSION**

The body of work undertaken by the Committee is continuing to develop over time and the Committee is striving to ensure that its work is useful in the context of contributing to Adelaide Hills Council strategic objectives.

Finally, I would like to thank the other members of the Committee for their ongoing efforts in ensuring that the work undertaken is done so at both a highly professional and robust level. I would also like to thank those staff involved in preparing the reports and responding to questions at meetings, as their involvement has significantly aided in the review and decisions of the Committee.

### **Cr Malcolm Herrmann**

Presiding Member

Adelaide Hills Council Audit Committee

20 November 2023

**ADELAIDE HILLS COUNCIL  
AUDIT COMMITTEE MEETING  
Monday 20 November 2023  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>9.1</b>
<b>Responsible Officer:</b>	<b>Gary Lewis Manager Financial Services Corporate Services</b>
<b>Subject:</b>	<b>Accounting Standards on Environmental, Social and Governance Reporting</b>
<b>For:</b>	<b>Noting</b>

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**SUMMARY**

In response to a question raised at the October Audit Committee meeting this report has been prepared to outline the new sustainability reporting standards that are currently undergoing consultation in Australia.

These accounting standards are unlikely to be mandated for Adelaide Hills Council in the near future but they will become increasingly significant as they are rolled out to larger commercial organisations. There is currently a lack of detailed guidance on what the compliance expectations will be but this is likely to become available when the consultation phase is completed and the implementation plan for the standards is set.

The requirements set out in these new standards may have significant implications for the operation and management of Council in future years.

**RECOMMENDATION**

**The Audit Committee resolves that the report be received and noted.**

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**1. BACKGROUND**

In response to a question raised at the October 2023 Audit Committee meeting this report has been prepared to outline the new sustainability reporting standards that are currently undergoing consultation in Australia.

While Adelaide Hills Council will not be required to comply with the new standards in the near future they do relate to existing streams of work and should be considered in that context.

## 2. ANALYSIS

### *Strategic Plan 2020-24 – A brighter future*

Goal 5	A Progressive Organisation
Objective O4	We actively represent our community
Priority O4.3	Attract and develop a diverse and capable elected body that represents, promotes and reflects the composition of the community
Priority O4.3	Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region
Objective O5	We are accountable, informed, and make decisions in the best interests of the whole community
Priority O5.1	Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations
Priority O5.2	Make evidence-based decisions and prudently assess the risks and opportunities to our community before taking action.

The Council is committed to open, participative, and transparent decision-making and administrative processes. We diligently adhere to legislative requirements to ensure public accountability and exceed those requirements where possible.

#### ➤ **Legal Implications**

There are no legal implications from this report.

#### ➤ **Risk Management Implications**

Failure to prepare for changes to the mandated reporting requirements may result in increased financial, compliance and reputational risk.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

Note that there are many other controls that assist in mitigating this risk.

#### ➤ **Financial and Resource Implications**

There are no direct financial or resource implications from this report.

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

There are no direct Customer Service or Community implications from this report.

#### ➤ **Sustainability Implications**

There are no direct sustainability implications arising from this report.

#### ➤ **Engagement/Consultation with Committee, Regional Subsidiary, Advisory Group and Community**

*Council Committees:* Not Applicable

*Council Workshops:* Not Applicable

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

➤ **Additional Analysis**

Council is mandated to follow Australian Accounting Standards as set by the Australian Accounting Standards Board (AASB), which adopts standards that are consistent with the International Financial Reporting Standards (IFRS).

Two new IFRS's have been released that relate to Environmental, Social and Governance (ESG) reporting and consultation on them is underway in Australia, with regards to their implementation.

The Federal Government has indicated it will adopt these standards but they are unlikely to be mandated for all organisations. There is a proposed progressive roll-out which will mean larger organisations will need to meet these requirements sooner, potentially from financial year 2024/25 and 2026/27. There is no indication of when this roll-out would impact Adelaide Hills Council.

However, the new standards are relevant to Council for several reasons:

- They will become the standard approach to reporting on ESG matters in Australia and Community expectations may oblige Council to follow them.
- Council may choose to adopt these standards voluntarily.
- Organisations that Council work with who have adopted these standards may need information from Council to support their reporting (particularly in relation to Scope 3 emissions).
- Organisations that work with Council or will potentially work with Council may require Councils ESG related data to support the relationship.

This last point may become an increasingly common factor in doing business of any sort through jurisdictions that implement these standards.

These standards are not entirely new as they are based on existing non-mandatory framework's,

- Global Reporting Initiative
- Sustainability Accounting Standard Board
- Taskforce on Climate-Related Financial Disclosures (TCFD)

Both of the IFRS are based on four pillars, which are:

- Governance
- Strategy
- Risk Management
- Metrics and targets

## IFRS S1

The first sustainability standard considers the sustainability risks to the organisation. Some of the considerations will include:

- Potential loss of/loss of value of operations and assets
- Risk of loss of labor and resource shortages
- Costs of labor and resources
- Challenges in achieving carbon neutrality

This standard is not focused on climate change but rather the sustainability of the organisation in general. It will require significant sustainability related risks and opportunities to be assessed and reported on. Risks and challenges in Councils supply chain will also need to be considered and reported on.

Some of these factors that should be considered are already included in the existing planning processes including the Infrastructure Asset Management Plans, Long Term Financial plan and the Strategic Plan but many will need to be explored in more detail. In 2019 AHC were part of a pilot study to prepare a climate change adaptation governance assessment to identify how adaptation considerations have been incorporated within corporate processes and frameworks. It is also likely the time horizon is likely to be extended.

## IFRS S2

The second standard is focused on climate related sustainability risks and opportunities. This may include reporting on:

- Scope 1,2 and 3 emissions
- De-carbonisation plans and their resourcing
- Scenario analysis

The scenario analysis would cover modelling the operations of Council across multiple possible climate outcomes, assessing the risks and opportunities, operating plans and resourcing of them.

Council currently uses the Trellis platform which is a data management system that collates electricity, fuel and water data and provides outcomes on Scope 1, 2 and 3 emissions by Council. The Regional climate Change Plan also provides scenario analysis for the region which may form the basis for new reporting requirements.

## Looking forward

These standards are the first that are not focused on financial reporting, and this combined with their novelty mean that there are many open questions with regards to what the expectations of regulators and auditors will be. As implementation dates draw closer there will be further advice issued by the Accounting Standard Board and also Councils Auditors.

**3. OPTIONS**

The Audit Committee has the following options:

- I. To note the update on the two new IFRS as presented (recommended).
- II. To determine not to note the report and/or identify additional actions to be undertaken (not recommended).

**4. APPENDIX**

Nil



**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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In Attendance

**Presiding Member:** Cr Nathan Daniell

**Members:**

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

In Attendance:

Ms Anne Pett	Minute Secretary
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**1. COMMENCEMENT**

The meeting commenced at 4.08pm.

**Moved Mayor Jan-Claire Wisdom**

**S/- Cr Kirsty Parkin**

**PRP15/23**

**The CEO Performance Review Panel resolves that in the absence of the Presiding Member, Cr Chris Grant, Cr Nathan Daniell would be the Presiding Member for the meeting.**

<b>Carried Unanimously</b>
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**2. OPENING STATEMENT**

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna 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.

**3. APOLOGIES/LEAVE OF ABSENCE**

**3.1 Apology**

Nil

**3.2 Leave of Absence**

Cr Chris Grant from 30 October 2023 to 10 November 2023 approved at Council 10 October 2023

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Presiding Member \_\_\_\_\_ 14 December 2023

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**3.3**      **Absent**  
Nil

**4.**            **PRESIDING MEMBER'S OPENING COMMENTS**  
Nil

**5.**            **DELEGATION OF AUTHORITY**

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

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

**6.1**           **Material Conflict of Interest, Cr Nathan Daniell, Item 10.2.1**

Under section 75C of the Act, Cr Nathan Daniell disclosed a Material Conflict of Interest in Item 10.2.1, the nature of which is as follows:

- I am the Deputy Mayor and receive a monetary payment for my role as Deputy Mayor.

Cr Nathan Daniell intends to leave the meeting room when this item is discussed.

**7.**            **OFFICER REPORTS – DECISION ITEMS**  
Nil

**8.**            **MOTIONS WITHOUT NOTICE**  
Nil

**9.**            **QUESTIONS WITHOUT NOTICE**  
Nil

4:13pm Mayor Jan-Claire Wisdom left the meeting room.

4:15pm Mayor Jan-Claire Wisdom returned to the meeting room.

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**10. CONFIDENTIAL ITEMS**

**10.1 CEO Probationary Review Process – Exclusion of the Public**

Moved Kirsty Parkin  
S/- Janet Miller

PRP16/23

1. Pursuant to Sections 90(2) and 90(3)(a) and (h) of the Act, the Chief Executive Officer Performance Review Panel orders that the public be excluded from attendance at that part of this meeting relating to Item 10.1, CEO Probationary Review Process, excepting the following persons:

- Anne Pett, Minute Secretary

to enable the Panel to consider Item 10.1 in confidence on the basis the Chief Executive Officer Performance Review Panel considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons, if any, listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 10.1:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probationary Review Process, and it would be unreasonable at this stage to disclose that information;
  - legal advice from Norman Waterhouse Lawyers.
2. Accordingly, on this basis, the principle that meetings of the Chief Executive Officer Performance Review Panel should be conducted in a place open to the public has been outweighed by the need to keep the matter or information confidential.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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**10.1.1. CEO Probationary Review Process – Confidential Item**

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
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**10.1.2 CEO Probationary Review Process – Duration of Confidentiality**

Moved Mayor Jan-Claire Wisdom  
S/- Janet Miller

PRP18/23

1. Pursuant to Section 91(7) of the Act, the Chief Executive Officer Performance Review Panel orders that the following documents shall be kept confidential being documents relating to a matter dealt with by the Chief Executive Officer Performance Review Panel on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act:
  - the report, related attachments, minutes and other documents of Item 10.1, CEO Probationary Review Process of 2 November 2023; and
  - the legal advice of Norman Waterhouse Lawyers dated 1 November 2023 and 2 November 2023 relating to this matter

on the grounds that the documents relate to:

  - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probation Review Process, and it would be unreasonable at this stage to disclose that information; and
  - legal advice from Norman Waterhouse Lawyers.
2. This order shall operate until further order and will be reviewed at least annually in accordance with the Act.

<b>Carried Unanimously</b>
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**10.2 CEO PRP Term Extension to end of Probationary Period – Exclusion of the Public**

Moved Kirsty Parkin  
S/- Janet Miller

PRP19/23

1. Pursuant to Sections 90(2) and 90(3)(a) and (h) of the Act, the Chief Executive Officer Performance Review Panel orders that the public be excluded from attendance at that part of this meeting relating to Item 10.2, CEO PRP Term Extension to end of Probationary Period, excepting the following persons:

- Anne Pett, Minute Secretary

to enable the Panel to consider Item 10.2 in confidence on the basis the Chief Executive Officer Performance Review Panel considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons, if any, listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 10.2:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probation Review Process, and it would be unreasonable at this stage to disclose that information; and
  - legal advice from Norman Waterhouse Lawyers.
2. Accordingly, on this basis, the principle that meetings of the Chief Executive Officer Performance Review Panel should be conducted in a place open to the public has been outweighed by the need to keep the matter or information confidential.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
THURSDAY 2 NOVEMBER 2023  
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**10.2.1 CEO PRP Term Extension to end of Probationary Period – Confidential Item**

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
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**10.2.2 CEO PRP Term Extension to end of Probationary Period – Duration of Confidentiality**

Moved Mayor Jan-Claire Wisdom  
S/- Janet Miller

PRP21/23

1. Pursuant to Section 91(7) of the Act, the Chief Executive Officer Performance Review Panel orders that the following documents shall be kept confidential being documents relating to a matter dealt with by the Chief Executive Officer Performance Review Panel on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act:
  - the report, related attachments, minutes and other documents of Item 10.2, CEO PRP Term Extension to end of Probationary Period of 2 November 2023; and
  - the legal advice of Norman Waterhouse Lawyers dated 1 November 2023 and 2 November 2023 relating to this matter

on the grounds that the documents relate to:

  - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probation Review Process, and it would be unreasonable at this stage to disclose that information; and
  - legal advice from Norman Waterhouse Lawyers.
2. This order shall operate until further order and will be reviewed at least annually in accordance with the Act.

<b>Carried Unanimously</b>
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5.00pm Cr Nathan Daniel returned to the meeting room.

**11. 11. NEXT MEETING**

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

**12. 12. CLOSE MEETING**

The meeting closed at 5.05pm.



**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF SPECIAL MEETING  
FRIDAY 10 NOVEMBER 2023  
63 MT BARKER ROAD STIRLING**

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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:

Ms Anne Pett	Minute Secretary
Ms Jody Atkins	Technical Support
Cr Mark Osterstock	Observer

**1. COMMENCEMENT**

The meeting commenced at 12.40pm.

**2. OPENING STATEMENT**

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.

**3. APOLOGIES/LEAVE OF ABSENCE**

**Apology**

Nil

**Leave of Absence**

Nil

**Absent**

Nil

**4. PRESIDING MEMBER'S OPENING COMMENTS**

Nil

**ADELAIDE HILLS COUNCIL  
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MINUTES OF SPECIAL MEETING  
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**5. DELEGATION OF AUTHORITY**

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

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

Nil

**7. OFFICER REPORTS – DECISION ITEMS**

Nil

**8. MOTIONS WITHOUT NOTICE**

Nil

**9. QUESTIONS WITHOUT NOTICE**

Nil

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
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**10. CONFIDENTIAL ITEMS**

**10.1 Appointment of Consultant to undertake CEO Probationary Review Process – Exclusion of the Public**

Moved Kirsty Parkin  
S/- Janet Miller

PRP22/23

Pursuant to Sections 90(2) and 90(3)(a) and (h) of the Act, the Presiding Member of the CEO Performance Review Panel orders that all members of the public except:

- Anne Pett, Minute Secretary
- Jody Atkins, Technical Support
- Cr Mark Osterstock, Observer

be excluded from attendance at the meeting for Agenda Item 10.1 (Appointment of Consultant to undertake CEO Probationary Review Process) in confidence.

The Committee is satisfied that it is necessary that the public, with the exception as specified above, be excluded to enable consideration of the report at the meeting on the following grounds:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probation Review Process and it would be unreasonable at this stage to disclose that information;
- legal advice from Norman Waterhouse Lawyers.

Accordingly, on this basis, the principle that meetings of CEO PRP should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

<b>Carried Unanimously</b>
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**ADELAIDE HILLS COUNCIL  
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**10.2 Appointment of Consultant to undertake CEO Probationary Review Process – Confidential Item**

**ADELAIDE HILLS COUNCIL  
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**10.3 CEO Probationary Review Process – Duration of Confidentiality**

Moved Cr Nathan Daniell  
S/- Mayor Jan-Claire Wisdom

PRP24/23

Pursuant to Section 91(7) of the Act, the Chief Executive Officer Performance Review Panel orders the disclosing of information or any document (in whole or in part) for the purpose of implementing the decision(s) in this matter in the performance of the duties and responsibilities of office, CEO PRP having considered Agenda Item 10.1 in confidence under sections 90(2) and 90(3)(a) and (h) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until further order or at least annually in accordance with Legislation
Related Attachments	Until further order or at least annually in accordance with Legislation
Minutes	Until further order or at least annually in accordance with Legislation
Other (including legal advice from Norman Waterhouse Lawyers relating to this matter)	Until further order or at least annually in accordance with Legislation

Pursuant to section 91(9)(c) of the Local Government Act 1999, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.

**11. 11. NEXT MEETING**

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

**12. 12. CLOSE MEETING**

The meeting closed at 1.10pm