



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 26 November 2024

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 26 November 2024
6.30pm
63 Mt Barker Road Stirling

ORDER OF BUSINESS

1. COMMENCEMENT

2. OPENING STATEMENT

2.1. *Acknowledgement of Country*

Council acknowledges that we meet on the traditional Country of the Peramangk and Kurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land.

2.2. Together we will care for this place for the generations to come and in this context the decisions we make should be guided by the principle that nothing we do should 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
- 3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 12 November 2024

That the minutes of the ordinary meeting held on 12 November 2024 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
- 8.2. Deputations
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

- 9.1 Regional Development Australia Update – Steve Shotton

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

Nil

12. ADMINISTRATION REPORTS – DECISION ITEMS

- 12.1. Community Development Grant Recommendations

- 1. *That the report be received and noted.*
- 2. *That Council approve the awarding of Community Development Grants totalling \$43,725.40 as follows:*

<i>Adelaide Hills Hawks Football Club Inc</i>	<i>Development of new website</i>	<i>\$2500</i>
<i>Balhannah Soldiers Memorial Hall Inc</i>	<i>Purchase and installation of wireless security system</i>	<i>\$2500</i>
<i>Bridgewater Adelaide Hills Walking Group</i>	<i>Automatic external defibrillator and backpack kit suitable for walks</i>	<i>\$2390</i>
<i>Bridgewater Hall Inc</i>	<i>Purchase tables and whiteboards</i>	<i>\$2500</i>
<i>Gravity Girls SA Inc</i>	<i>Purchase tools and equipment for bike trail maintenance</i>	<i>\$2475</i>
<i>Hills Biodiversity Inc</i>	<i>Engage contractors – control watsonia outbreak</i>	<i>\$2500</i>
<i>Hills Little Athletics Centre Inc</i>	<i>Purchase laptop and set of starter guns</i>	<i>\$1649</i>
<i>Mount Lofty Kindergym Inc</i>	<i>Purchase adult-friendly equipment designed for intergenerational activities</i>	<i>\$2358.05</i>
<i>Mount Torrens & Districts Community Association Inc</i>	<i>Purchase feather flags and double-sided A-frame boards</i>	<i>\$2500</i>
<i>Mylor Primary School</i>	<i>Contribute to First Nations Program run by Carclew</i>	<i>\$2500</i>
<i>Oakbank Golf Club Inc</i>	<i>Purchase and installation of industrial dishwasher</i>	<i>\$2500</i>
<i>Old School Community Garden Stirling Inc</i>	<i>Contribution towards purchase of new mower</i>	<i>\$2500</i>

<i>Save Our Wildlife Foundation Inc</i>	<i>Purchase possum nesting boxes</i>	<i>\$1928.85</i>
<i>SA Police Pistol Club Inc</i>	<i>Purchase laptop and tablets</i>	<i>\$2093</i>
<i>The Sustainability Fair Inc</i>	<i>Purchase storage units</i>	<i>\$2500</i>
<i>Top of the Torrens Gallery Inc</i>	<i>Purchase of custom made display units</i>	<i>\$2500</i>
<i>Upper Sturt CFS</i>	<i>Removal and replacement of flagpole</i>	<i>\$1336.50</i>
<i>Volunteers of Tour Down Under</i>	<i>Purchase event flags for existing GTRAX system</i>	<i>\$2000</i>
<i>Woodside Hall Inc</i>	<i>Purchase planter pots and plants</i>	<i>\$2495</i>

12.2. 2024-2025 Community and Recreation Facility Grant Recommendations

1. *That the report be received and noted.*
2. *That Council approves the awarding of Community Recreation and Facility Grants for 2024-2025 totalling \$166,923.91 as follows:*

<i>Hills Archers</i>	<i>Clubroom Upgrade</i>	<i>\$9,239.08</i>
<i>Onkaparinga Cricket Club</i>	<i>Upgrade of Cricket Training Nets</i>	<i>\$31,500.00</i>
<i>Mount Lofty District Football Club</i>	<i>New Scoreboard</i>	<i>\$25,000.00</i>
<i>Johnston Memorial Park</i>	<i>New Football Coaches Boxes</i>	<i>\$40,000.00</i>
<i>Kersbrook Public Hall</i>	<i>External Building Maintenance</i>	<i>\$11,000.00</i>
<i>Uraidla Institute</i>	<i>Re-sealing Hall Floor</i>	<i>\$2,106.72</i>
<i>Sunset Rock Uniting Church</i>	<i>Community Connections Café Initiative</i>	<i>\$8,131.20</i>
<i>Aldgate Men's Shed</i>	<i>Relocation to new Shed</i>	<i>\$4,399.00</i>
<i>Birdwood Park & Sporting Clubs</i>	<i>Improving safety at Birdwood Park</i>	<i>\$9,239.08</i>
<i>Gumeracha District Bowling Club</i>	<i>Player and spectator shade and seating</i>	<i>\$9,918.00</i>
<i>Forest Range Recreation Ground</i>	<i>New Access Driveway</i>	<i>\$9,239.08</i>
<i>Bridgewater Junior Soccer Club</i>	<i>Soccer Pitch Extension</i>	<i>\$7,240.00</i>

12.3. Regional Climate Action Plan 2025-2030 and Regional Sector Agreement

1. *That the report be received and noted.*
2. *To note the achievements of the Resilient Hills and Coasts partnership identified within the RH&C Annual Report 2023-2024 as provided in Appendix 1.*

3. *To note the outcomes of the stakeholder engagement associated with the development of the Resilient Hills & Coasts 'Regional Climate Action Plan' as provided in Appendix 4.*
4. *To endorse the Resilient Hills & Coasts Regional Climate Action Plan 2025-2030 as one of the partner organisations of Resilient Hills & Coasts.*
5. *To recommit to the partnership by authorising the Mayor to sign the revised Resilient Hills & Coasts Climate Change Sector Agreement pursuant to the Climate Change and Greenhouse Emissions Reduction Act 2007, as contained in Appendix 3.*
6. *To authorise the Administration to make any changes to the Regional Climate Action Plan 2025-2030 or Climate Change Sector Agreement of a minor, technical or formatting nature.*
7. *To note the Council's ongoing membership of the partnership includes a contribution of \$20,000 per annum to contribute to the engagement of a Coordinator to continue to advocate on climate change adaptation and mitigation for the region, and that this contribution remains subject to annual business planning and budget processes.*

12.4. Nomination to the Dog & Cat Management Board

Decision 1

1. *That the report be received and noted.*
2. *To determine that the method of selecting the nominee(s) to the LGA for the Dog & Cat Management Board 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 nomination and for the meeting to resume once the results of the indicative vote have been declared.*

Decision 2

1. *To endorse the nomination(s) of _____ and _____ for the Dog & Cat Management Board and authorise the Chief Executive Officer to lodge the completed nomination form(s) to the Local Government Association by COB Friday 29 November 2024*

12.5. Gawler River Floodplain Management Authority Membership

1. *That the report be received and noted.*

2. *That the CEO formally write to the Minister, by 31 December 2024, seeking approval to withdraw from the GRFMA, as required by Clause 19 of the Charter.*
3. *That the CEO write to the GRFMA and Constituent Councils, by 31 December 2024, to officially advise of its intention to withdraw from the GRFMA, as required by Clause 19 of the Charter.*
4. *That the Council approve an initial budget allocation of \$20,000 for consultant fees, enabling Council to obtain expert advice and effectively manage the negotiations required to exit the GRFMA.*

12.6. Draft 2023-24 Annual Report

1. *That the report on the Draft 2023-24 Annual Report be received and noted.*
2. *That the 2023-24 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.*

12.7. Quarterly Council Performance Report – Q1 2024-25

1. *That the report on the Quarterly Council Performance Report – Q1 2024-25 be received and noted.*
2. *To adopt changes to the Corporate Performance Indicators as follows:*
 - a. *CPI-B02 (Delivery of Capital Works Program) changed to an annual target of at least 90%, with cumulative quarterly reporting*
 - b. *CPI-001 (Number of lost time injuries) changed to measure Lost Time Injury Frequency Rate (LTIFR) with a target of less than 13.2*
 - c. *CPI-O11 (Employee turnover) changed to have two targets – 20% new starter turnover and 15% general turnover, with quarterly reporting that provides a 12 month percentage as at the end of the quarter.*

12.8. 2024-25 Budget Review 1

1. *That the 2024-25 Budget Review report 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 \$0.457m to a deficit of \$1.728m for the 2024-25 financial year.*
 - b. *Changes to Capital Works increasing capital expenditure by \$2.218 million for the 2024-25 financial year resulting in a revised capital expenditure budget of \$20.548 million.*

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

Nil

14. CORRESPONDENCE FOR NOTING

14.1 Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Annual Report 2023-24

15. QUESTIONS WITHOUT NOTICE

16. MOTIONS WITHOUT NOTICE

17. REPORTS

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

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

17.3. CEO Report

18. REPORTS OF COMMITTEES

18.1. Council Assessment Panel – 13 November 2024

*That the minutes of the CAP meeting held on 13 November 2024 as supplied, be
received and noted.*

18.2. Audit Committee – 18 November 2024

*That the minutes of the Audit Committee meeting held on 18 November 2024 as
supplied, be received and noted*

18.3. CEO Performance Review Panel

Nil

18.4. Boundary Change Committee

Nil

19. CONFIDENTIAL ITEMS

19.1. Behavioural Standards Complaint

19.2. Amy Gillett Bikeway Tender Approval

19.3. Provision of Unsealed Road Materials – Contract

19.4. Deputy Mayor seeking legal advice – late paper

20. NEXT MEETING

Tuesday 10 December 2024, 6.30pm, 63 Mt Barker Road, Stirling

21. CLOSE MEETING

Council Meeting & Workshops 2024

DATE	TYPE	LOCATION	MINUTE TAKER
JANUARY 2024			
Wed 10 January	CAP	Stirling	Karen Savage
Tues 23 January	Council	Stirling	Rebekah Lyons
Tues 30 January	Workshop	Stirling	N/A
FEBRUARY 2024			
Mon 5 February	Workshop	Woodside	N/A
Tues 13 February	Council	Stirling	Rebekah Lyons
Wed 14 February	CAP	Stirling	Karen Savage
Mon 19 February	Audit Committee	Stirling	Jody Atkins
Tues 20 February	Professional Development	Stirling	N/A
Thurs 22 February	CEO PRP	Stirling	Jody Atkins
Tues 27 February	Council	Stirling	Rebekah Lyons
MARCH 2024			
Mon 4 March	Workshop	Woodside	N/A
Tues 12 March	Council	Stirling	Rebekah Lyons
Wed 13 March	CAP	Stirling	Karen Savage
Tues 19 March	Professional Development	Stirling	N/A
Tues 26 March	Council	Stirling	Rebekah Lyons
APRIL 2024			
Tues 2 April (Easter Monday)	Workshop	Woodside	N/A
Wed 10 April	CAP	Stirling	Karen Savage
Tues 16 April	Professional Development	Stirling	N/A
Mon 15 April	Audit Committee	Stirling	TBA
Mon 22 April	Boundary Change Committee	Stirling	Zoë Gill
Tues 23 April	Council	Stirling	Rebekah Lyons
MAY 2024			
Mon 6 May	Workshop	Woodside	N/A
Wed 8 May	CAP	Stirling	Karen Savage
Tues 14 May	Ordinary Council	Stirling	Rebekah Lyons
Mon 20 May	Audit Committee	Stirling	TBA
Tues 21 May	Professional Development	Stirling	N/A
Thur 23 May	CEO PRP	Stirling	Kelley Jones Lawyers
Tues 28 May	Council	Stirling	Rebekah Lyons
JUNE 2024			
Mon 3 June	Workshop	Woodside	N/A
Tues 11 June	Ordinary Council	Stirling	Rebekah Lyons
Wed 12 June	CAP	Stirling	Karen Savage
Tues 18 June	Professional Development	Stirling	N/A
Tues 25 June	Ordinary Council	Stirling	Rebekah Lyons

DATE	TYPE	LOCATION	MINUTE TAKER
JULY 2024			
Mon 1 July	Workshop	Woodside	N/A
Tues 9 July	Ordinary Council	Stirling	Rebekah Lyons
Wed 10 July	CAP	Stirling	Karen Savage
Tues 16 July	Professional Development	Stirling	N/A
Tues 23 July	Ordinary Council	Stirling	Rebekah Lyons
AUGUST 2024			
Mon 5 August	Workshop	Woodside	N/A
Tues 13 August	Ordinary Council	Stirling	Rebekah Lyons
Wed 14 August	CAP	Stirling	Karen Savage
Mon 19 August	Audit Committee	Stirling	TBA
Tues 20 August	Professional Development	Stirling	N/A
Thur 22 August	CEO PRP	Stirling	Kelley Jones Lawyers
Tues 27 August	Ordinary Council	Stirling	Rebekah Lyons
SEPTEMBER 2024			
Mon 2 September	Workshop	Woodside	N/A
Tues 10 September	Ordinary Council	Stirling	Rebekah Lyons
Wed 11 September	CAP	Stirling	Karen Savage
Tues 17 September	Professional Development	Stirling	N/A
Tues 24 September	Ordinary Council	Stirling	Rebekah Lyons
OCTOBER 2024			
Tues 1 October (Public Holiday)	Workshop	Woodside	N/A
Tues 8 October	Ordinary Council	Stirling	Rebekah Lyons
Wed 9 October	CAP	Stirling	Karen Savage
Tues 15 October	Professional Development	Stirling	N/A
Mon 14 Oct	Audit Committee	Stirling	TBA
Tues 22 October	Ordinary Council	Stirling	Rebekah Lyons
NOVEMBER 2024			
Mon 4 November	Workshop	Woodside	N/A
Tues 12 November	Ordinary Council	Stirling	Rebekah Lyons
Wed 13 November	CAP	Stirling	Karen Savage
Mon 18 November	Audit Committee	Stirling	TBA
Tues 19 November	Professional Development	Stirling	N/A
Tues 26 November	Ordinary Council	Stirling	Rebekah Lyons
DECEMBER 2024			
Mon 2 December	Workshop	Woodside	N/A
Wed 11 December	CAP	Stirling	Karen Savage
Tues 10 December	Ordinary Council	Stirling	Rebekah Lyons

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

Community Forums 2024

DATE	LOCATION
19 October 2024	Fabrik - Lobethal
28 November 2024	Balhannah Oval

Council Member Attendance 2024

Information or Briefing Sessions

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
19.03.2024 (PD)	LOA	F	F	F	F	F	AP	F	F	F	F	F	F
23.03.2024 (WS)	LOA	P	F	F	F	F	P	P	F	F	F	AP	F
02.04.2024 (WS)	LOA	AP	F	F	F	F	F	P	A	F	F	P	P
09.04.2024 (WS)	LOA	F	F	F	F	LOA	F	F	A	F	F	LOA	F
16.04.24 (WS)	LOA	F	P	F	AP	LOA	LOA	LOA	F	F	F	F	F
06.05.2024 (WS)	LOA	F	F	F	F	F	A	F	LOA	F	F	F	F
21.05.2024 (WS)	F	F	F	F	F	P	LOA	F	LOA	F	F	AP	F
3.06.2024 (WS)	AP	AP	F	F	F	F	AP	F	F	F	F	AP	F
18.06.2024 (PD)	F	F	F	F	F	F	F	AP	F	F	F	AP	F
01.07.24 (WS)	AP	F	AP	F	F	AP	AP	F	AP	F	P	P	F
09.07.24 (WS)	AP	F	F	F	LOA	F	F	F	AP	F	F	LOA	F
16.07.2024 (PD)	F	F	F	AP	F	F	LOA	F	AP	F	F	LOA	F
05.08.24 (WS)	A	F	F	F	F	P	A	F	F	A	F	F	F
20.08.24 (WS)	LOA	F	F	AP	F	F	F	AP	F	F	F	F	F

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
26.08.24 (PD)	LOA	F	F	F	F	F	F	F	F	F	F	F	F
02.09.24 (WS)	LOA	F	P	F	F	AP	AP	F	A	AP	F	F	F
16.09.24 (WS)	AP	F	AP	F	F	F	AP	F	F	F	F	F	F
17.09.24 (PD)	P	F	AP	F	F	AP	AP	AP	F	F	F	F	F
30.09.24 (WS)	A	LOA	F	F	F	F	LOA	F	F	F	F	AP	F
1.10.24 (WS)	F	LOA	F	AP	F	F	AP	AP	F	F	F	AP	F
15.10.24 (PD)	F	F	F	F	F	F	LOA	LOA	AP	F	F	F	F
28.10.24 (WS)	F	LOA	F	F	F	LOA	F	LOA	F	AP	F	AP	F
4.11.24 (WS)	F	LOA	F	F	F	LOA	F	F	F	F	F	AP	F
19.11.24 (PD)	F	F	F	A	F	F	A	F	F	F	P	F	P

Index: Workshop (WS) / Professional Development (PD) / F = Full Attendance / P = Partial Attendance / AP = Apology / LOA = Leave of Absence / A = Absent

Council Member Attendance 2024

Council Meetings (including Special Council Meetings)

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
26.03.2024	LOA	AP	F	F	F	P	LOA	F	F	AP	F	AP	F
9.04.2024	LOA	F	F	F	F	LOA	F	F	P	F	F	LOA	F
23.04.2024	LOA	F	F	F	F	LOA	F	F	AP	F	F	F	F
14.05.2024	LOA	F	F	F	F	F	LOA	AP	LOA	F	F	F	F
28.05.2024	F	F	F	F	F	AP	F	LOA	LOA	F	F	F	F
11.06.2024	F	F	F	F	F	F	F	LOA	F	F	F	AP	F
17.06.2024	F	F	F	F	F	F	AP	F	F	F	F	F	F
25.06.2024	F	AP	F	F	F	F	F	F	AP	F	F	F	F
01.07.2024	F	F	AP	F	F	AP	F	F	AP	F	F	F	F
09.07.2024	AP	F	F	F	LOA	F	F	F	AP	F	F	LOA	F
23.07.2024	LOA	F	F	F	F	LOA	F	F	LOA	F	F	LOA	F
13.08.2024	F	F	F	F	F	F	F	F	F	F	F	F	F
27.08.2024	LOA	AP	F	F	F	P	F	F	P	F	P	F	F
10.09.2024	LOA	F	LOA	F	LOA	F	F	F	LOA	F	F	F	F
24.09.2024	F	F	F	F	F	F	F	F	F	F	F	F	F
15.10.2024	F	F	F	F	F	F	LOA	LOA	AP	F	F	F	F
22.10.2024	F	LOA	F	F	F	LOA	P	F	F	F	F	F	F
12.11.2024	F	F	F	F	LOA	LOA	F	F	A	F	F	F	F

Index: F = Full Attendance / P = Partial Attendance / AP = Apology / LOA = Leave of Absence / A = Absent

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Date: _____

Meeting Name (please tick one)

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

Item No **Item Name:**

(Only one conflict of interest entry per form)

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

GENERAL

MATERIAL

GENERAL

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

MATERIAL

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

The nature of my conflict of interest is as follows:

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

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

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

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

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

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

8. DEPUTATIONS

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

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

8.3 PUBLIC FORUM

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

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

Minutes of Council

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 12 November 2024
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Mayor Jan-Claire Wisdom

Members:

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Nathan Daniell
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Melanie Selwood

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Gary Lewis	Director Corporate Services
Jess Charlton	A/Director Community and Development
David Waters	Director Environment and Infrastructure
Zoe Gill	Executive Governance Officer
Rebekah Lyons	Minute Secretary
Tom Portas	Technical Support

1. COMMENCEMENT

The meeting commenced at 6:30pm.

2. OPENING STATEMENT

2.1 Council acknowledges that we meet on the traditional Country of the Peramangk and Kurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land.

2.2 Together we will care for this place for the generations to come and in this context the decisions we make should be guided by the principle that nothing we do should decrease our children's ability to live on this land.

3. APOLOGIES/LEAVE OF ABSENCE

3.1 Apology

Cr Pauline Gill

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 12 November 2024
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3.2 Leave of Absence

Cr Louise Pascale, 29 October 2024 to 18 November 2024, approved at Council meeting 15 October 2024.

Cr Leith Mudge, 11 November 2024 to 14 November 2024, approved at Council meeting 15 October 2024

3.3 Absent

Nil

4. MINUTES OF PREVIOUS MEETINGS**4.1 Council Meeting – 22 October 2024**

Moved Cr Malcolm Herrmann

S/- Cr Lucy Huxter

385/24

Council resolves that the minutes of the Ordinary Council meeting held on 22 October 2024, as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

5.1 General Conflict of Interest, Cr Melanie Selwood, Item 11.2 - Stirling Hospital Inc. Discretionary Rate Rebate

5.2 General Conflict of Interest, Cr Melanie Selwood, Item 12.3 – Community Bushfire Reference Group

5.3 General Conflict of Interest, Cr Malcolm Herrmann, Item 12.3 – Community Bushfire Reference Group

5.4 Material Conflict of Interest, Cr Malcolm Herrmann, Item 12.4 – CAP Council Member and Deputy Council Member Appointment

5.5 General Conflict of Interest, Cr Melanie Selwood, Item 19.3 – Proposed CEO Leave Policy

5.6 General Conflict of Interest, Cr Chris Grant, Item 19.3 – Proposed CEO Leave Policy

5.7 Material Conflict of Interest, Mayor Jan-Claire Wisdom, Item 19.4 – Work, Health and Safety Update

6. PRESIDING MEMBER'S OPENING REMARKS

The Mayor acknowledged the date as National Survivors' Day; recognising and commemorating the courage and journeys of survivors of sexual assault and institutional

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abuse.

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

Scott Brumby, Aldgate – Supporting Stirling Hospital Inc. Discretionary Rate Rebate.

Keith Bennett, Mount Torrens – Comments about Motion on Notice Item 11.1 – Period Poverty

Cathy Miller, Chair, Stirling Hospital Inc. - Supporting Stirling Hospital Inc. Discretionary Rate Rebate

9. PRESENTATIONS

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

11.1 Period Poverty – Cr Melanie Selwood

**Moved Cr Melanie Selwood
S/- Cr Kirsty Parkin**

386/24

Council resolves that:

- 1. The CEO investigate options for a trial to provide ethically sourced period products at council managed toilets;**

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2. **The investigation includes options to create partnerships with existing social enterprises such as TABOO or Share the Dignity;**
3. **That a report regarding trial options be returned to Council by 1 May 2025.**

Carried

11.2 Stirling Hospital Inc. Discretionary Rate Rebate – Cr Adrian Cheater

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest in Item 11.2.

- I am dealing with this matter at work

Cr Selwood advised the meeting that she will leave the meeting room.

7:05pm Cr Melanie Selwood left the meeting room.

Moved Cr Adrian Cheater
S/- Cr Kirrilee Boyd

Council resolves:

1. To revoke Council's decision on 25 June 2024 (res 224/24) to decline the Stirling Hospital Inc's request for a discretionary rate rebate.
2. To grant Stirling Hospital Inc (20 Milan Terrace Stirling – Assessment No. 11270) a discretionary rebate on the basis that they meet the criteria set out in subsection 166(1)(b), subsection 166(1)(f), subsection 166(1)(g), and subsection 166 (1)(j) of the Local Government Act 1999, having taken into account the criteria set out in subsection 166(1a) of the Act.
3. To grant the rebate at a rate of 100% for the 2024/2025 financial year
4. To request that the Chief Executive Officer advise the applicant of Council's decision.

Motion Lost

7:22pm Cr Melanie Selwood returned to the meeting room.

12. OFFICER REPORTS – DECISION ITEMS

12.1 Draft Strategic Plan 2024 for Adoption

Moved Cr Mark Osterstock
S/- Cr Melanie Selwood

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Council resolves:

- 1. That the draft Strategic Plan 2024 for adoption report be received and noted.**
- 2. To receive and note the Draft Strategic Plan 2024 Community Engagement Outcomes Report as contained in Appendix 2.**
- 3. To adopt the Strategic Plan 2024, as contained in Appendix 1, in accordance with Section 122 of the Local Government Act 1999.**
- 4. That the CEO, or delegate, be authorised to:**
 - a. Make any necessary formatting, nomenclature or other minor changes to the Plan prior to being published and**
 - b. Determine the publishing timings, format, and media processes while ensuring consistency and compliance with the provisions of applicable legislation.**

Carried Unanimously

12.2 Service Review Biannual Report

**Moved Cr Malcolm Herrmann
S/- Cr Melanie Selwood**

388/24

Council resolves:

- 1. That the Service Review Biannual Report be received and noted.**
- 2. That the Service Review Biannual Report – Civil Services report (Appendix 1) be received and noted**
- 3. That the Service Review Biannual Report – Development Services (Appendix 2) be received and noted**
- 4. To suspend the current schedule of biannual reporting on the 2022 and 2023 service reviews until October 2025, pending the outcomes of the proposed organisation wide service review process which is anticipated to commence in late 2024/early 2025.**

Carried Unanimously

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12.3 Community Bushfire Reference Group

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest in Item 12.3.

- My husband works in the fire recovery space

Cr Selwood advised the meeting that she will leave the meeting room.

7:32pm Cr Melanie Selwood left the meeting room.

Under section 75B of the *Local Government Act 1999* Cr Malcolm Herrmann disclosed a General (section 74) Conflict of Interest in Item 12.3.

- I am the President of the Birdwood CFS Brigade and have a very indirect interest.

Cr Herrmann advised the meeting that his public interest would not result in him acting in a manner contrary to his public duty and that he will remain in the meeting when the item is discussed, participate in the debate and vote on the matter.

**Moved Cr Adrian Cheater
S/- Cr Kirrilee Boyd**

389/24

Council resolves:

Decision 1

- 1. That the report be received and noted.**
- 2. To note that the CEO will establish the Community Bushfire Reference Group according to the Terms of Reference as per Appendix 1.**

Carried Unanimously

Under section 75C of the *Local Government Act 1999* Cr Chris Grant disclosed a Material (section 75) Conflict of Interest in Item 12.3.

- I am nominating for the position

Cr Grant advised the meeting that he will leave the meeting room.

7:35pm Cr Chris Grant left the meeting room.

DECISION 2

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Moved Cr Adrian Cheater

S/- Cr Mark Osterstock

390/24

- 1. To appoint Cr Chris Grant as the Council's representative on the Community Bushfire Reference Group for a term to commence from 12 November 2024 and conclude in November 2026 at the end of the council term.**

Carried Unanimously

7:38pm Cr Mark Osterstock left the meeting room

7:38pm Cr Chris Grant returned to the meeting room

7:39pm Cr Melanie Selwood returned to the meeting room

12.4 CAP Council Member and Deputy Council Member Appointment

Moved Cr Nathan Daniell

S/- Cr Kirsty Parkin

391/24

Council resolves:

Decision 1

- 1. That the report be received and noted.**
- 2. That the method of selecting the Council Member and Deputy Council Member to be appointed to the Council Assessment Panel be by an indicative vote 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 persons for the Council Assessment Panel Council Member and Deputy Council Member roles and for the meeting to resume once the results of the indicative vote have been declared.**

Carried Unanimously

7:40pm Cr Mark Osterstock returned to the meeting room.

Under section 75C of the *Local Government Act 1999* Cr Malcolm Herrmann disclosed a Material (section 75) Conflict of Interest in Item 12.4.

- I am nominating for the position of Deputy Council Member.

Cr Herrmann advised the meeting that he will leave the meeting room.

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7:44pm Cr Malcolm Herrmann left the meeting room.

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

392/24

Council resolves:

Decision 2

- 1. To appoint Cr Leith Mudge as the Council Member and Cr Malcolm Herrmann as Deputy Council Member of the Council Assessment Panel for a term to commence on 30 November 2024 and conclude at the end of the Council term.**

Carried Unanimously

7:45pm Cr Malcolm Herrmann returned to the meeting room.

12.5 Draft Representation Review Report

**Moved Cr Adrian Cheater
S/- Cr Nathan Daniell**

393/24

Council resolves:

- 1. To receive and note the report titled "Draft Representation Review Report" (Agenda item 12.5, 12 November 2024 Council Meeting).**
- 2. To approve the draft representation report in Appendix 1 of the Draft Representation Review Report (Agenda Item 12.5, 12 November 2024 Council Meeting) for public consultation, in compliance with the provisions of Section 12 (7) of the Local Government Act 1999.**
- 3. To delegate to the Chief Executive Officer the discretion to make any formatting, nomenclature or other minor changes to the draft Representation Review Report for consultation purposes.**
- 4. To delegate to the Chief Executive Officer the discretion to determine the final consultation dates, for a period not less than three (3) weeks.**

Carried Unanimously

12.6 Confidential Items Review

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Moved Cr Nathan Daniell

S/- Cr Chris Grant

394/24

Council resolves:

DECISION 1

1. To receive and note the report titled "Confidential Items Review" (Agenda item 12.7, 12 November 2024 Council Meeting).
2. To note the items held as confidential in the Confidential Items Register (Appendix 1 of Agenda item 12.7, 12 November 2024 Council Meeting).

Carried Unanimously

Moved Cr Malcolm Herrmann

S/- Cr Kirsty Parkin

395/24

Council resolves:

DECISION 2 – Resolution 303/22 – Surplus Government Land Notification

1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(d) of the Act:
 - The report, related attachments and minutes of 20 December 2022, Item No. 18.1, Surplus Government Land Notification, 303/22 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

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

Carried Unanimously

Moved Cr Nathan Daniell

S/- Cr Chris Grant

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Council resolves:

DECISION 3 – Resolution PRP26/23 Motion Without Notice

1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act:
 - The Report, Related Attachments, Minutes and Other (presentation, documents or similar) of 12 December 2023, Item No. 9.2, Motion Without Notice, PRP26/23 unless previously released remain confidential until further order and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person; and information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would waive privilege to legal advice received by the Council; and information to be received, discussed or considered in relation to this.

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

Carried Unanimously

Moved Cr Mark Osterstock
S/- Cr Malcolm Herrmann

397/24

Council resolves:

DECISION 4 – Resolution PRP27/23 CEO Probation Review Process

1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act:
 - The Report, Related Attachments, Minutes and Other (presentation, documents or similar) of 12 December 2023, Item No. 9.3, CEO Probation Review Process, PRP27/23 unless previously released remain confidential until further order and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information to be received, discussed or considered in relation to this Agenda Item is information the

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disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person; and information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would waive privilege to legal advice received by the Council; and information to be received, discussed or considered in relation to this.

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

Carried Unanimously

Moved Cr Mark Osterstock

S/- Cr Kirsty Parkin

398/24

Council resolves:

DECISION 5 – Resolution 345/23 CEO Performance Review Process

1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act:
 - The Report and Related Attachments of 19 December 2023, Item No. 19.4, CEO Performance Review Process, 345/23 unless previously released remain confidential until further order and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person; and information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would waive privilege to legal advice received by the Council; and information to be received, discussed or considered in relation to this.

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

Carried Unanimously

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13. OFFICER REPORTS - INFORMATION ITEMS

13.1 Southern and Hills Local Government Association Regional Public Health and Wellbeing Plan Progress Report 2022-2024

Moved Cr Mark Osterstock
S/- Cr Adrian Cheater

399/24

Council resolves that the report be received and noted.

Carried Unanimously

14. CORRESPONDENCE FOR INFORMATION

14.1 Letter from Hon Joe Szakacs MP - 2023/24 operating results

Moved Cr Kirsty Parkin
S/- Cr Lucy Huxter

400/24

Council resolves that the correspondence is received and noted.

Carried Unanimously

15. QUESTIONS WITHOUT NOTICE

Nil

16. MOTIONS WITHOUT NOTICE

Nil

17. REPORTS

17.1 Council Member Function or Activity on the Business of Council

Mayor Jan-Claire Wisdom

- 10 October 2024, Metro Mayor's Forum, Adelaide
- 11 October 2024, Norman Waterhouse Governance Forum, Adelaide
- 12 October 2024, Balhannah Hall 100 yr celebration, Balhannah
- 18 October 2024, SHLGA CEO Advisory Group, Yankalilla
- 18 October 2024, SHLGA Board Meeting, Yankalilla
- 18 October 2024, Fabrik site visit with Rebekha Sharkie MP, Lobethal
- 18 October 2024, State Library of South Australia Director farewell, Adelaide
- 21 October 2024, Citizenship ceremony, Stirling
- 22 October 2024, Catch up mtg with Mayor Leach, Stirling
- 22 October 2024, Agenda and security briefing, Stirling

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- 25 October 2024, Funeral of ex-Cr John Kemp, Adelaide
- 25 October 2024, Tree-Tastic Community Event with Prof Chris Daniels, Adelaide
- 01 November 2024, Meeting with Josh Teague re resident issues, Stirling
- 02 November 2024, Cancer Council event, Balhannah
- 03 November 2024, Uraidla show, Uraidla
- 11 November 2024, Remembrance Day Ceremony, Stirling

Cr Melanie Selwood

- Friday 25 October – Udder Delights 25 Year Celebration at Grunthal, Verdun
- Saturday 2 November – Pride March, Adelaide
- Sunday 3 November – The Uraidla Show
- Thursday 7 November – Australian of the Year, South Australia Awards Ceremony
- Friday 8 November – Media event for the turning of the sod for the Amy Gillett Pathway
- Friday 8 November – Australia Wide Nine Exhibition Opening at Fabrik Arts + Heritage
- Monday 11 November – Civic Reception for 50th Anniversary of Bike Adelaide at Adelaide Town Hall

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:

- Stormwater management at Junction Road, Balhannah.
- A proposed partnership with the State Government to improve pedestrian access and safety along North East Road at Inglewood.
- Investigation by staff into a watering system for Gumeracha Oval for future funding consideration.
- An update regarding improvement notices provided by SafeWork SA.

8:08pm Cr Adrian Cheater left the meeting room.

8:09pm Cr Adrian Cheater returned to the meeting room.

18. REPORTS OF COMMITTEES

18.1 Council Assessment Panel

Nil

18.2 Audit Committee – 21 October 2024

Moved Cr Malcolm Herrmann

S/- Cr Nathan Daniell

401/24

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Council resolves that the minutes of the Audit Committee meeting held on 21 October 2024, as distributed, be received and noted.

Carried Unanimously

18.3 CEO Performance Review Panel

Nil

18.4 Boundary Change Committee

Nil

19. CONFIDENTIAL ITEMS

19.1 Community Renewables Program – Exclusion of the Public

Moved Cr Chris Grant
S/- Cr Nathan Daniell

402/24

Council resolves:

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 and Infrastructure, David Waters
- Director Corporate Services, Gary Lewis
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.1: (Community Renewables Program) 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) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is as follows:

(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –

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- (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
- (ii) would, on balance, be contrary to the public interest.

(h) legal advice;

Carried Unanimously

19.1.1 Community Renewables Program – Confidential Item

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19.1.2 Community Renewables Program – Duration of Confidentiality

Moved Cr Melanie Selwood

S/- Cr Adrian Cheater

404/24

Council resolves:

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)(d) 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	Reviewed at end of Financial Year 2024/25
Related Attachments	Reviewed at end of Financial Year 2024/25
Minutes	Nil
Other (presentation, documents, or similar)	Reviewed at end of Financial Year 2024/25

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.

Carried Unanimously

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19.2 Grant Opportunity – Exclusion of the Public

Moved Cr Chris Grant
S/- Cr Kirsty Parkin

405/24

Council resolves:

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 and Infrastructure, David Waters
- Director Corporate Services, Gary Lewis
- Acting Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.2: (Grant Opportunity) 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)(j) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is 'information the disclosure of which—

- (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
- (ii) would, on balance, be contrary to the public interest;

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.

Carried Unanimously

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19.2.1 Grant Opportunity – Confidential Item

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19.2.2 Grant Opportunity – Duration of Confidentiality

Moved Cr Chris Grant
S/- Cr Malcolm Herrmann

407/24

Council resolves:

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 19.2 in confidence under sections 90(2) and 90(3)(j) 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 publicly announced by the Federal Government
Related Attachments	Until publicly announced by the Federal Government
Minutes	Until publicly announced by the Federal Government
Other (presentation, documents, or similar)	Until publicly announced by the Federal Government

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.

Carried Unanimously

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19.3 Proposed CEO Leave Policy – Exclusion of the Public

Moved Cr Chris Grant
S/- Cr Lucy Huxter

408/24

Council resolves:

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, Gary Lewis
- Acting Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.3: (Proposed CEO Leave Policy) 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)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is:

- (a) Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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.

Carried Unanimously

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19.3.1 Proposed CEO Leave Policy – Confidential Item

Under section 75B of the *Local Government Act 1999* Cr Melanie Selwood disclosed a General (section 74) Conflict of Interest in Item 19.3.

- Under the proposed policy I would receive extra duties as Deputy Mayor.

Cr Selwood advised the meeting that her public interest would not result in her acting in a manner contrary to her public duty and that she will remain in the meeting when the item is discussed, participate in the debate and vote on the matter.

Under section 75B of the *Local Government Act 1999* Cr Chris Grant disclosed a General (section 74) Conflict of Interest in Item 19.3.

- Under the proposed policy I would receive extra duties as the Presiding Member of the CEO Performance Review Panel.

Cr Grant advised the meeting that his public interest would not result in him acting in a manner contrary to his public duty and that he will remain in the meeting when the item is discussed, participate in the debate and vote on the matter.

**Moved Cr Chris Grant
S/- Cr Nathan Daniell**

409/24

Council resolves:

1. **To receive and note the report titled “Proposed CEO Leave Policy” (Agenda Item 19.3, 12 November 2024 Council Meeting)**
2. **To adopt the proposed CEO Leave Policy in *Appendix 1* of the Proposed CEO Leave Policy Report (Agenda Item 19.3, 12 November 2024 Council meeting) with the following amendments:**
 - a. **Addition of the following new clause at 7.9 “If the Deputy Mayor is on leave, the Mayor may consult with the Presiding Member of the CEO Performance Review Panel and the Presiding Member of the CEO Performance Review Panel is authorised to perform the roles of the Deputy Mayor outlined in this Policy.”**
 - b. **Addition of the following new clause at 7.10 “If the Deputy Mayor and the Presiding Member of the CEO Performance Review Panel are unable to perform the roles outlined in this Policy, a leave request will be referred to Council.”**
 - c. **Addition of the following text at the end of clause 8.4 “prior to the appointment starting.”**

with an effective date of 19 November 2024.

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3. To authorise the CEO to make any formatting, nomenclature or other minor amendments to the CEO Leave Policy.

Carried Unanimously

19.3.2 Proposed CEO Leave Policy – Duration of Confidentiality

Moved Cr Melanie Selwood
S/- Cr Chris Grant

410/24

Council resolves:

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 19.3 in confidence under sections 90(2) and 90(3)(a) 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
Related Attachments	Nil
Minutes	Nil
Other (presentation, documents, or similar)	Nil

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.

Carried Unanimously

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 12 November 2024
63 MT BARKER ROAD STIRLING**

19.4 Work, Health and Safety Update – Exclusion of the Public

Moved Cr Chris Grant
S/- Cr Melanie Selwood

411/24

Council resolves:

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

- Director Corporate Services, Gary Lewis
- Executive Governance Officer, Zoë Gill
- Susan Sadler, Red Wagon Workplace Solutions
- Will Snow, Snow Legal

be excluded from attendance at the meeting for Agenda Item 19.4: (*Work, Health and Safety Matters Update*) 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)(a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda Item is Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.
- Section 90(3)(h) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda Item is legal advice.

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.

Carried Unanimously

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 12 November 2024
63 MT BARKER ROAD STIRLING**

19.4.1 Work, Health and Safety Update – Confidential Item

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 12 November 2024
63 MT BARKER ROAD STIRLING**

19.4.2 Work, Health and Safety Update – Duration of Confidentiality

Moved Cr Adrian Cheater

S/- Cr Kirsty Parkin

413/24

Council resolves:

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 19.4 in confidence under sections 90(2) and 90(3) 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
Related Attachments	Until Further Order
Minutes	Until Further Order
Other (presentation, documents, or similar)	Until Further Order

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.

Carried Unanimously

20. NEXT ORDINARY MEETING

The next ordinary meeting of the Adelaide Hills Council will be held on Tuesday 26 November 2024 from 6.30pm at 63 Mt Barker Road, Stirling.

21. CLOSE MEETING

The meeting closed at 10:07pm.

Administration Reports Decision Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 12.1

Responsible Officer: Jess Charlton
Acting Director Community and Development
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.

Council received 21 Community Development Grant applications totalling \$48,651.32. These applications were considered by the Assessment Panel in October against the 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 \$ 43,725.40.

The purpose of this report is to seek Council approval of the recommendations on the awarding of Community Development Grants for 2024/2025 as contained in the *Community Development Grant Recommendations 2024/2025* in **Appendix 1**.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. That Council approve the awarding of Community Development Grants totalling \$ 43,725.40 as follows:

Adelaide Hills Hawks Football Club Inc	Development of new website	\$2500
Balhannah Soldiers Memorial Hall Inc	Purchase and installation of wireless security system	\$2500
Bridgewater Adelaide Hills Walking Group	Automatic external defibrillator and backpack kit suitable for walks	\$2390
Bridgewater Hall Inc	Purchase tables and whiteboards	\$2500
Gravity Girls SA Inc	Purchase tools and equipment for bike trail maintenance	\$2475
Hills Biodiversity Inc	Engage contractors – control watsonia outbreak	\$2500

Hills Little Athletics Centre Inc	Purchase laptop and set of starter guns	\$1649
Mount Lofty Kindergym Inc	Purchase adult-friendly equipment designed for intergenerational activities	\$2358.05
Mount Torrens & Districts Community Association Inc	Purchase feather flags and double-sided A-frame boards	\$2500
Mylor Primary School	Contribute to First Nations Program run by Carclew	\$2500
Oakbank Golf Club Inc	Purchase and installation of industrial dishwasher	\$2500
Old School Community Garden Stirling Inc	Contribution towards purchase of new mower	\$2500
Save Our Wildlife Foundation Inc	Purchase possum nesting boxes	\$1928.85
SA Police Pistol Club Inc	Purchase laptop and tablets	\$2093
The Sustainability Fair Inc	Purchase storage units	\$2500
Top of the Torrens Gallery Inc	Purchase of custom made display units	\$2500
Upper Sturt CFS	Removal and replacement of flagpole	\$1336.50
Volunteers of Tour Down Under	Purchase event flags for existing GTRAX system	\$2000
Woodside Hall Inc	Purchase planter pots and plants	\$2495

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 purpose of Community Development Grants is to assist local not-for-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 is 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 the Community Development 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 with reference to the *Grant Giving Policy* and the *Community Development Grant Guidelines*. This report presents the recommendations of the Assessment Panel.

The Assessment Panel for the current Community Development Grants round consisted of:

- Manager Community Capacity
- Senior Community Resilience Officer
- Coordinator Property Projects and Maintenance
- Collaborative Project Officer
- Community and Cultural Development 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.

On this occasion, the recommended grant allocations are below the available budget. All applications have been assessed in accordance with the established criteria, ensuring transparency, equity, and consistency in decision-making. Recommendations have been made based on this thorough assessment.

➤ 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.

The use of robust eligibility criteria and selection processes assists in mitigating the risk of grant giving that is inappropriate or does not reflect Councils strategic direction 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 the annual budget process. The total amount dedicated to Community Development Grant funding is \$46,000. This year Council received Community Development Grant applications totalling \$48,651.32 and the recommendation of the panel is to award grants to a total of \$43,725.40.

➤ **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.

There is considerable interest and scrutiny and a high priority is placed on ensuring equitable and transparent processes. Council has a number of measures in place to support community groups that may find the process difficult to navigate, including public information sessions, direct support from staff and Smarty Grants for online applications.

➤ **Sustainability Implications**

Grant applications that have positive outcomes in relation to sustainability and the environment are encouraged. Grant applications in this area are considered in consultation with Council's Biodiversity Officers.

In assessing grant applications, consideration is given to the sustainability and ongoing impact of projects and the applicant's 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**

Considering 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 the 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
- Two in-person grant information sessions in July (in Woodside and Stirling)

The quality of applications (reflected in the amount recommended) has continued to improve. 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 and organisation when they apply. Applicants demonstrated that their projects will facilitate benefit to the Adelaide Hills community, and address the needs of their clubs, organisations and associated members.

3. OPTIONS

Council has the following options:

- I. That the Community Development Grant Recommendations as detailed in *Community Development Grant Recommendations 2024/2025 (Appendix 1)* be endorsed (Recommended).
- II. That the Community Development Grant Recommendations as detailed in *Community Development Grant Recommendations 2024/2025 (Appendix 1)*, are not endorsed, and the Assessment Panel reconsiders their recommendations (Not Recommended).

4. APPENDICES

- (1) *Community Development Grant Recommendations 2024/2025*

Appendix 1

*Community Development Grant
Recommendations 2024/2025*

Community Development Grant Applications and Recommendations 1fl13•1fl14

Applicant	Project Description	Outcome area	Amount Recommended	NOTES (including conditions or requirements)
Adelaide Hills Hawks Football Club Inc	Create a new website	Sport/recreation & active lifestyle	\$2,500	Improves community access to information
Balhannah Soldiers Memorial Hall Inc	Purchase and Installation of security system & smoke alarms	History & Heritage	\$2,500	Improves security of historic hall and heritage contents
Bridgewater Adelaide Hills Walking Group	Purchase AED with battery and backpack suitable for walks	Sport/recreation & active lifestyle	\$2,390	Auspice – Activating Bridgewater Inc Provide information on AED maintenance and care (St John Ambulance Australia)
Bridgewater Hall Inc Committee	Purchase tables and portable whiteboards	Diversity, inclusion & accessibility	\$2,500	Also requested a portable ramp which is excluded as this does not reflect standard. Advise the group to consider <i>Australian Standard 1428 Disability Access Code</i>
Ensemble Studios Pty Ltd	Support art design market	Arts & cultural development	NOT ELIGIBLE	Private for-profit business not an eligible applicant
Gravity Girls SA Inc	Purchase tools and equipment for trail building and maintenance at Fox Creek Bike Park	Sport/recreation & active lifestyle	\$2,475	Has support of landowner Forestry SA, encourage them to work with FSA to ensure appropriate risk management and insurance in place.
Hills Biodiversity Inc	Engage professional bush management contractors to control watsonia outbreak within Willawilla (Brownhill Creek).	Biodiversity management	\$2,500	Council Biodiversity team supports this project
Hills Little Athletics Centre Inc	Purchase laptop and starter guns to electronically record races	Sport/recreation & active lifestyle	\$1,649	Supports the continued delivery of Hills Little Athletics interclub meets
Lenswood Primary School	Build garden beds and outdoor learning area	Lifelong learning	NOT RECOMMENDED	Considered that this project reflects school curriculum and benefit only and not broader community beyond the school

Mount Lofty Kindergym Inc	Purchase adult-friendly play structures, fitness tools and interactive games designed for joint activities with children	Sport/recreation & active lifestyle /diversity, inclusion & accessibility	\$2358.05	Promotes an inclusive environment for all ages, promoting physical activity.
Mount Torrens & Districts Community Assoc Inc	Purchase signage flags and boards to promote visitation to the Coach House	History and Heritage	\$2,500	Signage portable and removeable. Recommend on the understanding that applicant will comply with any requirements of Heritage SA and permits for use and placement of signs. Approval under the terms and conditions of Councils 'By-Law No. 2 – Moveable Signs.
Mylor Primary School	Run First Nations Cultural workshops with Carclew inviting participation of school families, Mylor Friendship Group and local playgroup	Aboriginal culture & heritage	\$2,500	Encourage broad community promotion to optimise community impact
Oakbank Golf Club Inc	Purchase and installation of industrial commercial grade dishwasher.	Sport/recreation & active lifestyle	\$2,500	Supports ability of the club to deliver community activities such as Dementia Friendly Day July 2024
Old School Community Garden Stirling Inc	Purchase of fit for purpose mower	Sustainability & biodiversity, sport/recreating & active lifestyles	\$2,500	Excludes repair of existing mower, for purchase of new mower only. Encourage to ensure appropriate PPE and SOP in place.
Save Our Wildlife Foundation Inc (SOWFI)	Purchase Possum nesting boxes	Biodiversity management	\$1928.85 (\$2429.77)	Amount excludes an element of purchasing wildlife food as consumable of this nature considered an ongoing cost and is therefore not eligible
SA Police Pistol Club Inc	Purchase of laptop and two tablets to record scores and member information	Sport/recreation & active lifestyle	\$2,093	Increases activity offering for Hills community.
Top of the Torrens Gallery Inc	Purchase two custom made display units for artwork	Arts & cultural development	\$2,500	Encourage using a local business to produce the units

The Sustainability Fair Inc	Purchase shelving and lockable storage for AV equipment.	Sustainability & biodiversity, Sport/recreation & active lifestyle	\$2,500	Supports a popular well attended community event
Upper Sturt CFS	Removal and disposal of old flagpole and replacement flagpole installed.	History and heritage Community resilience	\$1336.50	Flagpole is also used to display flags informing of bushfire risk and alerts and community feedback supports this practise. Inform that the applicant will need to comply with any requirements for Land Owner Consent and Development Application
Volunteers of Tour Down Under	Purchase flags for the GTRAX flag system, wind clips, safety bunting, paint and brushes for Tour Down Under	Sport/recreation & active lifestyle	\$2,000	Supports a popular well attended community event
Woodside Hall Inc	Purchase Sandstone planter pots and plants to enhance the heritage listed façade of the hall	History and Heritage	\$2,495	Inform that the applicant will need to comply with any requirements for Land Owner Consent, Development Application or Heritage approvals

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 12.2

Responsible Officer: David Waters
Director Environment and Infrastructure
Environment and Infrastructure

Subject: 2024 - 2025 Community and Recreation Facility Grant
Recommendations

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 2024-2025 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 twelve groups and their associated facilities through the Community and Recreation Facility Grants program this year and provided \$166,923.91 for the associated community projects. Coupled with club contributions of \$359,757.45 towards these projects, Council will have assisted in generating community projects to the value of \$629,441.59 this year.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. That Council approves the awarding of Community Recreation and Facility Grants for 2024-2025 totalling \$166,923.91 as follows:

Hills Archers	Clubroom Upgrade	\$9,239.08
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Onkaparinga Cricket Club	Upgrade of Cricket Training Nets	\$31,500.00
Mount Lofty District Football Club	New Scoreboard	\$25,000.00
Johnston Memorial Park	New Football Coaches Boxes	\$40,000.00
Kersbrook Public Hall	External Building Maintenance	\$11,000.00
Uraidla Institute	Re-sealing Hall Floor	\$2,106.72
Sunset Rock Uniting Church	Community Connections Café Initiative	\$8,131.20
Aldgate Men's Shed	Relocation to new Shed	\$4,399.00
Birdwood Park & Sporting Clubs	Improving safety at Birdwood Park	\$9,239.08
Gumeracha District Bowling Club	Player and spectator shade and seating	\$9,918.00
Forest Range Recreation Ground	New Access Driveway	\$9,239.08
Bridgewater Junior Soccer Club	Soccer Pitch Extension	\$7,240.00

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 these grant programs work in close collaboration in delivering consistent information and support to community groups throughout the application and assessment process.

This year the Community and Recreation Facility Grants assessment panel was coordinated and administered by Council’s Sport and Recreation Officer. The assessment panel included the following members of the Administration:

- Coordinator Sport and Recreation
- Building Management Coordinator
- Sustainability Officer
- Statutory Planner
- Community Support Officer

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. In addition, 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**

Council has an annual operational budget that is attributed to the Community and Recreation Facility Grants program. The budget amount has varied in the past few years following the adoption of the Community and Recreation Facilities Framework (CRFF) and other budget adjustments.

This year there was \$156,900 made available for the grants program, with an additional \$23,000 for projects that had a sustainability element.

The Community and Recreation Facility Grants program received \$312,055.29 worth of applications this year, funding \$166,923.91 worth of applications.

➤ **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 that 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 2).
- Direct support from Council staff (including face to face meetings and phone calls).

- Smarty Grants for online applications and reporting.

➤ **Sustainability Implications**

\$23,000 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.
- Hosted two grant information sessions in July (in Woodside and Stirling).

The Community and Recreation Facility Grants have been consistently oversubscribed since their inception eight years ago. Even with additional funding made available in the 2022 – 2023 financial year (as a result of CRFF adoption), the program still received requests for more funds than were available.

In addition, the quality of applications (reflected in the amount recommended) has continued to improve. 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.

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 panel also attempts to fund as many applications as possible, by considering those whose projects can still proceed with partial funding.

3. OPTIONS

Council has the following options:

- I. That 2024-2025 Community and Recreation Facility Grant Recommendations as detailed in **Appendix 1**, be endorsed (Recommended).
- II. That the 2024-2025 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) 2024-2025 Community and Recreation Facility Grants Recommendations

Appendix 1

*2024 – 2025 Community and Recreation Facility Grant
Recommendations*

Community and Recreation Facility Grant Applications and Recommendations 2024/2025

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
Cudlee Creek Tennis Club	Floodlighting for Tennis Courts	Not recommended	<p>The Club cannot proceed with the project unless they receive full funding.</p> <p>The application has merit however the grant program is oversubscribed, and the Club received funding in the 2022/2023 grant round.</p> <p>Council staff can work with the group to investigate alternate funding sources if applicable.</p>	\$47,558.35	\$40,000.00	\$0
Hills Archers	Clubroom Upgrade	Part recommended	<p>A strong application. The project involves lining and insulating the clubroom.</p> <p>The Club has demonstrated financial viability and the project will benefit not just club members but other site users.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$10,550.00	\$9,999.00	\$9,239.08
Onkaparinga Cricket Club	Upgrade of Cricket Training Nets	Part recommended	<p>A strong and through application. The current cricket training nets do not comply with peak body guidelines.</p> <p>The application demonstrated both club and community benefits. The club has obtained peak body funding, in-kind support and is contributing significant funds.</p> <p>The grant program is oversubscribed, and the</p>	\$90,742.90	\$38,000.00	\$31,500.00

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
			group has indicated they can proceed with partial funding.			
Mount Lofty District Football Club	New Scoreboard	Part recommended	<p>While the project has merit, it does not demonstrate significant wider community benefit. The Club has obtained part funding (\$31k) from external funding sources and committed some in-kind contributions.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p> <p>Council staff can work with the group to investigate alternate funding sources if applicable.</p>	\$71,000.00	\$40,000.00	\$25,000.00
Johnston Memorial Park Committee	New Football Coaches Boxes	Recommended	<p>A strong, thorough application which details the project will support not only site users and wider community, but also external organisations who use the site for community events.</p> <p>The Committee have secured members and sponsors commitment to provide significant (labour and professional) in kind contributions.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p>	\$58,243.55	\$40,000.00	\$40,000.00
Kersbrook Public Hall	External Building Maintenance	Recommended	A strong application with clear justification for the project. The project involves repairing eaves, support beams and painting.	\$12,560.00	\$11,000.00	\$11,000.00

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
			The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.			
Uraidla Institute	Re-sealing Hall Floor	Part recommended	<p>A strong application with clear justification for the project.</p> <p>Note: Condition of project will be for Institute to work with Council as ceiling/other remediation works need to occur prior to re-sealing floor.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$0	\$2,280.00	\$2,106.72
Sunset Rock Uniting Church	Community Connections Café Initiative (installation of door)	Part recommended	<p>A strong application, demonstrating the project will benefit and be accessible to not only church members but the wider community.</p> <p>The proposed project will provide a safe and welcoming environment for families to connect and socialise. The Church has secured significant funding from the Uniting Church.</p> <p>The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.</p>	\$100,000.00	\$9,999.00	\$8,131.20
Charleston Community Centre	Hall Improvements (painting and install a roller shutter)	Not recommended	The application has merit and involves painting and installing a roller shutter. However the grant program is	\$365.00	\$3,000.00	\$0

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
			oversubscribed, and the Club received funding in the 2023/2024 grant round.			
Lobethal Recreation Ground Sports Club	Developing a Master Plan for the Lobethal Oval	Not recommended	<p>The application has merit and is a good strategic project, however the grant program is oversubscribed, and the Club received funding in the 2022/2023 grant round.</p> <p>Council staff can work with the group to investigate alternate funding sources if applicable.</p>	\$0	\$8200.00	\$0
Aldgate Men's Shed	Relocation to new Shed	Part recommended.	<p>A strong application. The project involves undertaking works to a shed at a new site to facilitate a change of location for the group.</p> <p>Note: one element of the grant application was not eligible (a compactus worth \$4,740), through this grant program. However, the remaining eligible component has been fully funded.</p> <p>Council staff can work with the group to investigate alternate funding sources if applicable.</p>	\$10,248.00	\$9,139.79	\$4,399.00
Stirling Districts Football Club	Change Room Upgrade	Not recommended	<p>While the project has merit and the application was sufficient, the assessment panel recommends some further strategic consideration be undertaken.</p> <p>Additionally, the grant program is oversubscribed, and the Club received funding in the 2021/2022 grant round.</p>	\$41,125.00	\$40,000.00	\$0

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
			Council staff will continue to work closely with the group in planning and investigating funding options.			
South Australian Police Pistol Club	Car Park Drainage	Not recommended	The application has merit, however the grant program is oversubscribed, and the Club received funding in the 2022/2023 grant round.	\$0	\$5,215.00	\$0
Mylor Citizens Friendship Club	Replacing toilets	Not recommended	The application and project has merit. However, in line with leasing obligations this is a Council responsibility. Administration will investigate further.	\$223.33	\$2,466.50	\$0
Birdwood Park & Sporting Clubs	Improving safety at the Birdwood Park	Part recommended	A strong application, demonstrating the need for the project which involves installing safety cameras to deter antisocial behaviour. The grant program is oversubscribed, and the group has indicated they can proceed with partial funding.	\$985.00	\$9,999.00	\$9,239.08
Adelaide Hills Hawks Football Club	Install safety net behind soccer goals	Not recommended	The application has merit however the grant program is oversubscribed, and the Club received funding in the 2021/2022 grant round. The grant program is also oversubscribed, and the group has indicated they cannot proceed with partial funding. Council staff can work with the group to investigate alternate funding sources if applicable.	\$0	\$8,100.00	\$0

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
Gumeracha District Bowling Club	Player and spectator shade and seating	Recommended	<p>A strong application with clear justification for the project. The project involves purchasing and installing new spectator seats and shade.</p> <p>The grant program is oversubscribed, but the group has indicated they cannot proceed with partial funding.</p> <p>This application is being awarded via the Sustainability funding available.</p>	\$0	\$9,918.00	\$9,918.00
Forest Range Recreation Ground	New Access Driveway	Part recommended	<p>A strong application with clear justification for the project. The project addresses safety concerns by constructing a driveway which will connect to disused tennis courts for parking.</p> <p>The grant program is oversubscribed, but the group has indicated they can proceed with partial funding.</p>	\$4,928.00	\$9,999.00	\$9,239.08
Bridgewater Junior Soccer Club	Soccer Pitch Extension Project	Part recommended	<p>A strong application with clear justification for the project.</p> <p>The grant program is oversubscribed, but the group has indicated they can proceed with partial funding.</p>	\$500.00	\$7,740.00	\$7,240.00
Upper Sturt Dog Park	Site improvements	Not recommended	The application did not meet guidelines nor eligibility criteria so was excluded from assessment.	\$0	\$7,000.00	\$0

Applicant	Project Description	Recommendation	Comments from Panel	Organisation Contribution <i>(Note: not necessarily obtained)</i>	Amount Requested	Amount Recommended
			Additionally this site is Council's responsibility. Administration will investigate further.			

Summary of Recommendations

Number of Applications Received	20
Number of Grants Recommended	12
Value of Amount Requested	\$312,055.29
Value of Grant Applications Recommended	\$ 157,005.91 + \$9,918.00 (Sustainability Funding) =166,923.91
Club / Community Contribution Towards Recommended Projects	\$359,757.45 <i>This figure has been compiled from grant application project budgets.</i>
Total Value of Recommended Projects	\$629,441.59

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item:	12.3
Responsible Officer:	David Waters Director Environment and Infrastructure Environment and Infrastructure
Subject:	Regional Climate Action Plan 2025-2030 and Regional Sector Agreement
For:	Decision

SUMMARY

Resilient Hills and Coasts (RH&C) was formed as a Regional Climate Partnership in 2014 and has a record for enabling joint projects and advocacy, capability development, coordination and information sharing around climate change.

The purpose of this report is to provide background information regarding the process undertaken this year to renew the Regional Climate Action Plan (the Plan) and associated Regional Sector Agreement (RSA); and seek Council's recommitment to the partnership.

The RSA and the RH&C partnership has provided a strong advantage in accessing funding and meeting growing regulatory requirements. The Plan, RSA and the engagement of a Coordinator will continue to deliver on securing funds, saving staff time, and achieving cost efficiencies as climate regulations, expectations, and funding opportunities rapidly expand.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
- 2. To note the achievements of the Resilient Hills and Coasts partnership identified within the RH&C Annual Report 2023-2024 as provided in Appendix 1.**
- 3. To note the outcomes of the stakeholder engagement associated with the development of the Resilient Hills & Coasts 'Regional Climate Action Plan' as provided in Appendix 4.**
- 4. To endorse the Resilient Hills & Coasts *Regional Climate Action Plan 2025-2030* as one of the partner organisations of Resilient Hills & Coasts.**
- 5. To recommit to the partnership by authorising the Mayor to sign the revised Resilient Hills & Coasts Climate Change Sector Agreement pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007*, as contained in Appendix 3.**

6. **To authorise the Administration to make any changes to the *Regional Climate Action Plan 2025-2030* or Climate Change Sector Agreement of a minor, technical or formatting nature.**
 7. **To note the Council’s ongoing membership of the partnership includes a contribution of \$20,000 per annum to contribute to the engagement of a Coordinator to continue to advocate on climate change adaptation and mitigation for the region, and that this contribution remains subject to annual business planning and budget processes.**
-

1. **BACKGROUND**

Resilient Hills & Coasts (RH&C) is a collaborative, cross-sector partnership working since 2014 to strengthen the climate resilience of communities, economies and natural and built environments across the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.

RH&C is one of the Regional Climate Partnerships of South Australia. The partners are:

- Adelaide Hills Council
- Alexandrina Council
- Kangaroo Island Council
- Mount Barker District Council
- City of Victor Harbor
- District Council of Yankalilla
- Hills & Fleurieu Landscape Board
- Kangaroo Island Landscape Board
- Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island
- Department for Environment and Water
- Southern & Hills Local Government Association.

RH&C’s purpose is to bring together partners to accelerate climate action in the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region with aims to:

- **Connect:** Build capability, avoid duplication, and accelerate action through shared learning and support.
- **Influence:** Provide a united and trusted voice on climate matters impacting our region, and constructively shape the direction of policy and programs.
- **Deliver:** Deliver projects, activities and capacity building that saves time and money, and addresses shared priorities.

RH&C success is dependent on strong governance, which includes a Plan, a Sector Agreement, a Steering Committee, and a jointly resourced Coordinator.

RH&C is not a legal entity. It is a partnership that is formally established under a Climate Change Sector Agreement (CCSA), which is a statutory instrument under the *Climate Change and Greenhouse Emissions Reduction Act 2007*, signed by heads of partner organisations, including Mayors, Chairs, Presidents, and the Minister for Climate Change.

Partners have committed to working together under two Sector Agreements, the first of which ran from June 2017 to June 2020, and the current Agreement, which was endorsed in October 2020 by Council and signed by all partners in 2021. This Sector Agreement will continue until 30 June 2025.

**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 27 OCTOBER 2020
63 MT BARKER ROAD STIRLING**

12.7 Resilient Hills and Coasts Sector Agreement

Moved Cr Kirrilee Boyd
S/- Cr Leith Mudge

233/20

Council resolves:

1. That the report be received and noted.
2. To note the achievements of the Resilient Hills & Coasts partnership to date, and its future priorities for action.
3. To recommit to the partnership by authorising the Mayor to sign the RH&C Sector Agreement 2020-2025, as contained in Appendix 1.

Carried Unanimously

The RH&C Steering Committee oversees, enables, and drives the partnership. The Steering Committee is made up of representatives from each partner organisation and operates according to its Terms of Reference. The Steering Committee is supported by the RH&C Coordinator. Their role includes identifying and pursuing funding opportunities, facilitating knowledge sharing, supporting strategic projects, and undertaking advocacy and engagement.

In 2024, the auspicing arrangements for RH&C changed, with Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island now taking responsibility for financial and contractual administration of RH&C operations and projects. The RH&C Steering Committee retains responsibility for RH&C oversight, including the delivery of funded operations and projects, and financial decision-making. A new RH&C Coordinator was appointed in October 2024.

Action taken by the partnership has been guided by the original RH&C Climate Change Adaptation Plan (adopted in 2016), which was refreshed in the RH&C Action Plan 2020-2025 (adopted in 2021). The achievements of RH&C are diverse and varied. Refer **Appendix 1** the RH&C Annual Report 2023-24 for further information on achievements to date and those actions that have been undertaken in 2023/2024.

A few key achievements from 2023/2024 that have supported Council in its climate change adaptation and mitigation journey include the following:

- Advocated for climate ready improvements to urban policy including through submissions on the Greater Adelaide Regional Plan, the Parliamentary Inquiry on

Trees, Tree Stands and Avenues definitions and taking part in a Peri-Urban Councils Workshop.

- Co-invested and took part in a cross-regional project to assess the carbon offsetting risks and opportunities available to councils, including confirming the potential viability of carbon offsetting partnerships between regional and metropolitan councils.
- Led a successful statewide \$1.72M funding bid for Carbon Outreach officers to be employed and raise the carbon market capability of landholders.
- Partnered with the Hills and Fleurieu Regen Collective and the Hills & Fleurieu Local Food Futures Project to encourage regenerative enterprise in our region, including through a Regenerating the Hills and Coasts workshop.
- Empowered consumers with knowledge on home energy efficiency and sustainable living, by collaborating with Resilient East, AdaptWest and Resilient South (other partnerships) to deliver the Sustainable Homes Expert Webinar series from May 2023 for 12 months.

Given both the 2020-2025 Action Plan, and the Sector Agreement are due to expire in 2025, the RH&C Steering Committee initiated an overall review of the partnership in early 2024. The aims were to develop a new plan that resets the direction of the partnership to 2030. By doing so, RH&C sought to identify its successes and achievements to date, re-align regional climate priorities with its partners, and develop a clear and concise roadmap for action. The Regional Climate Change Action Plan project was fully funded through a grant that the RH&C Steering Committee and Coordinator secured through the SAFECOM Disaster Ready Fund.

This report provides information on the approach taken and outcomes of the new Regional Climate Action Plan. Refer **Appendix 2** for the new draft Regional Climate Action Plan. This report also provides a revised draft Regional Sector Agreement to recommit to the partnership. Refer **Appendix 3** for the revised draft Regional Sector Agreement.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal	A functional Built Environment
Objective B3	Consider external influences in our long-term asset management and adaptation planning
Priority B3.4	Proactively adapt our built environment to changes in social and environmental factors to minimise the impact from natural hazards such and fire and flood
Goal 4	A valued Natural Environment
Objective N3	Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment
Priority N3.3	Continue to work in partnership with the Resilient Hills and Coasts region to build Council and community resilience to the impacts of climate change

The renewal of the Regional Climate Action Plan and recommitment to the Regional Sector Agreement will continue to provide a strategic advantage to access funding and on meeting

regulatory requirements especially in a context where regulations, expectations and opportunities are rapidly changing and increasing.

➤ **Legal Implications**

The Climate Change Sector Agreement is a statutory instrument pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007*.

Through the Agreement, the Government of South Australia and the RH&C Regional Partners together acknowledge the importance of the partnership and cooperative work between the signatories in responding to climate change and pursuing sustainability and climate resilience.

Notwithstanding this commitment, Section 5 of the Agreement states that the

“This Agreement does not create any legally binding contract between the parties and does not give rise to any legally binding obligations.”

➤ **Risk Management Implications**

Climate change will increase physical risks to functions and services delivered by Council, which in turn will increase demand for services, and maintenance, repair, and renewal costs. Councils also need to manage social, legal, financial and transition risks to be well-equipped and prepared to support local communities and economies through major disruption and shocks. It should be noted that supporting the integration of climate risk management into plans, projects, operations, and service delivery of RH&C partner organisations is one of the five focus areas in the draft Plan.

RH&C supports partner organisations and the wider community to understand and manage risks associated with climate change. This includes physical shocks and stresses such as heatwaves, bushfires, and coastal erosion, and as well as emerging and escalating legal and financial risks such as climate litigation and rising insurance premiums. By collaborating with other Councils and partners in the region, as well as with other Regional Climate Partnerships, Council can minimise the costs involved with managing climate risks. This is because the partnerships share information, knowledge, and tools, and can rapidly spread and scale best practice. This means Council will be better equipped to understand and manage climate risks to Council operations, as well as also support the community to do so.

The renewal of the Regional Climate Action Plan and recommitment to the RH&C partnership by signing the Sector Agreement will assist in mitigating the risk of:

Discontinuing an established and effective regional partnership leading to an inefficient approach to undertaking climate change adaptation and mitigation actions.

Inherent Risk	Residual Risk	Target Risk
High 3B	Medium 3C	Low 2D

The renewal of the Regional Climate Action Plan and recommitment to the RH&C partnership by signing the Sector Agreement will assist in mitigating the risk of:

limited access to funding and negatively impact Council’s reputation as a leader in climate emergency declarations leading to a failure to act on a key strategic direction and a loss of community confidence.

Inherent Risk	Residual Risk	Target Risk
High 3B	Medium 3C	Low 2D

➤ **Financial and Resource Implications**

RH&C operates on a modest budget, enabled by significant in-kind contributions from its partners with the budget primarily funding the Coordinator.

Council currently contributes \$20,000 annually to fund the Coordinator. This contribution is worked out with the other local government partners according to the Southern & Hills LGA contributions formula. In addition to this contribution from local government the State government partners also contribute to the partnership.

Funding for projects is raised separately via partnerships, grants, and specific funding requests within partner organisations. To date, every \$1 contributed by the partners has attracted \$4 in external project funding. This has resulted in \$1.2M in total grant funding for undertaking projects.

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

Community resilience is one of the five focus areas in the draft Regional Climate Action Plan with a goal to educate and empower the community to build their readiness for the impacts of climate change and reduce emissions.

The supporting commentary notes that *“building a climate ready region is a shared responsibility across all sectors of the community. Governments alone cannot do it all, and it is important that communities are informed and equipped to adapt to known climate risks, and supported to take practical steps to reduce emissions.”*

This focus area builds on RH&C work over many years in building and sharing the information that builds community understanding of climate risk, and community facing events such as the Sustainable Homes webinar series, and the Fleurieu Youth Climate Summit.

➤ **Sustainability Implications**

Partnering through RH&C provides an avenue for Council to progress a number of sustainability issues, including those in relation to climate change, biodiversity, and the consideration of natural hazards.

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

There has been a significant consultation process with staff from all RH&C partner organisations, and external stakeholders. 117 people participated in the process, and the outcomes are summarised in a standalone Stakeholder Engagement Report. Refer **Appendix 4** Regional Climate Change Action Plan Engagement Report for the detailed engagement process.

The RH&C Steering Committee, which includes representatives from all partners, has been heavily involved in shaping the content of the draft Plan through three half day workshops between May and October 2024.

Community engagement did not form part of the project scope given that this is a Plan for the partnership, rather than a community-facing plan.

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Not Applicable
<i>Council Workshops:</i>	A Council Workshop was held on Monday 5 August 2024.
<i>Advisory Groups:</i>	Not Applicable
<i>External Agencies:</i>	External input was provided from the LGA, other Regional Climate Partnerships, the Zone Emergency Management Committee, the Fleurieu Food Embassy, Fleurieu Youth Climate Summit and Primary Industries and Regions SA. Refer Appendix 4 Engagement Plan for further information.
<i>Community:</i>	Not Applicable

➤ **Additional Analysis**

Regional Climate Change Action Plan Approach

The Regional Climate Action Plan project had two main components:

1. A review component that was delivered by the RH&C Coordinator, and which provided a robust evidence base through an evaluation of the 2020 plan, a risk and impact review and a context review (this information is available if required); and
2. A planning component which was delivered by consultants BRM Advisory, which focused on engagement, and the actual development of the Regional Climate Action Plan and building momentum towards a renewal of the RSA.

The planning component commenced in April 2024 and incorporated the following steps:

- Delivered a program of stakeholder engagement with staff from each partner organisations and other stakeholders, which involved 117 people and sought feedback on:
 - Their experiences in taking local and regional action on climate change
 - The purpose of the RH&C partnership
 - Priorities for future regional action.
- Facilitated three workshops with the RH&C Steering Committee to provide input and direction at key points in the project.

- Engaged with all RH&C partners at the governing body level between July and October 2024 to provide background information about RH&C generally and the revised Plan project more specifically, and to discuss emerging themes.
- Prepared an Engagement Report to document the outcomes of the stakeholder engagement process (refer **Appendix 4**).
- Developed a draft Regional Climate Action Plan (refer **Appendix 2**) based on the outcomes of the review, and the stakeholder engagement
- Sought feedback on the draft Regional Climate Action Plan from stakeholders involved in the consultation.
- Developed a draft Regional Sector Agreement (updated based on the previous versions) (refer **Appendix 3**).
- Discussed the approach to renewing commitment to the partnership with each partner.

Regional Climate Change Action Plan Outcomes

The draft Regional Climate Action Plan 2025-2030 re-frames the purpose of RH&C as follows:

Resilient Hills & Coasts brings together partners to accelerate climate action in the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region. Our aim is to:

- *CONNECT: Build capability, avoid duplication, and accelerate action through shared learning and support.*
- *INFLUENCE: Provide a united and trusted voice on climate matters impacting our region, and constructively shape the direction of policy and programs.*
- *DELIVER: Deliver projects, activities and capacity building that saves time and money, and addresses shared priorities.*

The draft Plan proposes the following focus areas for collaborative action:

Focus Area	Goal
Resilient and biodiverse landscapes	Strengthen the resilience of our region’s biodiversity, food systems and landscapes.
Climate ready housing	Encourage affordable, climate resilient and low emission housing
Community resilience	Educate and empower our community to build their readiness for the impacts of climate change, and reduce emissions
Climate risk management	Support integration of climate risk management into plans, projects, operations, and service delivery of our partner organisations
Telling the story	Share stories of the practical and local climate action happening across our region

The RH&C Steering Committee has endorsed the Final Draft of the Regional Climate Action Plan and the text for the renewed Climate Change Sector Agreement.

Next steps

During November and December 2024, each partner organisation at the governing body level will be asked to adopt the new Regional Climate Action Plan 2025-2030 and recommit to signing the Regional Sector Agreement. A launch event is proposed for the first quarter of 2025. The Minister for Climate Change, along with leaders from each partner, will form part of this event.

The Resilient Hills & Coasts Steering Committee will hold primary responsibility for the implementation of the Regional Climate Action Plan. The plan will be delivered using a variety of funding sources, including joint investment from the partners, and State and Federal Government grants. RH&C's record shows that working together delivers cost savings from only doing things once, and from sharing costs, resources, and staff time across the partners.

Benefits of a recommitment to the partnership

Partnering through RH&C provides an avenue for Council to access resources and knowledge to assist with managing climate risks, adaptation, and mitigation actions. Working together in the partnership enables Council to avoid the duplication of effort and achieve efficiencies in the delivery of services and projects, and this results in a saving of time and money. The projects and advocacy undertaken by the RH&C Coordinator also ensure greater influence and reach for Council beyond that able to be undertaken with current resources. The historical success of the RSA and partnership means that as a group we are already advanced in many areas of climate action and collaboration. This provides the partnership with a strategic advantage to access funding and enables RH&C to be ahead of the curve on meeting regulatory requirements. The strong track record of saving staff time, creating cost savings and accessing extra funding will be increasingly valuable in a context when regulations, expectations and opportunities are rapidly increasing.

The RH&C partnership and a recommitment to the Regional Sector Agreement will have the following specific funding, legislative and project benefits:

- Access to Federal and State Funding such as the Disaster Risk Reduction Grants program, disaster Resilience Fund, Emissions Reduction Fund and National Landcare Program
- Alignment with Federal Climate legislation reinforcing the position of RH&C in meeting the *Climate Change Act 2022* (Cwth) targets for net-zero emissions by 2025. RH&C are currently involved with the Net Zero Accelerate program which will build essential carbon accounting capabilities for councils ensuring compliance with future national carbon reporting requirements.
- With anticipated requirements from the Australian Prudential Regulation Authority (APRA) and the Corporate Sustainability Reporting Directive (CSRD), climate risk management will become essential. Supported initiatives like the Climate Risk Governance Assessments have provided Council with the initial knowledge to meet disclosure standards, minimizing risks and strengthening transparency across councils.

The continuation of the partnership through the endorsement of the Regional Climate Action Plan and the recommitment to the Regional Sector Agreement reinforces Councils strong leadership to reduce climate change impacts, adapt to and mitigate these impacts.

3. OPTIONS

Council has the following options:

- I. Endorse the Regional Climate Action Plan and recommit to the Regional Sector Agreement (Recommended)

This is the recommended option as:

- The partners have been collaborating for over ten years and RH&C has provided an effective vehicle to save time and money, avoid duplication, streamline effort, raise capability, progress regional projects and advocacy, and attract grant funding.
- The plan is evidence driven, has been shaped by contributions from all partners, and provides a clear and pragmatic roadmap for action that will contribute to a more resilient Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.
- The Regional Climate Action Plan and Sector Agreement provide an appropriate governance framework for progressing collaborative climate action.
- The Sector Agreement is a non-binding agreement, and there are mechanisms to adjust the priorities and focus areas over time if required.

- II. Do not endorse the Regional Climate Action Plan and do not recommit to the Regional Sector Agreement (Not recommended)

This is not the recommended option as:

- There will be reduced access to resources and knowledge to assist with managing climate risks, adaptation, and mitigation actions.
- The lack of collaboration will reduce the projects that can be undertaken by Council due to limited resources and result in a possible duplication of work undertaken.
- The majority of metropolitan councils are part of a climate partnership that provide a regional emphasis and therefore Council would be only one of a few Council's not part of a regional collaboration.

4. APPENDICES

- (1) RH&C Annual Report 2023-2024
- (2) Draft RH&C Regional Climate Action Plan 2025-2030
- (3) Draft Climate Change Sector Agreement 2025-2030
- (4) RH&C Regional Climate Action Plan Stakeholder Engagement Report

Appendix 1

RH&C Annual Report 2023-2024



**Resilient
Hills &
Coasts**

Annual Report 2023-24



Who we are

Resilient Hills & Coasts is a collaborative, cross-sector partnership working to strengthen the climate resilience of communities, economies and natural and built environments, across the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.

Resilient Hills and Coasts is one of the Regional Climate Partnerships of South Australia.

Our partners are:

- Six Councils – Adelaide Hills, Alexandrina, Kangaroo Island, Mount Barker, Victor Harbor and Yankalilla
- The Southern & Hills Local Government Association
- Two Landscape Boards – Hills & Fleurieu and Kangaroo Island
- Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island
- The Department for Environment and Water.

The partners work together through a Steering Committee to progress priority actions laid out in our [Action Plan 2020-2025](#). Our Action Plan reflects the strategic priorities in our [Climate Change Adaptation Plan](#) (CCAP), which was developed in consultation with our communities and adopted by our partner Councils in late 2016. The partners have committed to working together to implement CCAP priorities under two Regional Sector Agreements, the first of which ran from June 2017 to June 2020, and our current Agreement, which was signed in 2021 and will continue until 30 June 2025.

Our priorities

Our goal is to strengthen the climate resilience of our communities, economies and natural and built environments.

Our priorities are laid out in our [Action Plan 2020-25](#), which had its last biennial update in April 2022. The Action Plan is focused on where we can make the most impact through regional collaboration.

We are developing our action plan for the next five years in 2024, for the period 2025-2030.

Our current priorities for action are:

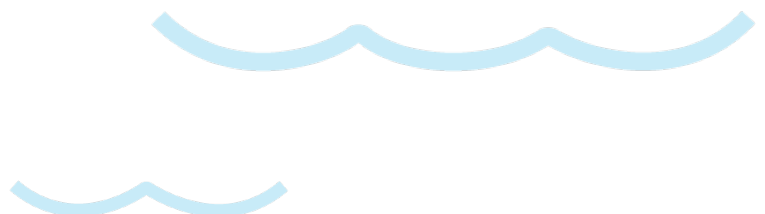
<i>Climate-ready development</i>	Leverage our leadership and networks to encourage residential and infrastructure development that avoids natural hazards, is built to maximise resilience, and is energy efficient and water sensitive.
<i>Climate risk reduction</i>	Support partners and communities to map, understand, plan for and adapt to climate risks, especially those arising from coastal, bushfire and urban heat hazards.
<i>Resilient agriculture</i>	Build on and spread regional best practice in enabling agriculture that is regenerative, water smart, resilient to a variable climate, and supports carbon farming as part of a zero emissions pathway.

Our major achievements so far

Resilient Hills & Coasts has generated significant momentum, knowledge and practical on-ground action by working together.

Our achievements include:

- Commencing the Homes for Tomorrow project, a peer-to-peer marketing campaign to encourage consumers to build sustainable homes in growth areas (2024)
- Developing our next Regional Climate Action Plan (ReCAP) (2024)
- Leading a successful statewide \$1.7M funding bid for Carbon Outreach officers in every Landscape Board for two years, to raise the carbon market capability of landholders (2023)
- Refreshing our brand and creating our first standalone website (2023)
- Winning the NGAA [Partnerships & Building Connections Award](#) (2023)
- Delivering the [Sustainable Homes Expert Webinar](#) series in partnership with other regions, and co-investing in the My Cool Home tool, to empower people to get climate ready at home (2023)
- Delivering the Bushfire & Biodiversity project, bringing together the latest knowledge and best practice, and mapping next steps for the region to build balanced bushfire and biodiversity resilience (2022)
- Supporting the Fleurieu Youth Climate Summits (2022, 2023, 2024), Fleurieu AgFests (2023, 2024) and Climate Smart Farming Forums (2021, 2022) to engage our communities
- Delivering the [Where We Build What We Build](#) project, providing evidence on the climate resilience of our region's housing stock and the economic benefits of building or retrofitting to a climate ready standard (2020)
- Leading or supporting coastal hazard mapping and adaptation initiatives with [Kangaroo Island](#), [Alexandrina](#) Councils and [Victor Harbor](#) (2019 – 2022)
- Increasing regional capabilities and uptake of water sensitive urban design and urban greening (2020 – 2021)
- Delivering Climate Risk Governance Assessments by five Councils, to assess and embed climate risk management throughout Council business (2019)
- Leading the low carbon transition, including by joining the [Cities Power Partnership](#), installing solar generation, transitioning to LEDs and electric vehicle fleets, and exploring options for a [Community Energy Program](#) (2018)
- Developing our [Resilient Hills & Coasts Climate Change Adaptation Plan](#) with significant input from community, business, government, industry and academia (launched 2016)



Our progress 2023-2024

<p><i>Climate-ready development</i></p>	<ul style="list-style-type: none"> • Developed the Homes for Tomorrow peer-to-peer marketing initiative to influence consumers to make more climate-ready building choices, with co-investment from Mount Barker, Alexandrina and Light Councils. • Supported a successful LGASA-led funding bid for a cross-regional Climate Ready Development project to address policy application gaps in the Planning and Design Code, and develop a business case for new policy proposals that improve climate readiness. • Advocated for climate ready improvements to urban policy, including through submissions on the Greater Adelaide Regional Plan Discussion Paper, the Parliamentary Inquiry on Trees, and the Tree Stands and Avenues definitions; presenting at the National Growth Areas Alliance summit; and taking part in a Peri-Urban Councils Workshop. • Continued engagement in the cross-sectoral Resilient Housing Community of Practice to build momentum, knowledge sharing and networking, and to scope practical collaborative projects.
<p><i>Climate risk reduction</i></p>	<ul style="list-style-type: none"> • Took part in Net Zero Accelerate, an LGASA led and State Government funded collaborative project to increase the carbon accounting and emissions reduction capabilities of Councils. • Co-invested and took part in a cross-regional project to assess the carbon offsetting risks and opportunities available to councils, including confirming the potential viability of carbon offsetting partnerships between regional and metropolitan councils. • Continued engagement in the cross-sectoral Climate Risk Community of Practice to build momentum, knowledge sharing and networking, and to scope practical collaborative projects.
<p><i>Resilient agriculture</i></p>	<ul style="list-style-type: none"> • Led a successful statewide \$1.72M funding bid for Carbon Outreach officers in every Landscape Board for two years, to raise the carbon market capability of landholders. • Supported the second Fleurieu AgFest on in March 2024 to showcase ag career pathways and the latest practice and technology. • Partnered with the Hills & Fleurieu Regen Collective and the Hills & Fleurieu Local Food Futures Project to encourage regenerative enterprise in our region, including through a Regenerating the Hills and Coasts workshop in October 2023, and launching a collaboration platform, Regen Places Network. • Made a submission to the Landscape SA Act review, highlighting what Landscape Boards contribute to resilient agriculture and landscapes.
<p><i>Governance and engagement</i></p>	<ul style="list-style-type: none"> • Delivered Stage One (Backcast) of our Regional Climate Action Plan (ReCAP), to update our evaluation, summarise current knowledge on climate risks and impacts, and changes in our strategic context. • Secured \$118,000 funding for ReCAP Stage Two (Forecast) under the Disaster Risk Reduction Grants Program funded by the Australian and South Australian Governments, and commenced engagement. • Supported the third Fleurieu Youth Climate Summit in May 2024. • Empowered consumers with knowledge on home energy efficiency and sustainable living, by collaborating with Resilient East, AdaptWest and Resilient South to deliver the Sustainable Homes Expert Webinar series from May 2023

	<p>to May 2024 (in partnership with Renew), and co-investing in access to the My Cool Home tool for 2023/24.</p> <ul style="list-style-type: none"> • Made submissions on the Climate Change Act review, the State Climate Change Risk Assessment, and the Commonwealth Duty of Care Bill. • Continued to develop our first dedicated RH&C website.
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Our future plans

Regional projects

- **Regional Climate Action Plan (ReCAP) and Regional Sector Agreement**
Complete our new Regional Climate Action Plan for 2025-2030 by December 2024, and work with partners to re-commit to delivering that plan through signing our next Regional Sector Agreement under the Climate Change Act.
- **Homes of Tomorrow**
Roll out the pilot community marketing initiative developed in 2024 to shift consumer attitudes towards sustainable housing, and seek further investment from growth Councils to scale up.
- **Carbon Market Outreach**
Continue to support activities across the Hills & Fleurieu to support smaller landholders to generate carbon credits at a lower cost and build the region's expertise in carbon farming.

Collaborative projects

- **Climate Ready Development**
Continue to engage in this LGASA-led, cross-regional project to address Planning & Design Code policy application gaps and develop a business case for new policy proposals that improve climate readiness.
- **Net Zero Accelerate**
Continue to participate in this LGASA-led and State Government funded project to increase the carbon accounting and emissions reduction capabilities of Councils. Complete work with the pilot Councils, and scale out to other Councils, using the new best practice guidelines.

Regional engagement initiatives

- Roll out the climate risk training modules for Elected Members developed by LGASA in 2023-24, to raise awareness about climate risk and the need to embed climate-readiness into Council business.
- Continue to update the new RH&C website, including by providing more community resources.
- Continue to support staff in partner organisations to understand, disclose and mitigate against climate risk.
- Continue to engage in and advocate for relevant Federal, State and LGASA policy and strategy development.
- Continue to engage in cross-regional and cross-sector activities to share knowledge, improve uptake of best practice, and drive progress on practical on-ground projects, including through the Climate Practitioners Network, and the Resilient Housing and Climate Risk Communities of Practice.

Our funding

We operate on a lean budget, enabled by significant in-kind contributions from all our Steering Committee representatives. Our budget funds an RH&C Regional Coordinator to support the Steering Committee, identify and pursue funding opportunities, support strategic projects, and undertake advocacy and engagement. Funding to deliver strategic projects is raised separately via partnerships, grants and Council budget bids.

The total available operational budget for 2023-24 was \$125,890. This comprised:

- \$63,000 in combined contributions from Adelaide Hills, Alexandrina, Mount Barker and Victor Harbor Councils (split according to the Southern & Hills LGA contributions formula)
- \$10,000 from the Hills & Fleurieu Landscape Board, and
- \$54,972 rolled over operational and project savings.

Total expenditure in 2023-24 was \$70,918. This comprised:

- \$67,980 for the RH&C Coordinator, for 12 months at 0.4FTE
- \$2,000 administration fee from auspice body Southern & Hills LGA
- \$938 operational expenses.

The operational surplus of \$56,972 will be rolled over to 2024-25.

Southern & Hills LGA was Resilient Hills & Coast's auspice body in 2023-24. All Southern & Hills LGA accounts are reported to their board, and are independently audited.



Endorsement

This report was prepared for the signatories to the Resilient Hills & Coasts Sector Agreement (2021), pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007*.

Endorsed on behalf of the Resilient Hills & Coasts Steering Committee by

Monika Rhodes, Chair

Signature

Date





Resilient Hills & Coasts

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Appendix 2

Draft RH&C Regional Climate Action Plan 2025-2030



**Resilient
Hills &
Coasts**

Regional Climate Action Plan 2025-2030

Final Draft November 2024



Government of South Australia



Resilient Hills & Coasts | hello@resilienthillscoasts.com | www.resilienthillscoasts.com

Acknowledgements

The Resilient Hills & Coasts Steering Committee thanks all partner organisations for their ongoing support for and commitment to this regional climate partnership. This is important work. With your valued contributions, we can keep making a significant difference for our region.

This Regional Climate Action Plan was funded under the Disaster Risk Reduction Grants Program funded by the Australian Government and the South Australian Government. Views and findings are expressed independently and do not necessarily represent the views of State and Commonwealth funding bodies. The plan was developed by BRM Advisory for the Resilient Hills & Coasts Steering Committee.

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Resilient Hills & Coasts acknowledges and respects the Kaurna, Peramangk, Ngarrindjeri, and Narungga People as the traditional custodians of the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.

We have much to learn from First Nations' deep connection and knowledge about caring for Country. Since 2006 the Ngarrindjeri Nation have shared their concerns about climate change.

These includes potential impacts on vulnerable people, Ngartjis (significant species), Yarlumar-Ruwe (Sea Country), water resources as culturally important places, and heritage¹.

We acknowledge that climate change places additional challenges on First Nations Peoples. The Resilient Hills & Coasts partnership will look for opportunities to collaborate with First Nations to deliver projects where our interests overlap.

1. Kungun Ngarrindjeri Yunnan Agreement 2002 (KNY-agreement-Council-Display-Version-Newv6.pdf (alexandrina.sa.gov.au). Ngarrindjeri Nation Yarlumar-Ruwe Plan – Caring for Ngarrindjeri Sea Country and Culture 2006 (data.environment.sa.gov.au/Content/Publications/CLLMM_422_Ngarrindjeri-Sea Country Plan_2006.pdf). Kungun Ngarrindjeri Yunnan contractual agreement 2009 (<https://www.environment.sa.gov.au/about-us/first-nations-partnerships/agreements-and-protocols>). Ngarrindjeri Climate Yarning 2023 (<https://sadroughthub.com.au/wp-content/uploads/2024/02/Climate-Change-Yarning-Circles-2023-Report-FINAL.pdf>)

****DRAFT TEXT NOT YET APPROVED****



Foreword from our partners

We established Resilient Hills & Coasts in 2014 to start taking joint climate action. We knew at the time that climate change would present significant challenges to the communities, economies and natural environments of our region, and there was much to be gained by working together. A decade later, our partnership continues to advance this important work for the benefit of current and future generations.

Resilient Hills & Coasts has a strong track record for driving practical climate action and advocacy for the benefit of our region. The partnership accelerates climate action by raising capability, streamlining effort, influencing change, and addressing shared challenges together.

Project highlights include the delivery of climate risk governance assessments and coastal adaptation plans; enhancing the evidence base about climate resilient housing; demonstrating how to balance biodiversity conversation with bushfire mitigation; and building

capability on water sensitive urban design.

Much has changed since 2014 and we now have a much better understanding of what climate change means to our region and each of our partners. Our partner organisations are now taking an increasing level of climate action, but there's a lot that we can and should do together, especially where we can reduce costs and duplication, and address challenges that are too complex for one partner to address alone.

This Regional Climate Action Plan cements the purpose of our partnership as to connect, influence and deliver, and identifies five focus areas where we will concentrate our efforts. The plan is evidence driven, has been shaped by contributions from our partners, and provides a clear roadmap for action that will contribute to a more resilient Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.

As we move into our third Regional Climate Action Plan, we invite you to join us in taking positive and practical action on climate change.

Plan on a page

This is Resilient Hills & Coast's roadmap for the next five years. It describes why we exist (Purpose), how we work together (Approach), and what we will work together on (Focus Areas).

This Plan is underpinned by research, investigations and consultations summarised in our:

Backcast Report, which contains the background, context and evidence base for the plan

Engagement Report, which summarises feedback from more than 117 people from our partner organisations, and other stakeholders.

Purpose

Resilient Hills & Coasts brings together partners to accelerate climate action in the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region. Our aim is to:



CONNECT

Build capability, avoid duplication and accelerate action through shared learning and support.



INFLUENCE

Provide a united and trusted voice on climate matters impacting our region, and constructively shape the direction of policy and programs.



DELIVER

Deliver projects, activities and capacity building that saves time and money, and addresses shared priorities.

Approach

Building resilience requires a dynamic and flexible approach, which means we are intentional about when and how we work together.

We lead collaborative regional action when it adds value, and also support our partners to lead their own action. Some projects involve all our partners, and others may only involve a few of us.

We also work with a wider range of stakeholders, including the other Regional Climate Partnerships around the state, when interests align, and there are opportunities to leverage collective impact.

Our work adds value to what's already happening in our region, and we help to roll-out and scale up effective approaches. We attract new funding, and generously share resources, knowledge and

experience through our active network to save time, money and effort.

We are committed to taking action in our five focus areas, and develop annual activity plans that are adjusted based on evolving needs. A commitment to continually improving how we achieve our purpose means we may need to revise our plans over time.

Focus Areas

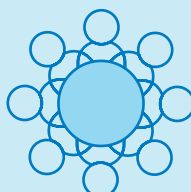
Over the next five years, we will focus on:



Resilient and biodiverse landscapes



Climate ready housing



Community resilience



Climate risk management



Telling the story





Source: Resilient Hills and Coasts

About Resilient Hills & Coasts

Resilient Hills & Coasts is one of South Australia's Regional Climate Partnerships.

Our partners comprise:

- Adelaide Hills Council
- Alexandrina Council
- Kangaroo Island Council
- Mount Barker District Council
- City of Victor Harbor
- District Council of Yankalilla
- Hills & Fleurieu Landscape Board
- Kangaroo Island Landscape Board
- Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island
- Department for Environment and Water
- Southern & Hills Local Government Association.

Through our work, we regularly connect with a wide range of stakeholders across the community, business, government and not-for-profit sectors who want to work with us to drive practical climate action in our region.



Our governance and funding

Resilient Hills & Coasts is not its own organisation. It is a partnership that is formally established under a Regional Sector Agreement, which is a statutory instrument under the *Climate Change and Greenhouse Emissions Reduction Act 2007*, and is signed every five years by heads of partner organisations and the Minister for Climate Change.

The Resilient Hills & Coasts Steering Committee oversees,

enables and drives our partnership. The Steering Committee is made up of representatives from each partner organisation, and operates according to its Terms of Reference. The Steering Committee is supported by a Coordinator who works to identify and pursue funding opportunities, facilitate knowledge sharing, support strategic projects, and undertake advocacy and engagement.

We operate on a lean budget, enabled by significant in-kind contributions from all our partners and a modest operational budget which funds the Coordinator. Funding for projects is raised separately via partnerships, grants, and specific funding requests within partner organisations: every \$1 spent by our partners has attracted \$4 in external project funding – \$1.2M in total.



Our track record

Working together has allowed us to achieve so much more than we could have achieved alone, and our work has been widely recognised and awarded.

Our highlights include:



\$1.2m
external funding attracted

40+
advocacy
engagements



A decade of action

2014	Started working together
2016	Regional climate change adaptation plan launched
2019	Climate risk forum and governance assessments
2019	Coastal hazard adaptation planning commenced
2020	Accelerated uptake of water sensitive urban design
2020	Where We Build What We Build project
2021	First of two Climate Smart Farming Forums
2022	First Fleurieu Youth Climate Summit (now annual)
2022	Bushfire and Biodiversity project
2022	Council Carbon Credits pre-feasibility initiated
2023	Winner of National Growth Areas Alliance Award for building connections
2023	Sustainable Homes Expert Webinar series
2023	First Fleurieu AgFest
2023	Homes for Tomorrow project commenced
2024	Secured funding for statewide Carbon Farming Outreach Program





Project highlights



Bushfire and biodiversity

Recognising the tensions between bushfire risk reduction and biodiversity protection, this project sought to better understand the latest knowledge and best practice, and outline future steps to build a balance between bushfire and biodiversity resilience in our region. This project brought together regional stakeholders across local councils, landscape boards and state government agencies to exchange perspectives in a way that had not previously occurred.

Coastal hazard adaptation

Resilient Hills & Coast has supported Kangaroo Island Council to undertake mapping of projected coastal hazards (including erosion, inundation and storm surge), share maps with communities to help them understand the evolving risks, and develop adaptation strategies. This work informed approaches to coastal hazard adaptation in other parts of the region and the state.



Water sensitive urban design

Resilient Hills & Coasts has helped drive the increased uptake of water sensitive urban design in our region. We developed guidelines to retrofit stormwater detention basins into WSUD assets (in partnership with Resilient South), ran two rounds of training for practitioners, delivered four on ground WSUD projects, and an Urban Growth and Catchment Health in the Eastern Mount Lofty Ranges forum.



Where We Build What We Build

We mapped exposure of existing housing to flood, heat and bushfire risks, categorised its sensitivity to those risks, and analysed the economics of building or retrofitting climate-ready homes in the region. We found that immediately retrofitting the 3,000 hazard exposed homes in the region to a climate-ready standard would deliver a net benefit of \$72 million to the community (in 2020 terms). This project led to a range of advocacy activities and the initiation of the Homes of Tomorrow project.

Climate Risk Governance Assessments

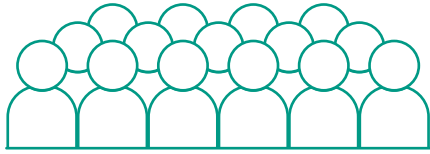
Resilient Hills & Coasts partnered with Resilient South to deliver a Climate Risks for Councils workshop in October 2018, followed by the first South Australian pilot of a Climate Risk Governance Assessment pilot (using Climate Planning's Informed.City tool). Five councils in our region have now baselined their performance and started to improve climate risk management. This initiative has helped to shift organisational understanding of climate change as a risk management issue.



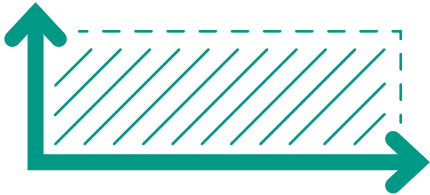
Low Carbon Transition

Landscape Boards are upskilling to assist land managers to generate carbon credits, and have secured funding for a two-year Carbon Farming Outreach program commencing 2024. Since 2016, councils are leading the transition to a low carbon future through co-designing and collaborating on the Council Carbon Offsets project, joining the Cities Power Partnership, accounting for and reducing emissions, developing Carbon Management plans or Carbon Neutral Plan, installing solar generation on council facilities, and transitioning to LEDs and electric vehicle fleets.

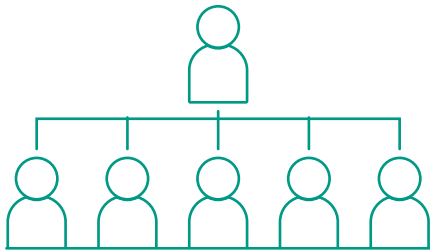
About our region



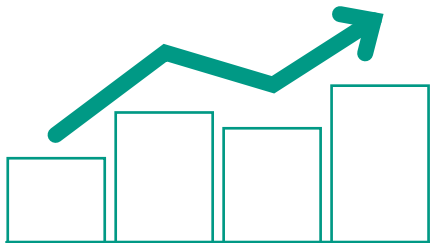
Population 142,556



8752 square km



42,590 jobs



Annual economic output of \$13.131 billion



Strong primary production sector

- 25% of SA's dairy cattle
- 64% of SA's apples
- 92% of SA's cherries

Growing population underpinned by

- Ability to work from home / commute to Adelaide
- Rapid urban development, especially in Mount Barker, Victor Harbor and Goolwa

Growing tourism underpinned by

- 5 wine regions
- Premium food destination supporting value-adding industries
- Historic townships – Hahndorf, Strathalbyn, Goolwa and Port Elliot
- SA's premier coastal region for seasonal tourism
- Festivals

Source: 2023 REMPLAN Economy data prepared for RDA Adelaide Hills, Fleurieu and Kangaroo Island

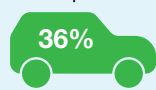
Our region's emissions

5%

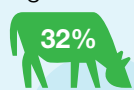
of South Australia's emissions
1,236,000 t CO2e

Top emitters

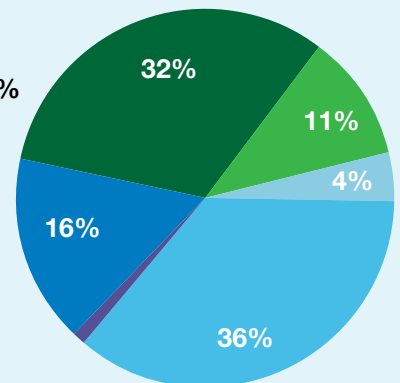
Transport



Agriculture



- Agriculture **32%**
- Industrial Processes **11%**
- Waste **4%**
- Transport **36%**
- Gas **1%**
- Electricity **16%**



Community emissions profile for the Resilient Hills & Coasts region, for the 2021/22 financial year. Source: Snapshot Climate, 2024

Climate change in our region

Climate change is creating a different climate in the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region. We can expect:



Warmer temperatures overall, with longer, more frequent and intense heatwaves



Less rainfall overall, but more frequent and intense high rainfall events



More time spent in drought



Changing agricultural conditions, including more evaporation from soil and dams, and fewer frosts



Longer fire danger seasons, and more days of extreme fire danger



Ongoing sea level rise, more frequent storm surges and increased coastal erosion

More detailed climate projections for our region are provided in Appendix A.

Source: DEW Climate Projections Guide, 2022.

Regional climate vulnerabilities

When we developed our original Climate Change Adaptation Plan between 2016, we prepared Integrated Vulnerability Assessments for the Hills & Fleurieu region, and for Kangaroo Island. The key findings of these two assessments were then summarised into ten climate vulnerabilities for our region. While important work has progressed, these ten areas continue to inform where we focus our efforts.

Agriculture: Maintaining agricultural productivity and water security, particularly for horticulture, viticulture and dryland grazing, in the context of projected rainfall decline and increasing temperatures.

Water-dependent Ecosystems: Protecting water-dependent ecosystems from the impacts of projected rainfall decline, increasing temperatures, and heightened fire risk.

Natural Landscapes: Sustaining natural landscapes and their biodiversity (plains, flanks, and uplands) in the context of projected rainfall decline, rising temperatures, and elevated fire risk.

Coastal Ecosystems: Maintaining the condition and extent of sedimentary coastal ecosystems and their biodiversity given projected increases in sea levels.

Public Coastal Assets: Maintaining public coastal assets from threats presented by projected rises in sea levels.

Vulnerable Members of the Community: Enhancing the health, safety, and wellbeing of vulnerable members of the community from the impacts of projected increases in extreme events such as fire, extreme heat, and flooding resulting from intense rainfall and rising sea levels.

Emergency Management: Managing increases in demand for emergency management services due to projected increases in the frequency and intensity of extreme events such as fire, extreme heat, and flooding caused by rainfall intensity and sea level rise.

Community Facilities and Open Space Areas: Maintaining and expanding community facilities and open spaces to meet growing demands associated with projected rainfall decline, increases in temperatures, and fire risk, which will be compounded by growing population pressures and urban development.

Infrastructure Assets: Maintaining and expanding infrastructure assets, including roads and energy networks, in the context of projected rainfall decline, rising temperatures, and increased fire risk.

Homes and Buildings: Maintaining the condition of homes and buildings, and enhance their operations, from the threats presented by projected increases in fire, extreme heat, and flooding driven by rainfall intensity and sea level rise.

Our Roadmap for action

The Resilient Hills & Coast roadmap for action has three components:



Purpose Statement

Resilient Hills & Coasts brings together partners to accelerate climate action in the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region. Our aim is to:



CONNECT

Build capability, avoid duplication and accelerate action through shared learning and support.

INFLUENCE

Provide a united and trusted voice on climate matters impacting our region, and constructively shape the direction of policy and programs.

DELIVER

Deliver projects, activities and capacity building that saves time and money, and addresses shared priorities.

Approach

Building resilience requires a dynamic and flexible approach, which means we are intentional about when and how we work together.

We lead collaborative regional action when it adds value, and also support our partners to lead their own action. Some projects involve all our partners, and others may only involve a few of us.

We also work with a wider range of stakeholders, including the other Regional Climate Partnerships around the state, when interests align, and there are opportunities to leverage collective impact.

Our work adds value to what's already happening in our region, and we help to roll-out and scale up effective approaches. We attract new funding, and generously share resources, knowledge and

experience through our active network to save time, money and effort.

We are committed to taking action in our five focus areas, and develop annual activity plans that are adjusted based on evolving needs. A commitment to continually improving how we achieve our purpose means we may need to revise our plans over time.

To help us determine how and when we work together, we consider the following framework:

- 1 How does this address a core climate risk for our region and our partners?
- 2 Why would a collaborative approach lead to a better outcome?
- 3 Is Resilient Hills & Coasts best placed to progress collaborative action?
- 4 How will this add value to what our partners are doing?
- 5 Is there energy, opportunity and resourcing to support the success of this action?

Focus Areas



FOCUS AREA ONE

Resilient and Biodiverse Landscapes

Strengthen the resilience of our region's biodiversity, food systems and landscapes.

Source: Landscapes Hills and Fleurieu

Why is it important to our region?

We know that our region's natural landscapes are highly valued by our Traditional Owners, as well as for their intrinsic ecological values and how they underpin much of our region's economy and way of life. Landscapes that are well cared for can better adapt to a changing climate, and can also help absorb and store carbon, further reducing climate impacts.

A warmer and drier climate, and more frequent extreme weather and fires, has the potential to impact our region's landscapes from an ecological, food system and social perspective. It also presents unique water management and water security threats.

Nearly a third of our region's emissions come from agriculture and thus this sector has an important role to play in the region's overall emission reduction efforts. These challenges may also present opportunities to shift towards more holistic and integrated approaches to land use planning, and management, at the landscape scale.

How Resilient Hills and Coast will accelerate action?

Resilient Hills and Coasts will support efforts to strengthen the resilience of our landscapes by:

1. coordinating efforts (connecting the dots) between our partners who are each working within their own areas of responsibility
2. exploring opportunities to partner with First Nations to use traditional knowledge and approaches as part of climate change actions, and protect cultural values from the impacts of a changing climate
3. engaging with existing partnerships, such as the Hills and Fleurieu Local Food Futures Project, to widen the reach and impact of their work
4. initiating new collaborative projects to lead action where there are gaps and opportunities
5. seeking to drive systemic change through targeted advocacy on legislative and policy change.



FOCUS AREA TWO

Climate Ready Housing

Encourage affordable, climate resilient and low emission housing.

Source: Green Homes Australia

Why is it important to our region?

Our region is experiencing significant urban development which will continue over coming years and decades.

There is a great opportunity to ensure we do not put more homes in harm's way by ensuring new development avoids the most hazard prone areas. We also can improve quality of life, contribute to emissions reduction, and deliver long term economic savings to residents if we carefully consider how we design, build, retrofit and run our homes.

How Resilient Hills and Coast will accelerate action?

Resilient Hills and Coasts will encourage climate resilient and low emission housing by:

1. continuing to build and share the evidence-base around climate ready housing, and climate hazard data and mapping
2. seeking to drive systemic change by advocating for evidence-based changes to the State Planning Policy, and the National Construction Code, and funding models to support the retrofitting of existing homes
3. exploring opportunities to educate council staff, developers, builders and housing providers around the benefits of exceeding minimum standards
4. delivering projects that address known gaps, such as the Homes for Tomorrow project.





FOCUS AREA THREE

Community resilience

Educate and empower our community to build their readiness for the impacts of climate change, and reduce emissions.

Source: Landscapes Hills and Fleurieu

Why is it important to our region?

Building a climate ready region is a shared responsibility across all sectors of the community. Governments alone cannot do it all, and it is important that communities are informed and equipped to adapt to known climate risks, and supported to take practical steps to reduce emissions.

While there is often a willingness to act at the community level, community resilience programs need to have a strong action-orientation beyond one-way education programs if they are to be effective in the long run.

Our region has a strong track record for programs that educate and empower, across both the natural resource management and disaster resilience sectors. There are important lessons to be learnt about the most effective way to support long term and sustainable capacity building at the community level. There are also opportunities to leverage and extend proven models to achieve wider impact across our region.

How Resilient Hills and Coast will accelerate action?

Resilient Hills and Coasts will support community resilience efforts by:

1. continuing to share data and information that builds community understanding of climate risks – and promote where and how people can take action
2. supporting the delivery of events such as the annual Fleurieu Youth Climate Summit
3. exploring opportunities to scale up the implementation of successful community programs across the region, such as the successful community led disaster resilience pilot projects that emerged following the 2019/20 bushfires.



FOCUS AREA FOUR

Climate risk management

Support integration of climate risk management into plans, projects, operations and service delivery of our partner organisations.

Source: City of Victor Harbor

Why is it important to our region?

Climate change will increase physical risks to functions and services delivered by our partners, which in turn will likely increase demand for services, and maintenance, repair and renewal costs.

Our partners also need to manage social, legal, financial and transition risks to be well-equipped and prepared to support our local communities and economies through major disruption and shocks.

Reducing climate risk requires a whole-of-organisation approach, with climate change considerations embedded into all processes and accounted for in all decisions.

How Resilient Hills and Coast will accelerate action?

Resilient Hills and Coasts will support its partners with climate risk management by:

1. exploring the potential to deliver the LGA's climate risk management training consistently across the six councils in the region
2. facilitating the sharing of knowledge, evidence and approaches in climate risk management amongst RH&C partners
3. identifying what other support our partners need in managing their climate risks, and helping connect them with the right resources and support
4. reviewing the learnings of the Resilient Asset Management Project (by Resilient South) to determine any lessons about the integration of climate risks into asset management that may be applicable to our region.





FOCUS AREA FIVE

Telling the story

Share stories of the practical and local climate action happening across our region.

Source: Mount Barker District Council

Why is it important to our region?

Action is taking place across our region that is strengthening the resilience of our landscapes, communities and economies to a changing climate, and reducing emissions. This work is practical and local, and often unseen.

Action is happening across all parts of the community, from initiatives of individual households and small business, to changes across entire sectors of the regional economy, as well as through projects and programs led by councils and government.

It is important to tell these stories to raise awareness of positive efforts, inspire hope, motivate further action, and convey how climate action is a shared responsibility and is being addressed collectively across our region.

How Resilient Hills and Coast will accelerate action?

Resilient Hills and Coasts will tell the story of the collective climate action happening in our region by:

1. capturing and sharing stories of positive, practical, and local action on climate change
2. leveraging the collective communication channels of all our partners to achieve wider reach in communication efforts
3. clearly communicating the role that our partnership plays in accelerating climate action across the region.







Implementation, monitoring and review

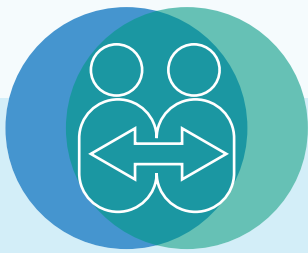
The Resilient Hills & Coasts Steering Committee has primary responsibility for the implementation of this plan.

This plan will be delivered using a variety of funding sources, including joint investment from our partners, and State and Federal Government grants. Our track record shows, that working together delivers cost savings from only doing things once, and from sharing costs, resources and staff time across the partners.

Each year, Resilient Hills & Coasts will publish a statement of achievements that will be shared with each partner. This will include a summary of successes and learnings from our collaboration, and an assessment of the overall impact of our efforts.

We will measure how well we deliver on our Purpose Statement through reporting on the following measures based on readily available data and an annual survey.

This plan will be reviewed in 2029, or as required.



CONNECT

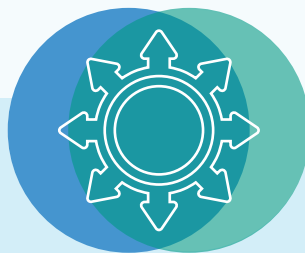
Measures

Number of opportunities to connect participants in Communities of Practice, networks and other collaborative forums

Number of stories and case studies of collaboration that happened through RH&C

Number of initiatives replicated from one partner to another partner

Network density as measured in the breadth of involvement from each our partner organisations



INFLUENCE

Measures

Number of Advocacy submissions

Annual satisfaction and impact surveys from partner organisations

Number of positive climate action stories shared through our partners' communications channels

Number of invitations to contribute to external projects, forums, or advisory panels



DELIVER

Measures

Number of projects initiated









Amount of grant funding attracted

Number of people and/or organisations reached through RH&C projects



Appendix A: Climate projections for the Resilient Hills & Coasts region

Summary of climate scenarios data for the Hills & Fleurieu region (white) and Kangaroo Island (grey) (or surrogate locations where regional data not available, as indicated in sources), for a high emissions scenario (RCP8.5) in 2030, 2050 and 2090, and for a medium emissions scenario (RCP4.5) in 2090.

CLIMATE VARIABLE	BASELINE ¹ Rain: 1981–2010, Temp: 1986–2005, Sea: 1986–2005	EMISSIONS SCENARIO			
		2030 RCP8.5	2050 RCP8.5	2090 RCP8.5	2090 RCP4.5
 Annual rainfall decrease (most significant decrease in Spring: -40% H&F and -41% KI in 2090 RCP8.5) *	625 mm	-3%	-9%	-29%	-12%
	564 mm	-4%	-10%	-29%	-12%
 Extreme rainfall events increase **	0.38 1-in-1000 rainfall events	+58%	+55%	+121%	+87%
		+58%	+55%	+121%	+87%
 Mean daily maximum temperatures increase * (most significant increase in Spring: +4.1°C H&F and +3.7°C KI in 2090 RCP8.5)	18.4°C	+1.0°C	+1.6°C	+3.5°C	+1.9°C
	18.2°C	+1.0°C	+1.5°C	+3.3°C	+1.8°C
 Mean daily minimum temperatures increase *	10.3°C	+0.9°C	+1.4°C	+2.8°C	+1.6°C
	10.6°C	+0.9°C	+1.3°C	+2.7°C	+1.5°C
 Number hot days over 35°C increase *	7	+2	+4	+12	+5
	1	0	+1	+3	+1
 Fire weather danger increase ^	4.2 severe fire danger days	+11.9%	-	+64.3%	+26.2%
		+11.9%	-	+64.3%	+26.2%
 Evapotranspiration increase ~ (evaporation and water stress to vegetation)	-	+3.1%	+5.2%	+9.9%	+5.1%
	-	+2.4%	+4.1%	+8.4%	+4.2%
 Sea level rise increase #	-	+13cm	+24cm	+60cm	+45cm
	-	+13cm	+24cm	+60cm	+45cm

Data Sources, Locations & Confidence

* **Hills & Fleurieu and Kangaroo Island** regional data for rainfall and temperature from the second generation of NARCIIM projections released in 2021 (NARCIIM 1.5), South Australian climate projections viewer. Very high confidence in temperature projections, high confidence in rainfall projections.

** Table 4-2 Projected change in climate variables for **Adelaide** RCP8.5 (extreme rainfall events only). High confidence in rainfall projections, low confidence in magnitude of

increase in extreme rainfall events. *Guide to Climate Projections for Risk Assessment and Planning in South Australia (Department for Environment and Water, 2022).*

^ Table 10-2 Number of severe **fire danger** days (FFDI > 50) (**Southern and South Western Flatlands**). High confidence in frequency, low confidence in magnitude (strongly dependent on summer rainfall projection). *Guide to Climate Projections for Risk Assessment and Planning in South Australia (Department for Environment and Water, 2022).*

~ Table 8-1 Change in annual potential **evapotranspiration (Hills & Fleurieu and Kangaroo Island)**. *Guide to Climate Projections for Risk Assessment and Planning in South Australia (Department for Environment and Water, 2022).*

Table 11-2 Projected change in **sea level rise** relative to 1986–2005 (m) (**Victor Harbor**). Very high confidence. *Guide to Climate Projections for Risk Assessment and Planning in South Australia (Department for Environment and Water, 2022).*



Source: Landscapes Kangaroo Island



Resilient Hills & Coasts



Source: Paul Cullen



Government of
South Australia



Appendix 3

Draft Climate Change Sector Agreement 2025-2030

CLIMATE CHANGE SECTOR AGREEMENT

For the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island Region 2025-2030

Pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007*

BETWEEN

ADELAIDE HILLS COUNCIL

and

ALEXANDRINA COUNCIL

and

CITY OF VICTOR HARBOR

and

DISTRICT COUNCIL OF YANKALILLA

and

HILLS AND FLEURIEU LANDSCAPE BOARD

and

KANGAROO ISLAND COUNCIL

and

KANGAROO ISLAND LANDSCAPE BOARD

and

MOUNT BARKER DISTRICT COUNCIL

and

SOUTHERN AND HILLS LOCAL GOVERNMENT ASSOCIATION

and

**REGIONAL DEVELOPMENT AUSTRALIA (ADELAIDE HILLS, FLEURIEU AND
KANGAROO ISLAND)**

and

THE GOVERNMENT OF SOUTH AUSTRALIA

THIS AGREEMENT is made the [] day of [] 2024

BETWEEN

(1) the Minister for Climate, Environment and Water (the Minister) on behalf of the Government of South Australia

and

(2) the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region, consisting of the following bodies: Adelaide Hills Council; Alexandrina Council; District Council of Yankalilla; City of Victor Harbor; Hills & Fleurieu Landscape Board; Kangaroo Island Council; Kangaroo Island Landscape Board; Mount Barker District Council; Southern and Hills Local Government Association; Regional Development Australia (Adelaide Hills, Fleurieu and Kangaroo Island).

The parties listed under (2) are jointly referred to as the 'Resilient Hills & Coasts (RH&C) Regional Partners'.

It is acknowledged that other key entities (from both public and private sectors) within the region may join the RH&C Regional Partners in the future. If this eventuates, the Agreement may be reviewed and amended accordingly.

This Agreement builds on the previous *Climate Change Sector Agreement* for the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region, which was signed in 2021 and is due to expire on 30 June 2025.

1 STATEMENT OF PURPOSE

This Climate Change Sector Agreement (the Agreement) between the Government of South Australia and the RH&C Regional Partners acknowledges the importance of the partnership and cooperative work between the signatories in responding to climate change and pursuing sustainability and climate resilience.

The RH&C Regional Partners, with the support of the Government of South Australia, aim to reduce emissions and improve the resilience of the region's communities, assets and infrastructure, local economies and natural environment to cope with the inevitable impacts and challenges of climate change in the short, medium and long term, through the development and implementation of climate change actions and initiatives.

This Agreement:

- acknowledges a joint commitment on the part of the signatories to **collectively respond to climate change** by reducing emissions, managing risk, harnessing opportunities, adapting and building resilience
- articulates a **common goal amongst the signatories** to implement emissions reduction and climate change response planning, programs and actions as resources allow, in a cooperative, co-ordinated and consultative manner in the region
- will enable an integrated approach whereby signatories provide strategic direction for the region in tackling climate change in alignment with council, state and regional strategic priorities

- has, as its key focus, **response to the impacts, risks, and opportunities of climate change** in the region –in alignment with identified strategic priorities, via
 - setting agreed objectives
 - joint commitment to collaborative and timely implementation of climate change actions, and their ongoing evaluation and review
 - cooperatively identifying and progressing partnership opportunities between partners and across sectors within the region, to assist with implementation of climate change actions and initiatives.

2 THE REGION

For the purpose of this Agreement, the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region Adelaide Region (the region) is aligned with the boundaries of the Council areas of Adelaide Hills, Alexandrina, Mount Barker, Yankalilla, Victor Harbor, and Kangaroo Island (see map at Addendum 1).

3 BACKGROUND

3.1 A Regional Climate Action Plan (ReCAP) for the RH&C region was completed in 2024 and adopted by each RH&C Regional Partner.

3.2 The Minister and RH&C Regional Partners have entered into this Agreement under the *Climate Change and Greenhouse Emissions Reduction Act 2007*, in order to:

- facilitate geographically specific responses to climate change, whilst also recognising differences across the region
- work together to support a better understanding of climate change risks and opportunities for communities, business and the natural environment
- facilitate community and business engagement and participation in programs designed to assist with emissions reduction and promote climate change resilience
- explore the potential for joint projects and partnerships, and Australian Government and other funding opportunities
- promote and showcase achievements as a template for other regions of South Australia and Australia
- identify and promote resilient, low emissions and climate smart economic and employment opportunities within the region
- provide relevant information to key service providers to help them reduce emissions, build resilience, adapt, manage risk and exploit opportunities.

4 GUIDING PRINCIPLES

4.1 This Agreement includes Schedule 1 outlining Priority Focus Areas for the Regional Partners. Signatories will endeavour to review, update and undertake the actions outlined in the Schedule, as resources allow.

4.2 The Agreement complements and supports key state government climate change policies and programs, including the achievement of the *Climate Change and Greenhouse Emissions Reduction Act 2007*.

4.8 This Agreement complements and supports the strategies and corporate climate change plans of each of the local government signatories.

4.9 While specific responses to climate change may vary across the region, this Agreement aims to facilitate a cooperative approach across the region to identify and address elements of common interest and benefit, recognising that responses may need to represent the interests of specific communities.

5 THIS SECTOR AGREEMENT DOES NOT CREATE LEGALLY BINDING OBLIGATIONS

5.1 This Agreement does not create any legally binding contract between the parties and does not give rise to any legally binding obligations.

5.2 The signatories may amend priority focus areas (as outlined in Schedule 1) by written agreement at any time.

6 GOVERNANCE ARRANGEMENTS

6.1 The RH&C Management Committee (the Committee) will continue to oversee RH&C and will include representatives from each of the signatory parties.

6.2 The Committee will determine its own Terms of Reference.

6.3 The Committee will establish criteria to measure progress on this Agreement and regional plan/s.

6.4 The Committee may establish sub-groups as required to support the objectives of this Agreement.

6.5 The Committee will provide regular (i.e. minimum of annual) progress reports to all signatories.

7 ROLES AND RESPONSIBILITIES

7.1 Pursuant to this Agreement, the RH&C Regional Partners undertake to:

7.1.1 participate in Committee activities, consistent with the priorities outlined in Schedule 1

7.1.2 promote the RH&C objectives internally and to relevant stakeholders

7.1.3 ensure consistency with relevant local, state and Australian Government climate change strategies

7.1.4 prioritise opportunities to implement climate change projects on a regional scale where it is more efficient and practical than doing so on a council by council basis

7.1.5 contribute in a timely fashion to reviews of all key program deliverables

7.1.6 continue to explore opportunities for joint and external funding and resourcing, including for the RH&C Regional Coordinator role.

7.2 Pursuant to this Agreement, the Government of South Australia undertakes to:

7.2.1 promote RH&C objectives and achievements internally and to relevant stakeholders

- 7.2.2 collaborate on initiatives that support the Government's climate change objectives, including exploring funding opportunities and sharing state-wide learnings regarding climate change response initiatives
- 7.2.3 support, as appropriate, the development of any relevant funding proposals to the Australian Government or other funding bodies, and partnership opportunities
- 7.2.4 ensure that briefings and advice are provided to the Committee on state and national policy developments and discussions, as required and relevant to this Agreement
- 7.2.5 provide opportunities to the Committee to consider and provide input into the review and development of relevant state projects, programs, policies, strategies and frameworks.

8 INTELLECTUAL PROPERTY

- 8.1 All existing and yet to be developed intellectual property created under the direction of the Committee, including but not limited to, the RH&C logo and logo block, and branding materials, shall be jointly owned by RH&C Regional Partners and the Crown in right of the Government of South Australia. As co-owners of copyright material, the parties agree that each party may use or exercise their copyright rights (such as use of the logo and logo block and branding materials, communicating the material to the public or sub-contracting of licensing others to do so) without the consent of the other parties, so long as the activity is aligned with the purpose of this Agreement, and is not to the detriment of any other party.

9 DURATION OF THIS AGREEMENT

- 9.1 The Agreement shall continue from the date on which it is made until 30 June 2030.
- 9.2 The Agreement can be amended or extended on an as needs basis, with the written agreement of the signatories.
- 9.3 Any party can seek to withdraw from the Agreement by providing 30 days written notice to the other signatory parties.
- 9.4 The Committee will review this Agreement three months prior to its expiration and provide recommendations for future action to the signatories.
- 9.5 The Schedule within the Agreement may be reviewed and updated by the Committee.

Adelaide Hills, Fleurieu Peninsula and Kangaroo Island Region Sector Agreement

(Pursuant to the Climate Change and Greenhouse Emissions Reduction Act 2007)

JAN-CLAIRE WISDOM

**MAYOR
ADELAIDE HILLS COUNCIL**

.....
Date ____ / ____ / ____

KEITH PARKES

**MAYOR
ALEXANDRINA COUNCIL**

.....
Date ____ / ____ / ____

MICHAEL PENGILLY

**MAYOR
KANGAROO ISLAND COUNCIL**

.....
Date ____ / ____ / ____

DAVID LEACH

**MAYOR
MOUNT BARKER DISTRICT COUNCIL**

.....
Date ____ / ____ / ____

MOIRA JENKINS

**MAYOR
CITY OF VICTOR HARBOR**

.....
Date ____ / ____ / ____

DARRYL HOUSTON

**MAYOR
DISTRICT COUNCIL OF YANKALILLA**

.....
Date ____ / ____ / ____

DAVID GREENHOUGH

**CHAIR
HILLS AND FLEURIEU LANDSCAPE BOARD**

.....
Date ____ / ____ / ____

ANDREW HEINRICH

**CHAIR
KANGAROO ISLAND LANDSCAPE BOARD**

.....
Date ____ / ____ / ____

DRAFT

JAMES SEXTON

**CHAIR
REGIONAL DEVELOPMENT AUSTRALIA ADELAIDE
HILLS, FLEURIEU AND KANGAROO ISLAND**

.....
Date ____/____/____

MOIRA JENKINS

**PRESIDENT
SOUTHERN AND HILLS LOCAL GOVERNMENT
ASSOCIATION**

.....
Date ____/____/____

HON SUSAN CLOSE MP

**MINISTER FOR CLIMATE, ENVIRONMENT AND
WATER**

.....
Date ____/____/____

D R A F T

ADDENDUM 1

Map of the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island Region.



SCHEDULE 1

Signatory parties will implement the Resilient Hills & Coasts Regional Climate Action Plan 2025-2030, which includes the following focus areas:

Focus Area	Goal	Actions
Resilient and biodiverse landscapes	Strengthen the resilience of our region's biodiversity, food systems and landscapes.	Resilient Hills and Coasts will support efforts to strengthen the resilience of our landscapes by: <ol style="list-style-type: none"> 1. coordinating efforts (connecting the dots) between our partners who are each working within their own areas of responsibility 2. exploring opportunities to partner with First Nations to use traditional knowledge and approaches as part of climate change actions, and protect cultural values from the impacts of a changing climate 3. engaging with existing partnerships, such as the Hills and Fleurieu Local Food Futures Project, to widen the reach and impact of their work 4. initiating new collaborative projects to lead action where there are gaps and opportunities 5. seeking to drive systemic change through targeted advocacy on legislative and policy change.
Climate ready housing	Encourage affordable, climate resilient and low emission housing	Resilient Hills and Coasts will encourage climate resilient and low emission housing by: <ol style="list-style-type: none"> 1. continuing to build and share the evidence-base around climate ready housing, and climate hazard data and mapping 2. seeking to drive systemic change by advocating for evidence-based changes to the State Planning Policy, and the National Construction Code, and funding models to support the retrofitting of existing homes 3. exploring opportunities to educate council staff, developers, builders and housing providers around the benefits of exceeding minimum standards 4. delivering projects that address known gaps, such as the Homes for Tomorrow project.
Community resilience	Educate and empower our community to build their readiness for the impacts of climate change, and reduce emissions	Resilient Hills and Coasts will support community resilience efforts by: <ol style="list-style-type: none"> 1. continuing to share data and information that builds community understanding of climate risks – and promote where and how people can take action 2. supporting the delivery of events such as the annual Fleurieu Youth Climate Summit 3. exploring opportunities to scale up the implementation of successful community programs across the region, such as the successful community led disaster resilience pilot projects that emerged following the 2019/20 bushfires.

Focus Area	Goal	Actions
Climate risk management	Support integration of climate risk management into plans, projects, operations and service delivery of our partner organisations	Resilient Hills and Coasts will support its partners with climate risk management by: <ol style="list-style-type: none"> 1. exploring the potential to deliver the LGA's climate risk management training consistently across the six councils in the region 2. facilitating the sharing of knowledge, evidence and approaches in climate risk management amongst RH&C partners 3. identifying what other support our partners need in managing their climate risks, and helping connect them with the right resources and support 4. reviewing the learnings of the Resilient Asset Management Project (by Resilient South) to determine any lessons about the integration of climate risks into asset management that may be applicable to our region.
Telling the story	Share stories of the practical and local climate action happening across our region	Resilient Hills and Coasts will tell the story of the collective climate action happening in our region by: <ol style="list-style-type: none"> 1. capturing and sharing stories of positive, practical, and local action on climate change 2. leveraging the collective communication channels of all our partners to achieve wider reach in communication efforts 3. clearly communicating the role that our partnership plays in accelerating climate action across the region.

Appendix 4

RH&C Regional Climate Action Plan Stakeholder Engagement Report



Engagement Report to inform the Regional Climate Action Plan

Report prepared for Resilient Hills and Coasts

August 2024

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**BRM ADVISORY
BUSINESS RESOURCE MANAGEMENT**

Level 8, 420 King William Street, Adelaide SA 5000
Tel 08 8168 8401
ABN: 65 067 721 797

EXECUTIVE SUMMARY

This report summarises outcomes of a stakeholder engagement process facilitated between May and July 2024 to shape the next Regional Climate Action Plan for Resilient Hills and Coasts (RH&C).

RH&C is a Regional Climate Partnership with a track record for enabling joint action and advocacy, capability development, coordination and information sharing around climate change across the Adelaide Hills, Fleurieu and Kangaroo Island region.

Earlier this year, the Regional Climate Action Plan (ReCAP) project was initiated to develop a new plan that resets the direction of the partnership to 2030. By doing so, RH&C aims to celebrate successes, renew the commitment to the partnership, re-align regional climate priorities with its partners, and develop a clear and concise roadmap for action.

Over the past three months, BRM Advisory facilitated an engagement program that involved 117 participants who shared their insights and perspectives on:

- Their **experiences** in taking local and regional action on climate change
- The **purpose** of the RH&C partnership
- **Priorities** for future regional action.

The engagement process comprised workshops, small group meetings, online sessions, and one-on-one meetings. Staff from all RH&C partners participated in the process, and external input was provided from the LGA, other Regional Climate Partnerships, the Zone Emergency Management Committee, the Fleurieu Food Embassy, Fleurieu Youth Climate Summit and Primary Industries and Regions SA.



The key messages from the engagement are:

Experiences in taking action on climate change

- Local and regional action on climate change has accelerated and is occurring through an increasingly diverse range of activities.
- Climate change actions are happening through individual organisations and the regional partnership.
- The language used around climate change influences how stakeholders engage with the topic.

Purpose of the RH&C partnership

- RH&C is valued as an effective vehicle for information sharing, coordination, advocacy and action on climate change.
- Stakeholders want to see RH&C evolve to remain relevant, add greater value to partner organisations and bring a degree of ambition to regional responses to climate change.
- There are opportunities to involve new organisations in the partnership.
- Communication is central to the core purpose of RH&C.

Priorities for future regional action.

- The ReCAP should identify the priorities for the partnership and inform, and be informed by, other plans, programs and activities.
- There are many potential areas for collaborative action, and careful analysis is needed to identify regional priorities that are action-able for RH&C.

These messages will be considered by the ReCAP Project Working Group and the Resilient Hills and Coasts Steering Committee in the development of a draft Regional Climate Action Plan.

BACKGROUND

Resilient Hills and Coasts (RH&C) was formed in 2014 as a collaborative, cross-sector partnership working to strengthen the climate resilience of communities, economies and natural and built environments across its region.

Its partners comprise the region's six councils, the regional LGA, two Landscape Boards, Regional Development Australia (RDA) and the Department for Environment and Water (DEW). RH&C's work is guided by the RH&C Action Plan, and enabled by the Regional Sector Agreement, an active Steering Committee and a jointly resourced coordinator.



Given changes in the overall climate change context, as well as changes in the strategic priorities of RH&C partners, it is timely to review the overall purpose and direction of RH&C. The Regional Climate Action Plan (ReCAP) project has been initiated to develop a new plan that resets the direction of the partnership to 2030. The ReCAP project has two main components:

- A 'Backcast' component delivered by the RH&C Coordinator, and which provides a robust evidence base through summarising RH&C's successes and experiences over the last five years, a climate change risk and impact review and a broad horizon scan that considers the strategic context for the partnership; and
- A 'Forecast' component being delivered by BRM Advisory, which focuses on engagement and the actual development of the ReCAP.

Further information about the overall ReCAP Project is available through the Backcast Report, along with the ReCAP Project Plan and Stakeholder Engagement Plan.

Throughout this report, the term 'RH&C partners' is used to describe the organisations who are signatories to the current RH&C Regional Sector Agreement, being:

- Adelaide Hills Council
- Alexandrina Council
- Kangaroo Island Council
- Mount Barker District Council
- City of Victor Harbor
- District Council of Yankalilla
- Southern & Hills Local Government Association
- Landscapes Hills and Fleurieu
- Landscapes Kangaroo Island
- Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island.
- Department for Environment and Water.



STAKEHOLDER ENGAGEMENT APPROACH

Engagement Goals

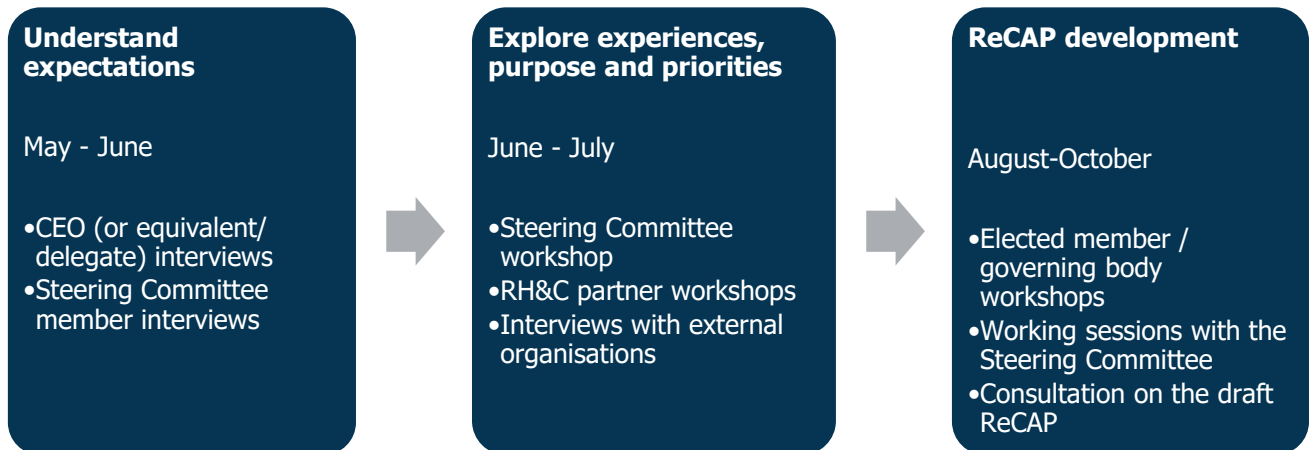
The ReCAP Stakeholder Engagement Plan described the engagement goals as:

To engage with a wide cross-section of Resilient Hills and Coasts’ internal and external stakeholders to:

1. *Build awareness of the partnership, the successes it has achieved to date and the value that it provides to the region;*
2. *Generate interest in the new ReCAP with new and existing partners, especially around the role that the regional partnership can play to drive positive climate outcomes; and*
3. *Seek feedback from stakeholders to inform the plan, with a focus on:*
 - *Experiences in taking local and regional action on climate change*
 - *Purpose of the RH&C partnership moving forward*
 - *Priorities for the ReCAP.*

ReCAP Engagement Approach

The Stakeholder Engagement Plan described the overall approach to engagement across the life of project as follows:



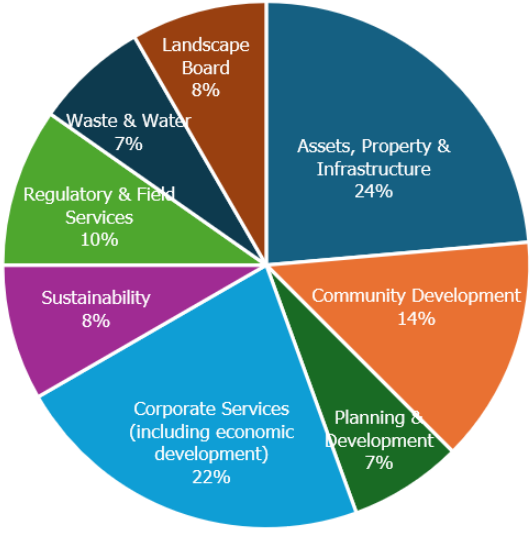
This report relates to the first two phases of engagement activities focused on ReCAP project expectations, and experiences, purpose and priorities as it relates to RH&C.

Conversations around the ReCAP project and RH&C more generally are ongoing, and will continue as the project progresses, including through workshops with the governing bodies of RH&C partners, working sessions through the plan development process, and via consultation on the draft ReCAP.

Engagement Techniques and Participation

The following table details the specific engagement techniques delivered to achieve the engagement goals, and the levels of participation. Attachment A contains workshop agendas and other collateral that supported the engagement program.

Technique	Details	Participation (number of participants)
Interviews – senior leaders of RH&C partners	Provide senior leaders, generally CEOs, with a chance to discuss their experiences with RH&C and expectations of the project. These interviews occurred in May 2024.	All RH&C partners excluding DEW (10)
Interviews – RH&C Steering Committee members	The RH&C Steering Committee is comprised of a representative from each partner organisation. These people are generally the stakeholders who are 'closest' to the partnership. Steering committee members were provided with an opportunity for a one-on-one interview early in the process to discuss project expectations, their experiences with RH&C generally and explore the best way to engage their organisation in the project. These interviews occurred in May 2024.	Interviews (13)
Workshop – RH&C Steering Committee	The workshop provided an opportunity for individual and group reflection on their experiences, and exploration of the evolving purpose of RH&C. The workshop took place on 6 June 2024 and notes provided to attendees.	RH&C Steering Committee (12)
Workshops – staff from RH&C partners	Workshops were held with staff from each of the RH&C partners (excluding DEW) and aimed to provide an opportunity for staff to share experiences related to climate change, discuss the purpose of RH&C and explore priorities. The approach was tailored to each organisation, but in most places, there was a broad invitation list given the desire to connect with a range of people whose role makes some direct or indirect contribution to responding to climate change. Amongst workshop participants, awareness of RH&C prior to the workshop ranged from zero awareness to significant awareness. The following chart summarises the spread of roles amongst workshop participants:	Adelaide Hills Council (14) Alexandrina Council (15) Kangaroo Island Council (5) Mount Barker District Council (16) City of Victor Harbor (6) District Council of Yankalilla (11) Joint session with staff from Landscape Boards and RDA (7)

Technique	Details	Participation (number of participants)
	 <p>Sessions were facilitated as a combination of formal workshops, online workshops and more informal small group meetings.</p> <p>Workshops took place in June and July 2024, with notes from each session distributed to attendees.</p>	
External stakeholder workshops and interviews	<p>These meetings and interviews aimed to explore experiences with regional action on climate change, the purpose of RH&C and priorities for action with external stakeholders with an interest in the project and/or the region.</p> <p>This took place in the form of 14 individual/small group meetings, and a workshop with the Adelaide Hills, Fleurieu and Kangaroo Island Zone Emergency Management Committee (ZEMC).</p> <p>These interviews and meetings took place between May and July 2024.</p>	Meetings (14) ZEMC Workshop (20)



FINDINGS - EXPERIENCES IN TAKING ACTION ON CLIMATE CHANGE

Key Finding One: Local and regional action on climate change has accelerated and is occurring through an increasingly diverse range of activities.

Through all engagement activities, participants were asked what they were doing on climate change, how priorities or focus has changed over the years, and the extent to which this action is connected with RH&C. This information is important to augment the findings of the Backcast report which, among other things, summarised the successes to date of regional action delivered through RH&C.

Overall reflections, trends and observations about action on climate change included:

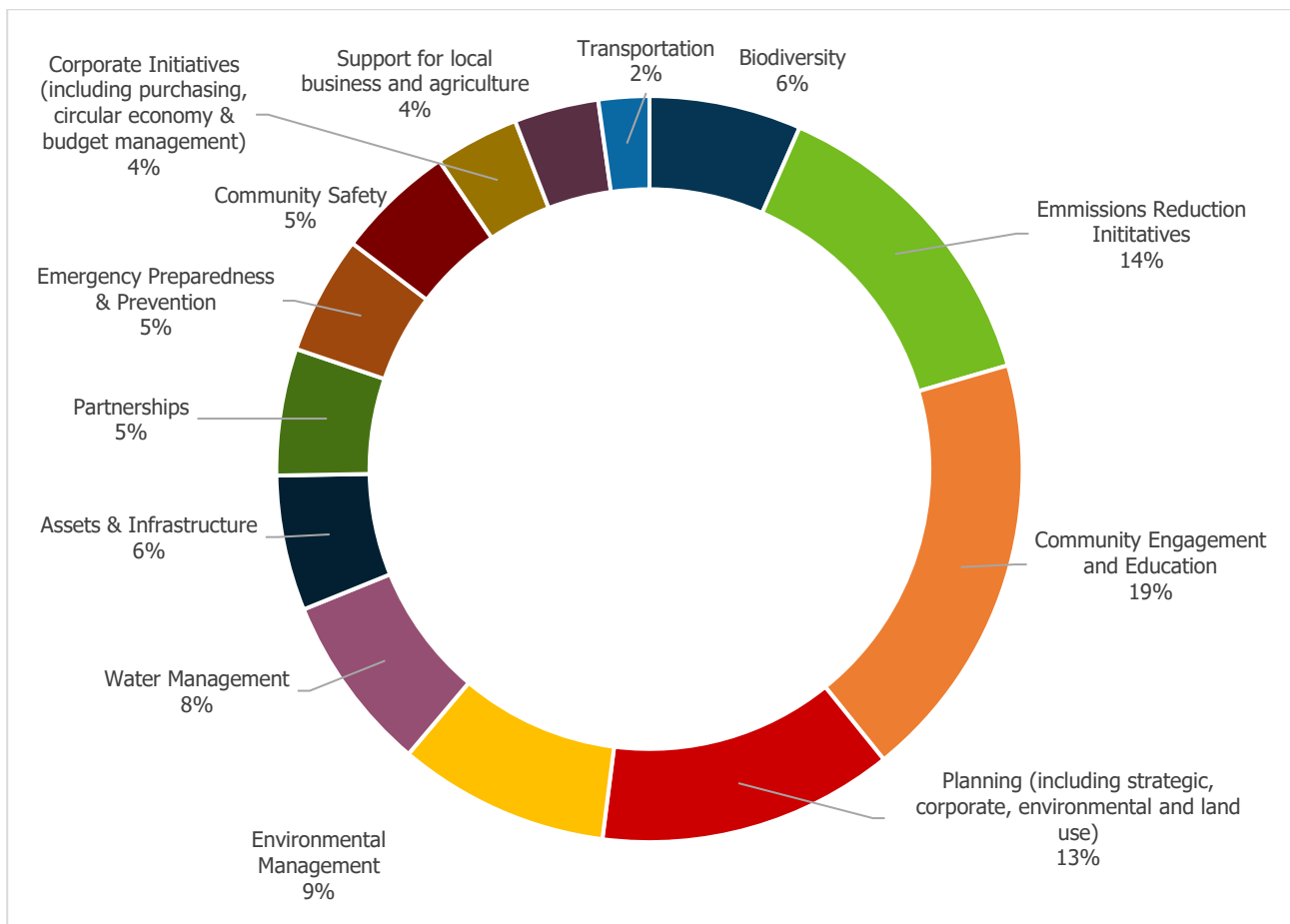
- The volume of effort and action associated with climate change has increased steadily over time.
- The level of strategic importance placed climate related action has increased over time, with climate change now featuring strongly in strategic and business plans for some (but not all) RH&C partners.
- Climate related action is happening through business-as-usual services, as an extension/evolution of existing services, and through entirely new programs and projects.
- For some partners, a separation is emerging between corporate climate actions, that is, actions focused on managing climate risks to the organisation and its service delivery, and community leadership actions focused on helping the wider community manage these risks.
- Climate change related work has started to transition from being a 'sustainability' or environmental issue to a whole of organisation priority, while also noting that this transition is still ongoing.

Participants also commented on the diversity of action, and how this reflects the different priorities of RH&C partners. RH&C partners are focusing on different things due to their differing organisational priorities as it relates to climate change. Some activities being pursued because of their direct and explicit impact on climate (eg transitioning vehicle fleets to demonstrably reduce corporate carbon emissions), while other actions may be delivered for another purpose, but have positive co-benefits from a climate change perspective.

At the RH&C partner staff workshop, participants were asked to identify specific actions and activities within their organisation that contributes to a response to climate change. Through this process, 277 discrete actions or activities were identified that together indicates that there is a depth and breadth of climate action occurring across the region.

These actions have been analysed by theme to illustrate the breadth of climate action across the region. Figure 1 summarises these themes.

Figure 1: Current activities or efforts associated with climate change, as identified by workshop participants.



To summarise, nearly one in five of the actions captured related to **community engagement and education**. These included specific initiatives (such as the Yabby Nets Exchange or Regional Youth Climate Summit) as well as broader objectives such as encouraging community environmental stewardship, working with growers or landowners and/or community education around fire prevention. This theme also included actions related to education of Elected Members and facilitating community engagement to inform overall decision-making.

With respect to **emissions reduction**, example actions included electrifying vehicle fleets and plant and equipment, energy efficiency initiatives (such as LED lighting) and localising energy generation and capture through the installation of solar photovoltaic panels and batteries. Some staff also discussed the adoption of work practices that reduce travel for staff through remote work sites or working from home, and the importance of their organisations leading by example in this regard.

The theme around **planning** comprised a range of actions from high level strategy and plans, to more specific environmental studies and sustainable housing projects. RH&C partners’ roles in the land use planning system, improvements to hazard mapping and advocating for changes to SA Planning and Design Code also emerged as common actions amongst the participants.

Other themes included **environmental** and **water management**, with partners investing in a broad range of initiatives, from water sensitive urban design treatments to smart water technology,

pest management, planting programs, avoidance of single-use plastics, and regulatory practices to deliver improved environmental outcomes.

Actions were also captured that related to the formation of **partnerships** across the region, the promotion of bushfire safety and emergency preparedness, investment in resilient assets and improved biodiversity outcomes (on both land and along the coast). Support for local business, sustainable agriculture and sustainable transport was also captured through this process.

Implications for ReCAP

ReCAP should build on and add value to the breadth and depth of climate action taking place across the region.

ReCAP should reflect how RH&C partners have different priorities as it relates to climate change, and thus will engage with RH&C in ways that reflect their priorities and context.



Key Finding Two: Climate change actions are happening through individual organisations and the regional partnership.

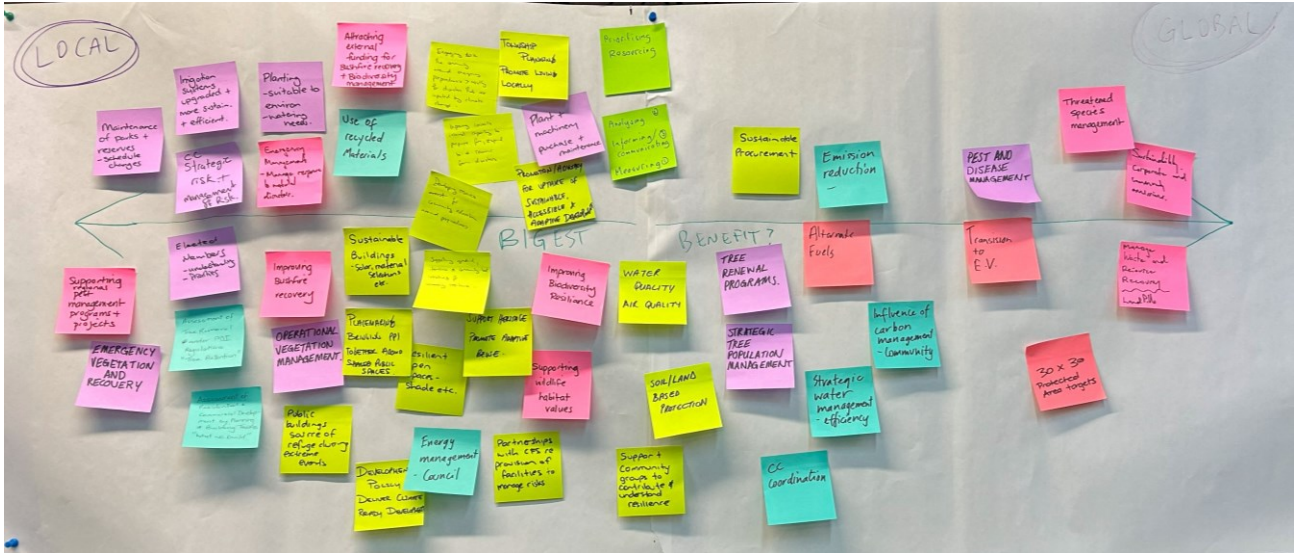
A key discussion theme through all the engagement activities was the way in which action on climate change is happening through both the actions of individual RH&C partners, as well as through RH&C.

We heard that, for some RH&C partners, RH&C is the main way their organisation is taking action on climate change, and it is highly valued as a means of driving tangible action at the regional level.

For other partners, RH&C forms a small but important part of their overall climate change response. For these organisations, while RH&C is no longer the main vehicle through which they are driving action on climate change, it is still seen as vital as a means of sharing information, experiences and approaches and taking wider regional action.

Across the engagement activities, a consensus emerged that effective response to climate change requires actions within individual organisations *and* through the regional partnership. Given this, a number of participants emphasised the importance of clearly defining the complementary, but different roles played by each organisation, and RH&C.

At the staff workshops, as part of the mapping of climate change activities, participants were also asked to identify where they felt the biggest impact or benefit of each action was being felt, across a spectrum from local to global. An example of this mapping from the workshop with Adelaide Hills Council staff is shown below.



Following this mapping, participants at each workshop were asked to reflect on the overall impacts and benefits of the work they are doing on climate change. Common themes were that:

- There is a weighting toward local action, and this is appropriate given expectations that RH&C partners, as local and regional organisations, will deliver tangible outcomes for their constituents.
- Many adaptation actions have a local 'on the ground' focus, but benefit from being delivered in a regionally consistent manner (e.g. approaches to reducing bushfire loads; approaches to coastal adaptation planning).
- Actions associated with emissions reduction tend to have a more global impact, but can also bring local or regional co-benefits (e.g. electric vehicles or equipment often can improve local air quality), and are important for organisations wanting to lead by example.
- Landscape Boards, RDA and the regional LGA bring a natural regional focus to their work, whereas councils by their very nature need to focus on their individual council area.

Participants also reflected on expectations from some of their constituents that climate change actions have a strong local benefit, and the associated scepticism that local action can make a difference to the effects of climate change at a global scale. In this context, clearly communicating the local co-benefits of climate change actions was identified as important.

Implications for ReCAP

ReCAP should clearly communicate the importance of action within RH&C partners, as well as through the regional partnership.

ReCAP should emphasise the local co-benefits of actions that also have regional or global impacts.

Key Finding Three: Language used around climate change influences how stakeholders engage with the topic.

Many participants discussed how climate change is presented and discussed within organisation and across the region more generally, and how it continues to be a polarising topic for some stakeholders.

Specifically, interview and workshop participants expressed how it can be difficult for organisations to take a strong position on climate change, or engage in a particular climate change initiative when doing so may be at odds with an ideological position of some in the community. Participants discussed the challenges of balancing 'loud voices' with quieter majorities, and also the difficulty of accurately gauging community sentiments on the issue. It was noted that the lack of policy stability from State and especially Federal Government added to these challenges, and fuelled doubt in the community around the need for and urgency of action.

Comments that illustrate these themes include:

"There are a diversity of views, from those who do not believe in climate change to those who seek urgent action – so we need to hear the quiet majority as well as vocal minorities"

"Despite views on climate change, the local environment is always highly rated in council surveys and engagements"

"Language of climate change is polarising, and people's views can be reinforced by the echo chamber effect"

Specific experiences were shared of discussions around climate change projects, policy and/or or partnerships with organisations that had become polarising and counter-productive. Key learnings shared included that:

- There is a need to choose language carefully, and avoid emotive language that unnecessarily polarises a topic or may evoke a strong response.
- An accurate, defensible and localised evidence base is essential to underpin policy positions and projects, and it is important to not 'overstate or understate' the issues.
- Framing the issue locally/regionally, and communicating many other (non climate change) benefits of a proposed initiative can strengthen its value proposition, as can using topics such as drought, weather patterns, emergency management, asset management and/or financial sustainability as a hook for a conversation around climate change.
- Differences of opinion on climate change are not going away, and it is important to 'stick the course' and continue with evidence based work.
- Climate change adaptation can be easier to understand than mitigation, but both are important.
- RH&C can provide 'strength in numbers' in conveying shared commitment to practical climate change action across the region that will deliver tangible local benefits.

Participants also discussed how these factors may have contributed to a degree of disconnect in some RH&C partners between the practitioners, i.e. those leading the work on the ground, and

senior leaders who may need to manage the political sensitivities. This disconnect was identified as being problematic due to the information asymmetry that may exist when:

- Practitioners lack understanding of the complex political and community context within which this work is happening
- Senior leaders lack understanding of the detail of the work on the ground, and the wider technical and policy context around climate change.

Implications for ReCAP

ReCAP should communicate the policy and scientific context for climate change in a way that is accurate, unemotive and emphasises the local and regional co-benefits of taking action.

RH&C partners should use ReCAP as an opportunity to support greater alignment between practitioners and leaders around the regional commitment to take practical action on climate change.



FINDINGS - PURPOSE OF THE RH&C PARTNERSHIP

Key Finding Four: RH&C is valued as an effective vehicle for information sharing, coordination, advocacy and action on climate change.

The starting point in exploring the future purpose of RH&C involved asking participants what they currently think about the partnership.

Across all engagements, a strong theme was that RH&C is valued and seen as an effective vehicle for collaborative regional action on climate change. Particular strengths that were regularly highlighted included:

- Delivery of outcomes, in that RH&C is seen as a “doing” partnership that has experienced success in advocacy, coordination, attracting funding and delivering projects.
- The involvement of Landscape Boards and the RDA, ensuring the partnership has a broad focus and encourages learning between different levels of government and sectors.
- The role of RH&C Coordinator, both in terms of the skillset of the incumbent, but also the way in which this role maintains momentum, coordinates efforts and delivers for the region. Participants also commented on their reliance on the coordinator to progress the partnership, and the lack of momentum when the role has been vacant.
- The active and collegiate participation in the RH&C Steering Committee, which has created an effective forum for peer support, learning and information sharing.
- Strong regional identity and common challenges (with the exception, perhaps, of Kangaroo Island partners who identified that while they are part of the region, they also have a number of unique characteristics and barriers which impact participation in RH&C).

Comments that illustrate these themes include:

“Role of the coordinator is key. Provides the glue and sustains momentum, and is able to navigate the local politics around climate change”

“We’ve come a long way as a council. RH&C work has helped inform our work – it’s been helpful for us, and useful for raising awareness”

“In so many areas, we know we achieve better clout when we work regionally. Ability to apply for funding is so much better when we work regionally – not competing but collaborating. It’s better than being seagulls fighting over the chips”

“I particularly value information around climate risk and projections at regional level”

“The coordinator is the greatest strength and also the greatest vulnerability. We need to make the partnership less reliant on one person, and this will only happen through making it relevant to a broader group of stakeholders”

Unsurprisingly, those who were closer to the partnership spoke more favourably about it, while those who had lower levels of awareness expressed positive or neutral sentiments about RH&C. There wasn’t a single stakeholder involved in process who suggested that RH&C should not continue.

Implications for ReCAP

Reinforce through ReCAP the things that are currently valued about RH&C, especially the involvement of partners from different sectors, the role of the Regional Coordinator, a collegiate Steering Committee and a focus on delivering practical actions and projects.



Key Finding Five: Stakeholders want to see RH&C evolve to remain relevant, add greater value to partner organisations and bring a degree of ambition to regional responses to climate change.

There was considerable discussion through the engagement around the opportunities for RH&C to evolve to ensure its relevance in coming years. Participants noted how RH&C is operating in a very different political, strategic and operational landscape from when it started, with changes including:

- Increasing level of climate action occurring within partner organisations.
- Improvements in the evidence base around local/regional climate change impacts and projections.
- Diversity of views around climate change at the community level, and polarisation of views in some places.
- Evolving organisational priorities, resourcing constraints and ongoing pressures to demonstrate public value.
- Related work on topics including drought, emergency management, community wellbeing and resilience and public health, raising questions around the need to better integrate efforts.
- Increase interest in climate change mitigation (emissions reduction), noting that RH&C to date has focused on adaptation.

As examples, participants identified:

"Community pressure for climate response has grown over recent years, including as a result of demographic change and new residents. This has led to the development of climate and

environmental response plans, and integration of climate considerations within the strategic/community plan.

"Climate features strongly in our new Strategic Plan"

"Localised emergency events have highlighted the region's vulnerabilities, escalated community concerns and accelerated commitments from ideas into action.

Stakeholders expressed different views on what RH&C should do at a practical level to remain relevant in this changing context. Some participants felt that RH&C would be more relevant if it pivoted its focus towards supporting the actions being taken within organisations, for example, by doing more hands on capability development around climate risk management for the partners. This sort of work was contrasted with the regional projects RH&C has delivered to date, which were seen as valuable but somewhat disconnected from the day-to-day work of RH&C partners.

Others expressed that it is important that RH&C retains a regional focus and seeks to progress climate change actions that aren't happening through the partner organisations and/or have a clear regional focus. Others again suggested working on a more sustainable funding model to enable the partnership to take a longer term approach.

Comments that illustrate these themes include:

"RH&C needs to operate more strategically across the region. Harness the good work happening in individual organisations, and help it have legs across the region"

"Plan needs to speak to our regional diversity... we have different issues and priorities and that's okay. We just need to clear on the role of the partnership up front with a clear value proposition for when we do work together"

"RH&C needs to find a more sustainable funding model – the lack of certainty on funding and reliance on projects and grants really does prevent good, long term work from progressing"

"Coordinator should be there to enable the partners, not the partnership. This means we need to shift the role to have a stronger focus on being a knowledge broker, developing projects and getting grants – but then handing over those projects to the partners to deliver"

Landscape Boards in particular highlighted the importance of the partnership evolving to continue to have a degree of ambition in its focus, by setting priorities and progressing work that stretches thinking and action. This contrasted with feedback from some of the local government partners who emphasised the need for pragmatism in climate change strategies, their limited capacity to lead action on this topic relative to the myriad of other strategic priorities, and the importance of not establishing plans that are difficult to deliver upon. This diversity of perspective is demonstrated by the following quotes:

"Responding to a changing climate still requires significant ambition and scope"

"The work of climate response is bigger than any of the partners' capacity or areas of focus"

"Supporting member organisations to lead their own base level work on climate change through capacity building or similar is foundational – resourcing and expertise on climate within councils is thin and we need crawl before we can walk"

To help frame the conversations around purpose at the workshops, there was a focused discussion around the following four key 'modes' of RH&C:



At the workshops, **Learn** was seen as central to the existence of RH&C, and something that has brought great efficiencies and new opportunities to RH&C partners. Some participants indicated that peer to peer learning alone justifies the existence and relevance of RH&C, given the significant value it brings to them.

Enable was seen as something that has not been a strong focus to date, but may become an increasing priority as RH&C partners find themselves needing to undertake more internally facing action to better manage climate risk. In this context, it was noted that RH&C could play a bigger role in providing practical support to help partner organisations better understand how to manage climate risk and lead relevant action. For example, participants commented:

"Councils are competitive, and knowing that others are doing work can be a strong motivation for action. RH&C could motivate and drive action by rolling out similar processes across different organisations"

"Research and other work that help short cut the process and remove duplication for those doing the work is so important"

"Regional partnerships provide the most value when they avoid duplication and deliver efficiencies"

"While we've come a long way, there is more to be done to build the climate literacy of our organisation and RH&C could help"

"Where there is lack of momentum around climate, RH&C could help get things happening."

Not all workshop participants supported this focus on enablement, noting that the regional partnership should instead focus on regional projects and not take on too much of the individual organisational responsibility.

"Don't miss the point that a region is more than the sum of its parts. Wouldn't like to see the partnership just focus on helping partners achieve their organisational climate priorities at the expense of regional work"

"Councils need to own their own climate responses. Can't outsource it to RH&C"

Influence was identified as something that is important, especially in achieving systemic change on regionally significant challenges. It was, however, noted that it can be challenging to measure the success of influence work, which in turn presents challenges in justifying the effort placed on advocacy. Comments included:

"We often feel like a small voice, so we get great leverage and can achieve more through joint advocacy"

"Evidence based advocacy is key to driving change – don't assume change will happen through doing good work alone. RH&C needs to understand and play in the political sphere."

Act through joint projects, as RH&C has been doing for some time, was noted as being important in delivering work that otherwise wouldn't be happening. These regional projects were identified as being important in giving the partnership a tangible focus for partners to align on, and powerful in demonstrating the value of the partnership. As participant commented:

"Act is so important. We need to keep doing tangible things as a partnership. It demonstrates progress and helps to cut through the rhetoric"

"The benefits of 'act' is that regional scale projects can achieve more than any individual organisation would have working alone"

One challenge identified under 'Act' is the reliance on grant funding and the risk that the work is not well embedded in organisations. For example:

"Its hard to rely on external funding over the longer term and risky to rely on grants. If we focus more on capacity building, we may build a degree of organisational sustainability over time and embed the work"

When considering these themes as a whole, many participants noted that it was unlikely that RH&C would focus on any one of these modes at the exclusion of the others, and flexibility is important. As one participant commented:

"RH&C has power in its flexibility and nimble structure".

However, it was also expressed that the partnership should not spread itself too thin, and there is merit in the partnership having a focused approach, especially when it comes to enabling its members, advocacy and taking action.

Implications for ReCAP

Use ReCAP to clearly articulate the core purpose and value proposition of RH&C in light of other climate change initiatives at the local and regional level.

Consider the relative merits of RH&C doing more to support (enable) organisational efforts on climate change, in addition to core modes of learn, advocate and act.

Use ReCAP to define regional aspirations for climate change (including consideration of regional targets), balancing the desire for ambition with pragmatism.

Key Finding Six: There are opportunities to involve new organisations in the partnership.

Representatives of the RH&C partners who participated in engagement activities indicated a desire to continue to engage in the partnership. This was linked to the relevance and value proposition of RH&C, and the perceived need for ongoing regional collaboration.

It was also noted that there may be opportunities to involve new organisations in the partnership, either formally as signatories to the Regional Sector Agreement, or more informally through stronger working relationships.

Specifically, PIRSA was identified as an organisation doing work that overlaps with RH&C and its partners. When interviewed, staff from PIRSA noted how their work on drought resilience, disaster recovery and climate change intersects with RH&C priorities, and there may be benefits in increasing information exchange, project coordination with RH&C. PIRSA staff requested to be kept updated as the ReCAP is developed.

The Adelaide Hills, Fleurieu and Kangaroo Island Zone Emergency Management Committee (ZEMC) indicated a high level of interest in the project and RH&C, which resulted in a workshop with the full ZEMC on 1 August 2024. Outcomes of this workshop included that:

- RH&C and ZEMC have a lot in common, including the geographic region, stakeholders, commitment to building resilience and reducing risks, and focus of planning, information sharing and capacity building.
- ZEMC and RH&C operate differently – ZEMC has statutory responsibilities, KPIs to meet and a focus on information sharing, planning, lessons management and assurance, whereas RH&C operates more informally, and a stronger focus on delivering projects (as well as information sharing, advocacy and capacity building).
- RH&C projects and initiatives often result in risk reduction benefits that may have positive downstream benefits to the work of the ZEMC and its member agencies.
- Climate action can result in new emergency risks that are at odds with emergency management objectives (e.g. greening resulting in additional fuel load or batteries creating new ignition sources).
- Emergency response agencies represented at ZEMC do not currently hold emissions reduction as a priority – as the focus is on maximising the operational efficiency of emergency response.
- ZEMC has valued presentations from RH&C over the years –the periodic two way dialogue should be continued.
- RH&C could better utilise the ZEMC for an “emergency management lens” that can be applied to future RH&C initiatives and projects.
- ZEMC also has influence through its formal reporting lines to agencies and the State Emergency Management Committee – RH&C could leverage this formal channel to advocate for regional outcomes.

The Fleurieu Food Embassy is an evolving initiative involving a number of RH&C partners and is focussed on strengthening the resilience of local food systems. Their work focused on identifying

projects that will support a regenerative local food system, and building the case for future investment in the regional food system. It was noted that climate change is a driver of vulnerabilities in the food system, but also that a stronger local food system may be part of the solution to address climate risks. Their Executive Officer requested to be kept updated as the ReCAP is developed.

Implications for ReCAP

Consider opportunities to involve new partners in RH&C, both formally (e.g. PIRSA) and informally (e.g. strengthened communications with ZEMC).



Key Finding Seven: Communication is central to the core purpose of RH&C.

Many of the discussions on the purpose of RH&C naturally led to a conversation around communication. Challenges identified included that:

- Despite best efforts to communicate, there is patchy awareness of the partnership within RH&C partners beyond key individuals, and with external organisations doing related work. This is evidenced by the limited connection or reference to RH&C or the current regional plan in related work being led by the RH&C partners, or external organisations.
- There is limited visibility of all the climate change action taking place across the region, and a missed opportunity to collate this information to create a compelling picture of practical climate change action.

- Most RH&C partners have a key individual connected with the partnership, and there is a heavy reliance on this person to effectively share information with others in their organisation. This means that it is likely there are others within each RH&C partner who may be missing out on the opportunity to collaborate via the partnership.

Participants identified how focussing on communications and 'telling the story' has a natural opportunity cost in that it takes resourcing away from actual work. However, in the context of some of the community and stakeholder sensitivities around climate change, and the goals of driving wider climate change, a number of participants suggested that a stronger focus on communication is needed. As participants put it:

"There are gaps in how collective efforts across the region are brought together to demonstrate real progress and contribution towards state and national targets"

"Only a few officers in the organisation are close to the partnership. There is pretty low awareness of the content and outcomes from the current Plan across the organisation"

"Silence is not helping the cause – we do great work but don't help ourselves by not telling people about it"

"Occasional updates to Southern and Hills are excellent quality reports – but don't flow back through to partner councils more broadly. There is disconnect in the flow of information"

"There is an opportunity to better tell the story of all we are doing to contribute to practical climate responses. Less science and more story telling"

"Value proposition of regional collaboration needs to be told. Sharing and coming together is so critical to learn from each together and avoid duplication. Our region is more than the sum of the parts"

Implications for ReCAP

Consider a communication strategy that addresses communication with RH&C partners and external organisations as a key aspect of ReCAP.

Consider the role of RH&C in capturing and communicating the progress the region is making towards a climate resilient future (and potentially targets set by higher levels of government).

FINDINGS - PRIORITIES FOR FUTURE REGIONAL ACTION

Key Finding Eight: The ReCAP should identify the priorities for the partnership and inform, and be informed by, other plans, programs and activities.

Workshop participants were asked to consider what they wanted from the new Regional Climate Action Plan. Elements frequently mentioned included:

- Clear statements on what climate change means for the region based on accurate and contemporary evidence.
- Benefits of working together – a clear value proposition.
- Shared regional aspirations as it relates to climate change (with some, but not all stakeholders looking for regional targets).
- When and how the partners will work together.
- Priorities for regional action.

Participants reflected on the 2016 Adaptation Plan and noted that, while it was comprehensive, it was difficult to engage with, other than as a valuable reference material around what climate change means for the region, and the sorts of actions that are needed.

Participants also discussed the many other related plans and partnerships that exist at a regional and organisational level, and the potential duplication that exists between these. The Landscape Plans, drought resilience work under development and zone emergency management plans were commonly cited as examples as regional plans, while local government participants pointed to strong inter-connections with community wellbeing, urban greening, asset management, coastal adaptation, public health and disability access and inclusion plans.

In this context, it was suggested that the ReCAP should be seen as a “plan for the partnership” more than a “plan for the region”.

It was also noted that the ReCAP could play an important role in being a document that organisations can attach to, draw upon and reference in their own organisational planning. A number of the local government participants noted the work they are currently doing reviewing the Strategic/Community Plans, and this presents an opportunity for alignment.

Implications for ReCAP

Position ReCAP as a plan for the partnership, with clear statements around clear statements on regional climate impacts, the value proposition of collaborating, shared regional aspirations, when and how the partners will work together, and priorities for regional action.

Review other regional plans that have a connection with climate change, and consider how the ReCAP will add value and not duplicate.

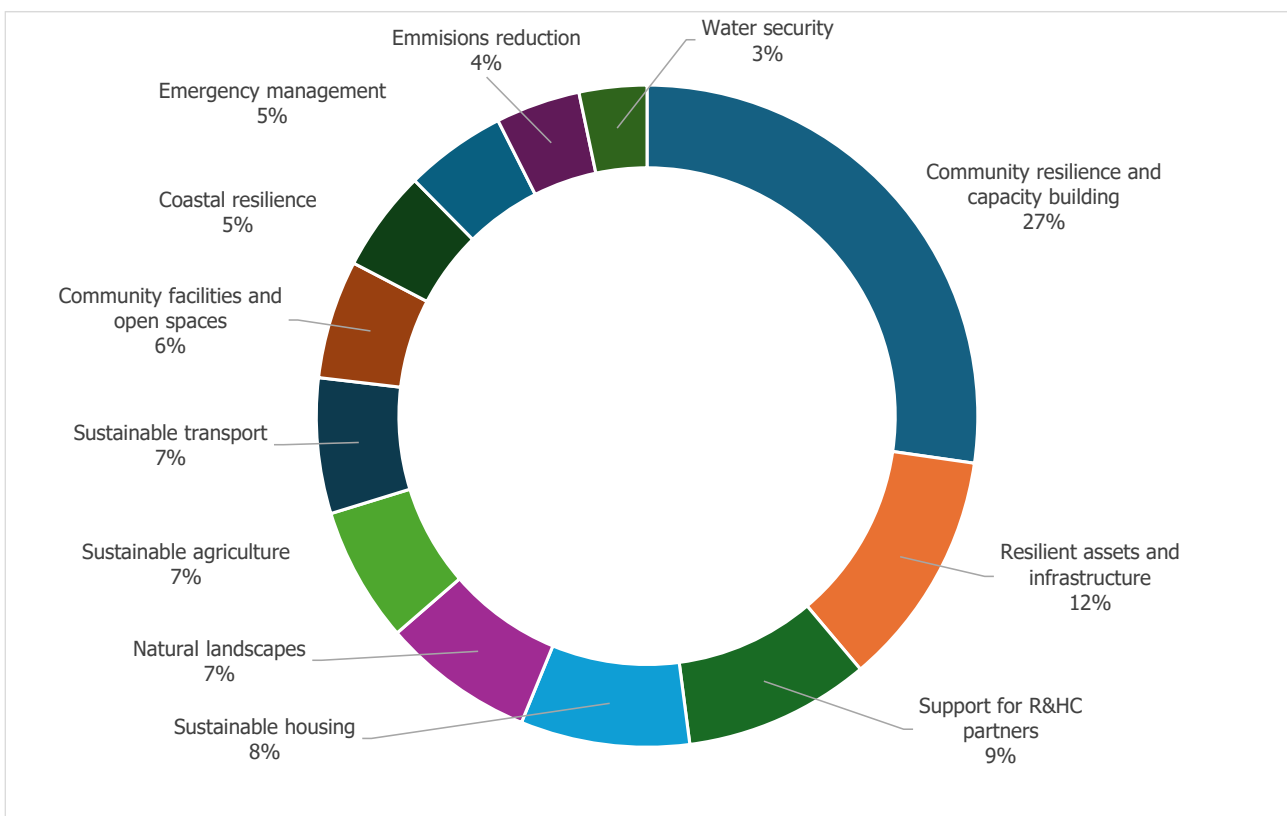
Key Finding Nine: There are many potential areas for collaborative action, and careful analysis is needed to identify regional priorities that are action-able for RH&C.

Across all the engagement activities, there was not a high level of consistency in the feedback around priorities for action, that is, *what* the partnership should focus on over the next five years.

The breadth of perspectives in part reflects engagement process in that it deliberately targeted a wide range of people from within RH&C partner organisations, as well as external organisations. It also reflects the different climate change priorities of RH&C partners, a theme discussed as part of Key Finding One.

To illustrate this breadth of views, a total of 163 specific priorities for regional collaborative action were identified through the workshops with staff from RH&C partners. These have been summarised into ten themes, as shown in Figure 2.

Figure 2: Priorities for regional collaborative action, as identified by workshop participants.



The conversation around these themes at the workshops, and feedback that came through the other engagement activities, has resulted in a shortlist of possible areas for action. These will need to be further evaluated with stakeholders in light of the evolving role and purpose of RH&C, and cross referenced with the Backcast Report as part of the development of ReCAP.

Climate risk management

A number of participants discussed the potential for RH&C to provide greater support to partner organisations with climate risk management. We heard that there is increasing expectation for, and interest in, better understanding the risks that climate change will present to their organisations,

and improving the systems and processes around which these risk are managed. The Climate Risk Governance Assessments facilitated through RH&C for some (but not all) RH&C partners in 2019 were highlighted as an example of a good work in this area, but one that may need to be repeated, updated and/or followed through with practical support.

Transitions to a low carbon region

A number of participants suggested that RH&C could play a role in preparing the region for a low carbon future, on the assumption that 2035 and 2050 emissions reductions targets at a national level will start to drive action in multiple sectors – and there are benefits to be realised from proactively preparing for this.

Some stakeholders suggested that RH&C could play a role in the development of environmental accounts that document the health of the environment at the regional level, and/or regional investigations around carbon potential, and associated biodiversity benefits. It was noted that this sort of information will be critical if the region wants to play an active role in shaping where and how carbon markets will be introduced, and ensuring this happens in a 'nature positive' manner. In the absence of this work, there may be a risk that new investment in carbon markets has adverse land use impacts in the region (e.g. through converting high value agricultural land to monocultural commercial plantations).

Community capacity building

Many stakeholders identified the importance of undertaking further action to motivate, equip and empower individuals and community members to take action to take practical and personal action, rather than assuming climate responses are the sole responsibility of public authorities. Adding value to the numerous community based resilience programs and community education activities was identified as an important consideration.

Resilient asset management

Improving the resilience of towns and neighbourhoods to the impacts of a changing climate through improved asset management was another commonly identified theme. Participants spoke of the need for driving adaptation through the design and maintenance of assets, infrastructure, facilities and spaces that communities depend upon. Coastal and stormwater assets were frequently identified as requiring a particular focus.

Resilient agriculture

Participants frequently identified that a resilient agricultural sector is a high priority for the region, given the need for adaptation, the significant proportion of the region' emissions associated with agriculture, and the centrality of strong local food system for a range of economic and social reasons. We heard that there are multiple initiatives underway in these areas, generally through the Landscape Board, and also through PIRSA (who are not a current RH&C partner). Given this, an important consideration will be working through where and how RH&C can add value.

Climate ready housing

The significance of urban growth and housing to the region was discussed by many participants, leading to suggested that further/ongoing advocacy around ensuring new housing in the region seriously considers climate risks is required.

Participants noted that RH&C has historically done important work in this area, such as through the *Where We Build What We Build* project, which helped provide the evidence base to underpin advocacy on the region's behalf.

Implications for ReCAP

Consider the relative merits of identifying specific strategies and actions in the ReCAP – compared with a more flexible approach focused on the purpose of the partnership, when/how partners will work together and high level priorities.

Evaluate the need for regional collaborative action around climate risk management; transitions to a low carbon region; community capacity building, resilient asset management, resilient agriculture and/or climate ready housing.



SUMMARY AND NEXT STEPS

This report summarises the outcomes of a recent stakeholder engagement process undertaken to inform the scope and direction next Regional Climate Action Plan for Resilient Hills and Coasts. The key outcomes of this engagement, and what this means for the development of the ReCAP, are summarised in Table 3

Table 3: Engagement findings and implications for the development of the ReCAP.

Finding	Implications for ReCAP
<p>1. Local and regional action on climate change has accelerated and is occurring through an increasingly diverse range of activities.</p>	<p>ReCAP should build on and add value to the breadth and depth of climate action taking place across the region.</p> <p>ReCAP should reflect how RH&C partners have different priorities as it relates to climate change, and thus will engage with RH&C in ways that reflect their priorities and context.</p>
<p>2. Climate change actions are happening through individual organisations and the regional partnership.</p>	<p>ReCAP should clearly communicate the importance of action within RH&C partners, as well as through the regional partnership.</p> <p>ReCAP should emphasise the local co-benefits of actions that also have regional or global impacts.</p>
<p>3. Language used around climate change influences how stakeholders engage with the topic.</p>	<p>ReCAP should communicate the policy and scientific context for climate change in a way that is accurate, unemotive and emphasises the local and regional co-benefits of taking action.</p> <p>RH&C partners should use ReCAP as an opportunity to support greater alignment between practitioners and leaders around the regional commitment to take action on climate change.</p>
<p>4. RH&C is valued as an effective vehicle for information sharing, coordination, advocacy and action on climate change.</p>	<p>Reinforce through ReCAP the things that are currently valued about RH&C, especially the involvement of partners from different sectors, the role of the Regional Coordinator, a collegiate Steering Committee and a focus on delivering practical actions and projects.</p>
<p>5. Stakeholders want to see RH&C evolve to remain relevant, add greater value to partner organisations and bring a degree of ambition to regional responses to climate change.</p>	<p>Use ReCAP to clearly articulate the core purpose and value proposition of RH&C in light of other climate change initiatives at the local and regional level.</p> <p>Consider the relative merits of RH&C doing more to support (enable) organisational efforts on climate change, in addition to core modes of learn, advocate and act.</p> <p>Use ReCAP to define regional aspirations for climate change (including consideration of regional targets), balancing the desire for ambition with pragmatism.</p>
<p>6. Communication is central to the core purpose of RH&C.</p>	<p>Consider a communication strategy that addresses communication with RH&C partners and external organisations as a key aspect of ReCAP.</p> <p>Consider the role of RH&C in capturing and communicating the progress the region is making towards a climate resilient future (and potentially targets set by higher levels of government).</p>

Finding	Implications for ReCAP
7. There are opportunities to involve new organisations in the partnership.	Consider opportunities to involve new partners in RH&C, both formally (e.g. PIRSA) and informally (e.g. strengthened communications with ZEMC).
8. The ReCAP should identify the priorities for the partnership and inform, and be informed by, other plans, programs and activities.	Position ReCAP as a plan for the partnership, with clear statements around clear statements on regional climate impacts, the value proposition of collaborating, shared regional aspirations, when and how the partners will work together, and priorities for regional action. Review other regional plans that have a connection with climate change, and consider how the ReCAP will add value and not duplicate.
9. There are many potential areas for collaborative action, and careful analysis is needed to identify regional priorities that are action-able for RH&C.	Consider the relative merits of identifying specific strategies and actions in the ReCAP – compared with a more flexible approach focused on the purpose of the partnership, when/how partners will work together and high level priorities. Evaluate the need for regional collaborative action around climate risk management; transitions to a low carbon region; community capacity building, resilient asset management, resilient agriculture and/or climate ready towns and regions.

These findings will be workshopped with the Resilient Hills and Coast Steering Committee to help develop an agreed structure and Table of Contents for the ReCAP. There will be further consultation with RH&C partners and interested external stakeholders as ReCAP is developed.

APPENDIX A – ENGAGEMENT COLLATERAL

Project Placement

Workshop Agendas

Workshop Slide Deck

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 12.4

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the CEO

Subject: Nomination to the Dog & Cat Management Board

For: Decision

SUMMARY

The Local Government Association (LGA) is seeking nominations to fill two of the LGA-nominated positions on the Dog and Cat Management Board (the Board) for a term of up to three years.

The Dog and Cat Management Board is the public face for the management of companion dogs and cats in South Australia and provides policy leadership to councils.

Board Members receive a sitting fee for attendance at meetings. The Board meets on the third Tuesday every month, excluding January. Board meetings and workshops alternate every second month.

Council is able to put forward up to two (2) nominations.

The purpose of this report is for Council to consider any nominations for the Board and, if so, to consider endorsing that candidate(s) to the LGA.

RECOMMENDATION

Council resolves:

Decision 1

1. That the report be received and noted.
2. To determine that the method of selecting the nominee(s) to the LGA for the Dog & Cat Management Board 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 nomination and for the meeting to resume once the results of the indicative vote have been declared.

Decision 2

- 1. To endorse the nomination(s) of _____ and _____ for the Dog & Cat Management Board and authorise the Chief Executive Officer to lodge the completed nomination form(s) to the Local Government Association by COB Friday 29 November 2024.**
-

1. BACKGROUND

The Dog and Cat Management Board is the public face for the management of companion dogs and cats in South Australia and provides policy leadership to councils. The Board also plays a key role as an advocate and intermediary, working with vets, breeders and pedigree organisations, animal rescue and shelter organisations and assistance dog organisations to ensure South Australia's dog and cat laws meet the objects of the *Dog and Cat Management Act 1995* (the DCM Act).

Under section 12 of the DCM Act, the Board comprises 9 members, of whom:

- four are nominated by the LGA;
- four are nominated by the Minister; and
- one, to chair the Board, is jointly nominated by the LGA and the Minister.

The DCM Act requires that between them, the four members that are nominated by the LGA have the following attributes:

- practical knowledge of and experience in local government, including local government processes, community consultation and the law as it applies to local government;
- experience in the administration of legislation;
- experience in financial management; and
- experience in education and training.

Appointments to the Board are for a period of up to three (3) years.

The Minister for Environment and Water has written to the LGA requesting nominations for the Dog and Cat Management Board. In accordance with section 42 of the *Legislation Interpretation Act 2021* the LGA must submit a panel of 5 nominees to the Minister and the panel must include at least one man and one woman.

The Board vacancies were advised in the LGA News (November 2024) with nominations for councils to be received by 5pm Friday 29 November 2024.

Council is able to put forward up to two (2) nominations.

As per the LGA's standard nomination process, nominations must be resolved by the respective councils and these will be collated by the LGA for recommendation to the LGA Board which will resolve to nominate the preferred candidate(s).

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 O4.2	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

➤ **Legal Implications**

The Dog & Cat Management Board has been established pursuant to the *Dog and Cat Management Act 1995* (the DCM Act).

There is no legal requirement for a member of the Adelaide Hills Council to become a member of the Dog & Cat Management Board.

➤ **Risk Management Implications**

The nomination of appropriately qualified persons and the management of conflicts of interest are pertinent risk issues in relation to this matter and there are existing controls in place to assist in managing 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)

Council has many internal controls that contribute to managing the above risk and therefore the subject of this report does not in itself have an additional mitigating impact on the residual risk.

➤ **Financial and Resource Implications**

Sitting fees are paid by the Dog & Cat Management Board at the rate of \$206/meeting.

The *Council Member Allowance & Support Policy* does not provide for the reimbursement of any costs for attendance at bodies such as the Dog & Cat Management Board and therefore there are no financial implications for Council regarding nomination.

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

The community can reasonably expect that Council may have representation on external bodies relating to local government.

➤ **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: Local Government Association

Community: Not Applicable

➤ **Additional Analysis**

Indicative Voting Process for Determining Council Appointed Positions

Due to the implications of the Material Conflict of Interest provisions under s74, 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 nomination to the LGA.

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 that should be open to the public for the purposes of s90A(3) and the *Information and 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 Council Meeting Procedures* with modifications to suit the legislative requirements of the conflict of interest and Information or Briefing Session provisions.

The proposed Indicative Voting Process is:

- a) Chief Executive Officer calls for self-nominations as a candidate for the Board.
- b) If the number of nominees is equal to or less than the number of positions, 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 Information or Briefing Session requirements, as such the following chronology is suggested:

- i. Council will consider the process that it will use to choose the preferred person(s). Council would give effect to this by dealing with Recommendation 2 (or a variant) at this time.
- ii. 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 3 (or a variant) at this time.
- iii. Once the Indicative Voting Process has been completed the Council meeting will resume in accordance with the previous resolution.

Upon resumption the Council Member(s) who nominated for the Dog & Cat Management Board role would be advised to consider their conflicts of interest in relation to the matter.

Council can then resolve for the preferred persons to be nominated as the Board candidate.

3. OPTIONS

Council has the following options:

- 1. Endorse the nomination of a candidate(s) to the Dog & Cat Management Board.
- 2. Determine not to nominate to the Dog & Cat Management Board.

4. APPENDICES

- (1) Dog & Cat Management Board – Call for Nominations (Part A)
- (2) Dog & Cat Management Board – Nomination Form (Part B)

Appendix 1

Dog & Cat Management Board – Call for Nominations
(Part A)

Dog and Cat Management Board — Call for Nominations

Governing Statute (if applicable)	Section 12(1)(a) Dog and Cat Management Act
Purpose/Objective	Public face for the management of companion dogs and cats in South Australia and provides policy leadership to councils. The Board also plays a key role as an advocate and intermediary, working with vets, breeders and pedigree organisations, animal rescue and shelter organisations and assistance dog organisations to ensure South Australia's dog and cat laws meet the objects of the Dog and Cat Management Act.
Administrative Details	11 meetings per year with a fee of \$206 per session
Selection Criteria (to be addressed by applicant)	<ul style="list-style-type: none"> • practical knowledge of and experience in local government, including local government processes, community consultation and the law as it applies to local government • experience in the administration of legislation • experience in financial management • experience in education and training.
Class A Primary Nomination	<i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees</i>
Liability and indemnity cover	<i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i>

For more information contact: LGA Nominations Coordinator at nominationscoordinator@lga.sa.gov.au or 8224 2000

Appendix 2

*Dog & Cat Management Board – Nomination Form
(Part B)*

Dog and Cat Management Board — Nomination Form

Instructions

This form:

- Must be submitted by a council
- Must be emailed in PDF format to nominationscoordinator@lga.sa.gov.au
- Receipt of nomination will be acknowledged by return email
- CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially

This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).

SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.

Please refer to the **Call for Nominations** information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

SECTION 1: COUNCIL to complete

Dog and Cat Management Board	
Council Details	
Name of Council submitting the nomination	
Contact details of council officer submitting this form	Name:
	Position:
	Email:
	Phone:
Council meeting date and minute reference	
Nominee Full Name	
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>	
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>	

SECTION 2: NOMINEE to complete

Dog and Cat Management Board			
Nominee Details			
* Denotes a Mandatory Field. The information in this form is provided by the LGA to the relevant Minister/State Government Authority for the purposes of actioning an appointment to an outside body. Successful Nominees may be contacted directly by the relevant body using the information provided in this form.			
First Name:*		Gender	
Middle Name:*			
Surname:*			
Home / Personal Postal Address:*			
Phone:		Mobile:	
Personal Email:			
Why are you interested in this role?			
CV	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
Response to selection criteria (if applicable) <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i> attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies? Yes <input type="checkbox"/> OR No <input type="checkbox"/> If Yes, please list any fields of interest or Outside Bodies of interest: <ul style="list-style-type: none"> • • • 			
Undertaking: <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> Yes <input type="checkbox"/> No <input type="checkbox"/> Signature of Nominee: _____			

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 12.5

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the Chief Executive

Subject: Gawler River Floodplain Management Authority Membership

For: Decision

SUMMARY

At its meeting on 23 July 2024, Council resolved to formally notify the Gawler River Floodplain Management Authority ('GRFMA') Board, Constituent Councils, and, if appropriate, the Minister, of its intention to explore withdrawal from the GRFMA and to request their views on the matter. Council also directed the CEO to undertake a detailed examination of the implications of withdrawal and report the findings to Council in October 2024.

This report provides a detailed examination of the implications of withdrawal from the GRFMA.

Should Council wish to formally withdrawal from the GRFMA, to avoid incurring additional fees in the new financial year, it will need to notify the Constituent Councils and the GRFMA by 31 December 2024, as outlined in Clause 19 of the GRFMA Charter (**Appendix 1**). A formal request to withdraw must also be submitted to the Minister. Both notifications can occur concurrently however, withdrawal is ultimately contingent on Ministerial approval. Until the withdrawal is finalised, Council will remain responsible for all financial obligations, including operating and capital contributions.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. That the CEO formally write to the Minister, by 31 December 2024, seeking approval to withdraw from the GRFMA, as required by Clause 19 of the Charter.
 3. That the CEO write to the GRFMA and Constituent Councils, by 31 December 2024, to officially advise of its intention to withdraw from the GRFMA, as required by Clause 19 of the Charter.
 4. That the Council approve an initial budget allocation of \$20,000 for consultant fees, enabling Council to obtain expert advice and effectively manage the negotiations required to exit the GRFMA.
-

1. BACKGROUND

The GRFMA, established under Section 43 and Schedule 2 of the *Local Government Act 1999*, coordinates flood mitigation for the Gawler River and is comprised of six Constituent Councils: Adelaide Hills, Adelaide Plains, Barossa, Gawler, Light Regional, and Playford, as outlined in the GRFMA Charter.

Financially, Adelaide Hills Council contributes the smallest portion to the GRFMA's capital and maintenance expenses but shares equally in operational costs with the other Constituent Councils. Additionally, recent GRFMA initiatives, including major capital projects and a new Stormwater Management Plan, primarily benefit downstream areas, offering little if any benefit to the Adelaide Hills community.

Moreover, the Gawler River catchment, primarily fed by the North and South Para Rivers, has limited relevance to the Adelaide Hills. Only a small section of the catchment lies within our Council boundaries, with most of this land managed by Forestry SA and SA Water. Water from this section flows into the South Para Reservoir, with SA Water solely managing releases. Adelaide Hills Council has no operational control over the catchment, and downstream flooding does not affect the district.

Since early 2024, the Council has been exploring the option of withdrawing from the GRFMA. This initiative began with a Council resolution on 23 April 2024, directing the CEO to provide to Council, by 31 July 2024, a report that examines the risks and opportunities associated with the Council's ongoing membership of the GRFMA, including details of the process for withdrawing. This is captured in part 4 of resolution 131/24:

**Moved Cr Leith Mudge
S/- Cr Chris Grant**

131/24

Council resolves:

- 1. That the report be received and noted.**
- 2. To advise the Board of the Gawler River Floodplain Management Authority (GRFMA) that it has reviewed the GRFMA Draft 2024-25 Annual Business Plan and Budget and that Council does not approve the budget on the following basis:**
 - a. That the Council sees little if any benefit to the Adelaide Hills community in contributing to the cost of the further development of the flood mitigation works business case.**
 - b. That the Council is opposed to the apportioning of costs for further developing the business case equally among the member Councils.**
 - c. That the cost apportionment should be reflective of the relative contribution to the flood risk and the relative benefits of the flood mitigation works, to each community.**
- 3. That the Chief Executive Officer be authorised to participate in any dispute resolution process arising from this decision, noting that any decisions about funding allocations will need to be considered and approved by the Council.**

4. That the Chief Executive Officer provide a report to Council by 31 July 2024 which examines the risks and opportunities associated with the Council's ongoing membership of the Gawler River Floodplain Management Authority, including details of the process for withdrawing from the Authority.

Carried Unanimously

This report was provided and considered at Council's meeting on 23 July 2024. Following consideration of the matter, Council resolved:

Moved Cr Mark Osterstock
S/- Cr Leith Mudge

261/24

Council resolves:

1. That this report *Gawler River Floodplain Management Authority Membership Report* be received and noted.
2. In light of the risks and opportunities of continued membership of GRFMA as outlined in this report, the CEO undertake a detailed examination of the implications of leaving the GRFMA, to be brought back to the Council for consideration by October 2024, noting that the CEO will seek additional budget to progress this project based on a cost estimate.
3. That the CEO formally notify the GRFMA Board and Constituent Councils that Adelaide Hills Council is exploring leaving the GRFMA and seek their views of Adelaide Hills Council staying or leaving the GRFMA.
4. That the CEO may, if appropriate, seek the views of the Minister or his office about Adelaide Hills Council staying or leaving the GRFMA.

Carried Unanimously

At the same meeting the Council discussed the GRFMA 2024-25 Draft Annual Business Plan Options Report. Following consideration of the report, Council resolved:

Moved Cr Leith Mudge
S/- Cr Malcolm Herrmann

262/24

Council resolves:

- 1. That this report *Gawler River Floodplain Management Authority Annual Business Plan Options Report* be received and noted.**
- 2. That Council notes its decision at the 23 April 2024 Council Meeting to not approve the Draft 2024-25 Gawler River Floodplain Management Authority Annual Business Plan at that time on the following basis:**
 - a. That the Council sees little if any benefit to the Adelaide Hills community in contributing to the cost of the further development of the flood mitigation works business case.**
 - b. That the Council is opposed to the apportioning of costs for further developing the business case equally among the member Councils.**
 - c. That the cost apportionment should be reflective of the relative contribution to the flood risk and the relative benefits of the flood mitigation works, to each community.**
- 3. Notes that Council and the GRFMA have entered into dispute regarding the Draft 2024-25 Gawler River Floodplain Management Authority Annual Business Plan and Annual Budget.**
- 4. For efficiency and resourcing reasons, to now approve the 2024-25 Gawler River Floodplain Management Authority Annual Business Plan and Annual Budget requiring a contribution from Council of approximately \$50,000, while registering its objections to the proposed further development of the flood mitigation works business case.**
- 5. That the Chief Executive Officer advises the Gawler River Floodplain Management Authority Board of Councils resolution and is authorised to undertake all procedures and processes necessary and incidental thereto.**

Carried Unanimously

Following the Council resolution 261/24 on 23 July 2024, the CEO formally notified the GRFMA Board, Constituent Councils, and the Minister of the Council's intention to explore withdrawing from the GRFMA, seeking their views of the matter and, in the case of the Minister, the assessment criteria used to assess withdrawal. The correspondence with each entity is outlined in further detail below.

Should Council wish to withdraw from GRFMA by 30 June 2025 and avoid any contribution fees for the next financial year, it will need to formally notify the Constituent Councils and the GRFMA by 31 December 2024 of its request to withdraw. A formal request to withdraw must also be submitted to the Minister. Both notifications can occur concurrently however, withdrawal is ultimately contingent on Ministerial approval.

[Correspondence to the GRFMA Board](#)

On 5 August 2024, the CEO sent a letter to the GRFMA Board informing them that, at its 23 July 2024 meeting (resolution 262/24), it reconsidered its stance on GRFMA's draft Annual Business Plan and Budget. While the Council approved the draft 2024-25 ABP and Budget, it also registered an objection to further developing the flood mitigation works business case. The letter advised that the Council's dispute with the GRFMA had ceased, and further correspondence would address the Council's ongoing membership.

On 30 October 2024, the CEO sent a second letter to the GRFMA Board, referencing resolutions from its 23 July 2024 meeting. The letter advised that, while no formal decision has been made, the Council is actively exploring withdrawal from the GRFMA and sought feedback from the GRFMA on this potential course of action.

On 13 November 2024, the GRFMA Board advised that the matter would be considered at the next meeting of the GRFMA, scheduled for 12 December 2024.

Correspondence to Constituent Councils

On 6 August 2024, the CEO notified the Constituent Councils that its dispute with the GRFMA had concluded and that further communication would follow regarding the Council's ongoing membership of the GRFMA.

On 18 September 2024, the CEO sent additional correspondence referencing resolutions from its 23 July 2024 meeting. The letter advised that, while no formal decision has been made, the Council is actively exploring withdrawing from the GRFMA and sought feedback from the Constituent Councils on the potential withdrawal. Additionally, the CEO expressed interest in meeting with each council to discuss the matter.

Council Responses:

- **Gawler Council:** On 6 November 2024, the Acting CEO formally objected to the potential withdrawal, emphasising that the public interest is best served by a GRFMA with full representation from all Constituent Councils. Adelaide Hills Council CEO expressed interest in meeting with the Acting CEO of Gawler Council to discuss their concerns. However, with the appointment of a new CEO on 18 November, a response is still pending.
- **Adelaide Plains Council:** Declined the invitation to meet, suggesting that any response should be provided through the GRFMA Board.
- **Barossa Council:** Also declined a meeting, noting no significant concerns or impacts arising from the proposed withdrawal.
- **Playford Council:** On 20 November 2024, the CEO of Playford Council expressed concerns about the timing of Council's proposed withdrawal. His preference was for the constituent Council's to jointly lobby the State and Federal government's to secure funding commitments to address risks of flooding prior to considering the role and composition of the GRFMA.

Scheduled Meetings:

- **Light Regional Council:** A meeting between CEOs is planned for 25 November 2024.

Administration remains committed to working collaboratively with the Constituent Councils as this matter progresses and will continue to keep stakeholders informed throughout the process.

Correspondence to the Minister

On 4 November 2024, the CEO sent correspondence to the Minister for Local Government, the Hon. Joe Szakcas MP, advising that Council is exploring the option of withdrawing from the GRFMA. The letter outlined the Council’s rationale for a potential departure from the GRFMA. It also informed the Minister that Council has written to the GRFMA Board and the Constituent Councils to seek their views on the matter.

The letter indicated that, should Council ultimately decide to proceed, a formal request for approval to cease membership may be submitted to the Minister in the future. In the meantime, the letter sought the Minister’s feedback on the potential withdrawal and any guidance on the criteria that would be used to evaluate such a request. The Minister was also informed that, to facilitate a withdrawal by 30 June 2025, Council must provide written notice to both the Constituent Councils and the GRFMA of its intent to withdraw by 31 December 2024. To allow Council adequate time to assess its position and, if necessary, provide notice by 31 December 2024, a response was requested by 19 November 2024. At the time of writing this report, a response had not been received.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Goal 5	A Progressive Organisation
Objective 03	Our organisation is financially sustainable for both current and future generations
Priority 03.2	Ensure that renewal of assets and the associated maintenance is based on current asset management plans which consider reviewed service levels and whole of life costing

➤ Legal Implications

GRFMA is a regional subsidiary established under section 43 and Schedule 2 to the *Local Government Act 1999* (LG Act).

Both Adelaide Plains Council and Barossa Council have previously considered withdrawing from the GRFMA. In 2018, the Adelaide Plains Council formally applied to withdraw, but the then-Minister for Local Government, the Hon. Geoff Brock, denied the request, based upon an expectation that Adelaide Plains Council would raise concerns with GRFMA and the other Constituent Councils, as part of the then “flagged” review of the GRFMA Charter. While Barossa Council also explored withdrawal, it did not proceed, and neither council have since considered withdrawal.

Clause 29 of Schedule 2 to the *Local Government Act 1999*, reflected in clause 19 of the GRFMA Charter, allows councils to leave the GRFMA with Ministerial approval. Withdrawal requires six months’ notice, with exit effective on 30 June following the notice period. Until withdrawal is complete, the Constituent Council remains responsible for all financial contributions that, as a Constituent Council, it is liable to make to the GRFMA, including the operating (OPEX) and capital (CAPEX) contributions per the approved budget.

Clause 19 of the GRFMA Charter provides that both the notice to Constituent Councils and the request for Ministerial approval can be undertaken concurrently. Therefore, should

Council wish to withdraw, it must, to facilitate withdrawal by 30 June 2025, provide written notice of its intent to both the Constituent Councils and the GRFMA by 31 December 2024, and submit a request for Ministerial approval to withdraw by this date. The Minister may grant approval at any time up to 30 June 2025. Failure to notify by 31 December 2024, will result in Council remaining liable for all associated fees and contributions in the 2025/26 financial year, effective from 1 July 2025.

➤ **Risk Management Implications**

See discussion under additional analysis

➤ **Financial and Resource Implications**

Council's current financial liability as a GRFMA member is considered to outweigh the benefits of membership. Operational costs are shared equally among member councils (16.66 per cent each), while maintenance and capital works costs vary, as outlined below.

Constituent Council	Capital Works	Maintenance of Assets	Operational Costs
	Percentage Share	Percentage Share	Percentage Share
Adelaide Hills Council	1.73%	1.73%	16.66%
Adelaide Plains Council	28.91%	28.91%	16.66%
The Barossa Council	8.67%	8.67%	16.66%
Town of Gawler	17.34%	17.34%	16.66%
Light Regional Council	8.67%	8.67%	16.66%
City of Playford	34.68%	34.68%	16.66%
Total	100%	100%	100%

	2023-24 Operating	2023-24 Asset maint	2023-24 Total	2024-25 Operating	2024-25 Asset maint	2024-25 Total	Total increase
Adelaide Hills Council	\$ 24,938	\$ 2,418	\$ 27,356	\$ 46,228	\$ 2,414	\$ 48,642	78%
Adelaide Plains Council	\$ 24,938	\$ 40,390	\$ 65,328	\$ 46,228	\$ 40,330	\$ 86,558	32%
The Barossa Council	\$ 24,938	\$ 12,117	\$ 37,055	\$ 46,228	\$ 12,099	\$ 58,327	57%
Town of Gawler	\$ 24,938	\$ 24,234	\$ 49,172	\$ 46,228	\$ 24,198	\$ 70,426	43%
Light Regional Council	\$ 24,938	\$ 12,117	\$ 37,055	\$ 46,228	\$ 12,099	\$ 58,327	57%
City of Playford	\$ 24,938	\$ 48,482	\$ 73,420	\$ 46,228	\$ 48,410	\$ 94,638	29%
TOTAL	\$ 149,628	\$ 139,758	\$ 289,386	\$ 277,368	\$ 139,550	\$ 416,918	44%

Potential capital works costs

The GRFMA's 2024/25 Annual Business Plan and Budget has resulted in an increase to council contributions to fund a \$150,000 business case for flood mitigation projects. These projects, including the potential raising of the Bruce Eastick Dam, will require significant additional funding. This has increased Adelaide Hills Council's operating cost contributions from \$24,938 to \$46,228, representing an 85.37 per cent increase— or 78 per cent of total contributions – the highest among all constituent councils.

By comparison, the next largest percentage increases are for Barossa Council and Light Regional Council, both facing a 57 per cent rise. The smallest percentage increase will be incurred by the City of Playford, with contributions rising by 29 per cent, followed by Adelaide Plains Council, with a 32 per cent increase.

Future budget risk

There is no guarantee that future budgets will not see similar increases. The GRFMA's primary focus is on flood mitigation in the Gawler River region, which has limited direct impact on Adelaide Hills residents. Nor does Adelaide Hills Council have any material influence on the extent of flooding. Continued increases in contributions may not align with local community priorities, posing a potential reputational risk.

Asset depreciation

The recent revaluation of the Bruce Eastick Dam has led to a substantial increase in the annual depreciation expense, doubling from \$328,561 in 2022-23 to a forecast \$706,098 in 2024-25. While the GRFMA does not directly fund this expense, it is reflected in the financial statements of member councils, impacting Adelaide Hills Council's results based on its 5.34 per cent equity share.

Impact to other Constituent Councils

If the Adelaide Hills Council were to leave the GRFMA, it is expected that the remaining councils will absorb Council's foregone cost contribution.

Additionally, if Adelaide Hills Council withdraws from the GRFMA its 5.34 per cent equity share in the GRFMA, which was valued at \$2,259,016 as of 30 June 2024, may be redistributed among the remaining Councils. This would increase their individual stakes and overall influence in GRFMA decision-making. The increased financial stake could also help the remaining councils justify and strengthen their own cases for flood mitigation projects and enhance the overall effectiveness of GRFMA initiatives.

Short-term cost of exiting the GRFMA

If Adelaide Hills Council were to exit the GRFMA, there are several immediate costs to consider:

- Legal Fees: Estimated at around \$5,000.
- Consultant Fees: Expected to be \$10,000 - \$15,000 for expertise such as water specialists and business advisors.

Potential cost of equity share

The GRFMA Charter provides limited guidance on the exit process, making negotiations necessary to determine the handling of the Council's equity share. Potential scenarios include:

- Buy-back of the equity share by the GRFMA.
- Sale of the share to other member councils.
- Forfeiture of the equity share, with no financial return. This is \$2,259,016 as of 30 June 2024. The surplus or deficit for 2024-25 will adjust this amount.
- Other potential options to be determined following consultation.

Given the limited guidance in the Charter and the uncertainty around the financial impact, it is recommended that Council approve an initial budget of \$5,000 for legal fees and \$15,000 for consultant fees. This funding will enable Council to secure expert advice and navigate the complex negotiations required.

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

The community expects any decision about GRFMA membership to be carefully considered.

➤ **Sustainability Implications**

While GRFMA's flood mitigation efforts address environmental concerns in the lower Gawler River floodplain, they have little direct impact on the Adelaide Hills Council district.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Nil
<i>Council Workshops:</i>	Nil
<i>Advisory Groups:</i>	Nil
<i>External Agencies:</i>	GRFMA, constituent Councils and the Minister for Local Government.
<i>Community:</i>	Nil

➤ **Additional Analysis**

Opportunities of Ongoing Membership

Maintaining membership in the GRFMA may help preserve strong relationships with other Constituent Councils and the GRFMA Board, reducing the risk of conflict and fostering collaboration on future projects and regional initiatives.

Benefit to the GRFMA

If Adelaide Hills Council withdraws from the GRFMA, the remaining Constituent Councils may experience several benefits. The Council's departure could alleviate some of the administrative burden associated with coordinating six councils, leading to streamlined communication and more efficient decision-making processes. With fewer councils needing to reach consensus on strategic directions, budget allocations, and project priorities, operational efficiency within the GRFMA could be enhanced.

Moreover, this reduced complexity may foster greater accountability among the remaining councils. A more focused group could lead to improved engagement in the governance of GRFMA initiatives, strengthening the commitment to collaborative projects that address the specific needs of the councils most affected by flood risks.

The withdrawal of Adelaide Hills Council also presents an opportunity for the remaining councils to better align flood mitigation initiatives with their local objectives. This could enable a more tailored approach to resource allocation and project planning, ensuring that efforts reflect the priorities and concerns of the councils continuing to face flood risks.

Additionally, the departure may allow for the reallocation of the Adelaide Hills Council's share of depreciation expenses, providing the remaining councils with an opportunity to strengthen their cases for additional flood mitigation projects. The increased financial stake and consolidated interests could lead to more cohesive and effective project planning, directly benefiting the councils most impacted by flood risks.

Financially, according to Disaster Relief Australia, a higher number of councils increases the complexity of disaster response coordination. If Adelaide Hills Council exits the GRFMA, it could streamline disaster response efforts across the Gawler River Catchment. With fewer councils involved, there would be a reduction in the number of personnel requiring updates during flood risk scenarios. This would lessen the communication burden on South Australian agencies like the Department for Environment and Water and the State Emergency Service, as well as national bodies such as the Bureau of Meteorology. Consequently, these organizations could allocate resources more efficiently and respond more swiftly to flood events, enhancing the overall effectiveness of emergency management.

Process for leaving the GRFMA

Withdrawal from the GRFMA requires adherence to Clause 19 of the Charter. This process mandates that Council notify both the Constituent Councils and the GRFMA of its intent to withdraw and submit a request for Ministerial approval, as the Minister's consent is necessary for withdrawal. If Council completes these steps by 31 December 2024 and the Minister grants approval within six months, the withdrawal will take effect on 30 June 2025, enabling Council to avoid additional fees in the 2024/25 financial year.

Due to the limited procedural guidance in the Charter for such an action, Council has formally requested clarification from the Minister. A response is pending.

Given the uncommon nature of exiting a subsidiary and the limited guidance available, Council is pursuing these steps to ensure a well-informed decision regarding potential withdrawal from the GRFMA.

Timing of withdrawal

As indicated, to avoid incurring additional contributions in the next financial year, Council must notify the GRFMA and Constituent Councils of intent to withdraw by 31 December 2024. A formal request must also be submitted to the Minister. These notifications can be issued concurrently, but final approval depends to the Minister's consent.

Council is advised to formally proceed with the notification process by 31 December 2024 to preserve its options for withdrawal for 2024/2025.

3. OPTIONS

Council has the following options:

- I. Continue to explore withdrawing from the GRFMA.
- II. Decide to withdraw from the GRFMA.
- III. Decide to remain with the GRFMA.

4. APPENDICES

1. The GRFMA Charter

Appendix 1

The GRFMA Charter

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

CHARTER

28/1/2020

1. INTRODUCTION

1.1 Name

The name of the subsidiary is the Gawler River Floodplain Management Authority (referred to as 'the Authority' in this Charter).

1.2 Definitions

'**AASB124**' means Australian Accounting Standards Board's Accounting Standard AASB124 Related Party Disclosure;

'**Act**' means the Local Government Act 1999 and includes all regulations made thereunder;

'**Annual Business Plan**' means the business plan adopted by the Authority pursuant to Clause 12.2;

'**Asset Management Plan**' means the asset management plan adopted by the Authority and approved by the Constituent Councils in accordance with Clause 13.3;

'**Board**' means the Board of the Authority set out at Clause 4;

'**Board Member**' means a member of the Board appointed pursuant to Clause 4.2;

'**Budget**' means the annual budget adopted by the Authority pursuant to Clause 12.1;

'**Chairperson**' means the member of the Board appointed pursuant to Clause 4.4;

'**Constituent Councils**' means those councils identified at Clause 2.2.

'**Council**' means a council constituted under the Act;

'**Council Member**' means a member of a Council;

'**Deputy Board Member**' means a deputy member of the Board appointed pursuant to Clause 4.3;

'Dispute' means a difference between one or more Constituent Councils and the Authority concerning the operations or affairs of the Authority and includes where a Constituent Council fails or refuses to approve the draft asset management plan, budget, long term financial plan, or charter amendment as advised by the Authority;

'Financial Statements' has the same meaning as in the Act;

'Financial Year' means 1 July each year to 30 June in the subsequent year;

'Long Term Financial Plan' means the long term financial plan adopted by the Authority and approved by the Constituent Councils pursuant to Clause 13.1;

'Executive Officer' means the person appointed pursuant to Clause 10.1 as the Executive Officer of the Authority;

'Region' means the collective geographical areas of the Constituent Councils;

'Strategic Plan' means the strategic plan adopted by the Authority pursuant to Clause 13.2.

1.2.1 In the calculation of 'days':

1.2.1.1 the day on which the notice, document, report, etc is given will not be taken into account; and

1.2.1.2 Saturdays, Sundays and public holidays will be taken into account.

1.3 Interpretation

In this Charter, unless the context otherwise requires:

1.3.1 the singular includes the plural and vice versa;

1.3.2 words importing a gender include other genders;

1.3.3 words importing natural persons include corporates;

1.3.4 reference to a section is to a section of the Act and includes any section that substantially replaces that section and deals with the same matter;

1.3.5 headings are for ease of reference only and do not affect the construction of this clause;

1.3.6 an unenforceable provision or part of a provision of this Charter may be severed and the remainder of this Charter continues in force, unless this would materially change the intended effect of this Charter.

1.4 **Local Government Act**

- 1.4.1 This Charter must be read in conjunction with Parts 2 and 3 of Schedule 2 to the Act.
- 1.4.2 The Authority shall conduct its affairs in accordance with and comply with Schedule 2 to the Act except as modified by this Charter in a manner permitted by Schedule 2.

2. **ESTABLISHMENT**

- 2.1 The Gawler River Floodplain Management Authority is established by the Constituent Councils as a regional subsidiary pursuant to Section 43 and Schedule 2 of the *Local Government Act 1999*.
- 2.2 The Authority is established by the Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, the Light Regional Council and the City of Playford.
- 2.3 The Authority is subject to the joint direction of the Constituent Councils.

3. **PURPOSE AND FUNCTIONS**

- 3.1 The Authority has been established for the purpose of coordinating the planning, construction, operation and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:
 - 3.1.1 to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
 - 3.1.2 to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flooding of the Gawler River;
 - 3.1.3 to advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
 - 3.1.4 to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental and cultural consideration;and
 - 3.1.5 to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.
- 3.2 One or more of the Constituent Councils may request the Authority to undertake a function set out in Clause 3.1 of this Charter for the Constituent Council(s), which function will be additional and separate to those undertaken by the Authority for all of the Constituent Councils.

- 3.3 Where one or more Constituent Councils makes a request provided for under Clause 3.2, the Constituent Council(s) and the Authority must enter into a written agreement which amongst other things provides for the Constituent Council(s) to pay to the Authority annual subscription amounts and/or equal percentages of classes of subscription to meet the costs of the Authority in undertaking the additional function(s) and which also provides, with the ownership and maintenance of any resultant infrastructure.
- 3.4 The Authority is not involved in a significant business activity as defined in the Clause 7 Statement prepared under the Competition Principles Agreement of the National Competition Policy.

4. THE BOARD OF MANAGEMENT

4.1 The Board

- 4.1.1 The Authority will be governed by a Board and all decisions of the Board constitute decisions of the Authority.
- 4.1.2 The Board is responsible for the administration of the affairs of the Authority. The Board must ensure insofar as it is practicable, that the Authority complies with all legislative obligations including this Charter, that information provided to the Constituent Councils is accurate and that the Constituent Councils are kept informed of the solvency of the Authority as well as any material developments which may affect the operating capacity and financial affairs of the Authority.

4.2 Board Members

- 4.2.1 The Board will consist of 13 Board Members comprising:
- 4.2.1.1 the Chief Executive Officers of each of the Constituent Councils (including any persons acting in those offices from time to time) or his or her nominee who shall be an employee of the same Constituent Council as the Chief Executive Officer nominating the employee; and
 - 4.2.1.2 one member of each Constituent Council appointed by each Constituent Council;
 - 4.2.1.3 a Chairperson appointed pursuant to Clause 4.4.
- 4.2.2 A Board Member is at the expiry of his or her term of office eligible for reappointment.
- 4.2.3 Board Members (with the exception of the Chairperson) shall not be entitled to receive a sitting fee or other fee or remuneration for undertaking their role as a Board Member.
- 4.2.4 Written confirmation from the Chief Executive Officer of a Constituent Council will be sufficient evidence of that Constituent Council's appointment or revocation of the appointment of a Board Member.

- 4.2.5 In the event the office of a Board Member becomes vacant, the Constituent Council who appointed that Board Member will appoint another elected member to fill that vacancy:
- 4.2.5.1 if the Board Member whose office has become vacant was an elected member of a Constituent Council;
- 4.2.5.2 if the Board Member whose office has become vacant was a person nominated by the Chief Executive Officer of a Constituent Council, the Chief Executive Officer of that Constituent Council will act as a Board Member or nominate a person to be a Board Member.
- 4.2.6 The Constituent Councils will endeavour as far as practicable to ensure the Board comprises a gender balance and Board Members with a range of expertise including:
- environmental management;
 - corporate financial management;
 - general management;
 - public sector governance;
 - public works engineering management.

4.3 **Deputy Board Member**

- 4.3.1 Each Constituent Council must appoint:
- 4.3.1.1 an employee of that Constituent Council as a deputy Board Member who may act in the place of the Board Member being the Chief Executive Officer (or his or her nominee) of that Constituent Council as provided for in Clause 4.2.1.1 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise able to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or to act as a Board Member; and
- 4.3.1.2 a member of that Constituent Council as a deputy Board Member who may act in the place of the Board Member appointed by that Constituent Council pursuant to Clause 4.2.1.2 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise unable to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or act as a Board Member.
- 4.3.2 A deputy Board Member in attendance at a meeting of the Board may speak but is only entitled to vote on a matter to be decided by the Board if acting and in attendance at the meeting in accordance with Clauses 4.3.1.

4.4 **Chairperson**

- 4.4.1 A person who is neither an officer, employee or member of a Constituent Council will be appointed by the Constituent Councils as a Board Member and the Chairperson for a term of up to three years and on such other terms and conditions as determined by the Constituent Councils and who the Constituent Councils consider has expertise in one or more of the following areas:
- (a) environmental management;
 - (b) corporate financial management;
 - (c) general management;
 - (d) public sector governance.
- 4.4.2 In the event the Chairperson is absent or unable for whatever reason to act as Chairperson, the Board will elect a Board Member as the Acting Chairperson for the period the Chairperson is absent or unable to act as Chairperson.
- 4.4.3 The Chairperson is, at the expiry of his or her term of office, eligible for reappointment.
- 4.4.4 The Authority may at the expiry of the Chairperson's term of office as Chairperson appoint the Chairperson for a further term of up to three years and otherwise on the same terms and conditions as the Chairperson's original appointment.
- 4.4.5 The Authority may pay a sitting fee to the Chairperson in such amount as determined by the Authority.
- 4.4.6 The Chairperson will preside at all meetings of the Board and in the event the Chairperson is absent from a meeting, the Board must select a Board Member present to preside at that meeting only.
- 4.4.7 In the event there is a vacancy in the office of Chairperson, the Board will elect a Board Member to act as Chairperson for the balance of the original term or the appointment of a Chairperson, whichever occurs first.

5. **TERM OF OFFICE**

- 5.1 Subject to Clause 5.2, the term and other conditions of office of a Board Member, will be as determined by the Constituent Council appointing that Board Member.
- 5.2 The Constituent Councils will as far as practicable appoint Board Members, other than those Board Members who are the Chief Executive Officers of the Constituent Councils, following each periodic election of the Constituent Council until the next periodic election of the Constituent Council.

- 5.3 The Board may by a two-thirds majority vote of the Board Members present (excluding the member subject to this clause) make a recommendation to the Constituent Council that appointed the relevant Board Member, that the Constituent Council terminate the appointment of that Board Member in the event of:
- 5.3.1 any behaviour of the Board Member which in the opinion of the Authority amounts to impropriety;
 - 5.3.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.3.3 breach of fiduciary duty to the Authority;
 - 5.3.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.3.5 breach of the conflict of interest requirements applying to the Board Member; or
 - 5.3.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.4 The Authority may by a two-thirds majority vote of the Board Members present at a Board meeting (excluding the Chairperson) make a recommendation to the Constituent Councils that the appointment of the Chairperson be terminated in the event of:
- 5.4.1 any behaviour of the Chairperson which in the opinion of the Authority amounts to impropriety;
 - 5.4.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.4.3 breach of fiduciary duty to the Authority;
 - 5.4.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.4.5 breach of the conflict of interest requirements applying to a Board Member; or
 - 5.4.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.5 The Constituent Council which appointed the member whose term of office has become vacant will be responsible to appoint a Board Member to fill the vacancy.
- 5.6 A Board Member will cease to hold office and his or her office will become vacant:

- 5.6.1 if any of the grounds or circumstances in the Act as to when a Board Member's office becomes vacant arises;
- 5.6.2 if he or she is convicted of an indictable offence punishable by imprisonment;
- 5.6.3 if the Constituent Council which appointed the Board Member ceases to be a Constituent Council;
- 5.6.4 in relation to a Board Member who is the Chief Executive Officer (or his or her nominee) of a Constituent Council, if the Board Member ceases to be an employee of the Constituent Council that he or she was an employee of at the time he or she was appointed or the Constituent Council by which the Chief Executive Officer or his or her nominee is employed ceases to be a Constituent Council;
- 5.6.5 upon the happening of any other event through which the Board Member would be ineligible to remain as a Board Member; or
- 5.6.6 if a Constituent Council revokes the appointment of a Board Member appointed by that Constituent Council.

6. ROLE, FUNCTIONS AND PROCEEDINGS OF THE BOARD

6.1 Role of the Board

The Board is the Authority's governing body and has the responsibility for the administration of the affairs of the Authority ensuring that the Authority acts in accordance with this Charter and all relevant legislation including the Act.

6.2 Functions of the Board

In addition to the functions of the Board set out in the Act, the functions of the Board include:

- 6.2.1 the formulation of Strategic and Business Plans in accordance with Clause 13;
- 6.2.2 providing professional input and policy direction to the Authority;
- 6.2.3 ensuring strong accountability and stewardship of the Authority;
- 6.2.4 monitoring, overseeing and measuring the performance of the Executive Officer of the Authority;
- 6.2.5 ensuring that ethical behaviour and integrity is established and maintained by the Authority, the Board and Board Members in all activities undertaken by the Authority;
- 6.2.6 developing and adopting such policies and procedures as give effect to good governance and administrative practices;

- 6.2.7 exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and
- 6.2.8 avoiding investments that are speculative or hazardous by nature.

6.3 **Proceedings of the Board**

- 6.3.1 All meetings of the Authority shall be meetings of the Board.
- 6.3.2 Ordinary meetings of the Board will be held at such times and places as determined by the Board except that there must be at least one ordinary meeting of the Board every two months.
- 6.3.3 An ordinary meeting of the Board will constitute an ordinary meeting of the Authority. The Board shall administer the business of the Authority at the ordinary meeting.
- 6.3.4 For the purpose of this Clause 6.3, the contemporary linking together by telephone, audio-visual or other instantaneous means (telecommunications meeting) of the Board Members provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chairperson of the meeting.
- 6.3.5 A proposed resolution in writing and given to all Board Members in accordance with procedures determined by the Board will be a valid decision of the Board and will constitute a valid decision of the Authority where a majority of Board Members vote in favour of the resolution by signing and returning the resolution to the Executive Officer or otherwise giving written notice of their consent and setting out the terms of the resolution to the Executive Officer. The resolution will be deemed a resolution of the Board and will be as valid and effective as if it had been passed at a meeting of the Board duly convened and held.
- 6.3.6 Subject to Clause 6.3.7, meetings of the Board will be open to the public and Chapter 6 Part 3 extends to the Authority as if it were a Council and the Board Members were members of the Council.
- 6.3.7 Any Constituent Council, the Chairperson or three Board Members may by delivering a written request to the Executive Officer require a special meeting of the Board to be held and any such special meeting shall constitute a special meeting of the Authority. The written request must be accompanied by the agenda for the special meeting and if an agenda is not provided the request has no effect.

- 6.3.8 On receipt of a written request pursuant to Clause 6.3.7, the Executive Officer must give notice to all Board Members at least four hours prior to the commencement of the special meeting.
- 6.3.9 A meeting of the Board must not commence until a quorum of Board Members is present and a meeting must not continue if there is not a quorum of Board Members present. A quorum of Board Members will comprise one half of the Board Members in office, ignoring any fraction, plus one.
- 6.3.10 The Board must adopt a Code of Practice for Meeting Procedures to apply to the proceedings at and conduct of meetings of the Board. The Code of Practice for Meeting Procedures must not be inconsistent with the Act or this Charter.
- 6.3.11 The Code of Practice for Meeting Procedures may be reviewed by the Board at any time and must be reviewed at least once every three years.
- 6.3.12 In the event of any inconsistency between this Charter and the Code of Practice for Meeting Procedures, this Charter shall prevail.

7. PROPRIETY OF MEMBERS OF THE BOARD

- 7.1 Subject to Clauses 20(6) and 20(7) of Schedule 2 to the Act, the provisions regarding conflict of interest prescribed in the Act apply to all Board Members as if they were elected members of a Council and the Authority was a Council.
- 7.2 Board Members must comply with Division 2, Chapter 5 (Register of Interests) of the Act and to use all reasonable efforts to assist the Authority to comply with any obligations including regarding related party disclosures as set out in AASB124.
- 7.3 Board Members must act in accordance with their duties of confidence and other legal and fiduciary duties including honesty and the exercise of reasonable care and diligence to the Authority as required by Part 4, Division 1, Chapter 5 of the Act and Clause 23 of Schedule 2, Part 2 of the Act.
- 7.4 Subject to the express provisions of Schedule 2 to the Act and this Charter, all provisions governing the propriety and duties of members of a Council and public officers under the Act and other South Australian legislation apply to Board Members.

8. POWERS

- 8.1 The Authority is constituted as a body corporate under the Act and in all things acts through the Board.
- 8.2 The Authority has subject, where relevant to Clauses 8.3, 8.4 and 8.5:
 - 8.2.1 the power to acquire, deal with and dispose of real and personal property and rights in relation to real and personal property;

- 8.2.2 the power to compulsorily acquire land in accordance with the Land Acquisition Act 1969, provided that such acquisition is for the purposes of flood mitigation;
 - 8.2.3 the power to sue and be sued in its corporate name;
 - 8.2.4 the power to enter into any kind of contract or arrangement;
 - 8.2.5 the power to return surplus revenue to Constituent Councils in such proportions as the Board considers appropriate at the end of any financial year either by way of cash payment or reduction of annual contribution;
 - 8.2.6 the power to set aside surplus revenue for future capital expenditure;
 - 8.2.7 the power to invest funds and in doing so to take into account Part 4 of Chapter 9 of the Act;
 - 8.2.8 the power to establish committees, in accordance with Clause 9;
 - 8.2.9 the power to delegate any function or duty except for the power to compulsorily acquire land as set out in Clause 8.2.2 and any of the powers set out in section 44 of the Act, (where such powers are applicable to the Authority); and
 - 8.2.10 the power to do anything else necessary or convenient for, or incidental to, the exercise, performance or discharge of its powers, functions or duties.
- 8.3 The Authority has the power to incur expenditure as follows:
- 8.3.1 in accordance with a budget adopted by the Authority under Clause 12.1; or
 - 8.3.2 with the prior approval of the Constituent Councils; or
 - 8.3.3 in accordance with the Act, in respect of expenditure not contained in a budget adopted by the Authority for a purpose of genuine emergency or hardship.
- 8.4 Subject to Clause 8.5, the Authority has the power to borrow money as follows:
- 8.4.1 in accordance with a budget adopted by the Authority under Clause 12; or
 - 8.4.2 with the prior approval of the Constituent Councils.
- 8.5 Unless otherwise approved by the Constituent Councils, any and all borrowings (except overdraft facilities) taken out by the Authority:
- 8.5.1 must be from the Local Government Financial Authority or a registered bank or financial institution within Australia; and

- 8.5.2 the Authority shall not act outside of the areas of the Constituent Councils without their prior approval and that approval shall only be granted upon the basis that the Constituent Councils consider it necessary or expedient for the performance of their or the Authority's functions.
- 8.6 The Authority will have a common seal which may be affixed to documents requiring execution under common seal and must be witnessed by the Chairperson and one other Board Member.
- 8.7 The common seal must not be affixed to a document except to give effect to a resolution of the Board. The Executive Officer will maintain a register which records the resolutions of the Board giving authority to affix the common seal and details of the documents to which the common seal has been affixed with particulars of the persons who witnessed the fixing of the seal and the date.
- 8.8 The Board may by instrument under the seal authorise a person to execute documents on behalf of the Authority. The Executive Officer will maintain a register of such resolutions and details of any documents executed in this way, together with particulars of the person executing the document.

9. ESTABLISHMENT OF COMMITTEES

- 9.1 The Authority may establish committees.
- 9.2 A member of a committee holds office at the pleasure of the Board.
- 9.3 Without limiting the Board's power to establish additional committees, the following committee is established:
- 9.3.1 Audit Committee.
- 9.4 **Audit Committee**
- 9.4.1 The Audit Committee shall be composed of no more than three members of whom at least one shall be a person who is not a member of the Board ('Independent Member').
- 9.4.2 Members of the Audit Committee will be appointed by the Board biennially and at the expiry of a term of appointment are eligible for reappointment.
- 9.4.3 The Independent Member (or one of the Independent Members if there is more than one) shall be appointed by the Authority as the Chair of the Audit Committee. The Chair of the Audit Committee shall be paid such honorarium as the Authority determines.
- 9.4.4 Members of the Audit Committee must as far as practicable have recent and relevant financial, risk management or internal audit experience relevant to the functions of the Audit Committee as determined by the Authority.

- 9.4.5 The functions of the Audit Committee include:
- 9.4.5.1 reviewing annual Financial Statements of the Authority to ensure they provide a timely and fair view of the state of affairs of the Board; and
 - 9.4.5.2 liaising with the external auditors of the Authority; and
 - 9.4.5.3 reviewing the adequacy of the accounting, internal auditing, reporting, internal control and other financial management systems and practices of the Authority on a regular basis;
 - 9.4.5.4 Considering and advising the Authority on risk management.

10. ADMINISTRATIVE MATTERS

- 10.1 There will be an Executive Officer of the Authority appointed by the Authority on terms and conditions to be determined by the Authority.
- 10.2 The Executive Officer will be responsible to the Board:
- 10.2.1 to ensure that the policies and lawful decisions of the Authority are implemented in a timely manner;
 - 10.2.2 for the efficient and effective management of the operations and affairs of the Authority;
 - 10.2.3 to provide advice and reports to the Board on the exercise and performance of the Authority's powers and functions; and
 - 10.2.4 to give effect to the principles of human resource management generally applicable within the local government industry.
- 10.3 The Executive Officer has such powers, functions and duties prescribed by this clause and as determined necessary by the Authority from time to time to ensure the efficient and effective management of the operations and affairs of the Authority.
- 10.4 The Authority may employ other officers and it may authorise the Executive Officer to employ such other officers on its behalf as are required for the efficient and effective management of the operations and affairs of the Authority.
- 10.5 The Authority may engage professional consultants and it may authorise the Executive Officer to engage professional consultants to provide services to the Authority to ensure the proper execution of its decisions, the efficient and effective management of the operations and affairs of the Authority and for giving effect to the general management objectives and principles of personal management prescribed by this Charter.

11. FINANCIAL CONTRIBUTIONS TO THE AUTHORITY

- 11.1 The contributions of the Constituent Councils shall be based on the percentage shares for capital works, maintenance of assets of the Authority and operational costs of the Authority in accordance with Schedule 1.

Where the capital and/or maintenance cost exceeds \$1 Million in any given year, Clause 11.7 shall apply.

- 11.2 The Authority will be responsible to provide the Constituent Councils with sufficient information for each of them to ascertain the level of and understand the reasons behind the funding required each financial year. This will be achieved via the business plan and the annual budget.
- 11.3 The Authority will determine annually the funds required by the Authority to enable it to function. The Constituent Councils shall contribute the funds requested by the Authority, in the annual budget and approved by the Constituent Councils, and any additional funds that are required for the continuing function of the Authority and approved by the Constituent Council. The Authority must provide full details regarding the need for additional funds to the Constituent Councils.
- 11.4 The annual contribution will be paid by each Constituent Council in advance by six monthly instalments.
- 11.5 Additional contributions (of any) will be paid by each Constituent Council in the manner and at the time determined by the Authority.
- 11.6 The Authority is accountable to each Constituent Council to ensure that the Authority functions in accordance with its business plan and approved budgets.
- 11.7 The Authority may enter into separate funding arrangements with Constituent Councils and with any State or Federal Government or their agencies in respect of any project undertaken or to be undertaken by or on behalf of the Authority.
- 11.8 Where a Constituent Council or Constituent Councils enter into an agreement with the Authority under Clauses 3.2 and 3.3 of this Charter the subscriptions payable under that agreement shall be additional to the subscriptions payable under this Clause.

12. BUDGET AND ANNUAL BUSINESS PLAN

12.1 Budget

- 12.1.1 The Authority must prepare a budget for each financial year.

- 12.1.2 The Budget must:

- 12.1.2.1 deal with each principal activity of the Authority on a separate basis;

- 12.1.2.2 be consistent with and account for activities and circumstances referred to in the Authority's Annual Business Plan;
 - 12.1.2.3 be submitted in draft form to each Constituent Council before 31 March for approval;
 - 12.1.2.4 not be adopted by the Authority until after 31 May but before 30 September;
 - 12.1.2.5 identify the amount of and the reasons for the financial contributions to be made by each Constituent Council to the Authority.
- 12.1.3 The Budget may only be adopted where two thirds of the Board Members present vote in favour of the Budget.
 - 12.1.4 The Authority must provide a copy of the adopted Budget to each Constituent Council within five clear days after adoption.
 - 12.1.5 The Authority must reconsider its Budget in accordance with Regulation 9 of the Local Government (Financial Management) Regulations 2011.
 - 12.1.6 The Authority must submit to each Constituent Council for approval, any proposed amendment to the Budget.
 - 12.1.7 Where a Constituent Council has failed to approve a draft budget, or an amended budget, and has not served a notice on the Authority in accordance with Clause 21 within two months of the receipt of the draft budget, or amended budget by the Constituent Council, then the approval of the Constituent Council to the draft budget, or amended budget, will be deemed to have been given.

12.2 **Annual Business Plan**

- 12.2.1 The Authority shall have an Annual Business Plan in respect of the ensuing 12 months.
- 12.2.2 The Annual Business Plan must:
 - 12.2.2.1 state the services to be provided by the Authority;
 - 12.2.2.2 identify how the Authority intends to manage service delivery;
 - 12.2.2.3 identify the performance targets which the Authority is to pursue;
 - 12.2.2.4 provide a statement of financial and other resources and internal processes that will be required to achieve the performance targets and objectives of the Authority; and

- 12.2.2.5 specify the performance measures that are to be used to monitor and assess performance against targets.

13. MANAGEMENT FRAMEWORK

13.1 Long Term Financial Plan

- 13.1.1 The Authority must develop and adopt in consultation with the Constituent Councils a Long Term Financial Plan covering a period of at least ten (10) years in a form and including such matters which, as relevant, is consistent with Section 122 of the Act and the Local Government (Financial Management) Regulations 2011 as if the Authority were a council.
- 13.1.2 The Authority must review its Long Term Financial Plan in consultation with the Constituent Councils.
- 13.1.3 The Authority may at any time review the Long Term Financial Plan but must undertake a review of the Long Term Financial Plan as soon as practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.
- 13.1.4 In any event, the Authority must undertake a comprehensive review of its Long Term Financial Plan every four years.

13.2 Strategic Plan

- 13.2.1 The Authority must prepare and adopt in consultation with the Constituent Councils a Strategic Plan for the conduct of its business which will identify the Authority's objectives over the period of the Strategic Plan and the principal activities that the Authority intends to undertake to achieve its objectives.
- 13.2.2 The Authority must review its Strategic Plan in consultation with the Constituent Councils.
- 13.2.3 The Authority must undertake a comprehensive review of its Strategic Plan every four years.

13.3 Asset Management Plan

- 13.3.1 The Authority must prepare and adopt in consultation with the Constituent Councils an Asset Management Plan in a form and including such matters which, as relevant, is consistent with Section 122 of the Act as if the Authority were a council.
- 13.3.2 The Authority must review its Asset Management Plan in consultation with the Constituent Councils.
- 13.3.3 The Authority may at any time review its Asset Management Plan but must undertake a review of the Asset Management Plan as soon as

practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.

- 13.3.4 In any event, the Authority must undertake a comprehensive review of its Asset Management Plan every four years.

14. **ACCOUNTING**

- 14.1 The Authority must ensure that its accounting records, accounts and financial statements are prepared and maintained in accordance with all relevant Australian Accounting Standards and legislation including the Local Government (Financial Management) Regulations 2011.

15. **AUDIT**

- 15.1 The Authority must appoint an auditor.
- 15.2 The Audit Committee must approve the audit strategy submitted by the external auditor before submission to the Board.
- 15.3 The Authority must provide its audited financial statements to the Chief Executive Officer of each Constituent Council by 30 September.

16. **FINANCE**

- 16.1 The Authority may establish and maintain a bank account with such banking facilities and at a bank to be determined by the Authority.
- 16.2 All cheques to be authorised must be signed by two Board Members or one Board Member and the Executive Officer.
- 16.3 Any payments made by Electronic Funds Transfer must be made in accordance with procedures which have received the prior approval of the auditor and been adopted by the Authority.
- 16.4 The Executive Officer must act prudently in the handling of all financial transactions for the Authority and must provide quarterly financial and corporate reports to the Authority and if requested, the Constituent Councils.
- 16.5 The Authority will, at the end of each financial year prepare a schedule of assets and liabilities. In addition, the Authority must maintain a record to be known as the 'Schedule of Constituent Councils' Interests in Net Assets'.
- 16.6 The Schedule of Constituent Councils Interests in Net Assets will reflect the proportionate contribution each Constituent Council has made to capital, operations and maintenance costs incurred by the Authority having regard to the proportionate contribution by way of subscriptions for each function undertaken by the Authority. The Schedule when updated by the Authority at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the establishment of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year.

16.7 Where there is any dispute as to the Schedule, Clause 21 shall apply.

17. **REPORTS AND INFORMATION**

17.1 The Authority must submit an annual report on its work and operations including its audited financial statements, to each Constituent Council before 30 September.

17.2 The Authority shall report at any other time at the written request of a Constituent Council on matters being undertaken by the Authority. Any such report shall be provided to all Constituent Councils.

18. **ALTERATION TO THE CHARTER**

18.1 This charter may be amended by unanimous resolution of the Constituent Councils.

18.2 Before the Constituent Councils vote on a proposal to alter this Charter they must take into account any recommendations of the Authority.

19. **WITHDRAWAL OF A CONSTITUENT COUNCIL**

19.1 Subject to the approval of the Minister, a Constituent Council may withdraw from the Authority by giving not less than six months notice of its intention to do so to all other Constituent Councils and the Executive Officer.

19.2 In any event a withdrawal will not become effective until 30 June following the expiry of the six months notice as required by Clause 19.1 in the preceding sub-clause. Until a withdrawal becomes effective, the Constituent Council proposing withdrawal from the Authority will remain liable for all financial contributions whilst still a Constituent Council and will continue to be responsible for ensuring the proper conduct of the affairs of the Authority.

19.3 A withdrawing Constituent Council is not entitled to any refunds of any contributions made.

20. **ADDITION OF NEW MEMBER**

20.1 The Authority may consider the addition of a Council as a Constituent Council.

20.2 The Constituent Councils must resolve unanimously to approve the addition of a Council as a Constituent Council.

20.3 The Charter shall be amended in accordance with the provisions of this Charter to provide for a Council becoming a Constituent Council.

21. **DISPUTES**

21.1 In the event of any dispute or difference between the Constituent Councils or between one or more Constituent Councils and the Authority concerning this Charter or the Authority (**the Dispute**), a party may initiate the dispute process set out in this clause by serving a notice of dispute on all other Constituent

Councils with a contemporaneous copy being served on the Authority. The parties:

- 21.1.1 will attempt to settle the dispute or difference by negotiating in good faith;
- 21.1.2 if good faith negotiations do not settle the dispute within one month of the Dispute arising or such longer time as the parties to the Dispute may agree, then the Dispute shall be referred to an expert for determination. The expert shall be a person with the skills and expertise necessary to resolve the dispute and shall be nominated by the President of the Local Government Association of South Australia. The expert's determination shall be final and binding on the Constituent Councils. The costs of the expert will be apportioned and payable in accordance with the expert's determination;
- 21.1.3 if the Dispute is unable to be resolved by the expert within six months then any Constituent Council may request the Minister wind up the Authority; and
- 21.1.4 notwithstanding the existence of a Dispute, the Constituent Councils will continue to meet their obligations to the Authority.

22. LIMIT OF LIABILITY

- 22.1 Except insofar as Clause 3.2 applies the liability of a Constituent Council to the Authority is limited to those functions undertaken by the Authority and to which the Constituent Council has made a financial contribution. The liability of a Constituent Council is proportional to the interest of that Council in the net assets of the Authority as determined under Clause 16 of this Charter.
- 22.2 The liability of a Constituent Council to the Authority for any function undertaken by the Authority under Clause 3.2 is limited to the requesting Constituent Council or Constituent Councils and as reflected in the agreement entered into with the Authority for those purposes.

23. DISSOLUTION OF THE AUTHORITY

- 23.1 The Authority may be dissolved by the Minister in the circumstances envisaged by Clause 33, Part 2 of Schedule 2 of the Act.
- 23.2 In the event of there being net assets upon the dissolution and after realisation of all assets and meeting all liabilities, the net assets will be distributed to the then Constituent Councils on the basis of their current interest in the net assets of the Authority as determined by Clause 16.
- 23.3 In the event of there being an insolvency of the Authority at the time of dissolution, the then Constituent Councils will be responsible jointly and severally to pay the liabilities of the Authority and between themselves in the proportion of their interest in the net assets last determined under Clause 16.

24. NON-DEROGATION AND DIRECTION BY CONSTITUENT COUNCILS

- 24.1 The establishment of the Authority does not derogate from the power of any of the Constituent Councils to act independently in relation to a matter within the jurisdiction of the Authority.
- 24.2 Provided that the Constituent Councils have all first agreed as to the action to be taken, the Constituent Councils may jointly direct and control the Authority.
- 24.3 Where the Authority is required pursuant to the Act or this Charter to obtain the approval of one or more of the Constituent Councils, that approval must only be granted and must be evidenced by a resolution passed by either or each of the Constituent Councils granting such approval.
- 24.4 Unless otherwise stated in this Charter, where the Authority is required to obtain the consent or approval of the Constituent Councils this means the consent or approval of both the Constituent Councils expressed in the same or similar terms.
- 24.5 For the purpose of this Clause 24, any direction given by the Constituent Councils must be communicated by notice in writing provided to the Executive Officer of the Authority together with a copy of the relevant resolutions of the Constituent Councils.

SCHEDULE 1 – FINANCIAL CONTRIBUTIONS

Constituent Council	Capital Works Percentage Share %	Maintenance of Assets Percentage Share %	Operational Costs Percentage Share %
Adelaide Hills Council	1.73	1.73	16.66
Adelaide Plains Council	28.91	28.91	16.66
The Barossa Council	8.67	8.67	16.66
Town of Gawler	17.34	17.34	16.66
Light Regional Council	8.67	8.67	16.66
City of Playford	34.68	34.68	16.66
Total	100%	100%	100%

Capital Works are defined as building and engineering works that create an asset and the renewal of existing assets that has reached the end of its useful life.

Maintenance is defined as recurrent expenditure to ensure that existing assets function as designed and are kept in good condition.

Operational Costs are defined as recurrent expenditure incurred to ensure that the Authority can conduct day to day functions. Depreciation falls within the scope of the Authority's operational costs.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 18 November 2024
AGENDA BUSINESS ITEM**

Item: 12.6

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: Draft 2023-24 Annual Report

For: Decision

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 2023-24 financial year achievements against Council's *Strategic Plan 2020-24 – A brighter future*, and 2023-24 Annual Business Plan and Budget.

The purpose of this report is to provide the draft *2023-24 Annual Report* (the Annual Report) for the Council's consideration and adoption.

RECOMMENDATION

Council resolves:

1. That the report on the Draft 2023-24 Annual Report be received and noted.
 2. That the 2023-24 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 2023-24, 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 *2023-24 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 18 November Meeting to ensure its compliance against the legislative compliance and resolved:

8.7. Draft Annual Report 2023-24

Moved Sarah Beesley
S/- Pamela Lee

AC54/24

The Audit Committee resolves:

- 1. That the report on the Draft Annual Report 2023-24 be received and noted**

- 2. To advise Council that the Committee has reviewed the Draft 2023-24 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, to recommend the Annual Report to Council for adoption.**

Carried Unanimously

The Audit Committee’s detailed review included some minor corrections and suggestions which have been incorporated into the draft (**Appendix 1**).

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. The Audit Committee have confirmed at their 18 November 2024 meeting that overall the report addresses all of these requirements.

➤ **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: The draft Annual Report was considered at the 18 November 2024 Audit Committee 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 content presented in **Appendix 1** may have some minor changes prior to publishing related to format and/or visual elements such as photos and corresponding photo captions.

The Audit Committee's review included some minor corrections and suggestions which have been incorporated into the draft (**Appendix 1**).

The following appendices have not been included in this draft as Council have been presented with these appendices separately to this report, and therefore this exclusion from the draft will help to minimise agenda length and duplication. These appendices will be in the final published document.

- Appendix 2 – Subsidiary Annual Reports
 - AHRWMA Annual Report – noted as correspondence at 8 Oct 2024 meeting
 - East Waste Annual Report – noted as correspondence at 8 Oct 2024 meeting
 - SHLGA Annual Report - noted as correspondence at 8 Oct 2024 meeting
 - GRFMA Annual Report - noted as correspondence at 22 Oct 2024 meeting
- Appendix 5 – Audit Committee Annual Report
 - The presiding members report will be included as the Audit Committee Annual Report. This is being presented to Council at the 26 Nov meeting.

3. OPTIONS

Council has the following options:

- I. Resolve to adopt the 2023-24 Annual Report content as presented (*Recommended*).
- II. Resolve to adopt the 2023-24 Annual Report with changes
- III. Resolve to not adopt the 2023-24 Annual Report and apply significant changes (*Not Recommended*). Given the requirement to adopt the Annual Report by 30 November, significant amendment may result in the Council not meeting its legislative obligations

4. APPENDICES

- (1) Draft 2023-24 Annual Report

Appendix 1

2023-24 Annual Report

Annual Report

2023 - 2024

DRAFT



Adelaide Hills
COUNCIL

Welcome

This is our Annual Report for 2023-24 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 2023-24.

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 XXXXXXXXX

Acknowledgement of country

Council acknowledges that we undertake our business on the traditional Country of the Peramangk and Kurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land for they hold the memories, traditions, spiritual relationships, culture and hopes of the First Nations of Australia.

We are committed to working together to ensure that Peramangk and Kurna culture and traditions are sustained, valued and continuing.



Cover: Fabrik Arts + Heritage opening night, Friday 20th September 2024

This page: Vineyards in Kersbrook

Council Members' Message

As elected representatives of the Adelaide Hills community, we are proud to share the progress we've made in the past year towards creating a more connected, inclusive, and thriving region.

Our commitment to creating a welcoming and inclusive community is demonstrated through the variety of programs and initiatives we've implemented. This includes the introduction of new protocols to support individuals at risk of domestic or family violence, delivery of library programs which hosted over 9,000 attendees across the year, and implementing the "Your Place, Your Space" campaign which helped strengthen community connections by encouraging local residents to become more engaged with their neighbourhoods. We've also focused on expanding our community's cultural fabric, with events such as the Hills Harmony Picnic, which brought together over 230 people from diverse backgrounds to celebrate our shared community spirit.

In the past year, we've worked hard to protect and enhance the natural environment by progressing initiatives such as the biodiversity programs which in partnerships with local schools and volunteer groups have resulted in hundreds of new plants being added to our natural spaces, and saw the completion of the riparian restoration of Cox Creek at the Bridgewater Recreation Reserve. Through the implementation of the Food Organics and Garden Organics (FOGO) trial, we've also empowered 600 local households to reduce waste sent to landfill, and continued our ongoing community education campaigns promoting sustainable practices across the region.

Our focus on sustainable, accessible infrastructure has also been a priority. A key highlight has been the redevelopment of Fabrik Arts + Heritage Hub which is a significant cultural investment for the Adelaide Hills, fostering creativity, celebrating local heritage, and offering new opportunities for community engagement. We have opened the Kersbrook Cemetery Martungka Natural Burial Ground, which provides a space for burials where only biodegradable materials are used in the process so that everything that's buried can return to the earth naturally. Accessibility upgrades have also been made at the Summit Community Centre to enhance the facility and make our community feel valued and supported regardless of their abilities.

We would like to thank our staff, volunteers and community partners for their dedication and hard work over the year. With their continued support we look forward to building on these achievements in the year ahead to create a more sustainable and connected future.



Mayor Jan-Claire Wisdom and Councillors



Greg Georgopolous

CEO's Message


Reflecting on the 2023-24 financial year, I am pleased to see what we have achieved and the dedication shown by our staff, volunteers and partners in delivering meaningful initiatives that strengthen our region and create a positive impact for our residents.


This year, we've seen a number of achievements providing positive outcome for our community including the redevelopment of the Fabrik Heritage + Arts Hub at Lobethal which is set to transform it into a key cultural destination for the Adelaide Hills, the introduction of a new Residents Guide to better connect our residents with Council services and facilities, and winning the Local Government Professionals Excellence in Emergency Management Award which recognises the innovative and collaborative work our team has done to build community resilience in the face of emergencies.


As an organisation, we have continued to evolve and innovate. We have transitioned to 100% renewable energy for our facilities, increased our electric vehicle fleet, and installed electric vehicle charging stations in three of our sites. We have also developed new guidelines to support staff responding to domestic and family violence, and completed the final stages of our Gender Equity Audit process as part of the Workplace Equality and Respect (WER) initiative. Our commitment to fostering an inclusive and respectful workplace even earned Council an honourable mention at the 2024 National Awards for Local Government for our efforts in implementing the Our Watch Toolkit for Local Government.


While I've only touched on a few of the achievements from the past year, I invite you to explore the full details within this report. This success has been made possible through the hard work of our staff, volunteers and Council Members, whose unwavering commitment to our community has been vital in driving these initiatives forward. I look forward to another year of progress and collaboration as we continue to serve our residents and build a sustainable, inclusive Adelaide Hills.


Our District


-  Median Age is 44


-  30% of population volunteer


-  3.8% Need help at home


-  16,267 Households


-  84% Own or are buying a home

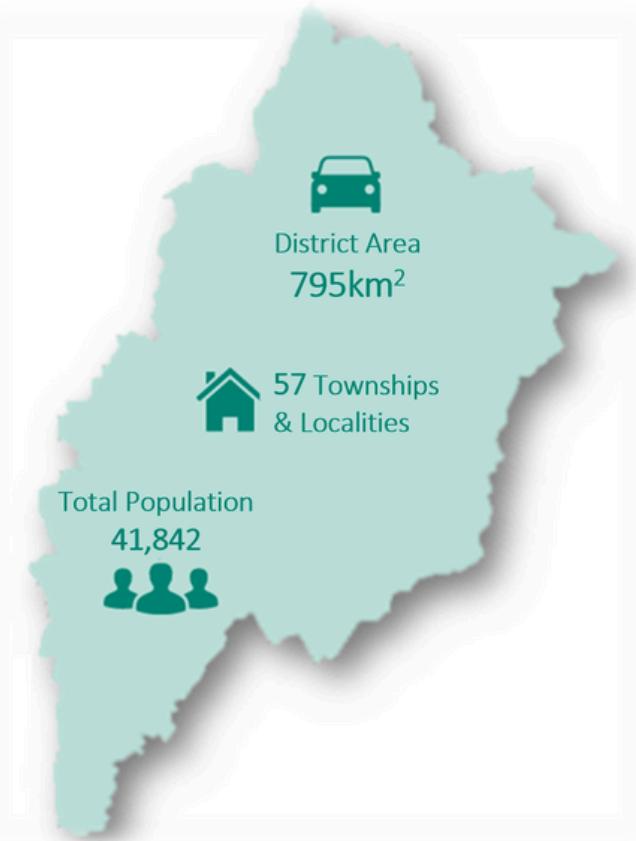
-  43% Have a university or TAFE qualification

-  19% have a trade qualification

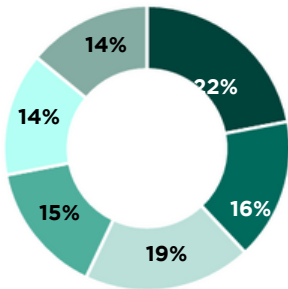
-  4,243 Businesses







-  12,037 Local jobs

-  1.2mill+ Domestic Day Trips were taken in our region

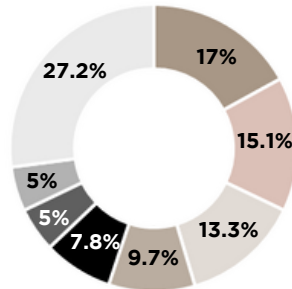










Age Profile of the Adelaide Hills



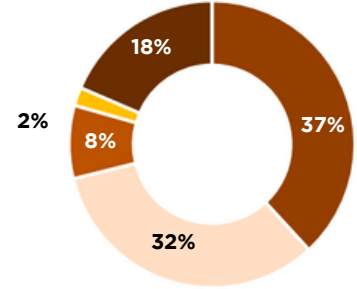
-  0 - 17 (22%)
-  18 - 34 (16%)
-  35 - 49 (19%)
-  50 - 59 (15%)
-  60 - 69 (14%)
-  70+ (14%)






Number of registered businesses by industry



-  Construction (17%)
-  Professional, Scientific & Technical Services (15.1%)
-  Agriculture, Forestry and Fishing (13.3%)
-  Rental, Hiring and Real Estate (9.7%)
-  Health Care and Social Assistance (7.8%)
-  Retail Trade (5%)
-  Manufacturing (4.9%)
-  All other industries (27.2%)

Household Types



-  Couple with Children (37%)
-  Couple without Children (32%)
-  One parent families (8%)
-  Lone Person (18%)
-  Group Households (2%)

Our Elected Council



Mayor
Jan-Claire Wisdom



Deputy Mayor
Cr Nathan Daniell
(1 July 2023 - 31 May 2024)
(Ranges Ward)



Deputy Mayor
Cr Melanie Selwood
(from 1 June 2024)
(Valleys 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 Kirsty Parkin
(Ranges Ward)



Cr Louise Pascale
(Ranges Ward)

Council and Committees

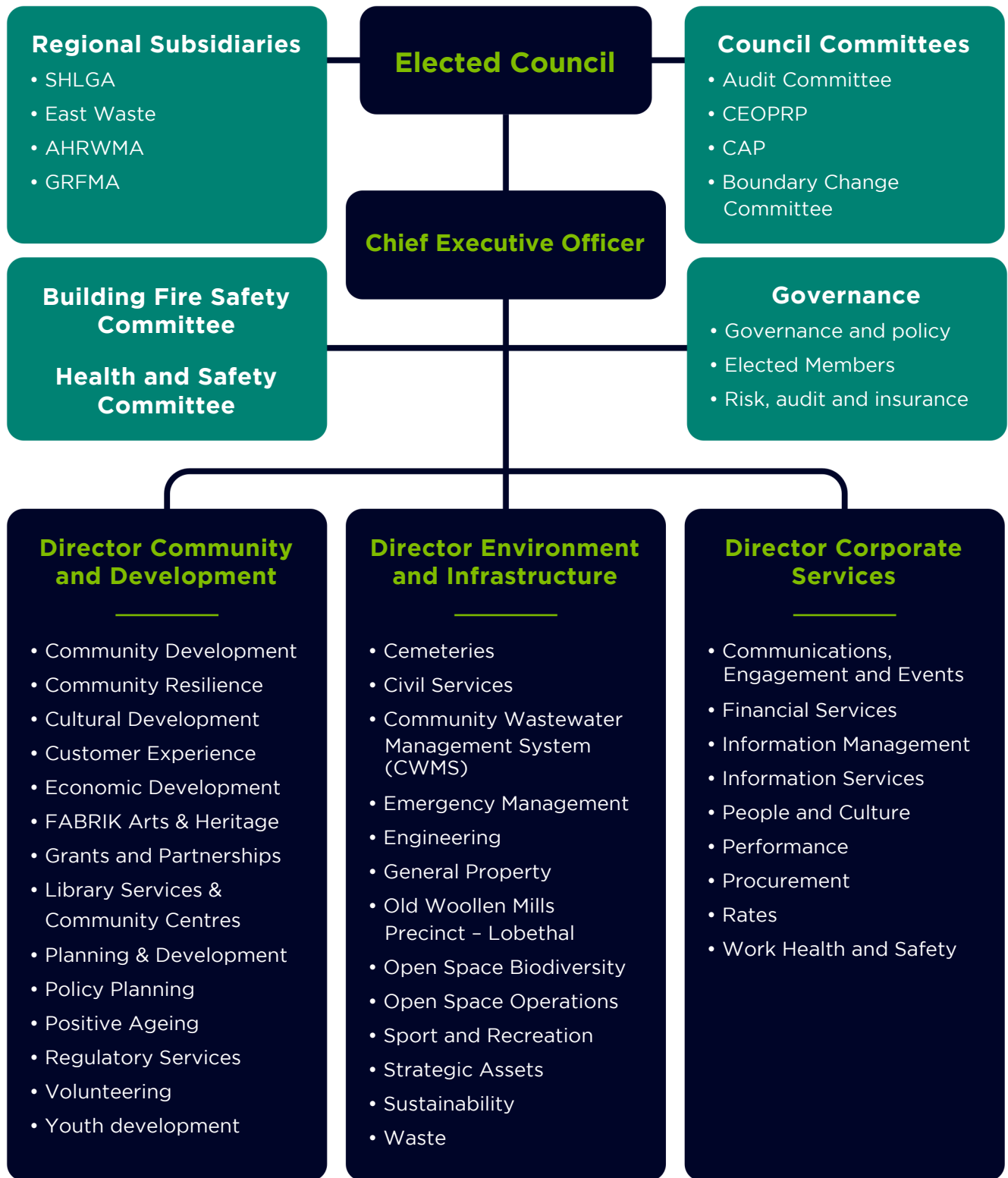
The elected Council's role is to provide for the governance and stewardship of the Council. They do this through representing the interests of the community; providing and coordinating public services and facilities; encouraging and developing initiatives to improve the community's quality of life; and exercising their functions under legislation and the strategic management plans.

A number of committees have been established in accordance with legislation to assist the Council and the administration to discharge their responsibilities in specific areas. These are the Audit Committee, the Chief Executive Officer Performance Review Panel, the Council Assessment Panel, the Boundary Change Committee and the Building Fire Safety Committee.

Regional Subsidiaries

We are a member of four regional subsidiaries to deliver particular functions in collaboration with other councils. The subsidiaries are the Southern and Hills Local Government Association, the Eastern Waste Management Authority (East Waste), the Adelaide Hills Region Waste Management Authority, and the Gawler River Floodplain Management Authority.

Our Organisation



Council Administration

The Council’s administration is led by the Chief Executive Officer appointed by the Council. The Chief Executive Officer appoints staff and engages other resources to carry out the functions and duties delegated to them and to implement Council decisions.

The Administration is organised into directorates, each with a specific area of focus and functional responsibilities. The arrangement of the directorates provides for the separation of the regulatory activities, as far as practicable, from the other activities of the Council.


Our 2023-24 Performance Highlights


Serving our community



8,437 dogs registered
1,426 cats registered

1,152 
Planning and Building Consent Applications lodged worth **\$154.17 m**

87% 
of Council decisions were made in open public meetings

471 
Litter and nuisance reports resolved

200,209 
Visits to our Libraries

324 
Food premises inspected

292 
Development complaints investigated

Library Loans

443,232 
Physical Loans

49,248 
eBooks


51,930 
AudioBooks

18,906 
eMagazines

427 
Building inspections completed


Connecting with our community

11,800 
visited our online engagement platform

15 
online consultations with **2,450** participants

127 
programs delivered by community centres

7 
business networking & education events held

15 
events and programs held celebrating cultural diversity

18 
youth programs and events held

2 
community forums

15% 
growth in social media

17% 
increase in newsletter subscribers

Library programs

268 
Early childhood programs with **8,190** attendees

26 
School Holiday programs with **1,081** attendees

87 
Adult events held with **1,589** attendees

Our 2023-24 Performance Highlights

Helping our community



90

Community meetings, workshops and events held for **community emergency preparedness and resilience building**



Average of **150 Volunteers** across the year



12,543

Volunteer hours provided across libraries and community centres



7,500

hours of support in and around the home

Aged home support program



4,900

transport trips provided



\$18,000

in-home modifications



19,500

hours of Social Support Programs provided



240kw

of solar panels on Council properties



14

electric vehicles purchased for Council fleet

Contributing to our environment



109km

treated for weeds under the Roadside Weed Control Work Plan



1,600

seedlings planted across the region in **8 revegetation projects**



1.4km

'Virtual Wildlife Fence' installed to reduce wildlife strikes on Council roads



1,447

tonnes of green waste collected on Green Organics Drop off days



53.1%

waste was diverted from landfill



34

tonnes of recycled plastic in products purchased by Council



19,596

property inspections completed

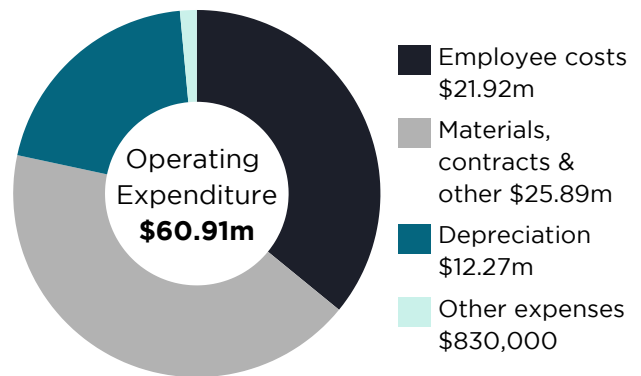
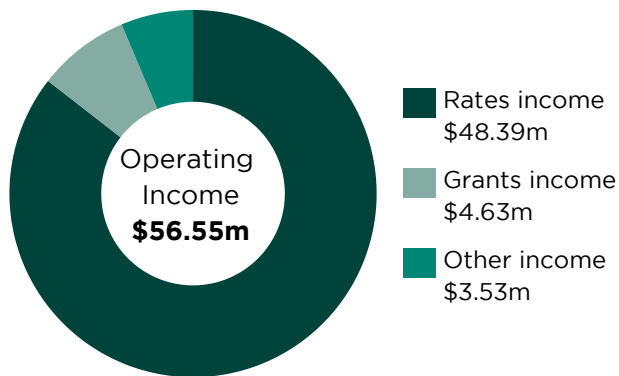


211

properties issued a 105F notice

Annual bushfire mitigation

Financial Highlights



Capital works program

Road Works

\$6.37 million

- 29.57 km of sealed roads
- 19.47 km of unsealed roads
- 40,340m² of Road Pavement renewed

Storm Water

\$787,000

- 5.7km New/Renewed Stormwater Pipes
- 37 New Stormwater Headwalls/Pits

Sport & Recreation

\$xx million

- Upgraded play spaces at Sherry Park, Mylor and at Protea Reserve, Crafers
- Mylor Oval irrigation and drainage upgrade
- Bradwood park irrigation system installed
- Woodside Netball Courts upgraded

Footpaths

\$1.16 million

- 1.86 km of footpaths new
- 2.22 km renewed (including 1.3km renewed on Onkapringa Valley Road in Balhannah/Oakbank.
- Approx. 500m New Footpath along Morialta Road, Woodforde

Buildings

\$xx million

- Redevelopment works at Fabrik Arts and Heritage Hub

Other Capital Projects

\$xx million

- Multi function device printer Fleet renewed
- 204 meters of Retaining Walls installed or renewed
- 125 meters of Safety Barriers installed or renewed
- Installed or replaced street furniture including 8 tables and 14 benches
- \$700,000 spent to renew major plant assets
- \$1.01 million spent on light fleet assets with a focus on Electric Vehicles

CWMS

Community Wastewater Management System

\$787,000

- 2 Renewed Lagoon Liners
- 1 New and 2 Renewed Pumps

Customer Service Standards



22,246
incoming calls.
62% answered
within 30
seconds



Target 75%



314
Customer details
updated.
94 % updated
within 5 days



Target 80%



29
illegal burning
complaints.
88% investigated
within 24 hours



Target 80%



57
New event
applications.
80% acknowledged
within 5 days



Target 80%



310
illegally dumped
rubbish complaints.
99% removed
within 3 days



Target 80%



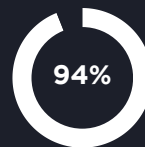
30
Dog attacks
reported
100% responded to
within 24 hours



Target 80%



15
Fast track development
applications planning
consents granted.
94% granted within
28 days



Target 80%



252
Library purchase
requests.
65% responses
provided within
10 days



Target 80%



3,143
Bin repair /
replacement
requests.
94% actioned
within 7 days



Target 80%



5
Public health
complaints.
75% investigated &
responded within
24 hours



Target 80%



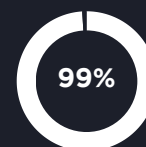
3
Hazardous Footpath,
Storm water and
road requests.
100% made safe
within 24 hours



Target 80%



2,914
Hazardous trees
reported.
99% made safe
within 24 hours



Target 80%

Our Events

The Adelaide Hills remains a destination of choice for arts and community events. In 2023-24 we supported 216 community events to enrich, empower and support connected communities. Events included markets, local cycling and walking events, nature and sustainability events, and Christmas events.



Community Markets Monthly

*Stirling, Woodside, Oakbank, Mount Torrens,
Gumeracha, Uraidla, Mylor*

Community Markets in the Adelaide Hills are in full swing, with Adelaide Hills Council providing support to various markets throughout the Hills every month.



Hills Harmony Picnic 23 March 2024

Federation Park, Gumeracha

The theme of this year's Hills Harmony Picnic, 'Everyone belongs' resonated the spirit of unity and appreciation for our diverse community. It was a memorable day filled with free food, vibrant performances by local community groups, and an array of cultural celebrations.



Santos Tour Down Under 12 - 21 January 2024

Stirling, Lobethal, Mount Lofty

The Santos Tour Down Under held three stages in the Adelaide Hills, a women's stage finishing in Stirling, a men's stage finishing in Lobethal, then the men's final finish at Mount Lofty. The district put on a show again, dressing up for the Santos Best Dressed Town competition.



Discover, Play, Bikeway! 3 March 2024

Oakbank, Woodside, Charleston, Mt 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.

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, and Infrastructure and Asset Management Plans, all of which are critical to ensuring Council's long-term sustainability. The following performance information is aligned with our Strategic Plan and the 2023-24 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 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

B1 - Our district is easily accessible for community, our businesses and visitors

- Installed or upgraded 1.86km of new footpaths including along Morialta Road, Woodforde; Tolmer Rd Woodside, Junction Rd Balhannah, and Onkaparinga Valley Rd, Balhannah. (B1.1)
- Renewed 2.22km of footpaths including 1.3km on Onkaparinga Valley Road in Balhannah/Oakbank. (B1.1)
- Completed the Summit Community Centre upgrade project which was part of the Disability Discrimination Act (DDA) upgrade program. This project has delivered upgraded disability car parking, and a new accessible ramp, with compliant gradient and width and ramps, that links from the disability car parking to the building entrance. (B1.5)

B2 - Preserve and enhance the unique character of the Hills for current and future generations

- Commenced a community co-design process for the Stirling Library Lawns master planning project. (B2.1)
- Facilitated a meeting with residents for community led placemaking in Woodforde / Hamilton Hill area (B2.1)
- Facilitated Council workshops on the future development needs and capacity of our district based on our current demographics, housing, employment and infrastructure data. Results from this were used in Council's submission for the Greater Adelaide Region Plan discussion paper. (B2.4)
- Commenced a desktop review of the Local Heritage Planning and Design Code Amendment with a focus on building a contemporary heritage list database and defining the proposed heritage areas. (B2.4)

- Received feedback in preliminary community engagement on the Adelaide Hills Subzone Code Amendment, that there are workable pathways available to protect character and amenity within the Subzone. (B2)
- Received 1,152 Planning and Building Consent Applications worth \$154.17 million, with 1,125 consent applications “determined”. (B2)
- Undertook 427 building inspection and investigated over 292 development related complaints. (B2)

B3 - Consider external influences in our long term asset management and adaptation planning

- Completed an external condition audit of the active Community Wastewater Management System (CWMS) asset inventory, including an asset revaluation. Assets replaced or upgraded included two lagoon liners and three pumps. (B3.1)
- Achieved the key goal of 100% renewable energy use for Council facilities and streetlighting as identified within the Corporate Carbon Management Plan by purchasing only renewable electricity. (B3.2)
- Engaged consultant dsquared to review the Corporate Carbon Management Plan, with the project continuing into 2024-25. (B3.2)
- Completed a feasibility report on further solar PV panels and battery storage on key Council facilities. (B3.2)
- Utilised the 2023 sustainability audit to develop a project on LED lighting upgrades in Council facilities, resulting in upgrades to 35 facilities. (B3.2)
- Undertook a review of the air-conditioning system for the Stirling Office to consider a full replacement with improved efficiency and lower global warming potential. (B3.2)
- Purchased items including kerbside street litter bins, rubble for unsealed roads, retaining wall posts and boardwalk for Woorabinda Lake area, which contained 34 tonnes of recycled content. (B3.3)

A functional Built Environment

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

- Completed the Kersbrook Cemetery project with the official opening of the Martungka Natural Burial Ground held on 28 May 2024. (B4.1)
- Completed the Stirling Cemetery Expansion Project, as well as the installation of memorial benches at Cudlee Creek Cemetery, Stirling Gardens and Houghton Cemetery. (B4.1)
- Installed technology in Rangers Vehicles which have features that improve on the safety of staff working alone and in isolation, and assist them in enforcing parking rules. (B4.2)
- Presented a detailed feasibility study on the future plans for the Adelaide Hills War Memorial Swimming Centre to Council. This has resulted in the project being included in the Capital Works Program for 2024-25. (B4.3)
- Developed a new cat holding facility and expanded the dog facility to allow Council to hold dogs and cats while trying to re-home animals. (B4.3)
- Scoped potential plans and costs as part of the operational worksite review, including options for Council chamber location and movement of other accommodation. (B4.3)
- Completed various minor upgrades across Council owned or managed assets including completion of the Mount Torrens Coach House public toilet, addition at the Uraidla red shed, and replacement of the Longwood Hall septic tank. (B4.3)
- Upgraded the main switchboard at the Stirling Office and Library to enable Electric Vehicle charging stations and possible future solar and battery storage. (B4.5)
- Installed seven EV charging stations at Council sites in Woodside, Garrod and Stirling Library. These stations support the expanded EV Council fleet which had 14 additions during the year. (B4.5)



Photo: Kersbrook Cemetery
Martungka Natural Burial Ground

Performance Measures

Measures	Target	Strategic Objective	Reporting frequency	Actual
CPI-B01 Inspections of footpaths in high priority zones	100%	B1	Annually	0% - Not completed Council completed its previous risk inspection in June 2023 and whilst scheduled for the last quarter of 2023/24, resource constraints has resulted in the next audit being scheduled to be undertaken in August 2024.
CPI-B02 Delivery of capital works program	90%	B1	Quarterly	Q1 = 96%; Q2 = 76%; Q3 = 58%; Q4 = 96% Delays in commencement of projects experienced during Q2, but were able to be completed in Q3 and Q4.
CPI-B03 Compliance inspections completed within 10 business days of development completion notification	100%	B2	Quarterly	Q1 = 100%; Q2 = 100%; Q3 = 90%; Q4 = 84% Where 10 days could not be met it was due to public holiday impacts or scheduled later at client request
CPI-B04 Compliance inspections completed within 5 business days of notification of alleged unlawful development	80%	B2	Biannually	Q2 = 83%; Q4 = 76% In Q4, 19 out of 25 inspections were completed within target. Those that did not were met just outside of the 5 day aim.
CPI-B05 Comparison of Council's Energy Usage (Kwh) against previous financial year	Less than previous year	B3	Annually	83,023 kWh less than previous year 2023-24 = 1,861,961 kWh 2022-23 = 1,944,989 kWh
CPI-B06 Tonnes of recycled plastic content in products purchased by Council	25 tonnes	B3	Annually	34 tonnes
CPI-B07 Operational tasks completed within the Civil Zone Maintenance Program	80%	B4	Quarterly	Q1 = 50%; Q2 = 50%; Q3 = 50%; Q4 = 65% Resourcing shortfalls throughout the year impacted the ability to deliver the full planned program as priority was allocated to "reactive" work

Community Wellbeing

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

C1 - A community for everyone that is inclusive, welcoming and accessible

- Delivered 26 school holiday programs in our libraries which had a total of 1,081 attendees. (C1.1)
- Delivered 268 early childhood programs in our libraries which had a total of 8,190 attendees. (C1.1)
- Increased library connection and engagement with our community through the introduction of a new Library newsletter and a new Instagram account. (C1.1)
- Supported the Woodforde community to hold a community picnic in March with 30 attendees. The community were proud of this event and connections they made, and are looking to establish an ongoing community group with the mentorship of the Morialta Residents Association. (C1.2)
- Established a new protocol to assist all staff and customers respond to homelessness and rough sleeping in the our area. (C1.3)
- Produced new guidelines to assist staff respond to customers (and colleagues / family members) who disclose that they, or someone they know, is experiencing (or at risk of experiencing) domestic, family or sexual violence. (C1.3)
- Published a webpage with information and links to local services that can provide crisis, housing, food, clothing and other support. (C1.3)
- Facilitated an Accessible Events Training session for staff and community groups who organise community events to improve accessibility and inclusion at community events and in venues. (C1.3)

- Continued to deliver activities from the Disability Action and Inclusion Plan such as the training session on Inclusive Recruitment for People Leaders; an author event with Kelly Vincent for International Day of People with Disability; and a Q+A session with Council's access and inclusion advisory team at a Council Members Workshop. (C1.3)

C2 - A connected, engaged and supported community

- Delivered the “Your Place, Your Space” community connections campaign which was supported by the new online Residents Guide. The communities of Woodforde, Teringie and Rostrevor were targeted for the first phase, with future phases planned for rollout to target communities in the new financial year. (C2.1)
- Held an interactive community forum for Woodforde, Teringie and Rostrevor at the Summit Community Centre with over 50 attendees. (C2.1)
- Provided services under the Positive Ageing Program and Home Support Program to deliver 7,500 hours of support in and around the home, \$18,000 for in-home modifications, 4,900 transport trips, and 19,500 hours of social support group activities. (C2.2)
- Supported local Year 12 students through the Youth Leadership group developing and distributing a total of 300 study support packs which contained a study guide and items to relax between tasks. (C2.3)
- Promoted youth connection and creativity through the ROAR Talent Tour battle of the bands competition held across local halls with 21 participating young artists. (C2.3)

Community Wellbeing

C3 - A community that grows together

- Delivered 127 programs at community centres. (C3.1)
- Collaborated with outside groups and businesses to increase the use of community centre spaces through room hire. (C3.1)
- Participated in the Uraidla Show by giving away over 100 “nature trail adventure” show bags and 200 free spinning tops, created as part of the Red Shed program. (C3.1)
- Onboarded 5 new volunteers bringing our total to 159 registered volunteers across 6 Council programs. (C3.2)
- Provided 12,543 volunteer hours across libraries and community centres. (C3.2)
- Awarded 39 Certificates of Service to volunteers at the end of year celebration, attended by 125 volunteers. Of the certificates presented, 18 were for 5 years of service, 16 for 10 years of service, 3 were for 15 years of service and 2 were for 20 years of service. (C3.2)
- Awarded over \$180,000 as part of the 2023-24 Community Grants program, to local non-profit community groups and organisations to undertake innovative projects or activities. (C3.3)

C4 - An active, healthy, thriving and resilient community

- Undertook regulatory activities for public health including 324 food premises inspections, conducting 478 inspections in relation to wastewater applications, and investigating 164 other health related complaints. (C4.1)
- Completed community consultation on the play space upgrades at Protea Reserve, Crafers and Sherry park, Mylor. Works commenced with completion expected in 2024-25 financial year. (C4.2)

- Finalised new leases and funding arrangements that form part of the Community & Recreation Facilities Framework. (C4.4)
- Adopted the Emergency Management Policy which came into effect as of 28 November 2023, and finalised the Recovery Operations Manual. (C4.5)
- Delivered projects under in The Towards Community Led Emergency Preparedness (TCLERP) program which focused on community engagement, Psychological and emotional emergency preparedness community education, the Recovery ready halls project to assist in emergency preparedness for select community facilities, and a vegetation management project to ensure practices are based on best fire science and within shared land owners existing capacity. The team were selected to present about their work at the Australian Disaster Resilience Conference in Sydney in September 2024. (C4.5)
- The TCLERP program won the Local Government Professionals Excellence in Emergency Management Award. (C4.5)

C5 - Respect for Aboriginal Culture & values

- Celebrated First Nations culture and heritage at 9 events held throughout year including the National Reconciliation Week screening of The last Daughter, and the Native foods and Cultural Art workshops held during NAIDOC week. (C5.1)
- Unveiled the Coolamon Sculpture at Federation Park, Gumeracha by Deputy Mayor Nathan Daniell. (C5.2)
- Filmed a video with Uncle Lewis O’Brien and Uncle Ivan Copley on the naming and use of Kurna language which was made available on our website, and installed the Kurna language naming and signage for the Lewis Yarlupurka O’Brien Reserve at Hamilton Hill. (C5.2)

Community Wellbeing

C6 - Celebrate our community's unique culture through arts, heritage & events

- Progressed the FABRIK Development Project which involves upgrading and enhancing the former Onkaparinga Woollen Mills site at Lobethal to create an arts and heritage hub in the central Adelaide Hills. The new hub is scheduled to open in September 2024. (C6.1)
- Endorsed Fabrik's business and implementation plan at the May 2024 Council meeting, which will guide the ongoing strategy and sustainability of the upgraded site. (C6.1)
- Recruited participants for the Public Art Mentorship "elevate+ create" with artist Wendy Dixon-Wylie and in partnership with Oakbank School . (C6.2)
- Held The Hills Harmony Picnic at Federation Park, Gumeracha in March 2024. An estimated 230 people attended and enjoyed performances from Woodside Jamz, Brazilian dancers, Persian dancers and African drummers. (C6.2)
- Supported the 2024 Santos Tour Down Under which highlighted the Adelaide Hills Region to local and international audiences. The 2024 Santos Best Dressed Town Overall Silver Prize Winner was Lobethal who receives \$1,500 prize to spend on community improvement projects. (C6.2)
- Approved the hosting of four stages in the 2025 Santos Tour Down Under. (C6.2)



Photo: Fabrik Arts + Heritage opening night, Friday 20th September 2024

Performance Measures

Measures	Target	Strategic Objective	Reporting frequency	Actual
CPI-C01 Positive ageing wellbeing score	7 Average	C2	Quarterly	Q1 = 7.07; Q2 = 7; Q3 = 7.2; Q4 = 6.7 Overall wellbeing score dipped towards end of year with many people struggling due to seasonal reasons as well as personal hardships/illness
CPI-C02 Community Centre participants who feel better connected to others or community	85%	C2	Biannually	Q2 = 87%; Q4 = 80%
CPI-C03 Community centre participants who would use the knowledge/skills gained in the future	80%	C3	Biannually	Q2 = 76%; Q4 = 78% Many of our programs and workshops are not for knowledge development which contributes to lower score for this question
CPI-C04 Number of volunteer hours contributed to AHC programs each year	3500	C3	Quarterly	Q1 = 3,530; Q2 = 3,183; Q3 = 2,893; Q4 = 2,937 Volunteer numbers have not yet bounced back to pre-COVID levels
CPI-C05 Library visits per capita compared with Australian Library and Information Association (ALIA) Standards	Exceed ALIA target	C3	Annually	4.97 = AHC 4.5 = enhanced ALIA target
CPI-C06 Library loans per capita compared with Australian Library and Information Association (ALIA) Standards	Exceed ALIA target	C3	Annually	10.66 per capita = AHC 7 per capita = Enhanced ALIA target
CPI-C07 Attendance at programs, events and workshops at Fabrik Arts and Heritage Hub	8000	C6	Annually	N/A - The Fabrik Arts and Heritage Hub was closed in 2023-24 due to redevelopment project
CPI-C08 Percent of available studio spaces occupied	50%	C6	Annually	N/A - The Fabrik Arts and Heritage Hub was closed in 2023-24 due to redevelopment project
CPI-C09 Number of events and programs celebrating cultural diversity	8	C6	Annually	15 events

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

E1 - Support and grow our region's existing and emerging industries

- Visited businesses in the Stirling main street following the Woolworths Fire event, to monitor the impact and assess ways Council could support them. (E1.4)
- Assisted Stirling Business Association with development of marketing responses to promote an increase in visitors to Stirling in response to the reduction in foot traffic following the Woolworths Fire. (E1.4)
- Provided business support information to 9,383 businesses through the distribution of our e-newsletter. (E1.5)

E2 - Provide local infrastructure to drive growth and productivity

- Presented key issues and priorities for Adelaide Hills Council at the Country Cabinet briefing held on 23 August 2023. (E2.1)
- Upgraded Council roadside and wayfinding signage to reflect the updated branding at the Council community centres at Woodside, Gumeracha and Norton Summit. (E2.4)
- Transitioned to using an Economic Profile data mapping data tool provided by Remplan which allows a more detailed analysis of economic and community data, to support policy and planning.(E2.4)

E3 - Encourage, attract and retain a creative, talented and skilled workforce in our region

- Facilitated four Adelaide Hills Business Support network meetings to ensure business services to the region are coordinated and optimized. (E3.1)
- Hosted a first nations business networking and support event on 2 August which 30 people attended. (E3.1)
- Hosted a Digital and Creatives Industry Networking session in collaboration with Mt Barker Council which was attended by 40 businesses. (E3.1)
- Conducted the bi-annual Business Survey which received 106 responses from businesses across the region. (E3.2)
- Hosted a retail fundamentals workshop for businesses in Stirling and Woodside (E3.5)
- Advocated for the delivery of business support training resulting in three fundamental courses being held by the Polaris Centre in Stirling and Woodside. (E3.5)

E4 - Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention

- Supported 216 community events throughout the year and delivered two major Council run events: the Santos Tour Down Under (across 3 days) and Discover, Play, Bikeway! (E4.3)

Performance Measures

Measures	Target	Strategic Objective	Reporting frequency	Actual
CPI-E01 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	N/A - due 2024-25
CPI-E02 Visitor numbers (visitor domestic day trips)	1.2 mill	E1	Annually	1.4 million day trips were taken to the Adelaide Hills for the year with spend of \$144 million (source tourism.sa.gov.au)
CPI-E03 Average number of days for Building Consents	<20 business days	E2	Quarterly	Q1 = 12.45 days; Q2 = 13.65 days; Q3 = 8.99 days; Q4 = 6.82 days
CPI-E04 Percentage of new development application decisions upheld in Council/CAPs favour under appeal	85%	E2	Quarterly	0% Of the 3 appeals in progress during the year, only 1 appeal was resolved through a compromise proposal through CAP (technically not upheld in Council favor). The 2 remaining will continue in 2024-25.
CPI-E05 Percentage of Planning Consents completed within statutory timeframes	85%	E2	Quarterly	Q1 = 95.6%; Q2 = 95.9%; Q3 = 90.1%; Q4 = 87.4%
CPI-E06 Number of local jobs in AHC area compared to previous financial year	Maintain 2019-20 Financial Year = 11200	E3	Annually	12,049

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

N1 - Conserve and enhance the regional natural landscape character and amenity values of our region

- Installed shelters at Protea Reserve, Crafers and Sherry park, Mylor as part of the play space upgrades (N1.1)
- Completed the “Riparian restoration of Cox Creek” in Bridgewater Recreation Reserve. (N1.2)
- Undertook rabbit biocontrol across 5 reserves - Woorabinda, Lobethal Bushland Park, Candlebark Reserve, Mylor oval, Mylor Parklands, The Deanery. (N1.2)

N2 - Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts

- Managed excessive Acacia Pycnantha regrowth in the two threatened species enclosures in Lobethal Bushland Park, with the aim of creating small clearings for access and recovery of threatened flora species. (N2.1)
- Coordinated Spring works to undertake Watsonia, Freesia, Ixia, Ornithogalum and other weedy bulb control across Council reserves and road reserves. (N2.1)
- Secured grants for further biodiversity works include two \$10,000 heritage agreement grants for Woorabinda and Lobethal, \$20,000 for improving habitat quality at Mylor Parklands, and a \$7,500 contribution for Erica control at Mylor. (N2.1)
- Facilitated the South Australian Feral Deer Eradication Program 2022-2032. (N2.2)

- Commenced the 'Virtual Wildlife Fence' trial in partnership with rescue organisation 1300 Koalaz with the aim of reducing wildlife strike at collision 'hotspots' within the Council road network. (N2.2)
- Completed 19,526 property inspections and issued 211 105F notices as part of Councils annual activities in fire prevention. (N2.3)
- Managed the excessive woody weed infestations which are elevating the fuel levels in council reserves at Mylor Parklands and Bridgewater Recreation Ground. (N2.3)
- Weed control undertaken by contractors at all 10 treated sites, and a further 10 proposed sites have been endorsed by Council for future treatment. (N2.3)

N3 - Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment

- Provided 20 Butterfly kits giveaways consisting of 15 native pollinator-friendly plants, and a copy of Council' "Native Habitat Landscaping & Gardening" booklet to promote biodiversity in landscaping. This resulted in 300 additional plants being planted in region. (N3.1)
- Undertook Revegetation events with Aldgate Primary School, Gumeracha Primary School and Birdwood Primary School to encourage environmental stewardship. (N3.2)
- Swapped 80 newly banned Opera House nets for wildlife friendly 'lift nets' under the Yabby net swap program. (N3.2)
- Published the Animal Management Plan which has been approved by both the Council and by the Dog and Cat Management Board. (N3)

A Valued Natural Environment

N4 - Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework

- Commenced a 12 month food organics and garden organics (FOGO) trial in collaboration with our Waste Management Partner. The trial consists of 600 households and a small number of businesses in parts of Woodside and Lenswood. It includes a new FOGO bin for rural households and a change in the collection frequency of organics bins and landfill bins, which aims to improve the food waste diversion from landfill. (N4.4)
- Submitted A Clean Energy Regulator application to obtain carbon credits for the FOGO change that is currently being trialed. (N4.4)

N5 - Assist our community to reduce the impact of waste to landfill on the environment

- Educated the community on waste principles at 15 events and sessions including a bus tour of recycling facilities and a display in the Coventry Library for National Recycling Week, and education stalls at various events such as the Stirling Laneway market, Uraidla sustainability fair, and Birdwood farm day. (N5.1)



Photo: 12 month food organics and garden organics waste trial in Woodside

Performance Measures

Measures	Target	Strategic Objective	Reporting frequency	Actual
CPI-N01 Number of biodiversity sites monitored using the BushRAT methodology (actual versus planned)	60 NVMS sites (14% of total) per annum & 5 reserves	N2	Annually	71 bushrat assessments conducted over 55 NVMS sites and 5 reserves.
CPI-N02 Weed Control in biodiversity sites - no. of sites complete (actual versus planned)	31 sites per annum	N2	Annually	All 31 sites completed
CPI-N03 Percent of nuisance and litter queries resolved	90%	N2	Quarterly	Q1 = 83%; Q2 = 85.5%; Q3 = 92.6%; Q4 = 95%
CPI-N04 Percent of private properties inspected prior to bushfire season that comply with fuel load management requirements	At least 90%	N2	Annually	99% 19,596 property inspections completed. 211 properties were issued a 105F notice
CPI-N05 Tonnes of green organics collected on Green organic days	150 tonnes	N4	Quarterly	Q1 = 180 tonnes; Q2 = 481 tonnes; Q3 = 235 tonnes; Q4 = 551 tonnes
CPI-N06 Percentage change in tonnes of waste disposed to landfill compared to previous financial year	Reduction in waste percentage	N5	Annually	Reduction of 0.51% Diversion rates: 2023-24 = 53.1% 2022-23 = 52.59%
CPI-N07 Number of community education actions delivered (Waste Management Strategy 2016-2021) – Actioned vs Planned	6 Annually	N5	Quarterly	Q1 = 3; Q2 = 3; Q3 = 4; Q4 = 5

Nuisance and Litter

	Nature	Volume
Number of reports	Illegal Dumping	346
	Noise Complaints	31
	Graffiti	57
	Nuisance	17
	Insanitary Conditions/Vermin	5
	Vandalism/Damage	9
	Air Pollution	9
	Littering	6
	Water Pollution	8
Expiated Offences	Disposal of litter onto any land or into any waters - excess of 50 Litres of class B hazardous or general litter	9
	Carry on an activity resulting in local nuisance	2
	Failure to comply with Local Nuisance abatement notice	2
Prosecuted offences	Failing to take reasonable steps to prevent the outbreak and spread of fire from land	1
Abatement notices issued	Wandering Livestock, Unsightly Property	2



Photo: Native *Thysanotus Pattersonii*
Plant in a local reserve

A Progressive Organisation

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

O1 - We have the right people with the right knowledge and skills in the right jobs and they are supported and developed

- Produced new guidelines to assist staff where it is disclosed to them that someone is experiencing (or at risk of experiencing) domestic, family or sexual violence (DFSV). (O1.1)
- Finalised the new Work Health and Safety Plan 2024-25. (O1.1)
- Progressed the Workforce Safety in Emergencies Project through the development of a Fire Danger Days Procedure. (O1.1)
- Conducted a Workplace Equality & Respect (WER) Employee Survey as part of the Gender Equity Audit process. The analysis from this and the WER focus group meetings outcomes have informed the final recommendation report. This project which is the first step of implementing the “Our Watch Toolkit for Local Government”, earned Council an honourable mention at the 2024 National Awards for Local Government. (O1.2)
- Organised for staff to attend the 'Lessons in Disaster' Training in March 2023, which focused on improving our capacity to identify, respond to and prevent the harmful impacts of gendered expectations in disaster. (O1.2)

O2 - Our customers find it easier to interact and do business with Council and have an improved customer experience

- Launched our Residents Guide in June 2024, which tool to connect our residents with Council, and is designed to showcase key Council services, functions and facilities available to residents. The initial campaign launch was targeted to locals in the Teringie, Rostrevor and Woodforde zone, with further campaigns to other areas planned for later in 2024. (O2.1)
- Completed updates to the Council website to improve home page accessibility and ability to sign up for multiple e-newsletters. (O2.2)

O3 - Our organisation is financially sustainable for both current and future generations

- Completed the 2024-25 Annual Business Plan and budget, which went to public consultation in May 2024. 215 participants provided feedback via email, online survey, petition, or in person. The plan was officially endorsed by Council on 1 July. (O3.1)

O4 - We actively represent our community

- Invited community to review and respond to 15 consultations via the Your Say website on topics such as the Animal Management Plan, Play space upgrades at Protea Park and Sherry Park, the Bushfire Landscape Mitigation Strategy, and the Stirling Lawns master planning. Over the year, the page received 11,800 visits and 2,450 items of feedback were submitted. (O4.1)
- Facilitated mid-term training for Council members to help them refresh and improve their skills. (O4.2)

A Progressive Organisation

O5 - We are accountable, informed, and make decisions in the best interests of the whole community

- Commenced the representation review with the assistance of CL Rowe and Associates. The purpose of the review is to determine if the community would benefit from an alteration to the current ward structure, and will continue into the new financial year. (O5.1)
- Commenced the review of Council's Strategic Plan which guide Councils plans and decisions over the next 4 to 10 years. The draft has been developed by incorporating outcomes from the community survey in 2023, demographic research, and through Council Member workshops. The final plan is anticipated to be delivered November 2024.

O6 - Technology and innovation is utilised to better meet our community's expectations and deliver value for money

- Undertook procurement of new Customer Relationship Management (CRM) system through open tender process. The preferred vendor was endorsed in January 2024. (O6.2)
- Commenced implementation of the new CRM system in February 2024. Activities have included workshops, designing the technical transition journey and customer experience tools, and staff training. The customer portal is anticipated to go live in early July 2024. (O6.2)



Photo: Residents enjoying Morialta National Park

Performance Measures

Measures	Target	Strategic Objective	Reporting frequency	Actual
CPI-O01 Number of Lost time injuries	0	O1	Quarterly	3 - During the year there have been 3 minor injuries, eg: lacerations or muscle strains, resulting in time off work
CPI-O02 Customer Net Ease Score (NES)	50	O2	Biannually	N/A - Surveys are currently unavailable due to the upgrade of the CRM system. Surveys will be reintroduced in 2024-25.
CPI-O03 Overall customer satisfaction	75%	O2	Biannually	N/A - Surveys are currently unavailable due to the upgrade of the CRM system. Surveys will be reintroduced in 2024-25.
CPI-O04 Operating Surplus Ratio	1 - 5%	O3	Annually	-7.7% Three unfavorable accounting variances resulted in a deficit. This result does not impact the viability of the Long Term Financial Plan, but will be considered in future plans.
CPI-O05 Net Financial Liabilities Ratio	25 - 75%	O3	Annually	49%
CPI-O06 Asset Sustainability Ratio	95 - 105%	O3	Annually	106%
CPI-O07 Decisions (Council resolutions) considered in open Ordinary & Special Council meetings during the reporting period	90%	O4	Quarterly	Q1 = 94.7%; Q2 = 81.9%; Q3 = 83.3%; Q4 = 89.4%
CPI-O08 Council member attendance at Ordinary & Special meetings	90%	O4	Quarterly	Q1 = 81.3%; Q2 = 83.7%; Q3 = 74.7%; Q4 = 80.2%
CPI-O09 Freedom of Information (FOI) requests received, in progress and completed within the legislated timeframe	100%	O6	Quarterly	Q1 = 100%; Q2 = 75%; Q3 = 100%; Q4 = 100%
CPI-O10 Freedom of Information (FOI) External reviews upholding Council's decisions	100%	O6	Quarterly	Q1 = 100%; Q2 = 100%; Q3 = 100%; Q4 = 100%
CPI-O11 Employee Turnover	7 - 15% Annually	O1	Quarterly	21.7% Result is higher than annual target but below the national average, which at the end of March 2024 was 23% in the public sector

Our Focus in 2024-25

Council's focus for the year is on supporting and strengthening our community, environment and region by developing a responsible budget which recognises our unique constraints and is geared towards delivering essential services, prudent resource management, and sustainability.

- Setting goals and a pathway to achieving net zero corporate carbon emissions
- Implementing technology upgrades with a new Customer Relationship Management System to improve the customer experience
- Extending the Amy Gillett Bikeway from Mount Torrens to Birdwood
- Installing a splash park at the Adelaide Hills War Memorial Swimming Centre, Woodside
- Developing a new Biodiversity Strategy and Tree Strategy
- Continuing to implement actions from the Our Watch's "Prevention Toolkit for Local Government"
- Activating the Fabrik Arts and Heritage Hub following its completed redevelopment
- Delivering road safety initiatives under the federally funded black spot program
- Implementing further actions in the Towards Community Led Resilience Program
- Increasing community connections through forums
- Collaborating with Adelaide Hills Tourism to promote and support tourism across our region
- Advocating for key economic development issues in the region with other levels of government
- Reviewing the outcomes of our rural areas organics waste collection trial
- Conducting a legislated representation review to determine whether the Adelaide Hills Community would benefit from an alteration to its composition or ward structure



Photo: Children swimming at Adelaide Hills War Memorial Swimming Centre, Woodside

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 2023-24

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 2023-24:

- 22 ordinary meetings
- 7 special meetings

Council Committee meetings held in 2023-24:

- 6 Audit Committee meetings
- 1 Special Audit Committee meetings
- 7 CEO Performance Review Panel meetings
- 4 Special CEO Performance Review Panel meetings
- 1 Boundary Change Committee meetings

The attendance of the Mayor and Councillors at 2023-24 Council and Committee meetings is detailed in the following tables.

Council Meeting Type	Ordinary Council		Special Council	
	P	A	P	A
Total Meetings Held	22		7	
Mayor Jan-Claire Wisdom	13	9	3	4
Cr Kirrilee Boyd	18	4	6	1
Cr Adrian Cheater	20	2	7	0
Cr Nathan Daniell	22	0	7	0
Cr Pauline Gill	13	9	5	2
Cr Chris Grant	19	3	4	3
Cr Lucy Huxter	16	6	5	2
Cr Malcolm Herrmann	21	1	7	0
Cr Leith Mudge	20	2	5	2
Cr Mark Osterstock	18	4	6	1
Cr Kirsty Parkin	18	4	3	4
Cr Louise Pascale	15	7	4	3
Cr Melanie Selwood	21	1	7	0

*P = Present (number of meetings attended);
A = Absent (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 2023-24:

Position	Annual Allowance prior to 23/11/2023	Annual Allowance after 23/11/2023
Mayor/Principal member	\$76,440	\$80,950
Deputy Mayor/Presiding member of a prescribed committee*	\$23,887	\$25,297
Other Council Members	\$19,110	\$20,238

*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:
 - Stationary and office supply expenses
 - Conference, seminar and training course fees and associated travel expenses.
- Provision of the following to assist Members in performing their official functions:
 - 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)
 - A Council email address
 - A mobile phone (including SIM) if requested
 - Paper for printing
 - Stationery (such as pads, pens, diaries, etc.)
 - Meals and beverages provided in association with meeting attendance.

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 the following available to the Mayor (or Deputy Mayor during the Mayor's absence) to assist them in performing their official functions and duties:

- Laptop computer with appropriate software
- Supply and maintenance of a motor vehicle
- Mayoral Office providing desk and meeting facilities
- Provision of media and communications support
- Access to administrative officer services.

Council Member Interstate and International Travel

During 2023-24, the following interstate and international travel was conducted by Council Members:

Event	Date & Location	Travel Expenses
National General Assembly (NGA) for Local Government	2 - 5 July 2023 Canberra	\$4,094
National Resilience Award Ceremony	Nov 2023 Perth	\$1,163
Meeting with Federal Minister	Jun 2024 Canberra	\$625

Gifts and Benefits received by Council Members

One (1) gift or benefit valued at \$50 or more was received by Council Members during 2023-24. Full details are included in Appendix 4 .

Council Member Behaviour

During 2023-24, there were no findings of a contravention of Chapter 5 Part 4 Division 2 (behavioural standards) by Council members. A total of 6 complaints were received. Some complaints had not reached a resolution by the end of 2023-24.

The total cost incurred by Council in relation to dealing with complaints was \$8,355.37, and there were no referrals to the Behavioural Standards Panel.

There have also been no findings of a contravention of section 75G (Health and safety duties), and no complaints received.

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.

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.

- Audit Committee,
- CEO Performance Review Panel, and
- Boundary Change Committee

Audit Committee

In accordance with Section 126 of the Local Government Act 1999, the Audit Committee assists 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. The Audit Committee's annual report is included in Appendix 5.

There are five members of the Audit Committee, three independent members and two Council Members. The membership and attendance during the financial year was:

Member Name	Ordinary Meeting		Special Meeting	
	P	A	P	A
Cr Malcolm Herrmann (Presiding Member)	6	0	1	0
Sarah Beesley (1/12/2023 onwards)	1	2	1	0
Peter Brass (until 30/11/2023)	3	0	0	0
Pamela Lee	6	0	1	0
David Moffatt	5	1	1	0
Cr Melanie Selwood	6	0	1	0

*P = Present (number of meetings attended);
A = Apology (number of meetings not attended)*

Six (6) ordinary meetings and one (1) special meeting was held during 2023-24. 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 2024:

- Independent Presiding Member: \$575 per meeting (not utilised in 2023-24).
- 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 2023-24, 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. Membership and attendance during the financial year was:

Member Name	Ordinary Meeting		Special Meeting	
	P	A	P	A
Cr Chris Grant (Presiding Member)	7	0	3	1
Mayor Jan-Claire Wisdom	4	3	4	0
Cr Nathan Daniell	6	1	4	0
Cr Kirsty Parkin	4	2	4	0
Janet Miller Independent member (until 19/1/2024)	5	0	3	0
Ms Vanessa Gooden Independent member (from 19/1/2024)	2	0	1	0

*P = Present (number of meetings attended);
A = Apology (number of meetings not attended)*

Seven (7) ordinary meetings and four (4) special meetings were held in 2023-24. 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 2024:

- Independent Presiding Member: \$575 per meeting (not utilised in 2023-24).
- 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) Council members. Membership and attendance during the financial year was:

Member Name	Meetings present	Meetings Absent or Apology
Cr Mark Osterstock (Presiding member)	1	0
Cr Chris Grant	1	0
Cr Leith Mudge	1	0
Cr Nathan Daniell	1	0
Cr Kirsty Parkin	1	0

One (1) ordinary meeting was held in 2023-24. 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)

The Adelaide Hills Council Assessment Panel (CAP) is established by the Council under Section 83 of the Planning, Development and Infrastructure Act 2016 (PDI Act). This CAP membership comprises one Council member and four Independent members (which includes an Independent Presiding member). There is also a Deputy Council Member and an Independent Deputy Member (effective 1 June 2024) who may be asked to attend when an ordinary CAP member is absent.

Membership and attendance during the financial year was:

Member Name	Meetings present	Meetings Absent or Apology
Geoff Parsons (Independent Presiding Member)	9	1
Ross Bateup (Independent Member)	9	1
Myles Somers (Independent Member)	8	2
Paul Mickan (Independent Member)	8	2
Cr Leith Mudge (Council Member)	10	0
Cr Nathan Daniell (Deputy Council Member)	0	0

The CAP considers development applications that are publicly notified where there are representations to be heard and other developments which cannot be determined by staff under delegation. CAP meetings are generally held in Stirling on the second Wednesday of each month from 6:30pm. In 2023-24, 10 meetings of the CAP were held.

Sitting fees paid to members of the CAP were:

- Independent Presiding Member: \$550 per meeting
- Independent Ordinary Member: \$420 per meeting
- Council Member: \$293 per meeting

Building Fire Safety Committee

Council's Building Fire Safety Committee held 4 scheduled meetings and 5 special meetings during the year to review and deliberate on the adequacy of fire safety for large commercial buildings in the district with an aim of improving the level of fire and life safety.

The membership of the Committee was amended in May 2024 when the Chief Officer nominated a new Country Fire Service (CFS) Representative joining the Committee due to staffing changes. Members and attendance for the Committee was:

Member Name	Meetings present	Meetings Absent or Apology
Colin Paton (CFS Representative)	9	0
Louis Palumbo - Council Staff Member (Experience in Fire Safety)	9	0
Tom Warneke - Council Staff Member (Qualifications in Building Surveyor)	9	0
Damien Rowland (CFS Representative) commenced 21 May 2024	4	0

The Committee conducted 30 inspections and considered 9 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 2023-24 requiring upgrades to the existing building to enable safe occupation. Additionally, of the 9 buildings currently under review, 5 buildings have a supported program of works in which they are progressing in accordance with an agreed timeline.

No additional allowance is paid to the Members of the Committee.

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. 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.

As per Council Resolution 64/24 adopted on 12 March 2024, a table of Council Member full or partial attendance at the Information or Briefing Sessions has been included. The table captures attendance from March 2024 onwards.

Date of Session	Topic	Type of Session
3/07/2023	Australia Day & Civic Events	OIBS
3/07/2023	Strategic Risk Management & Oversight	OIBS
3/07/2023	Policy Review - Code of Practice for Meeting Procedures and Code of Practice for Access to Meetings and Documents	OIBS
3/07/2023	CEO Update	OIBS
11/07/2023	OTR Heathfield	CIBS
11/07/2023	Mt Lofty Golf Course development	CIBS
11/07/2023	Lenswood Property	CIBS
18/07/2023	CEO Introduction	OIBS
18/07/2023	Strategic Plan Research Outcomes	OIBS
31/07/2023	Presentation on behalf of Mt Lofty Golf Club (Stirling) Developer	OIBS
31/07/2023	Ashton Landfill	CIBS
31/07/2023	Country Cabinet Adelaide Hills	CIBS
31/07/2023	Chief Executive Officer 90-day plan	CIBS
8/08/2023	Community Survey Results Presentation	OIBS
15/08/2023	Events Review and Framework	OIBS
15/08/2023	Carbon Management	OIBS
19/08/2023	AHWMSC Review of Asset Audit Outcomes	OIBS
28/08/2023	Country Cabinet Debrief	CIBS
4/09/2023	Draft Emergency Management Policy and Council Member Emergency Management Handbook	OIBS
4/09/2023	Adelaide Hills Bushfire Mitigation Strategy	OIBS
12/09/2023	Council Meetings and Workshops	OIBS

CIBS - Confidential Information or Briefing Session; OIBS - Open Information or Briefing Session

Date of Session	Topic	Type of Session
12/09/2023	Strategic Plan – Gaps in Data	OIBS
12/09/2023	Awards & Ceremonies	OIBS
19/09/2023	Introduction to Planning	CIBS
19/09/2023	AHC and the Greater Adelaide Regional Plan	CIBS
26/09/2023	Organisational Structure Update	CIBS
3/10/2023	Mandatory Training – CIVIC Module – Representing Council Decisions	OIBS
3/10/2023	Optus – Proposed Small Cell Telecommunications Facilities (3) in Stirling	OIBS
3/10/2023	Woodforde Connection Project	OIBS
3/10/2023	Pt 2 of Regional Planning Discussion	OIBS
10/10/2023	Pt 3 of Regional Planning Discussion	OIBS
10/10/2023	CEO Briefing - Stirling Coventry Library Building	CIBS
10/10/2023	CEO Briefing - Civic Centres Building Utilisation	CIBS
24/10/2023	Amy Gillett Bikeway update	CIBS
31/10/2023	Proposed Development of Childcare Centre	OIBS
31/10/2023	Woodside Pool Outcomes	OIBS
31/10/2023	Stirling Pavilion Proposal	OIBS
31/10/2023	Community Proposal - consideration of Legal Advice	CIBS
6/11/2023	Regional Plan Submission Summary	OIBS
6/11/2023	Financial Capacity Review	OIBS
13/11/2023	Regional Plan Submission Summary - continued	OIBS
13/11/2023	Financial Capacity Review	OIBS
13/11/2023	Houghton Funding Options	OIBS
21/11/2023	Q&A with Access & Inclusion Advisors	OIBS
21/11/2023	Local Roads and Community Infrastructure Program Phase 4 Project	OIBS
21/11/2023	Stirling Pavilion Proposal	OIBS
21/11/2023	Community Proposal (Confidential)	CIBS
21/11/2023	Amy Gillett Bikeway (Confidential)	CIBS
28/11/2023	CEO Probation Survey	OIBS
5/03/2024	Santos Tour Down Under	OIBS
5/03/2024	Hamilton Hill Kite Property Development	OIBS
5/03/2024	Local Heritage Code Amendment	OIBS
5/03/2024	Community Energy Upgrade	OIBS
21/05/2024	Strategic Plan	OIBS
3/06/2024	Enforcement Review	OIBS
17/06/2024	Annual Business Plan Consultation	OIBS
18/06/2024	Mid-term Mandatory Training – Council meetings & procedures refresher	CIBS

CIBS - Confidential Information or Briefing Session; OIBS - Open Information or Briefing Session

Council Member Attendance at Information or Briefing Sessions

Session Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Pauline Gill	Cr Chris Grant	Cr Lucy Huxter	Cr Malcolm Herrmann	Cr Leith Mudge	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Louise Pascale	Cr Melanie Selwood
19/3/2024	LOA	F	F	F	F	F	F	F	F	AP	F	F	F
23/3/2024	LOA	P	F	F	F	F	AP	F	F	P	P	F	F
2/4/2024	LOA	AP	F	F	F	F	P	F	F	F	P	F	P
9/4/2024	LOA	F	F	F	F	F	LOA	F	F	F	F	LOA	F
16/4/2024	LOA	F	P	F	F	F	F	F	AP	LOA	LOA	LOA	F
6/5/2024	LOA	F	F	F	LOA	F	F	F	F	F	F	F	F
21/5/2024	F	F	F	F	LOA	F	AP	F	F	LOA	F	P	F
3/6/2024	AP	AP	F	F	F	F	AP	F	F	AP	F	F	F
18/6/2024	F	F	F	F	F	F	AP	F	F	F	AP	F	F

Legend: F = Full Attendance / P = Partial Attendance / AP = Apology / LOA = Leave of Absence / A = Absent



Photo: Fabrik Arts + Heritage in Lobethal

Section 90(2) and 91(7) Requirements - confidentiality orders

During 2023-24, 41 new items were considered in closed session in accordance with Section 90(2) of the Local Government Act 1999, and 22 items remained on the register from the previous financial years. Of these, 12 items were released in full and 29 remained in confidence, in accordance with Section 91(7) of the Act as at 30 June 2024.

Date	Council / Committee	Item no.	Title	LGA 1999 Section	Confidentiality recommendation / Date released	Status as at 30 June 2024
22/04/2014	Council	18.2.1	AHRWMA	90(3)(b,d,i)		Retained in confidence
1/08/2018	Council	7.2.1	Retirement Village Review	90(3)(b)	31/01/2024	Released
27/01/2021	Council	18.2	CWMS Review	90(3)(d)	14/03/2024	Released
25/05/2021	Council	18.1.1	Multi-Year Road Rally Proposal	90(3)(d)		Retained in confidence
26/10/2021	Council	18.1	Electricity Procurement Legal Matter	90(3)(h)		Retained in confidence
26/10/2021	Council	18.2	Ashton Landfill	90(3)(i)		Retained in confidence
26/04/2022	Council	11.1.2	Property Lobethal Road, Lenswood - Confidential	90(3)(a)		Retained in confidence
28/06/2022	Council	18.3	Ashton Landfill	90(3)(i)		Retained in confidence
28/06/2022	Council	18.1	Warren Road Birdwood Blackspot	90(3)(d)		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	18.5	Ministerial Exemption	90(3)(i)		Retained in confidence
23/08/2022	Council	18.3	East Waste Recycling Contract	90(3)(d)		Retained in confidence
20/09/2022	Council	8.1.2	Appointment of Acting CEO	90(3)(a)	21/09/2023	Released
12/12/2022	Audit Committee	10.1	External Audit Tender	90(3)(d)	Partial Release 20 Feb 2023	Retained in confidence
20/12/2022	Council	18.1	Surplus Government Land Notification	90(3)(d)		Retained in confidence
20/12/2022	Council	18.3	Appointment of External Auditor	90(3)(d)	Partial Release 20 Feb 2023	Retained in confidence
14/02/2023	Council	9.1	South Australian Tourism Commission re Santos Tour Down Under	90(3)(j)		Retained in confidence
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)	1/12/2023	Released
23/05/2023	Council	18.1.1	Event Opportunity Santos Tour Down Under	90(3)(j)	27/07/2023	Released
13/06/2023	Council	18.1	Sale of Land for non payment of Rates	90(3)(i)	13/06/2024	Released
27/06/2023	Council	18.1	Appointment of GRFMA Chairperson	90(3)(a)		Retained in confidence

Section 90(2) and 91(7) Requirements - confidentiality orders

Date	Council / Committee	Item no.	Title	LGA 1999 Section	Confidentiality recommendation / Date released	Status as at 30 June 2024
25/07/2023	Council	18.1	Country Cabinet August 2023 Key Strategic Issues	90(3)(j)		Retained in confidence
8/08/2023	Council	18.1	Country Cabinet August 2023	90(3)(j)	24/08/2023	Released
4/09/2023	Council	6.1	Amy Gillett Bikeway Stage 4 Alternate Offer to State Government	90(3)(j)		Retained in confidence
10/10/2023	Council	18.1	Electricity Procurement - Legal Matter	90(2); 90(3)(h)		Retained in confidence
6/11/2023	Council	8.1	CEO Performance Review Process	S90(2); S90(3)(a,h)	21/06/2024	Released
6/11/2023	Council	8.1	CEO Performance Review Process - Exclusion of the Public	S90(2); S90(3)(a,h)		Retained in confidence
14/11/2023	Council	19.1	Provision of Spray Sealed Services Contract	S90(2); S90(3)(k)		Retained in confidence
12/12/2023	CEO PRP	9.2 & 9.3	CEO Probation Review Process and MWON	S90(2); S90(3)(a,h)		Retained in confidence
19/12/2023	Council	19.1	Citizen of the Year 2024	90(2); 90(3)(o)	25/01/2024	Released
19/12/2023	Council	19.4	CEO Performance Review Process	S90(2); S90(3)(a,h)		Retained in confidence
19/12/2023	Council	19.2.1	Amy Gillett Bikeway Stage 4 Construction Option	S90(2); S90(3)(j)		Retained in confidence
19/12/2023	Council	338/23	Amy Gillett Bikeway Stage 4 Construction Option	S90(2); S90(3)(j)		Retained in confidence
19/12/2023	Council	19.3.1	CEO Performance Review Panel Minutes of Meeting - 12 December 2023	S90(2); S90(3)(a,h)		Retained in confidence
23/01/2024	Council	12/24	CEO PR Independent Member Appointment	90(2); 90(3)(a)		Retained in confidence
23/01/2024	Council	9/24	Customer Relationship Management CRM System	90(2), 90(3)(k)		Retained in confidence
23/01/2024	Council	19.2	South Australian Boundaries Commission	90(2), 90(3)(j)		Retained in confidence
27/02/2024	Council	57/24	Audit Committee Minutes of Meeting - 12 February 2024	90(2), 90(3)(j)		Retained in confidence
27/02/2024	Council	54/24	Amy Gillett Bikeway - Prudential Report and Construction Funding	90(2), 90(3)(j)		Retained in confidence
27/02/2024	Council	19.1	Recovery of Unpaid Rates	90(2), 90(3)(i)		Retained in confidence
12/03/2024	Council	76/24	Amy Gillett Bikeway - Stage 4 Letter of Variation	90(2), 90(3)(j)		Retained in confidence
12/03/2024	Council	20.1	CEO PRP Minutes of Meeting	90(2), 90(3)(a)		Retained in confidence

Section 90(2) and 91(7) Requirements - confidentiality orders

Date	Council / Committee	Item no.	Title	LGA 1999 Section	Confidentiality recommendation / Date released	Status as at 30 June 2024
26/03/2024	Council	19.3	Special CEO PRP Committee Minutes of Meeting - 21 March 2024	90(2), 90(3)(a)		Retained in confidence
26/03/2024	Council	19.2	Trans Tasman Energy Group	90(2), 90(3)(i), 90(3)(h)		Retained in confidence
26/03/2024	Council	19.1	Ashton Landfill	90(2), 90(3)(a), 90(3)(h)		Retained in confidence
9/04/2024	Council	19.1	CEO PRP Special Meeting - Minutes of meeting 28 March 2024	90(2), 90(3)(a)		Retained in confidence
9/04/2024	Council	19.5	Appointment of the Gawler River Floodplain Management Authority Chairperson	90(3)(a)		Retained in confidence
9/04/2024	Council	19.4	CEO Development Plan	90(3)(a)		Retained in confidence
9/04/2024	Council	19.3	CEO Performance Review Process 2024/25	90(3)(a)		Retained in confidence
23/04/2024	Council	19.1	Appointment of Council Assessment Panel (CAP) Independent Members	90(3)(a)	17/06/2024	Released
14/05/2024	Council	19.2	Strategic Communication and Engagement Plan Woodforde, Teringie and Rostrevor	90(2), 90(3)(b), 90(3)(i)		Retained in confidence
14/05/2024	Council	19.1	Forensic Analysis of Boundary Change Submission (Exclusion of the Public)	90(2), 90(3)(b), 90(3)(i)		Retained in confidence
11/06/2024	Council	19.3	Mayor seeking legal advice update	90(3)(a, h)		Retained in confidence
11/06/2024	Council	19.2	CEO Review Process	90(3)(a)		Retained in confidence
11/06/2024	Council	19.1	Event Opportunity Santos Tour Down Under 2025	91 (7) (9)	30/06/2025	Released
25/06/2024	Council	19.1	Electricity Procurement - Legal Matter	90 (3)(h, i)	25/06/2025	Released
25/06/2024	Council	12.6	Confidential Item Review	90 (3)(j)	25/06/2025	Released
11/06/2024	Council	19.3	Mayor seeking legal advice update	90(3)(a,h)		Retained in confidence
11/06/2024	Council	19.2	CEO Review Process	90(3)(a)		Retained in confidence
11/06/2024	Council	19.1	Event Opportunity Santos Tour Down Under 2025	91 (7) (9)		Retained in confidence
25/06/2024	Council	19.1	Electricity Procurement - Legal Matter	90(3)(h,i)		Retained in confidence
25/06/2024	Council	12.6	Confidential Item Review	90(3)(j)		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 2023-24 is 1 for every 2,375 electors. The total number of electors is 30,881.

The Adelaide Hills Council's representation quota is comparable with councils of similar populations (albeit different numbers of Council Members):

Council	No of Electors	Representation Quota
City of Holdfast Bay	28,679	1 : 2,206
City of Mount Barker	29,999	1 : 2,727
City of Norwood Payneham and St Peters	26,064	1 : 1,861
Burnside	32,324	1 : 2,486
City of Unley	28,002	1 : 2,154

(Data source: Electoral Commission SA 2024 (made available via LGA))

The next representation review commenced in 2023-24. Electors will be invited to make submissions on representation under the Local Government Act 1999 during the 2024-25 financial year.

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 as a deputation or presentation. Each deputation is usually limited to a maximum of ten minutes.

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, by emailing engage@ahc.sa.gov.au, post, calling (08) 8408 0400 or attending online or face to face drop in sessions. Over the last financial year there were 11,800 visits to the Your Say website and 15 community engagement projects for contributions or information.

Two Community Forums were held in 2023-24. The Your Community Your Way forum in November 2023 was held in Lobethal where 48 people from 11 community-led groups shared experiences and connected with Council around their ideas and concerns.

In April 2024 a Community Forum was held for Teringie, Woodforde and Rostrevor residents at Norton Summit with 69 people in attendance.

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.

Freedom of Information requests

Twenty seven requests for information were made under the Freedom of Information Act 1991 during the 2023-24 financial year; an increase from the twelve managed in the previous year. Two applications rolled over from the 2022-23 year making the total managed during 2023-24 financial year Twenty Nine (29).

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.

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 2023-24 outcomes for Adelaide Hills Council.

FOI Requests	Total
Outstanding from previous period	2
New applications	27
Outcomes	
Transferred in full	0
Determined - Full release	10
Determined - Partial release	6
Determined - Refused	2
Withdrawn	6
No records available	4
Documents otherwise accessible	1
Information previously provided	0
Outstanding at the end of the period	5
Total Processed	29
Internal review completed	2
External review completed	0

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	Total
Reviews in progress as at 1 July 2023	0
No of requests recieved in 2023-24	0

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.

Photo: Fabrik Arts + Heritage in Lobethal



Good Governance is participatory, equitable and responsible

Registers, codes and policies

Documents available for public inspection are:

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

- Acknowledgment 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 and 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 and 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 and 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 2023-24 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 2023-24, 16 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 2023-24 we had 95 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 the most cost effective payment methods. During 2023-24, purchase cards were used for a total of \$440,952.15 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 2023-24 no complaints were received through this process with regard to competitive neutrality.

Our people

The success of our Council is built on the dedication and expertise of our staff, who are committed to delivering exceptional services to our community. As of June 30, 2024, our workforce consisted of 186 FTE (Full Time Equivalent) staff with a mix of talents working together to manage a diverse array of programs and services.

Employee Performance

We believe that empowering our employees is key to enhancing the services we provide. By fostering a culture of continuous improvement, our workforce are encouraged to refine their skills and enhance the way we deliver to the community we serve. Support from People Leaders at every level is essential, as they offer guidance through both informal discussions and structured reviews. This approach focuses on:

- Tracking progress against Key Result Areas
- Enhancing personal performance
- Promoting a proactive attitude toward work health and safety
- Exploring development opportunities, whether through collaborative projects or formal training sessions

Leadership Development

Our commitment to leadership development is evident as we invest in both current leaders and those identified as future leaders within our organization. Recent initiatives have sparked excitement, particularly among emerging leaders who have engaged in transformative experiences such as the Management Challenge facilitated by Local Government Professionals, SA. These opportunities not only nurture individual growth but also strengthen our leadership pipeline, ensuring we are well-prepared for the future of our community. Together, we are shaping a dynamic leadership landscape that benefits everyone.

Work Health and Safety and Injury Management

Adelaide Hills Council prioritises Work Health and Safety (WHS) and Injury Management (IM), consistently implementing activities and improvements to uphold our commitment to safe systems of work and meet due diligence requirements. In collaboration with the Health and Safety Committee, the Executive Leadership Team actively promotes safe work practices that focus on maintaining a hazard-free environment where risks are effectively managed, contributing to low injury rates across the organisation.

This year, our focus has been on developing and implementing the WHS Action Plan, which was created following audit recommendations and is monitored by the Local Government Association Workers Compensation Scheme. Progress on this plan is crucial to ensuring that agreed actions are achieved, with an annual rebate available based on completed activities from the Action Plan.

Employee education and support in using our Safety Management System, both in the field and office environments, has led to increased reporting of incidents and hazards and swift an improved timeliness in completion of corrective actions.

Key initiatives this year included:

- Implemented individual Site Emergency Plans (SEP), developed with input from stakeholders at each location.
- A focus on mental health awareness, with People Leaders completing a two-day Mental Health First Aid course.
- A change in approach in the way we handle and manage Return to Work cases. This has now been far more engaging and more positive outcomes to help the injured workers be more supported throughout this process.

These efforts reflect our commitment to creating a safe and supportive work environment for all Adelaide Hills Council employees.

Employee Interstate 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 2023-24, the following employee travel occurred:

Event	Date & Location	Travel Expenses
Australian Disaster Resilience Conference	Aug 2023, Brisbane	\$1,514
Resilient Australia National Awards 2023	21-23 Nov 2023, Perth	\$3,048
National Gallery of Australia's Regional Art Forum	Oct 2023, Canberra	\$1,217
AIHS National Health and Safety Conference 2024	21-23 May 2023, Melbourne	\$418

Executive Leadership Team Arrangements

Council has an Executive Leadership Team that operates under the direction of the Chief Executive Officer.

Position	No of positions	Salary Range as at 30 Jun 2024
CEO	1	\$262,252
Director	3	\$185,894 - \$214,051
Governance & Risk Coordinator	1	\$173,000

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.

Gifts and Benefits received by employees

Five (5) gifts or benefits valued at \$50 or more were received by Council staff during 2023-24. Of these, two were donated to community, and the remaining three accepted. Full details are included in Appendix 4.

Remuneration payable to Council's auditor

Remuneration payable for the audit of the Adelaide Hills Council Internal Financial Controls and Annual Financial Statements for 2023-24 was \$42,674. (Note: This figure is different to the amount in Appendix 1 due to the accounting of fees across financial years.)

No other remuneration was paid to the auditors for non-audit services.

Legal fees incurred by Council

Total expenditure related to legal fees in the 2023-24 financial year was \$500,000.

Appendix 1: Financial Statements

01

Adelaide Hills Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2024



General Purpose Financial Statements

for the year ended 30 June 2024

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Adelaide Hills Council

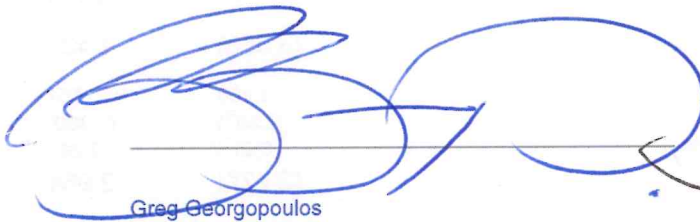
General Purpose Financial Statements
for the year ended 30 June 2024

Certification of Financial Statements

We have been authorised by the Council to certify the financial statements in their final form.

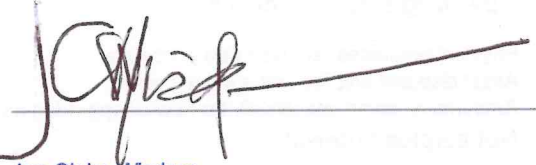
In our opinion:

- 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 2024 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.



Greg Georgopoulos
Chief Executive Officer

Date: 22/10/24



Jan-Claire Wisdom
Mayor

Date: 22/10/24

Statement of Comprehensive Income

for the year ended 30 June 2024

\$ '000	Notes	2024	2023
Income			
Rates	2a	48,389	44,401
Statutory charges	2b	1,520	1,428
User charges	2c	934	901
Grants, subsidies and contributions - capital	2g	544	292
Grants, subsidies and contributions - operating	2g	4,081	6,090
Investment income	2d	35	37
Reimbursements	2e	398	306
Other income	2f	512	821
Net gain - equity accounted council businesses	18(a)	142	169
Total income		56,555	54,445
Expenses			
Employee costs	3a	21,915	20,693
Materials, contracts and other expenses	3b	25,886	21,273
Depreciation, amortisation and impairment	3c	12,270	10,479
Finance costs	3d	758	551
Net loss - equity accounted council businesses	18(a)	79	19
Total expenses		60,908	53,015
Operating surplus / (deficit)		(4,353)	1,430
Physical resources received free of charge	2h	1,106	551
Asset disposal and fair value adjustments	4	(2,307)	(1,300)
Amounts received specifically for new or upgraded assets	2g	3,277	2,283
Net surplus / (deficit)		(2,277)	2,964
Other comprehensive income			
Capital WIP write-off prior years		(218)	-
Changes in revaluation surplus - I,PP&E	9a	76,020	47,645
Other equity adjustments - equity accounted council businesses	18(a)i	42	43
Share of other comprehensive income - equity accounted council businesses	18	1,197	23
Total other comprehensive income		77,041	47,711
Total comprehensive income		74,764	50,675

Statement of Financial Position

as at 30 June 2024

\$ '000	Notes	2024	2023
ASSETS			
Current assets			
Cash and cash equivalent assets	5a	534	489
Trade and other receivables	5b	7,208	3,363
Inventories	5c	10	17
Total current assets		<u>7,752</u>	<u>3,869</u>
Non-current assets			
Trade and other receivables	6a	260	210
Equity accounted investments in council businesses	6b	3,933	2,631
Infrastructure, property, plant and equipment	7	570,735	492,588
Total non-current assets		<u>574,928</u>	<u>495,429</u>
TOTAL ASSETS		<u>582,680</u>	<u>499,298</u>
LIABILITIES			
Current liabilities			
Trade and other payables	8a	7,879	6,107
Borrowings	8b	20,896	6,746
Provisions	8c	4,515	5,257
Total current liabilities		<u>33,290</u>	<u>18,110</u>
Non-current liabilities			
Borrowings	8b	1,583	8,205
Provisions	8c	643	583
Total non-current liabilities		<u>2,226</u>	<u>8,788</u>
TOTAL LIABILITIES		<u>35,516</u>	<u>26,898</u>
Net assets		<u>547,164</u>	<u>472,400</u>
EQUITY			
Accumulated surplus		147,613	150,021
Asset revaluation reserves	9a	399,446	322,268
Other reserves	9b	105	111
Total council equity		<u>547,164</u>	<u>472,400</u>
Total equity		<u>547,164</u>	<u>472,400</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Statement of Changes in Equity

for the year ended 30 June 2024

\$ '000	Notes	Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
2024					
Balance at the end of previous reporting period		150,021	322,268	111	472,400
Net surplus / (deficit) for year		(2,277)	–	–	(2,277)
Other comprehensive income					
- Gain (Loss) on Revaluation of I,PP&E	9a	–	76,020	–	76,020
Share of OCI - equity accounted council businesses		39	1,158	–	1,197
Capital WIP Write-off prior years		(218)	–	–	(218)
Other equity adjustments - equity accounted council businesses	18(a)i	42	–	–	42
Other comprehensive income		(137)	77,178	–	77,041
Total comprehensive income		(2,414)	77,178	–	74,764
Transfers between reserves		6	–	(6)	–
Balance at the end of period		147,613	399,446	105	547,164
2023					
Balance at the end of previous reporting period		147,004	274,623	99	421,726
Net surplus / (deficit) for year		2,964	–	–	2,964
Other comprehensive income					
- 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	18(a)i	42	–	–	42
Other comprehensive income		65	47,645	–	47,710
Total comprehensive income		3,029	47,645	–	50,674
Transfers between reserves		(12)	–	12	–
Balance at the end of period		150,021	322,268	111	472,400

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows

for the year ended 30 June 2024

\$ '000	Notes	2024	2023
Cash flows from operating activities			
<u>Receipts</u>			
Rates receipts		48,377	44,446
Statutory charges		1,520	1,428
User charges		934	901
Grants, subsidies and contributions (operating purpose)		1,163	5,832
Investment receipts		35	37
Reimbursements		398	306
Other receipts		1,386	404
<u>Payments</u>			
Finance payments		(758)	(551)
Payments to employees		(22,319)	(20,502)
Payments for materials, contracts and other expenses		(25,314)	(22,682)
Net cash provided by (or used in) operating activities	10b	<u>5,422</u>	<u>9,619</u>
Cash flows from investing activities			
<u>Receipts</u>			
Grants utilised for capital purposes		544	292
Amounts received specifically for new or upgraded assets		3,277	538
Sale of replaced assets		792	427
Sale of surplus assets		–	778
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(11,115)	(10,070)
Expenditure on new/upgraded assets		(6,237)	(5,200)
Net cash provided (or used in) investing activities		<u>(12,739)</u>	<u>(13,235)</u>
Cash flows from financing activities			
<u>Receipts</u>			
Proceeds from borrowings		–	2,729
Proceeds from bonds and deposits		–	71
Proceeds from aged care facility deposits		–	645
<u>Payments</u>			
Repayments of borrowings		(561)	–
Repayment of lease liabilities		(247)	(374)
Repayment of bonds and deposits		(2)	–
Net cash provided by (or used in) financing activities		<u>(810)</u>	<u>3,071</u>
Net increase (decrease) in cash held		<u>(8,127)</u>	<u>(545)</u>
plus: cash & cash equivalents at beginning of period		(6,536)	(5,991)
Cash and cash equivalents held at end of period	10a	<u>(14,663)</u>	<u>(6,536)</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 2024

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Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information

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).

(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 18.

(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 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:

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information (continued)

	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
2023-24	\$95,844	\$2,577,656	-\$2,481,812

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 14 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 12.

(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.

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

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information (continued)

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.

Office Furniture & Fittings	\$3,000
Other Plant & Equipment	\$3,000
Artworks	\$5,000
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

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

Infrastructure

Bores	20 to 40 years
Bridges	80 to 100 years
Culverts	50 to 75 years

continued on next page ...

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information (continued)

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.

(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"

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information (continued)

(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 17.

(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.

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

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 1. Summary of Material Accounting Policy Information (continued)

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 18.

(13) GST implications

In accordance with Interpretation 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 not yet effective

Amendments to AASB 101 for classifying liabilities as current or non current.

Effective for annual reporting period beginning on or after 1 January 2024, there are some changes to the classification requirements within AASB 101 *Presentation of Financial Statements*. These changes include the right to defer settlement where this right exists at the end of the reporting period and the classification is based on the right to defer settlement, not the intent.

Council have been classifying borrowings it intends to repay in the next 12 months as current. This means changes to AASB 101 will result in borrowings classified as "current" in this financial year being classified as "non-current" in future reporting periods. Council do not expect this to have any significant impact on its liquidity or operations.

(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 2024

Note 2. Income

\$ '000	2024	2023
(a) Rates		
General rates		
General rates	44,885	41,549
Less: mandatory rebates	(332)	(303)
Less: discretionary rebates, remissions and write-offs	(67)	(75)
Total general rates	44,486	41,171
Other rates (including service charges)		
Community wastewater management systems	1,711	1,694
Landscape levy	1,641	1,118
Separate and special rates	5	5
Stirling Business Association Separate Rate	107	95
Total other rates (including service charges)	3,464	2,912
Other charges		
Penalties for late payment	332	246
Legal and other costs recovered	107	72
Total other charges	439	318
Total rates	48,389	44,401
(b) Statutory charges		
Animal registration fees and fines	565	524
Development fees	637	658
Health and septic tank inspection fees	101	99
Other licences, fees and fines	55	41
Parking fines / expiation fees	99	48
Searches	63	58
Total statutory charges	1,520	1,428
(c) User charges		
Cemetery Fees	364	308
Community centres	158	165
Lobethal Woollen Mill Precinct	153	149
Retirement Villages	–	66
Sundry	259	213
Total user charges	934	901
(d) Investment income		
Interest on investments		
- Local Government Finance Authority	2	2
- Banks and other	32	24
Unwinding of premiums and discounts	1	11
Total investment income	35	37

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 2. Income (continued)

\$ '000	2024	2023
(e) Reimbursements		
Employee costs	5	–
Lobethal Woollen Mill Precinct	263	224
Other Properties	15	18
Private works	3	18
Other	112	46
Total reimbursements	398	306
(f) Other income		
Insurance and other recoupments - infrastructure, property, plant and equipment	205	107
Other (settlement proceeds)	–	500
Significant Environmental Benefit Credits	–	18
Sundry	307	196
Total other income	512	821
(g) Grants, subsidies and contributions		
Capital grants, subsidies and contributions		
Amounts received specifically for new or upgraded assets	3,277	2,283
Total amounts received for new or upgraded assets	3,277	2,283
Other grants, subsidies and contributions - capital		
Lobethal Centennial Hall	15	–
Local Roads & Community Infrastructure Program	–	292
Special Local Roads Funding	529	–
Total Other grants, subsidies and contributions - capital	544	292
Operating grants, subsidies and contributions		
Annual		
Community Home Support Program Grants	1,062	987
Community Wastewater Management Systems Contributions	69	25
Library and communications	298	295
Roads to Recovery	749	650
Sundry	323	404
Supplementary Local Roads Funding	344	343
Untied - Financial Assistance Grant	96	2,253
Ad hoc / One Off		
Community Recovery Grants	–	6
Community Resilience Grants	466	750
Local Roads & Community Infrastructure Program	–	169
Open Space Biodiversity Grants	–	197
Stormwater Management Plan	32	–
Waste Management Grants	–	11
21-22 Blackspot Funding	642	–
Total other grants, subsidies and contributions - operating	4,081	6,090

The functions to which operating grants relate are shown in Note 12.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 2. Income (continued)

\$ '000	2024	2023
Total grants, subsidies and contributions	7,902	8,665
(i) Sources of grants		
Commonwealth Government	3,905	5,996
State Government	3,820	2,511
Other	177	158
Total	7,902	8,665
(ii) Individually significant items		
Grant Commission Financial Assistance Grant received in advance recognised as Income	–	1,932
 (h) Physical resources received free of charge		
Land and improvements	1,106	551
Total physical resources received free of charge	1,106	551

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 3. Expenses

\$ '000	Notes	2024	2023
(a) Employee costs			
Salaries and wages		16,770	16,476
Employee leave expense		3,275	2,857
Superannuation - defined contribution plan contributions	17	1,939	1,756
Superannuation - defined benefit plan contributions	17	161	189
Other employee related costs		51	79
Fringe Benefits Tax		232	245
Personal Income Protection Insurance		313	311
Workers' compensation insurance		486	455
Less: capitalised and distributed costs		(1,312)	(1,675)
Total operating employee costs		21,915	20,693
Total number of employees (full time equivalent at end of reporting period)		186	200
(b) Materials, contracts and other expenses			
(i) Materials, Contracts and Expenses			
Bank Fees		91	78
Contractors		6,482	5,249
Contractors - Cleaning		338	335
Contractors - Tree Management		838	558
Consultants		88	108
Contributions & Donations		900	720
Contract Labour		1,263	381
Energy		678	581
Grant Related Expenditure		386	252
Heathfield High School Contribution		9	233
Insurance		893	849
Landfill Remediation		70	539
Legal expenses		500	354
Levies - Other		352	328
Levies Paid to Government - Landscape Levy		1,642	1,117
Licencing - ICT		1,036	788
Parts, accessories and consumables		2,402	2,109
Professional services		108	138
Return of LGA CWMS Contribution		1	1
Stirling Business Association		110	95
Sundry		477	499
Telephone (incl data)		279	249
Water		285	196
Waste		5,143	4,856
Work-in-Progress Write-off		919	124
Less: capitalised and distributed Costs		(69)	(87)
Subtotal - Material, Contracts & Expenses		25,221	20,650

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 3. Expenses (continued)

\$ '000	2024	2023
(ii) Prescribed Expenses		
Auditor's remuneration		
- Auditing the financial reports	51	11
- Other auditors	-	10
Bad and doubtful debts	-	1
Elected members' expenses	408	351
Election expenses	13	14
Lease expense - low value assets / short term leases	193	236
Subtotal - prescribed expenses	665	623
Total materials, contracts and other expenses	25,886	21,273
(c) Depreciation, amortisation and impairment		
Depreciation and Amortisation		
Buildings	1,781	1,357
Infrastructure		
- Bridges	364	297
- Cemeteries	37	29
- Community Wastewater Management Systems	363	317
- Footpaths	468	424
- Guardrails	123	104
- Kerb & Gutter	610	537
- Playgrounds	108	101
- Retaining Walls	205	171
- Roads	5,440	4,469
- Sport & Recreation	433	390
- Stormwater	778	633
- Street Furniture	112	83
- Traffic Controls	51	38
- Other Infrastructure	2	3
Furniture and fittings	53	70
Plant and equipment	1,096	1,090
Right-of-use assets	246	366
Total depreciation, amortisation and impairment	12,270	10,479
(d) Finance costs		
Charges on finance leases	9	10
Interest on loans	346	342
Interest on overdraft and short-term drawdown	403	199
Total finance costs	758	551

Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 4. Asset disposal and fair value adjustments

\$ '000	2024	2023
Infrastructure, property, plant and equipment		
(i) Assets renewed or directly replaced		
Proceeds from disposal	792	427
Less: Carrying Amount of Assets Sold or Disposed of	(3,089)	(2,162)
Other sale costs	(10)	(5)
Gain (loss) on disposal	(2,307)	(1,740)
(ii) Assets surplus to requirements		
Proceeds from disposal	–	778
Less: other amounts relating to the sale of surplus assets	–	(101)
Less: carrying amount of surplus assets disposed of	–	(1,395)
Add: liabilities forgiven upon sale of surplus assets	–	1,158
Gain (loss) on disposal	–	440
Net gain (loss) on disposal or revaluation of assets	(2,307)	(1,300)

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 5. Current assets

\$ '000	2024	2023
(a) Cash and cash equivalent assets		
Cash on hand and at bank	531	467
Short Term Deposits	3	22
Total cash and cash equivalent assets	534	489
(b) Trade and other receivables		
Rates - general and other	1,611	1,648
Accrued revenues	1,370	530
Debtors - general	352	287
Other levels of government - operating	2,918	-
GST recoupment	427	593
Prepayments	530	305
Total trade and other receivables	7,208	3,363
(c) Inventories		
Stores and materials	10	17
Total inventories	10	17

Note 6. Non-current assets

\$ '000		2024	2023
(a) Trade and other receivables			
Receivables			
Council rates postponement scheme		235	186
Prepayments		25	24
Subtotal		260	210
Total receivables		260	210
Total financial assets		260	210
(b) Equity accounted investments in council businesses			
Adelaide Hills Regional Waste Management Authority (AHRWMA)	19i	1,562	1,392
Eastern Waste Management Authority (EWMA)	19i	112	148
Gawler River Floodplain Management Authority (GRFMA)	19i	2,259	1,091
Total equity accounted investments in Council businesses		3,933	2,631

Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 7. Infrastructure, Property, Plant & Equipment

Infrastructure, property, plant and equipment

\$ '000	Fair Value Level	as at 30/06/23				Asset movements during the reporting period										as at 30/06/24										
		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		–	6,552	–	6,552	6,237	11,115	–	–	–	(17,085)	(1,137)	–	–	–	–	–	–	–	–	5,682	–	–	5,682		
Land - community	3	105,971	–	–	105,971	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	110,161		
Buildings	3	75,619	–	(29,703)	45,916	–	–	(192)	(1,781)	–	1,225	–	–	–	–	–	–	–	–	–	–	(39,277)	–	57,852		
Infrastructure																										
- Bridges	3	22,463	–	(13,052)	9,411	–	–	(237)	(364)	–	342	–	–	–	–	–	–	–	–	–	–	–	–	1,858	26,716	
- Cemeteries	3	1,960	–	(946)	1,014	–	–	–	(37)	–	134	–	–	–	–	–	–	–	–	–	–	–	–	151	2,303	
- Community Wastewater Management Systems	3	21,914	–	(8,218)	13,696	–	–	(56)	(363)	–	152	–	59	–	–	–	–	–	–	–	–	–	–	1,805	24,826	
- Footpaths	3	20,082	–	(5,417)	14,665	–	–	(251)	(468)	–	1,208	–	15	–	–	–	–	–	–	–	–	–	–	1,263	23,220	
- Guardrails	3	5,316	–	(1,524)	3,792	–	–	(40)	(123)	–	530	–	–	–	–	–	–	–	–	–	–	–	–	625	6,667	
- Kerb & Gutter	3	43,515	–	(12,236)	31,279	–	–	(6)	(610)	–	35	–	318	–	–	–	–	–	–	–	–	–	–	4,151	49,186	
- Playgrounds	3	2,117	–	(952)	1,165	–	–	(10)	(108)	–	–	–	–	–	–	–	–	–	–	–	–	–	–	107	2,178	
- Retaining Walls	3	11,822	–	(3,869)	7,953	–	–	–	(205)	–	234	–	250	–	–	–	–	–	–	–	–	–	–	1,515	15,980	
- Roads	3	289,871	–	(102,174)	187,697	–	–	(1,464)	(5,440)	–	8,198	–	208	–	–	–	–	–	–	–	–	–	–	–	37,810	350,511
- Sport & Recreation	3	20,593	–	(9,549)	11,044	–	–	(86)	(433)	–	1,746	–	15	–	–	–	–	–	–	–	–	–	–	–	416	22,960
- Stormwater	3	61,830	–	(23,828)	38,002	–	–	(13)	(778)	–	286	–	241	–	–	–	–	–	–	–	–	–	–	–	8,575	76,068
- Street Furniture	3	2,728	–	(931)	1,797	–	–	(13)	(112)	–	362	–	–	–	–	–	–	–	–	–	–	–	–	–	451	3,608
- Traffic Controls	3	2,111	–	(675)	1,436	–	–	–	(51)	–	–	–	–	–	–	–	–	–	–	–	–	–	–	374	2,593	
- Other Infrastructure	3	–	2,232	(648)	1,584	–	–	(68)	(2)	–	19	–	–	–	–	–	–	–	–	–	–	–	–	45	–	
Right-of-use assets		–	1,517	(1,322)	195	–	–	–	(246)	–	–	–	–	165	–	–	–	–	–	–	–	–	–	–	–	–
Plant and equipment		–	14,943	(5,920)	9,023	–	–	(585)	(1,096)	–	2,585	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Furniture and fittings		–	754	(358)	396	–	–	(68)	(53)	–	29	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total infrastructure, property, plant and equipment		687,912	25,998	(221,322)	492,588	6,237	11,115	(3,089)	(12,270)	–	–	(1,137)	1,106	165	–	76,020	–	–	–	–	–	–	–	–	–	814,106
Comparatives		633,266	21,588	(211,565)	443,289	5,200	10,070	(3,557)	(10,479)	–	–	(124)	551	(4)	(416)	48,061	–	–	–	–	–	–	–	–	–	687,912

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 7. Infrastructure, Property, Plant & Equipment (continued)

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 2024

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 2023 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 independent valuation: 1 July 2023
- 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 was completed in 2023-2024 with the revaluation applied from 1 July 2023 in line with Private Public Property valuation.

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 valuations.
- Date of independent valuation: June 2021
- Valuer: ARRB Group
- 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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period. An additional 8% was applied to the valuation in recognition of the conservative average uplift applied in previous years against actual Producer Price Indices.

Community Wastewater Management Systems (CWMS)

- Basis of valuation: Fair Value
- Date of independent valuation: 1 July 2022
- Valuer: APV Valuers & Asset Management
- 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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period.

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 7. Infrastructure, Property, Plant & Equipment (continued)

Footpaths, Retaining Walls and Guardrails (safety barriers)

- Basis of valuation: Fair Value
- Date of independent 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.
- 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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period.

Kerb and Gutter

- Basis of valuation: Fair Value
- Date of independent 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.
- 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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period.

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 Australian Bureau of Statistics Time Series data, Table 17 (Construction Industries) movements specific to Adelaide for the period since valuation to July 2022.
- 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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period. An additional 8% was applied to the valuation in recognition of the conservative average uplift applied in previous years against actual Producer Price Indices.

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 - Road and Bridge Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period.

Street Furniture, Stormwater and Traffic Controls

- 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 - Road and Bridge Construction) movements specific to

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 7. Infrastructure, Property, Plant & Equipment (continued)

Adelaide for the period June 2022 to June 2023. This increase was 13.7% and applied on 3 July 2023 for the 2023-2024 reporting period.

Playgrounds, Sport and Recreation Facilities

- Valuations have been updated by council officers at depreciated current replacement cost based on Australian Bureau of Statistics Time Series data, Table 17 (Non-Residential Building Construction) movements specific to Adelaide for the period June 2022 to June 2023. This increase was 6.1% and applied on 3 July 2023 for the 2023-2024 reporting period. An additional 8% was applied to the valuation in recognition of the conservative average uplift applied in previous years against actual Producer Price Indices.

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 2024

Note 8. Liabilities

\$ '000	2024 Current	2024 Non Current	2023 Current	2023 Non Current
(a) Trade and other payables				
Accrued expenses - employee entitlements	1,069	–	1,096	–
Accrued expenses - other	265	–	1,187	–
Deposits, retentions and bonds	76	–	78	–
Goods and services	3,867	–	2,753	–
Payments received in advance	2,600	–	986	–
Other	2	–	7	–
Total trade and other payables	7,879	–	6,107	–

\$ '000	Notes	2024 Current	2024 Non Current	2023 Current	2023 Non Current
(b) Borrowings					
Bank overdraft		15,196	–	6,025	1,000
Lease liabilities	16b	114	1	160	37
Loans		5,586	1,582	561	7,168
Total Borrowings		20,896	1,583	6,746	8,205

All interest bearing liabilities are secured over the future revenues of the Council

(c) Provisions

Employee entitlements (including oncosts)	3,227	320	3,663	261
Future reinstatement / restoration, etc ¹	1,288	323	1,594	322
Total provisions	4,515	643	5,257	583

⁽¹⁾ At the reporting date, Council made provision for its monitoring and rehabilitation obligations regarding 3 former 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 2024

Note 9. Reserves

\$ '000	as at 30/06/23		Transfers	Impairments	as at 30/06/24	
	Opening Balance	Increments (Decrements)			Closing Balance	
(a) Asset revaluation reserve						
Land - community	80,095	4,190	–	–		84,285
Buildings	37,840	12,684	–	–		50,524
Infrastructure						
- Bridges	4,423	1,858	–	–		6,281
- Cemeteries	2,192	151	–	–		2,343
- Community Wastewater Management Systems	6,058	1,805	–	–		7,863
- Footpaths	1,628	1,263	–	–		2,891
- Guardrails	1,917	625	–	–		2,542
- Kerb & Gutter	29,328	4,151	–	–		33,479
- Playgrounds	144	107	–	–		251
- Retaining Walls	4,545	1,515	–	–		6,060
- Roads	122,913	37,810	–	–		160,723
- Sport & Recreation	2,615	416	–	–		3,031
- Stormwater	26,602	8,575	–	–		35,177
- Street Furniture	1,077	451	–	–		1,528
- Traffic Controls	614	374	–	–		988
- Other Infrastructure	19	45	–	–		64
Plant and equipment	23	–	–	–		23
Furniture and fittings	7	–	–	–		7
JV's / associates - other comprehensive income	228	1,158	–	–		1,386
Total asset revaluation reserve	322,268	77,178	–	–		399,446
Comparatives	274,623	47,645	–	–		322,268

\$ '000	as at 30/06/23		Tfrs to Reserve	Tfrs from Reserve	Other Movements	as at 30/06/24	
	Opening Balance					Closing Balance	
(b) Other reserves							
Biodiversity SEB Reserve	17	–	–	(2)	–		15
Scott Creek Progress Association	1	–	–	–	–		1
Significant Trees Reserve	5	2	–	–	–		7
Torrens Valley Community Centre	88	–	–	(6)	–		82
Total other reserves	111	2	–	(8)	–		105
Comparatives	99	17	–	(5)	–		111

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 2024

Note 9. Reserves (continued)

Other reservesBiodiversity 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.

Scott Creek Cemetery Reserve

The Scott Creek Cemetery is crown land dedicated to Council for use as a cemetery. Prior to 2010 the cemetery was managed by local community associations. In 2010 management responsibilities were transferred to the Council together with the balance of funds held for cemetery maintenance and improvements.

Funds held in the reserve account are to be used for:

- marking of unmarked graves with a small and simple identification piece detailing the name and date of death of the deceased,
- Installation of a single plaque with the names of the deceased who are buried in unmarked graves where the exact location of the graves is unknown,
- Renewal of existing gravel driveways, and
- Creation or extension of driveways to facilitate expansion of the cemetery.

Significant Tree Reserve

The *Development (Regulated Trees) Variation Regulations 2011* came into effect on 17 November 2011. Under the new regulations, applicants can make a financial contribution for each tree removed (relating to regulated and significant trees) as part of their development application. The reserve was established by Council in accordance with S50B of the *Development Act 1993* to ensure that monies generated would be spent within the Adelaide Hills area.

Monies received may be applied by the council to:

- maintain or plant trees which are, or will (when fully grown) constitute significant trees under this Act; or
- to purchase land in order to maintain or plant trees which are, or will (when fully grown) constitute significant trees under this Act.

Torrens Valley Community Centre Reserve

This reserve is funded by the community funds that flow through the centre via the Op Shop. These funds are used to support youth programs and other community initiatives that will result in an improvement or benefit to the community.

Note 10. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2024	2023
(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	534	489
Less: short-term borrowings	8	(15,196)	(7,025)
Balances per Statement of Cash Flows		(14,662)	(6,536)

continued on next page ...

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 10. Reconciliation to Statement of Cash Flows (continued)

\$ '000	Notes	2024	2023
(b) Reconciliation of Operating Result			
Net surplus/(deficit)		(2,277)	2,964
Non-cash items in income statements			
Depreciation, amortisation and impairment		12,270	10,479
Equity movements in equity accounted investments (increase)/decrease		(63)	(150)
Premiums and discounts recognised and unwound		(1)	(11)
Non-cash asset acquisitions		(1,106)	(551)
Grants for capital acquisitions treated as investing activity		(3,821)	(2,575)
Net (gain)/loss on disposals		2,307	1,300
Other		909	1,776
		<u>8,218</u>	<u>13,232</u>
Add (less): changes in net current assets			
Net (increase)/decrease in receivables		(3,895)	(548)
Net (increase)/decrease in inventories		7	15
Net increase/(decrease) in trade and other payables		1,774	(3,097)
Net increase/(decrease) in unpaid employee benefits		(377)	20
Net increase/(decrease) in other provisions		(305)	(3)
Net cash provided by (or used in) operations		<u>5,422</u>	<u>9,619</u>

(c) Non-cash financing and investing activities

Acquisition of assets by means of:

Physical resources received free of charge	2h	1,106	551
Additions to right of use assets	16	165	–
Amounts recognised in income statement		<u>1,271</u>	<u>551</u>
Total non-cash financing and investing activities		<u>1,271</u>	<u>551</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	17,000	8,600
Westpac Bank Bill Business Loan ¹	8,000	9,000

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 2024

Note 11(a). Functions

Income, Expenses and Assets have been directly attributed to the following Functions / Activities.
Details of these Functions/Activities are provided in Note 11(b).

\$ '000	OPERATING INCOME		OPERATING EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN OPERATING INCOME		TOTAL ASSETS HELD (CURRENT AND NON-CURRENT)	
	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
Functions/Activities										
Council	–	–	–	–	–	–	–	–	582,680	499,298
Community & Development	3,959	4,193	12,316	10,817	(8,357)	(6,624)	2,044	2,424	–	–
Corporate Services	46,980	44,192	13,319	10,586	33,661	33,606	48	1,197	–	–
Environment & Infrastructure	5,616	6,060	35,273	31,612	(29,657)	(25,552)	2,534	2,469	–	–
Total Functions/Activities	56,555	54,445	60,908	53,015	(4,353)	1,430	4,626	6,090	582,680	499,298

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 2024

Note 11(b). Components of functions

The activities relating to Council functions are as follows:

COMMUNITY & DEVELOPMENT

Animal Management, Communications, Community and Development Director's Office, Community Development, Community Programs, Community Resilience, Cultural Development, Customer Experience, Customer Service, Development Services, Economic Development, FABRIK Arts and Heritage Hub, Library Services, Parking and By-Laws, Policy Planning, Positive Ageing (Home and Social Support), Positive Ageing Project (Collaborative), Public Health, The Summit Community Centre, Torrens Valley Community Centre, Volunteering, and Youth Development.

CORPORATE SERVICES

Corporate Services Director's Office, Communications, Engagements and Events, Financial Services, Governance and CEO Office, Information Services, People and Culture, and Work Health and Safety.

ENVIRONMENT & INFRASTRUCTURE

Cemeteries, Civil Services, Community Wastewater Management System (CWMS), Emergency Management, Environment and Infrastructure Director's Office, Lobethal Woollen Mill Precinct, Open Space Biodiversity, Open Space Operations, Property Management, Sport and Recreation, Sustainability, Strategic Assets, and Waste.

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 12. 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 4.85% and 4.55% (2023: **4.30%** and **4.60%**).

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 6.15% (2023: **6.05%**). 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 2024

Note 12. 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% (2023: **4.45%** and **4.60%**) 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 2024

Note 12. Financial instruments (continued)

\$ '000	Due < 1 year	Due > 1 year and ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial assets and liabilities					
2024					
Financial assets					
Cash and cash equivalents	534	–	–	534	534
Receivables	6,679	235	–	6,914	6,914
Total financial assets	7,213	235	–	7,448	7,448
Financial liabilities					
Payables	4,210	–	–	4,210	4,210
Westpac bank bill	8,032	–	–	8,032	8,032
LGFA loan	13,070	1,690	–	14,760	14,332
Lease liabilities	114	1	–	115	115
Total financial liabilities	25,426	1,691	–	27,117	26,689
Total financial assets and liabilities	32,639	1,926	–	34,565	34,137
2023					
Financial assets					
Cash and cash equivalents	489	–	–	489	489
Receivables	3,059	186	–	3,245	3,244
Total financial assets	3,548	186	–	3,734	3,733
Financial liabilities					
Payables	4,025	–	–	4,025	4,025
Westpac bank bill	6,025	1,000	–	7,025	7,025
LGFA loan	905	7,595	–	8,500	7,729
Lease liabilities	160	37	–	197	197
Total financial liabilities	11,115	8,632	–	19,747	18,976
Total financial assets and liabilities	14,663	8,818	–	23,481	22,709

The following interest rates were applicable to Council's borrowings at balance date:

\$ '000	2024		2023	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Overdraft	5.62%	15,196	4.45%	7,025
Fixed interest rates	4.55%	7,168	4.53%	7,729
Leases	4.72%	115	3.30%	197
		22,479		14,951

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 2024

Note 12. Financial instruments (continued)

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 2024

Note 13. Capital expenditure and investment property commitments

\$ '000	2024	2023
Capital commitments		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Infrastructure	1,069	418
Plant and equipment	2,086	57
	<u>3,155</u>	<u>475</u>
These expenditures are payable:		
Not later than one year	3,155	475
	<u>3,155</u>	<u>475</u>

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 14. Financial indicators

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023 2022	
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>				
1. Operating Surplus Ratio				
Operating surplus	(4,353)	(7.7)%	2.6%	2.2%
Total operating income	56,555			
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>				
2. Net Financial Liabilities Ratio				
Net financial liabilities	27,514	49%	42%	46%
Total operating income	56,555			
<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>				
Adjustments to Ratios				
<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>				
Adjusted Operating Surplus Ratio				
Operating surplus	(1,871)	(3.2)%	1.3%	1.0%
Total operating income	59,037			
Adjusted Net Financial Liabilities Ratio				
Net financial liabilities	27,514	49%	42%	49%
Total operating income	56,555			
3. Asset Renewal Funding Ratio				
Asset renewals	11,105	106%	98%	115%
Infrastructure and Asset Management Plan required expenditure	10,434			

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 2024

Note 15. Uniform presentation of finances

\$ '000	2024	2023
<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	48,389	44,401
Statutory charges	1,520	1,428
User charges	934	901
Grants, subsidies and contributions - capital	544	292
Grants, subsidies and contributions - operating	4,081	6,090
Investment income	35	37
Reimbursements	398	306
Other income	512	821
Net gain - equity accounted council businesses	142	169
Total Income	56,555	54,445
<u>Expenses</u>		
Employee costs	21,915	20,693
Materials, contracts and other expenses	25,886	21,273
Depreciation, amortisation and impairment	12,270	10,479
Finance costs	758	551
Net loss - equity accounted council businesses	79	19
Total Expenses	60,908	53,015
Operating surplus / (deficit)	(4,353)	1,430
Less: grants, subsidies and contributions - capital	(544)	(292)
Adjusted Operating surplus / (deficit)	(4,897)	1,138
Net outlays on existing assets		
Capital expenditure on renewal and replacement of existing assets	(11,115)	(10,070)
Add back depreciation, amortisation and impairment	12,270	10,479
Add back proceeds from sale of replaced assets	792	427
	1,947	836
Net outlays on new and upgraded assets		
Capital expenditure on new and upgraded assets (including investment property and real estate developments)	(6,237)	(5,200)
Add back grants, subsidies and contributions - capital new/upgraded	544	292
Add back amounts received specifically for new and upgraded assets	3,277	538
Add back proceeds from sale of surplus assets (including investment property, real estate developments and non-current assets held for resale)	-	778
	(2,416)	(3,592)
Annual net impact to financing activities (surplus/(deficit))	(5,366)	(1,618)

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 16. 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
2024			
Opening balance	114	81	195
Transfer from leased assets (former finance leases)	–	–	–
Additions to right-of-use assets	–	165	165
Adjustments to right-of-use assets due to re-measurement of lease liability	–	–	–
Depreciation charge	(78)	(167)	(245)
Other	–	–	–
Balance at 30 June	36	79	115
2023			
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	–	–	–
Balance at 30 June	114	81	195

(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	2024	2023
Balance at 1 July	197	575
Additions	165	(4)
Accretion of interest	9	10
Payments	(256)	(384)
Balance at 30 June	115	197
Classified as:		
Current	114	160
Non-current	1	37

The maturity analysis of lease liabilities is included in Note 13.

Council had total cash outflows for leases of \$256k.

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 16. Leases (continued)

\$ '000	2024	2023
The following are the amounts recognised in profit or loss:		
Depreciation expense of right-of-use assets	245	366
Interest expense on lease liabilities	9	10
Expense relating to short term leases	193	236
Total amount recognised in profit or loss	447	612

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 17. Superannuation

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 (11.00% in 2023/24; 10.50% in 2022/23). 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 2022/23) 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 2022. 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 2024

Note 18. 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	
	2024	2023	2024	2023
Council's share of net income				
Joint ventures	62	150	3,933	2,631
Total Council's share of net income	62	150	3,933	2,631

((a)i) Joint ventures, associates and joint operations**(a) Carrying amounts**

\$ '000	Principal Activity	2024	2023
Adelaide Hills Regional Waste Management Authority	Waste Management	1,562	1,392
Eastern Waste Management Authority	Waste Management	112	148
Gawler River Floodplain Management Authority	Floodplain Management	2,259	1,091
Total carrying amounts - joint ventures and associates		3,933	2,631

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	
	2024	2023	2024	2023	2024	2023
Adelaide Hills Regional Waste Management Authority	35.14%	35.34%	36.70%	36.90%	20.00%	20.00%
Eastern Waste Management Authority	12.50%	12.50%	12.50%	12.50%	11.11%	11.11%
Gawler River Floodplain Management Authority	5.34%	5.14%	5.34%	5.14%	15.38%	15.38%

Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 18. 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	
	2024	2023	2024	2023	2024	2023
Opening Balance	148	121	1,091	1,054	1,392	1,242
Share in Operating Result	(46)	23	(33)	(20)	142	145
Share in Other						
Comprehensive Income	10	18	1,159	(1)	28	6
Adjustments to Equity	–	(14)	42	58	–	(1)
Council's equity share in the joint venture or associate	112	148	2,259	1,091	1,562	1,392

Notes to and forming part of the Financial Statements

for the year ended 30 June 2024

Note 19. Contingencies and assets/liabilities not recognised in the balance sheet

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 (CAP) and the Assessment Manager are the relevant authorities for planning consent under the *Planning, Development and Infrastructure Act 2016* (the Act) and building surveyors working for the Council have delegation to determine building consent.

Under the Act, the Adelaide Hills Council Building Fire Safety Committee is the relevant authority to issue building fire safety notices and planning and building staff have delegation to issue enforcement notices.

Pursuant to the Act, applicants and landowners have a right of appeal to the Environment, Resource and Development Court (ERD Court) against decisions, building fire safety notices and enforcement notices from a relevant authority.

At 30 June 2024, there were two (2) appeals against CAP decisions in the ERD court and six (6) endorsement matters active in the ERD Court.

Whilst each party bears its own costs in relation to appeals against CAP decisions, the Court can award costs or, parties can reach agreement on costs in enforcement matters. Council seeks cost reimbursement in the case of unlawful development.

All known costs have been recognised, but the amount of any further costs cannot be known until the appeals are determined.

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 20. Events after the balance sheet date

Events that occur after the reporting date of 30 June 2024, 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 2024

Note 21. 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, 24 persons were paid the following total compensation.

During the 2023-2024 financial year, five key management personnel ended their employment with Adelaide Hills Council.

\$ '000	2024	2023
The compensation paid to key management personnel comprises:		
Short-term benefits	2,027	1,767
Long-term benefits	53	4
Termination benefits	348	116
Total	2,428	1,887

Amounts paid as direct reimbursement of expenses incurred on behalf of Council have not been included above.

Elected Members or their close associates are members of the following:

- Activating Bridgewater Inc
- Adelaide Hills Climate Action Group
- Adelaide Hills Regional Waste Management Authority
- Australian Labour Party (SA) - Heysen sub-branch & Mayo Federal Electoral Council
- Birdwood CFS
- Birdwood Cricket Club
- Birdwood Football Club
- Charleston Emergency Recovery Response Group
- Eastern Waste Management Authority (East Waste)
- Forest Range Recreation Ground
- Forrester Community Hall
- Gawler River Floodplain Management Authority
- Gumeracha Sub Branch RSL
- Heathfield High School
- Hills Climate Collective
- Kersbrook Public Hall
- Kersbrook Residents Association
- Lenswood & Forest Range Community Association Inc
- Liberal Party of Australia (SA Division) - Lobethal branch
- Lobethal Bulk Foods
- Mount Pleasant Hospital Auxiliary
- Old School Community Garden
- SA Youth Forum
- Southern & Hills Local Government Association
- The Greens SA
- Torrens Valley Cricket Association
- Torrens Valley Lions Club
- Treecover Pty Ltd
- Woodside Recreation Grounds Committee Inc.
- Woodside Warriors Soccer Club

Council made payments totalling \$5,986,364 to the above organisations for the period ending 30 June 2024.

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 21. Related party transactions (continued)

The most material payments were made to:

- Eastern Waste Management Authority (\$4.208m) for the collection and disposal of waste and recycling materials.
- Adelaide Hills Regional Waste Management Authority (\$1.626m) for the collection and disposal of waste and associated services.

Key Management Personnel or their close associates are members of the following:

- Adelaide Hills Tourism
- Gawler River Floodplain Management Authority
- Oakbank Soldiers Memorial Hall Committee
- Southern & Hills Local Government Association

Council made payments totalling \$212,679 to the above organisations for the period ending 30 June 2024.

All Elected Members and Key Management Personnel manage their conflict of interest obligations regarding related parties in accordance with the applicable provisions of the *Local Government Act 1999*.



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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 2024, 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 material accounting policy information and the declaration by those charged with governance.

In our opinion the accompanying financial report presents fairly, in all material respects, the financial position of the Council as at 30 June 2024, 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 directors 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 joint ventures including Adelaide Hills Regional Waste Management Authority, Eastern Waste Management and Gawler River Floodplain Management.

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.



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.

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

This description forms part of our auditor's report.

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BDO Audit Pty Ltd

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Linh Dao
Director

Adelaide, 25 October 2024

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 2023 to 30 June 2024 relevant to ensuring such transactions have been conducted properly and in accordance with the 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 2023 to 30 June 2024.

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.



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.

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

BDO Audit Pty Ltd

A handwritten signature in blue ink, appearing to be 'Linh Dao'.

Linh Dao
Director

Adelaide, 25 October 2024

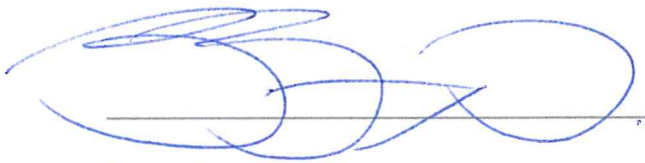
Adelaide Hills Council

General Purpose Financial Statements for the year ended 30 June 2024

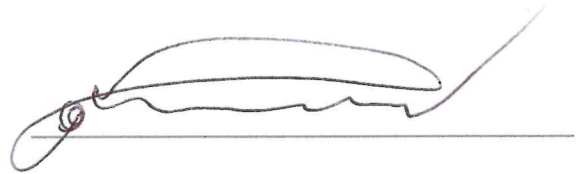
Certification of Auditor Independence

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 2024, 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: 21/10/24



Tel: +61 8 7324 6000
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www.bdo.com.au

Financial Statements 2024
BDO Centre
Level 7, 420 King William Street
Adelaide SA 5000
GPO Box 2018 Adelaide SA 5001
Australia

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 2024, 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, 21 October 2024

Appendix 2: Subsidiary Annual Reports

Note: Subsidiary Annual Reports were noted as correspondence at the 8 October and 22 October Council Meetings. Will be included in final published document.

02

***Appendix 3:
Strategic plan goals,
objectives and priorities***

03

Strategic Plan Goals



A functional Built Environment

B1 Our district is easily accessible for community, our businesses and visitors

B2 Preserve and enhance the unique character of the Hills for current and future generations

B3 Consider external influences in our long term asset management and adaptation planning

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



Community Wellbeing

C1 A community for everyone - that is inclusive, welcoming and accessible

C2 A connected, engaged and supported community

C3 A community that grows together

C4 An active, healthy, thriving and resilient community

C5 Respect for Aboriginal Culture and values

C6 Celebrate our community's unique culture through arts, heritage and events



A prosperous Economy

E1 Support and grow our region's existing and emerging industries

E2 Provide local infrastructure to drive growth and productivity

E3 Encourage, attract and retain a creative, talented and skilled workforce in our region

E4 Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention



A valued Natural Environment

N1 Conserve and enhance the regional natural landscape character and amenity values of our region

N2 Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts

N3 Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment

N4 Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework

N5 Assist our community to reduce the impact of waste to landfill on the environment



A progressive Organisation

O1 We have the right people with the right knowledge and skills in the right jobs and they are supported and developed

O2 Our customers find it easier to interact and do business with Council and have an improved customer experience

O3 Our organisation is financially sustainable for both current and future generations

O4 We actively represent our community

O5 We are accountable, informed, and make decisions in the best interests of the whole community

O6 Technology and innovation is utilised to better meet our community's expectations and deliver value for money

Our Objectives and Priorities

Objectives

B1 Our district is easily accessible for community, our businesses and visitors

B2 Preserve and enhance the unique character of the Hills for current and future generations

B3 Consider external influences in our long term asset management and adaptation planning

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

Priorities

B1.1 Increase accessibility to our district through the development and delivery of high priority trails and routes for all cyclists (on-road, off road, commuters, recreational) and pedestrians

B2.1 Continue to embrace and support community led public place revitalisation across our district

B3.1 Improve water security by maximising water reuse opportunities, reducing reliance on ground water and improving water efficiencies for open space irrigation and building facilities

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

B1.2 Improve outcomes for the elderly by incorporating Council's Age Friendly Strategic Plan into built environment design and delivery

B2.2 Incorporate Water Sensitive Urban Design principles within Council developments and projects and advocate for other developments within the region to do the same

B3.2 Aim to achieve 100% renewable energy use for our corporate operations and strive towards carbon neutrality

B4.2 Embrace innovative and new technology solutions to proactively maintain our built assets that further enhance the provision of efficient services to the community

B1.3 Progress state-wide and inter-regional connectivity of cyclist routes by partnering with neighbouring councils

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

B3.3 Investigate and source recyclable materials for asset renewal projects wherever practical and in doing so promote the circular economy

B4.3 Ensure Council owned or managed assets, including staff accommodation, are functional and adaptive to meet service requirements. Also, where appropriate and endorsed by Council, equitably assist community owned site (halls and recreation sites) to ensure their facilities are functional and meet service standards

B1.4 Ensure that the key road network is accessible for heavy vehicles used by the primary production, tourism and construction sectors through engagement with industry and Government

B2.4 Ensure our planning framework, council policies and guidelines support privately owned local heritage places

B3.4 Proactively adapt our built environment to changes in social and environmental factors to minimise the impact from natural hazards such and fire and flood

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

B1.5 Provide accessibility for the full range of users by ensuring Council's road, footpath and trails network is adequately maintained and service levels for all users are developed and considered

B2.5 Continue to collaborate with other councils and stakeholders in pursuing our World Heritage Bid to protect the landscapes, sites and facilities that represent the State's aboriginal and early colonial history

B2.6 Support communities recovering from natural disasters with expedited development assessment services

B4.5 Explore and provide the infrastructure to support Electric Vehicles (EV) and investigate infrastructure requirements for emerging technological transport such as Connected and Automated Vehicles (CAV)

Our Objectives and Priorities

Objectives

C1 - A community for everyone that is inclusive, welcoming and accessible

C2 - A connected, engaged and supported community

C3 - A community that grows together

C4 - An active, healthy, thriving and resilient community

C5 - Respect for Aboriginal Culture & values

C6 - Celebrate our community's unique culture through arts, heritage & events

Priorities

C1.1 Provide welcoming spaces and places for the community through our libraries, community centres, and Council and community facilities

C2.1 - Work with community to provide a range of programs and opportunities to connect and engage around shared interests

C3.1 - Provide and support programs and services that encourage and enhance personal growth, lifelong learning and professional development

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.

C5.1 - Partner with the Aboriginal and Torres Strait Islander community to develop our second Reconciliation Action Plan (Innovate) and actively participate in Reconciliation Week

C6.1 - Develop Fabrik as a vibrant cultural hub for the Adelaide Hills, fostering community connections and creativity and presenting the significant history of the Woollen Mill site

C1.2 Support and promote opportunities for social inclusion and celebration of our cultural diversity

C2.2 - Support our ageing community to access services and continue to participate and contribute to community life

C3.2 - Support volunteering both organisationally and in the community as an essential element in delivering community outcomes and building wellbeing

C4.2 - Support the provision of formal and informal sport, recreation and play spaces for the community to enjoy

C5.2 - Celebrate and recognise Aboriginal culture and heritage through participation in and the delivery of programs and activities that engage our community in cultural experience and learning

C6.2 - Develop, support or bring events to our district that have social, cultural, environmental or economic benefits

C1.3 Make the district more accessible and welcoming for all with a focus on youth participation, positive ageing, disability inclusion and multiculturalism

C2.3 - Facilitate opportunities for our youth to develop skills, build resilience and be actively involved in and connected to their community.

C3.3 - Empower our community groups and leaders to shape and determine 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.

C4.3 - Recognise that trails are a destination in their own right and support both commuter and recreational trail opportunities

C6.3 - Recognise, encourage and support artists, emerging artists, writers and performers through promotion of the Arts and supporting opportunities to exhibit and perform

C1.4 Advocate and Seek opportunities to improve transport options for those who need it most

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

C3.4 - Build partnerships with community and other stakeholders to enhance our capacity to provide and support opportunities for them to thrive

C4.4 - Support clubs and groups to continue to provide sport and recreation activities to the community

C6.4 - Foster the development of Public Art that adds value to public spaces and supports place making in our community

C1.5 - Encourage more housing opportunities where provided for in the Development Plan

C2.5 - Continue to work with government agencies and non-governmental organisations to support the community recovery from natural disasters and the COVID-19 pandemic.

C4.5 - Take an all hazards approach to emergency management so we can support the emergency services and the community before, during and after disaster events.

Our Objectives and Priorities

Objectives

E1 - Support and grow our region's existing and emerging industries

E2 - Provide local infrastructure to drive growth and productivity

E3 - Encourage, attract and retain a creative, talented and skilled workforce in our region

E4 - Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention

Priorities

E1.1 - Support and encourage local and international tourists to visit the Adelaide Hills

E2.1 - Work with all levels of Government to ensure the region's infrastructure needs are understood and prioritised

E3.1 - Attract and encourage professional and business development and networking activities

E4.1 - Work with key stakeholders to develop a realistic, yet inspiring, collective vision to connect the region and its industries

E1.2 - Take advantage of the full potential of our region's primary production and associated value adding activities

E2.2 - Explore and advocate for the opportunities that new technologies could bring to our region

E3.2 - Understand the nature of skills our region's businesses will require to prosper into the future

E4.2 - Work with our communities and businesses to encourage co-ordinated and strategic regional projects that enhance and support the regional identity

E1.3 - Support and encourage the growth and development of our region's creative industry micro businesses

E2.3 - Support changes to planning and development that leverages and encourages sustainable economic development

E3.3 - Work with our local communities and businesses to create active, attractive and vibrant places

E4.3 - Support and encourage events that supports the region's identity and generates social, cultural and economic benefits

E1.4 – Promote, support and encourage our existing and emerging businesses to respond to economic changes by being creative, innovative, productive and resilient to unexpected impacts.

E2.4 - Manage and maintain Council assets to maximise their utilisation and benefit to the community

E3.4 - Enable start-ups and home based business through services, information and networking opportunities

E4.4 - Support the continued development and community engagement for the World Heritage nomination of the region

E1.5 - Engage and assist our region's key business and industry groups to be resilient, proactive and successful

E1.6 - Encourage and facilitate local supplier participation in all level of Government tendering processes

Our Objectives and Priorities

Objectives	<i>N1 - Conserve and enhance the regional natural landscape character and amenity values of our region</i>	<i>N2 - Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts</i>	<i>N3 - Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment</i>	<i>N4 - Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework</i>	<i>N5 - Assist our community to reduce the impact of waste to landfill on the environment</i>
Priorities	<p>N1.1 - Enhance and manage horticultural amenity, including succession planning for street trees that contribute to and reinforce our distinctive streetscapes and villages</p> <hr/> <p>N1.2 - Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts</p>	<p>N2.1 - Monitor and manage areas of high biodiversity or habitat value on Council reserves and Native Vegetation Marker Scheme (NVMS) sites using best practice methodologies</p> <hr/> <p>N2.2 - Explore opportunities and take appropriate actions to monitor current and emerging threats to biodiversity including feral cats and Phytophthora</p> <hr/> <p>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</p> <hr/> <p>N2.4 - Work with supporting organisations and agencies to foster the restoration of native flora and fauna habitat following the 2019-20 bushfire</p>	<p>N3.1 - Increase knowledge and environmental awareness within the community through engagement and education</p> <hr/> <p>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.</p> <hr/> <p>N3.3 - Continue to work in partnership with the Resilient Hills and Coasts region to build Council and community resilience to the impacts of climate change</p>	<p>N4.1 - We will work with partners to analyse the benefits and feasibility of introducing a fee incentive to property owners to produce less waste in relation to the kerbside bin service</p> <hr/> <p>N4.2 - We will explore more Green Organics options to achieve improved environmental and financial outcomes.</p> <hr/> <p>N4.3 - We will provide specific education to the community to increase their level of food scrap recycling</p> <hr/> <p>N4.4 - Implement new or improved waste service opportunities whilst continuing to provide ongoing resource recovery and waste service to our community</p>	<p>N5.1 - Encourage and educate the community to help minimise the generation of household waste by advocating the principles of the Waste Management Hierarchy to avoid, reduce and reuse</p> <hr/> <p>N5.2 - Support and assist the community to prevent valuable resources going to landfill and reduce contamination in kerbside recycling bins</p>

Our Objectives and Priorities

Objectives	<i>O1 - We have the right people with the right knowledge and skills in the right jobs and they are supported and developed</i>	<i>O2 - Our customers find it easier to interact and do business with Council and have an improved customer experience</i>	<i>O3 - Our organisation is financially sustainable for both current and future generations</i>	<i>O4 - We actively represent our community</i>	<i>O5 - We are accountable, informed, and make decisions in the best interests of the whole community</i>	<i>O6 - Technology and innovation is utilised to better meet our community's expectations and deliver value for money</i>
Priorities	<p>O1.1 - Progressively enhance our safe systems of work to maintain emotional and physical safety of our people</p>	<p>O2.1 - Develop our digital channels to better meet customers' current and future needs</p>	<p>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</p>	<p>O4.1 - Optimise opportunities for the community to access and provide input into the decision-making processes</p>	<p>O5.1 - Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations</p>	<p>O6.1 - Progressively strengthen Council's systems security to minimise the impact of cyber attack</p>
<p>O1.2 - Continue to develop a positive culture through supporting an equitable, diverse and continuously improving work environment</p>	<p>O2.2 - Modernise our services and enhance the customer experience by making service delivery faster, more convenient and more proactive</p>	<p>O3.2 - Ensure that renewal of assets and the associated maintenance is based on current asset management plans which consider reviewed service levels and whole of life costing</p>	<p>O4.2 - Attract and develop a diverse and capable elected body that represents, promotes and reflects the composition of the community</p>	<p>O5.2 - Make evidence-based decisions and prudently assess the risks and opportunities to our community before taking action.</p>	<p>O6.2 - Utilise technology to enable more evidence based and efficient delivery of services to the community</p>	
<p>O1.3 - Support our people leaders in further developing the skills necessary to lead engaged and productive teams</p>	<p>O2.3 - Build the capabilities of our people through a focus on two-way communication, cooperation and placing customers at the centre of everything we do</p>	<p>O3.3 - Actively pursue alternative funding opportunities to reduce reliance on rates income</p>	<p>O4.3 - Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region</p>	<p>O5.3 - Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community</p>	<p>O6.3 - Provide more resilient business systems by utilising cloud technologies where appropriate</p>	
<p>O1.4 - Continue to support all staff through training, mentoring, coaching and development to enable the achievement of organisational and community goals</p>	<p>O2.4 - Continuously strive to measure and improve performance and service delivery across all functions</p>	<p>O3.4 - Assess the range and level of services undertaken to ensure they fulfil Council's legislative and strategic intent</p>	<p>O4.4 - Explore council boundary reform options that best serve the community</p>		<p>O6.4 - Utilise our online engagement tools to reach a wider range of community members to obtain their views and input.</p>	
					<p>O6.5 - Support the delivery of services to the community through improved utilisation and connectivity of existing business systems</p>	
					<p>O6.6 - Ensure the way in which we provide our digital services delivers an enhanced experience for our community</p>	

***Appendix 4:
Gifts and benefits register
2023-24***

04

Council Members & Council Staff - Gift & Benefits Register 2023-24

DATE	DETAILS OF GIFT OR BENEFIT	APPROX VALUE	RECIPIENT - DEPARTMENT	RECEIVED FROM	REASON FOR ACCEPTING GIFT	REASON FOR OFFER OF GIFT/BENEFIT	ACTION
8/09/2023	Roast Chicken	\$20.00	Pam Williams	Stirling Chicken Shop	Retirement gift	Unsolicited, did not want to cause offence	Accepted and eaten
21/11/2023	Flight Centre Travel Voucher	\$1,000	Julie Wilhelm	Aged & Community Care Providers Association (ACCPA)	Unsolicited draw prize (2000 delegates)	Unsolicited draw prize (2000 delegates)	Kept by employee
16/01/2023	Box of chocolates	\$20.00		Customer	Thank you gift	accepted and delivered via another staff member	Placed in lunch room for staff to share
22/11/2023	Krispy Kreme Donuts	\$25	Jake Farrant	Robert Walters Recruitment Agency	Thank you gift	Offered as part of annual WHS meeting	Accepted and shared with staff
2/11/2023	Wonderbroom 3	\$95	Danielle Simone	ReadyTech	Unsolicited door prize	Unsolicited door prize	Accepted and kept by employee
2/11/2023	Vendor branded cricket set	\$60	Danielle Simone	ReadyTech	Donated gift to Information Services Team	play cricket at oval across the road	Donated to Information Services
24/11/2023	Box of chocolates	\$10.00	Jake Farrant	LGRS	LGRS Quarterly WHS Practitioner meeting	Quiz prize	Kept by employee
13/11/2023	Box of chocolates	\$15.00	Positive Ageing Centre / & Volunteers	Catherine Taylor	Dropped off at PAC with a very thoughtful thank you card	To show appreciation of all the programs	Taken to Volunteers Christmas Party 18/12/23
13/12/2023	Home made Christmas cake	\$20	Positive ageing centre / volunteers	Sandra Tieney	Dropped off at PAC with a very thoughtful thank you card	To show appreciation of all the programs	Accepted and shared with team
13/12/2023	Home made Christmas cake	\$20	Positive ageing centre / volunteers	Rita Baker	Gave to J Mac for the Volunteers Christmas party	To show appreciation to the volunteers	Taken to Volunteers Christmas Party 18/12/23
21/12/2023	Anderson Hill Sparkling Chardonnay 2022	\$27.00	Library Staff - Book Group organizers	Community member – book group	Unsolicited thankyou gift	Thankyou gift	Accepted and shared amongst staff
16/1/2024	2x Cartons of RAT tests	\$200	Positive ageing center	Clayton Church Homes staff	The RAT tests were surplus to CCH's needs and can be offered to Positive Ageing Centre Clients	The tests were surplus to the CCH requirements. CCH are next door to the Positive Ageing Centre and they wanted to see the tests being used and not wasted.	Two cartons of tests accepted, NR staff alerted and will distribute to Positive ageing centre clients when or if needed.
22/2/2024	Block of Cadbury Chocolate	\$5	Jake Farrant	LGRS	Unsolicited prize	Won a team building exercise during the WPG meeting	Accepted and kept by employee
27/2/2024	Vendor branded cookies	\$20	Lois Palumbo – development services	Verkada – Smarter Security & Safer Sites	Unsolicited gift with technical information	Unsolicited gift with technical information	Placed cookies in lunch room for staff to share
3/3/2024	Reed diffuser	\$20	Sarah hunt – CDO	Volunteer	Unsolicited farewell gift	Thankyou gift	Accepted and kept by employee
3/3/2024	Flowers	\$20	Sarah hunt – CDO	Volunteer	Unsolicited farewell gift	Thankyou gift	Accepted and kept by employee
21/3/2024	Easter eggs/ Hot X buns	\$30	Karen Cummings	Edge Recruitment	Unsolicited gift	Unsolicited thankyou gift	Accepted and shared with staff
23/5/2024	Reconciliation SA's National RW breakfast	\$120	Cr Chris Grant – Elected Member	Mayers consulting	Meal provided as part of event	Meal provided as part of event	Accepted gift in order to participate in event

Appendix 5: Annual Report of Audit Committee

Note: The Presiding Members Report will be included as the Audit Committee's Annual Report in the final published document

05



An online version of this Annual Report can be downloaded at ahc.sa.gov.au or a copy requested by contacting us at:

 (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.



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 12.7

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: Quarterly Council Performance Report – Q1 2024-25

For: Decision

SUMMARY

As a local government entity, Council has a number of legislative obligations regarding the preparation and distribution of corporate planning and reporting information to the elected body and the community. In addition to these mandated requirements, Council has over time created a number of additional elements to improve the integration, transparency and accountability of its activities. The Quarterly Council Performance Report is just one of these elements.

A revised suite of corporate performance indicators and targets were developed in consultation with Council Members, the Strategic Leadership Team and relevant officers as part of the *2020-21 Annual Business Plan* process and have continued to be incorporated into the *Annual Business Plan 2024-25*.

The Quarterly Council Performance Report for Q1 (**Appendix 1**) covers the period 1 July 2024 to 30 September 2024, and shows the performance against the corporate performance indicators as well as discussing key highlights aligned with the Strategic Plan.

The purpose of this report is to inform Council of the performance against the *Annual Business Plan 2023-24* targets.

RECOMMENDATION

Council resolves:

1. That the report on the Quarterly Council Performance Report – Q1 2024-25 be received and noted.
2. To adopt changes to the Corporate Performance Indicators as follows:
 - a. CPI-B02 (Delivery of Capital Works Program) changed to an annual target of at least 90%, with cumulative quarterly reporting
 - b. CPI-001 (Number of lost time injuries) changed to measure Lost Time Injury Frequency Rate (LTIFR) with a target of less than 13.2
 - c. CPI-O11 (Employee turnover) changed to have two targets – 20% new starter turnover and 15% general turnover, with quarterly reporting that provides a 12 month percentage as at the end of the quarter.

1. BACKGROUND

At its 19 June 2018 meeting, Council adopted (Res 128/18) the Corporate Planning & Performance Framework, of which a key element was the establishment of a suite of Corporate Business Performance Indicators which are aligned with Adelaide Hills Council's Strategic Plan goals and will enable the tracking of performance over time.

Over the 2019-20 financial year, Quarterly Council Performance Reports were drafted showing the performance against the Corporate Performance indicators, strategic initiatives and key activities of the 2019-20 Annual Business Plan.

A revised suite of corporate performance indicators and targets were developed in consultation with Council Members, the Strategic Leadership Team and relevant officers as part of the 2020-21 Annual Business Plan process. These were aligned to the then new *Strategic Plan 2020-24 – A brighter future* adopted in April 2020. These indicators have continued to be used in the Annual Business Plan 2024-25.

In commencing the Q1 reporting, it has been observed that three of the Corporate Performance Indicators could be updated to better define what it is that Council is trying to achieve/demonstrate from the measure. Recommended changes to these measures were presented to Audit Committee at the 18 November 2024 meeting where it was resolved:

8.8. Quarterly Performance Report – Q1 2024-25

Moved Pamela Lee
S/- David Moffatt

AC55/24

The Audit Committee resolves:

1. That the report on the Quarterly Council Performance Report – Q1 2024-25 be received and noted.
2. To recommend to Council to adopt changes to the Corporate Performance Indicators as follows:
 - a. CPI-B02 (Delivery of Capital Works Program) changed to an annual target of at least 90%, with cumulative quarterly reporting
 - b. CPI-001 (Number of lost time injuries) changed to measure Lost Time Injury Frequency Rate (LTIFR) with a target of less than 13.2
 - c. CPI-O11 (Employee turnover) changed to have two targets – 20% new starter turnover and 15% general turnover, with quarterly reporting that provides a 12 month percentage as at the end of the quarter.

Carried Unanimously

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 Quarterly Council Performance Report is part of the performance reporting suite contained in the Corporate Planning & Performance Framework.

➤ **Legal Implications**

Chapter 8 - Administrative and financial accountability of the *Local Government Act 1999* sets out the key legislative obligations regarding corporate planning and reporting obligations, as follows:

- S122 – Strategic management plans – development, content requirements, consultation, review and availability of strategic plan, asset management plan and long-term financial plan;
- S123 – Annual business plans and budgets - development, content requirements, consultation, review and availability of annual business plan and budget
- S127 – Financial statements – preparation, content, auditing and availability of the financial statements;
- S131 – Annual reports – preparation, content, distribution and availability of the annual report

Additional requirements are contained in the *Local Government (General) Regulations 2013* and the *Local Government (Financial Management) Regulations*.

➤ **Risk Management Implications**

Quarterly Council Performance Reporting will assist in mitigating the risk of:

Ineffective performance management and reporting processes leading to poor performance and/or loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Low (3E)	Low (3E)

Note that there are many other controls that assist in mitigating this risk. The quarterly performance reports are part of the current control suite and therefore there is no additional mitigating impact of this report.

➤ **Financial and Resource Implications**

Quarterly Council Performance Reporting assists in showing the financial and resource performance to plan as per the targets, initiatives and activities outlined in the Annual Business Plan 2024-25.

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

Providing integrated, consultative corporate planning and effective and transparent performance reporting to the Council and community has the potential to increase the level of trust and confidence in Council.

➤ **Sustainability Implications**

Quarterly Council Performance Reporting assists in demonstrating the outcomes related to Council's economic, social and environmental initiative.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	The Q1 report was presented to Audit Committee at their meeting on 18 November 2024
<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**

The Quarterly Council Performance Report format is aligned to the related financial year's Annual Business Plan (ABP). While still aligned to the *Strategic Plan 2020-24 – A brighter future*, the 2024-25 ABP format was changed so that the plan was no longer split into the goals. As such, the quarterly report format has been adjusted to remove the visual alignment to the strategic goals and instead has been split into the categories:

- Annual Business Plan strategic initiatives
- Quarterly performance updates, and
- Performance indicators

Adelaide Hills Council Major Project reporting

The Major project reporting refers to those 3-5 projects which Council decides are the most interesting to them and the community for reporting on during the financial year.

In quarter 1, the topics that have been reported on are either those major projects from 2023-24 which are continuing or are finalising, and some suggested new projects identified in the 2024-25 Annual Business Plan.

Projects from 2023-24 which are finalising are the Kerbside bin system collection frequency change and rural FOGO trial, and the Fabrik Development. These projects will not be reported on after Q1.

The suggested topics for continued reporting from Q2 onwards is:

- Stage 4 of Amy Gillett Bikeway
- Towards Community Led Emergency Resilience Program (TCLERP)
- CRM project implementation
- Installing a splash park at the Adelaide Hills War Memorial Swimming Centre

Council should consider the topics above and provide feedback on any changes or additions to the reporting topics going forward.

Customer service standards

With the implementation of Salesforce and the new CRM in July 2024, many of the current customer service standards are no longer able to be easily measured. As such, the customer service standards have been temporarily removed from the report and replaced with some of the customer service statistics (in the “performance indicators” section).

The customer service standards will return to the quarterly reporting later in the financial year after Council has had an opportunity to review and refresh them.

Corporate Performance Indicators

In commencing the Q1 reporting, it has been observed that three of the Corporate Performance Indicators could be updated to better define what it is that Council is trying to achieve/demonstrate from the measure. As the Corporate Performance Indicators are adopted in the Annual Business Plan process, any recommendations for change should be considered at a Council meeting for formal adoption. Council may wish to consider if any of the other indicators should be reviewed.

The three recommended changes by administration are:

Measure	Recommendations	
CPI-B02 - Delivery of capital works program	Current	The target is 90% per quarter. It measures the actual capital spend against ¼ of the Annual Budget (planned spend). Ie: the annual budget is \$18.3m therefore the quarterly target is 90% of \$4.6m
	Suggested Change	Change target to 90% of Annual Budget.
	Comments	The current measure has an artificial target that assumes a budget is spent evenly across the financial year. Changing the target to an Annual figure will mean the target is not fully realised until Q4, but it can better show the trend in spending across each quarter.
CPI-O01 - Number of Lost time injuries	Current	Number of total injuries in the year reported quarterly. Target = 0
	Suggested Change	Lost Time Injury Frequency Rate (LTIFR) Annual Target = less than 13.2 (LG average)
	Comments	LTIFR measures the number of lost-time injuries per million hours worked. According to Safe Work Australia, the average LTIFR for the local government sector is approximately 13.2.
CPI-O11 - Employee Turnover	Current	Target 7 – 15% annually (each quarter result is added until the result is realised in Q4)
	Suggested Change	Two targets: 1. Turnover target 15% 2. New starter (less than 12 months) target 20%
	Comments	Monthly tracking of turnover of staff to be recorded. By incorporating both staff turnover and

		<p>new starter turnover it provides strong indicators as to whether the culture is improving. A healthy turnover rate would be 10% as there should always be movement within a workforce.</p> <p>Each quarter the result reported will be a 12 month percentage (as at the end of the quarter) rather than just the rate for the 3 months.</p>
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3. OPTIONS

Council has the following options:

- I. To adopt the recommended changes to the three Corporate Performance Indicators (Recommended)
- II. To adopt changes to the Corporate Performance Indicators as amended by Council
- III. To not adopt changes to the Corporate performance indicators

4. APPENDICES

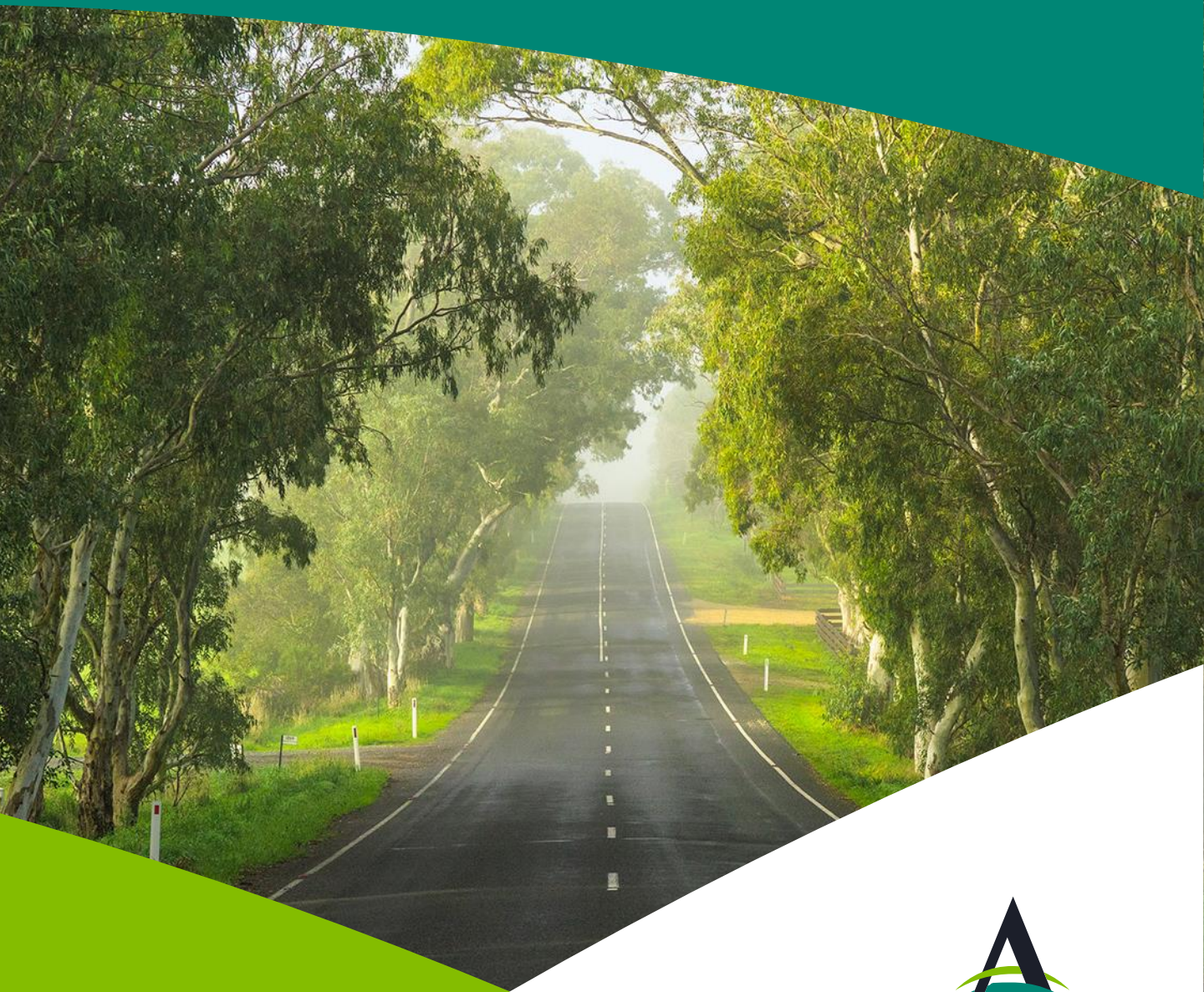
- (1) Quarterly Council Performance Report – Q1 2024-25

Appendix 1

Quarterly Council Performance Report – Q1 2024-25

Quarterly Council Performance Report

Quarter 1 – 1 July to 30 September 2024



Adelaide Hills
COUNCIL

Executive Summary

Highlights

- The newly redeveloped Fabrik Arts + Heritage Hub was launched on September 20 2024 and features an A-class gallery, museum, retail store and event space alongside workshop spaces, artist studios and accommodation for artists in residence.
- New Salesforce Customer Relationship System (CRM) successfully deployed on 29 July 2024. It includes a new system for staff and the “My Adelaide Hills” online platform for customers to report issues or request services.
- Consultation occurred on the draft Strategic Plan over the period 30 August to 24 September 2024, with 70 participants providing feedback.
- The organisational values project commenced with a staff survey in July 2024. Workplace values champions volunteered to represent their areas and participated in a workshop to review the survey outcomes and commence the values development.
- Appointed two key management roles in September, the Manager People and Culture and the Manager Financial Services.

Risks and Challenges

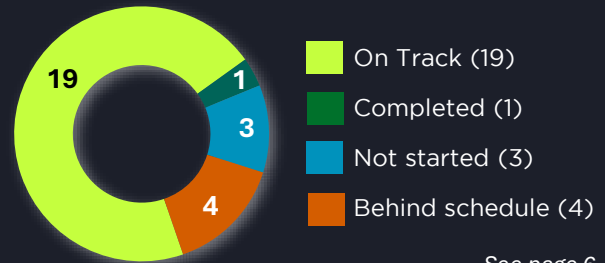
- Finalisation of the financial statements highlighted a significant adjustment to the end of year result with three unfavourable accounting variances which resulted in a deficit of \$4.353 million. This result does not impact the viability of the Long Term Financial Plan, but will be considered in future financial planning for the organisation.

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Adelaide Hills Council Major Projects	3
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Quarterly Performance Updates	8
Performance Indicators	11
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Capital Works Performance	15
Quarterly Financial Performance	16

Performance Dashboard

Annual Business Plan Strategic Initiatives



Performance Indicators



Customer Service

3,199 CRM Cases created

74% CRM cases closed within 5 days

See page 14

Capital Performance

\$2.1m of infrastructure delivered

The capital works program is on track with early budget spend in sync with expected delivery for this period. Quarter 1 works involve most of the tendering for the financial year allowing for construction through the remaining quarters.

See page 15

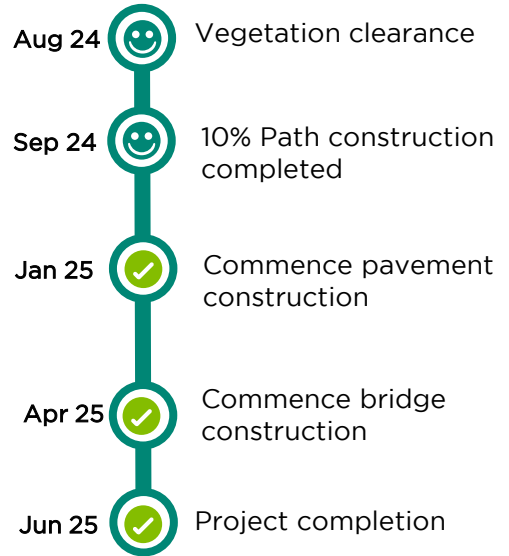
Adelaide Hills Council Major Projects

Stage 4 of Amy Gillett Bikeway

Stage 4 will extend the Amy Gillett Bikeway by 6 km from its current end point in Mount Torrens at Oval Road, to the intersection with Onkaparinga Valley Road in Birdwood.

Latest News

- Vegetation clearance and tree trimming of the entire corridor completed allowing easy and safe access for contractors to undertake pavement construction.
- 480m of new path extension was completed by a local contractor to meet the Federal Governments first project milestone.
- Tender for the new bridges at Angas Creek and Williams Creek is under assessment.



Towards Community Led Emergency Resilience Program (TCLERP)

Following on from the Community Resilience and Readiness pilot, the program has evolved to focus on community led emergency preparedness. The name of the program also changed to be Toward Community Led Emergency Resilience Program (TCLERP).

The program has several areas of focus including:

- Community Engagement
- Psychological and emotional emergency preparedness community education
- Recovery ready halls project - emergency preparedness for select community facilities
- Vegetation management project - ensuring practices are based on best fire science and within shared land owners existing capacity

Latest News

- The Community Resilience Team presented at the Australian Disaster Resilience Conference in Sydney in September 2024.
- The final report for the Wellbeing SA partnership agreement that has contributed to the Towards Community Led Emergency Resilience program was submitted in July 2024 and has been accepted.
- The majority of fire tracks involved in an audit that secured funding through Disaster Risk reductions grants program have now been reviewed. This initiative was flagged in the Bushfire Landscape Management Strategy.



Adelaide Hills Council Major Projects

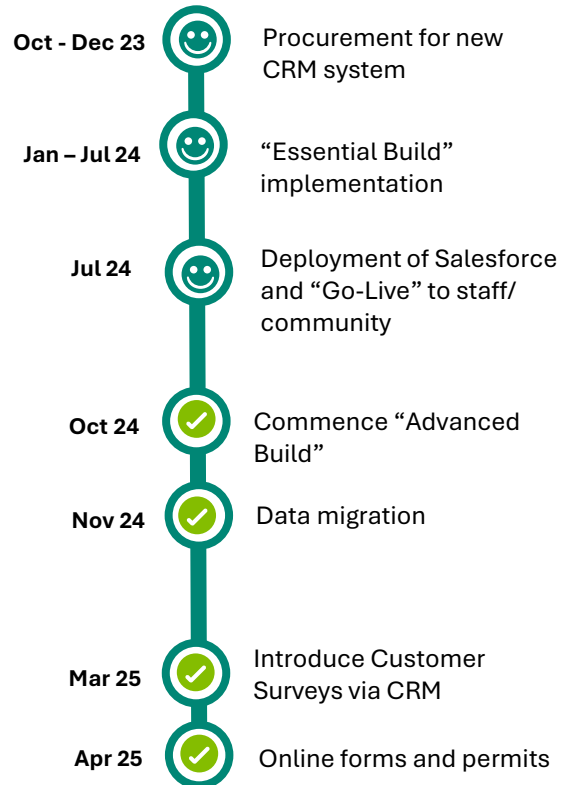
CRM project implementation

The CRM Renewal project comprises of 2 stages, Essential Build and Advanced Build and is aimed at improving the customer experience through easier online services and improved communication and response times.

Latest News

New Salesforce CRM successfully deployed 29th July 2024. Includes new system for staff and My Adelaide Hills online platform for customers to report issues or request services.

The completed "Essential Build" phase focused on providing an easier to use and more intuitive system for staff with improved case categories, streamlined case assignment, updated Knowledge Bank and the system being accessible remotely via mobile phone.



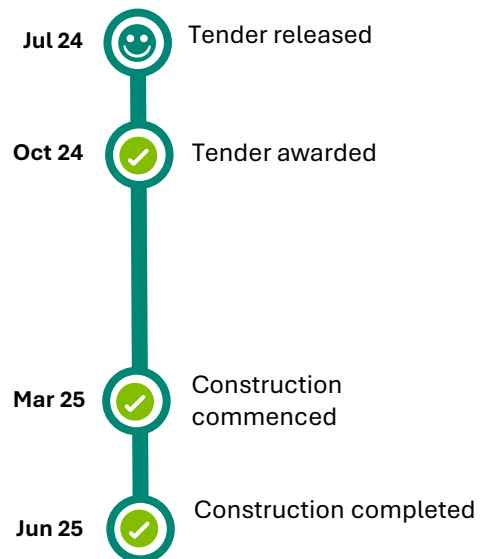
Installing a splash park at the Adelaide Hills War Memorial Swimming Centre

A splash park will be constructed at the Adelaide Hills War Memorial Swimming Centre in Woodside. This new play space provides an alternative for toddlers and children who are still learning to swim and is designed to enhance recreational facilities for local families.

The 205sqm splash pad will feature a range of engaging elements, including a dumper bucket, water cannons, spray mushrooms, and random ground sprays all designed to create a safe and enjoyable environment for children.

Latest News

Project tenders were released and awarded during the first quarter. The design is in the process of being finalised with components now being ordered by the Contractor who has been awarded the project. Construction will commence on site in early 2025 with a view to completion by 30 June 2025.



Adelaide Hills Council Major Projects

FABRIK Development

The FABRIK Development Project involves upgrading and enhancing the former Onkaparinga Woollen Mills site at Lobethal to create an arts and heritage hub in the central Adelaide Hills.

Latest News

The newly redeveloped Fabrik Arts + Heritage Hub was launched on 20 September 2024, and features an A-class gallery, museum, retail store and event space alongside workshop spaces, artist studios and accommodation for artists in residence.



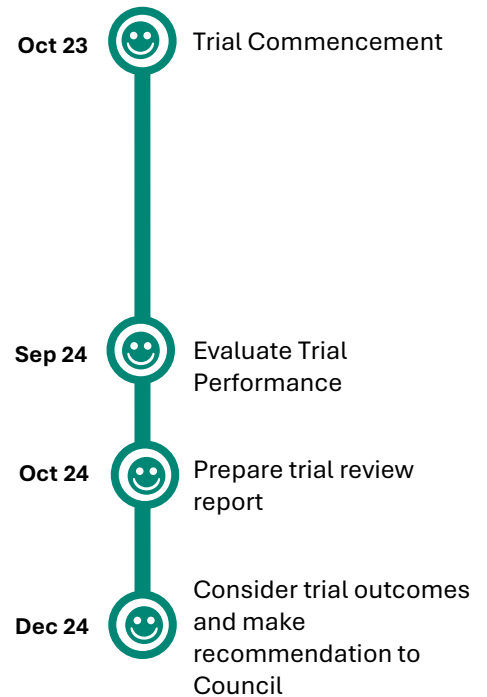
Kerbside bin system collection frequency change and rural FOGO trial

Council is undertaking a 12-month food organics and garden organics (FOGO) trial in collaboration with our Waste Management Partner starting in October 2023.

Over 600 households and a small number of businesses in parts of Woodside and Lenswood will trial the new kerbside bin collection systems. This includes a new FOGO bin for rural households and a change in the collection frequency of organics bins and landfill bins, which aims to improve the food waste diversion from landfill.






Latest News

The kerbside bin system collection frequency change and rural FOGO trial has been completed and a report on the outcome of the trial has been provided to Council.

















Annual Business Plan Strategic Initiatives

Project ID	Operating initiatives	Objective and/or Priority*	Status
B1008	Amy Gillet Bikeway net contribution (Grant funding of \$5.2 million)	B1.1	
B2008	Local Heritage (Privately Owned) Planning and Design Code Amendment	B2.4	
B2010	Adelaide Hills Subzone Code Amendment	B2.3	
B3014	Review of carbon management plan	B3.1	
B4043	Hamilton Hill - Dunfield Estate & Crest Maintenance	B4	
C4012	Continue to adapt to climate change with an all hazards emergency management approach to support the community and the emergency services	C4	
C4022	Towards Community Led Resilience Program (Fully grant funded)	C4.5	
C4025	Continue Towards Community Led Resilience Work	C4.5	
C4042	Implement activities from Our Watch's "Prevention Toolkit for Local Government"	C4	
C6006	Tour Down Under	C6	
E1004	Stirling main street support	E1.5	
E4001	Additional Tree safety work required to support the Tour Down Under	E4	
N1006	Best practice procedure for maintenance of AHC riparian zones	N1	
N1007	Implementation of the Tree Strategy	N1.1	
N4002	Kerbside bin system collection frequency change and rural FOGO trial	N4	
O4005	Representation Review	O4	
O5007	Customer Relationship Management (CRM) renewal	O5	
O6008	Digital Transformation Program	O6	

Legend:  = On Track  = Not Started  = Deferred  = Behind Schedule  = Completed

Annual Business Plan Strategic Initiatives

Project ID	Capital initiatives	Objective and/or Priority*	Status
B1004	New and upgraded footpaths	B1	
B3005	Carbon Management Plan - Energy Upgrades, Battery & Efficiency Actions	B3	
B4009	Norton Summit land purchase	B4	
B4014	Road Safety Program including co-contribution to Road Blackspot (Grant Funded)	B4	
B4045	Stormwater projects	B4	
B4053	Automated External Defibrillator Project	B4	
B4054	Road safety at Heathfield	B4	
C1006	Splash park at the Adelaide Hills War Memorial Swimming Centre (\$600k Grant funded)	C1.1	
C4006	Play Space Framework Implementation - Uraidla play space upgrade	C4	

Legend:  = On Track  = Not Started  = Deferred  = Behind Schedule  = Completed

Quarterly Performance Updates

Annual Business Plan Strategic Initiatives

✔ Amy Gillet Bikeway

- Vegetation clearance and tree trimming of the entire corridor completed allowing easy and safe access for contractors to undertake pavement construction.
- 480m of new path extension was completed by a local contractor to meet the Federal Governments first project milestone.
- Tender for the new bridges at Angas Creek and Williams Creek is under assessment.

– Local Heritage (Privately Owned) Planning and Design Code Amendment

- Preliminary investigations and engagement with property owners will commence in second half of 2024-25 after considering resourcing approach.

– Adelaide Hills Subzone Code Amendment

- Progress on the Code Amendment has been paused while preliminary consultation on a Housing Strategy is undertaken with Council members.

✔ Next steps anticipated to commence in the second half of 2024-25 following review of strategic policy planning resource.

– Review of carbon management plan

- Council workshop was held in August to discuss the opportunities for the new Carbon Management Plan.

✔ Implement activities from Our Watch's "Prevention Toolkit for Local Government"

- While much of the Our Watch Toolkit Implementation Plan has been actioned, and planning is in progress on the second 16 days of activism campaign, there are some strategies that are behind schedule due to conflicting priorities. These include the finalisation of the new workplace policy, review of the gender equity audit, and the subsequent development of the gender equity plan.

✔ Stirling main street support

- Funded partnership with the Stirling Business Association (SBA) finalised in September 2024. The SBA will develop and implement a targeted marketing campaign to increase customer visitation to Stirling, with a focus on activations and promotion and digital marketing and social media.

✔ Additional Tree safety work required to support the Tour Down Under (TDU)

- Council engaged external Arboriculture Consultant to undertake comprehensive tree condition assessments of all trees adjacent to the TDU route. Report recommendations provided to TDU event coordinators.
- Open Space operations progressing identified tree works adjacent to AHC managed roads.
- Tree works required over DIT roadways along TDU route are being compiled and will be sent to DIT for action.

✔ Implementation of the Tree Strategy

- Draft Tree Strategy was presented at the September Council Workshop. Feedback from this has now been incorporated into the draft strategy.

✔ Customer Relationship Management (CRM) renewal

- New Salesforce CRM successfully deployed 29th July 2024. Includes new system for staff and My Adelaide Hills online platform for customers to report issues or request services.

✔ Digital Transformation Program

- Migration planning is underway to move our on-premise SharePoint intranet and records system to Microsoft's Cloud based 365 platform.
- Completed contract negotiations for the move of the on-premise Confirm Asset Management System to the vendors hosted SaaS Cloud offering.
- Tender released to market DTP ERP system review Council's aging on-premise Enterprise Resource Planning system.

– Road Safety Program including co-contribution to Road Blackspot

- Secured blackspot funding for Fox Creek Road and Basket Range Road.

✔ Play Space Framework Implementation – Uraidla play space upgrade

- Community consultation has occurred with draft designs being prepared. Due to the time taken for community consultation regarding a bespoke design for the space, it is possible that the construction of the actual play space will occur in 2025-26.

Quarterly Performance Updates

Other highlights

Fabrik Arts & Heritage

- The newly redeveloped Adelaide Hills Council arts hub was launched on 20 September 2024, and features an A-class gallery, museum, retail store and event space alongside workshop spaces, artist studios and accommodation for artists in residence.

Arts, Culture and Reconciliation

- *Elevate + create* mentorship program for young artists commenced
- The *Reconciliation Action Plan* was submitted to Reconciliation Australia.
- During NAIDOC week, the Hills Environment Centre partnered with The Summit Community Centre to deliver cultural connection programs to school holiday children. 15 attended the native food and edible plants program, and 29 attended art workshops delivered by Aunty Daphnew River Woman Rickett and Ranger D. At the Torrens Valley Community Centre, 10 children attended a session with Ros Cameron who shared her story around her culture, read stories with puppets & created art work.
- *SALA @The Summit* was a success with 49 artists entering 104 artworks in a variety of mediums. This year a Childrens Exhibition was run in conjunction with the exhibition, receiving 27 entries. 170 people attended the official opening and evening activities, with a further 189 visitors attending throughout the month to see the artwork.

Volunteering

- The Adelaide Hills Council Volunteer Guide has been updated and refreshed with new photos and information.
- We have had a total of 28 new volunteer applications this quarter, with over 25 new volunteers onboarded, mainly at Fabrik. We currently have a total of 150 registered volunteers across 5 programs.

Grants & Partnerships

- The 2024-25 Community Development Grant round, closed in September 2024. This grant supports non-profit groups in launching projects aligned with Adelaide Hills Council's Strategic Plan.

Libraries

- Attendance at the Gumeracha Library and the regular community programs has continued to grow steadily since the 2023 refurbishment.
- 150 people attended the author event with Matilda's Bookshop, at Gumeracha Library.
- In partnership with Citizen Science SA, Nature Spotting Kits are now offered to patrons to borrow, bringing hands-on learning opportunities for the community.
- Hosted First Nations artwork on loan from Public Libraries SA titled "Community", created by Ngarrindjeri, Narungga, and Kurna artist Gabriel Stengle.

Positive Ageing

- The Hills Home Support / Positive Ageing program maintained provided over 1,900 hours of in-home assistance, more than 5,000 hours of social support through group activities, exercise classes, and outings, 650 transport trips, and \$2,500 worth of home modifications to facilitate safe transitions from hospital to home.

Community Centres

- Students from Norton Summit Primary School were featured in the Education Department for SA newsletter for their role in Karra Watta Café community lunch program which supports meaningful causes including Fred's Van and the Cancer Council. The newsletter cited that this program provides a great partnership between community and children.
- Power outage in Gumeracha required the Torrens Valley Community Centre (TVCC) to be closed for 2 days. Some parts of the town were without power for 5 days, and many community community came to site to share their experiences over a cuppa.
- The Green Shed at the TVCC has been closed while undergoing a WHS audit. Further closure is planned until audit actions have been addressed.

Quarterly Performance Updates

Other highlights

Sustainability

- Obtained legal advice and a Cost and Emissions Analysis into the implementation of a Community Renewables Program.
- Prepared the draft Climate Adaption Plan for the region in partnership with the Resilient Hills and Coasts

Open Space Biodiversity.

- Developed the draft *Native Vegetation Protection and Conservation Policy* which has been approved for Public Consultation. Due to competing consultation priorities, consultation has been delayed to later in 2024.

Fire Prevention

- Issued 275 burning permits during Quarter 1.
- Over 1000 letters have been sent to property owners to remind them of their responsibilities during the fire danger season.

Property

- Council agreed to enter into a 21 year Lease with the CFS for Upper Hermitage CFS site (subject to public consultation).
- Recent power outage in Gumeracha has damaged the air conditioning and heating system in the community centre building and is currently being assessed.
- The water tanks at the Summit Community Centre (which are not connected to mains water) have been refilled twice due to the low rainfall. This may continue to be an issue during the summer and bushfire season.

Cemeteries

- Boundary realignment of the Cromer Cemetery has been finalised.
- A review of the *Burials on Private Lands* policy has been undertaken.
- Kersbrook and Gumeracha cemeteries have experienced some plaque thefts.

Planning & Development

- Applications lodged during the quarter include 53 new dwellings, 6 ancillary accommodation units, and 5 applications for tourist accommodation.

Environmental Health

- 91 food premises inspections were undertaken, which include 71 routine inspections, 19 follow up inspections and 1 pre-opening advise inspection.
- 63 new wastewater applications were received of which 48 have been approved. 119 wastewater inspections have been undertaken in relation to both new and existing wastewater applications.
- 33 health related complaints were resolved.

Parking and By-Laws

- Regular parking patrols have been undertaken around School areas, private parking areas and on-street parking. During quarter 1, 306 parking expiations and 3 By-law expiations were issued.

Corporate Planning & Performance

- A draft Strategic Plan was adopted by Council for consultation at the 27 August 2024 Council Meeting.
- Strategic Plan consultation occurred over the period 30 August to 24 September 2024 with 70 participants providing feedback.

Information services

- Upgrades have been completed for both the Multi-function device printing fleet, and the staff desktop fleet

People and Culture

- The organisational values project commenced with a staff survey in July 2024.
- Workplace values champions volunteered to represent their areas and participated in a workshop in September to review the survey outcomes and commence the values development.

Performance Indicators

Indicator	Result	Trends	Comments
<p>✔ CPI-B02 - Delivery of capital works program</p>	<p>Target $\geq 90\%$ Annual Budget</p> <p>11.7%</p>		<p>This indicator measures actual spend (\$2.14m) against the Annual Budget (\$18.3m). Q1 focus was on tendering ready for construction across remaining year, so we will see increased spend in future quarters.</p>
<p>⊖ CPI-B03 - Compliance inspections after development completion notification, completed within 10 business days.</p>	<p>Target 100%</p> <p>84%</p>		<p>While 4 cases did not meet the 10 business days, the timing for 3 of the inspections was to accommodate the client. The notification for the fourth case was received 3.5 weeks ahead of the completion date therefore timeframe was unable to be achieved.</p>
<p>✔ CPI-B07 - Operational tasks completed within the Civil Zone Maintenance Program</p>	<p>Target $\geq 80\%$</p> <p>80%</p>		<p>Continued reporting is being developed as part of the Salesforce system. Current workloads are still quite reactive, however approximately 80% of cases completed were from the zone maintenance program.</p>
<p>⊖ CPI-C01 - Positive ageing wellbeing score</p>	<p>Target ≥ 7</p> <p>6.6</p>		<p>The wellbeing score has dipped to below 7 for the first quarter of the 24-25, coinciding with the end of winter period where people often spend more time (often alone) inside their homes. Quotes from people with lower scores reflected in physical pain/limitations and also grief/social isolation.</p>
<p>⊖ CPI-C04 - Number of volunteer hours contributed to AHC programs each year</p>	<p>Target $\geq 3,500$ per quarter</p> <p>3,302</p>		<p>Target was reduced for 2024-25FY to reflect the national volunteering trends following COVID-19. The total number of volunteer hours for this quarter are 3302, this figure is still not quite meeting the target of 3500 but is increasing each quarter.</p>
<p>✔ CPI-E03 - Average number of days for Building Consents</p>	<p>Target ≤ 20 Business Days</p> <p>12.2</p>		<p>In Quarter 1 there were 68 Building Decisions with an average assessment time of 12.19 days and 89.71% were issued within statutory timeframes.</p>
<p>⊖ CPI-E04 - Percentage of new development application decisions upheld in Council/ CAPs favour under appeal</p>	<p>Target $\geq 85\%$</p> <p>0%</p>		<p>One matter was resolved during the quarter resulting in the CAP's decision being reversed by the consent of the parties. No new appeals were lodged during Q1, there is one on-going appeal scheduled for a hearing in April 2025.</p>

Legend: ✔ = Target Met or N/A ⊖ = Target not met ⊕ = N/A – cant be assessed
 \geq Greater than or equal \leq Less than or equal

Performance Indicators

Indicator	Result	Trends	Comments
<p>✓ CPI-E05 - Percentage of Planning Consents completed within statutory timeframes</p>	<p>Target $\geq 85\%$</p> <p>88.5%</p>		<p>In Quarter 1 there were 209 Planning Consents granted of which 88.57% were issued within the statutory timeframes.</p>
<p>✓ CPI-N03 - Percent of nuisance and litter queries resolved</p>	<p>Target $\geq 90\%$</p> <p>95.6%</p>		<p>Requests outstanding at the end of Q1 included one littering report, three noise complaints, three nuisance complaints, and one vandalism report.</p>
<p>✓ CPI-N05 - Tonnes of green organics collected on Green organic days</p>	<p>Target ≥ 150 per quarter</p> <p>338</p>		
<p>✓ CPI-N07 - Number of community education actions delivered</p>	<p>Annual Target ≥ 6</p> <p>3</p>		
<p>⊖ CPI-O01 - Number of Lost time injuries</p>	<p>Annual Target = 0</p> <p>2</p>		
<p>⊖ CPI-O07 - Decisions (Council resolutions) considered in open Ordinary & Special Council meetings during the reporting period</p>	<p>Target $\geq 90\%$</p> <p>78.4%</p>		<p>This quarter has seen a higher number of legal or confidential matters.</p>
<p>⊖ CPI-O08 - Council member attendance at Ordinary & Special meetings</p>	<p>Target $\geq 90\%$</p> <p>82.4%</p>		<p>This quarter there were 5 Apologies and 11 Leave of Absences for Ordinary Council meetings.</p>

Legend: ✓ = Target Met or N/A ⊖ = Target not met ⊙ = N/A – cant be assessed
 \geq Greater than or equal \leq Less than or equal

Performance Indicators

Indicator	Result	Trends	Comments
<p>✓ CPI-O09 - Freedom of Information (FOI) requests received, in progress and completed within the legislated timeframe</p>	<p>Target 100%</p> <p>100%</p>	<p>Q2 Q3 Q4 Q1</p>	<p>Nil Freedom of Information Internal or External reviews in Q1.</p>
<p>✓ CPI-O10 - FOI External reviews upholding Council's decisions</p>	<p>Target 100%</p> <p>100%</p>	<p>Q2 Q3 Q4 Q1</p>	<p>5 FOIs carried over from 2023-24 FY and completed during Q1. 5 new FOIs received and 2 of these were completed during Q1.</p>
<p>✓ CPI-O11 - Employee Turnover</p>	<p>Target 7-15%</p> <p>4.8%</p>	<p>Q1 Q2 Q3 Q4</p>	

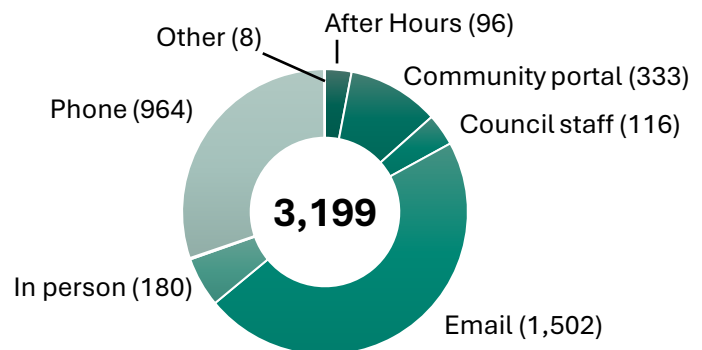
Legend: ✓ = Target Met or N/A ⚠ = Target not met ⚪ = N/A – cant be assessed

≥ Greater than or equal ≤ Less than or equal

Other performance metrics

Expiation Statistics	Volume
Parking	306
Animals	32
By-law	3
Local Nuisance	7
Fire Prevention	0
Public Health	4
Development & Building	0

Volume of CRM cases created by source*



CRM Cases closed by Category*

Category	Volume of cases					
	completed	1 day or less	2-5 days	6-10 days	10-20 days	over 20 days
Animals	244	47%	27%	14%	7%	5%
Buildings and Facilities	65	37%	34%	14%	9%	6%
Community Development	16	44%	38%	13%	6%	0%
Development	43	33%	35%	26%	7%	0%
Economic Development	3	0%	0%	0%	0%	100%
Environment	14	36%	14%	7%	43%	0%
Events & Tourism	27	22%	22%	11%	11%	33%
Feedback	18	28%	28%	28%	6%	11%
Fences	2	50%	50%	0%	0%	0%
Financial Services	55	4%	58%	31%	7%	0%
Fire	238	69%	28%	2%	0%	0%
General Enquiry	39	38%	28%	15%	5%	15%
Graffiti	12	17%	42%	17%	8%	17%
Grass & Vegetation	6	0%	17%	17%	67%	0%
Information Management	11	0%	27%	18%	9%	45%
Library	24	25%	33%	38%	4%	0%
Nuisance	108	31%	46%	14%	7%	1%
Parking	133	26%	28%	28%	16%	2%
Parks, Gardens & Ovals	21	38%	24%	14%	14%	10%
Public Health	19	58%	21%	0%	11%	11%
Other ADHOC requests	15	7%	20%	0%	20%	53%
Rates	331	66%	26%	6%	1%	1%
Roads and Footpaths	185	16%	26%	19%	18%	23%
Signs	30	27%	17%	20%	13%	23%
Sport and Rec	4	25%	25%	25%	0%	25%
Trees	203	31%	26%	17%	15%	13%
Update Details	235	65%	26%	8%	1%	0%
Waste & Recycling	90	71%	24%	1%	3%	1%
Total	2,191	45%	29%	13%	8%	6%

*Cases are measured from 29 July 2024 – when CRM was launched

Legend: = Target Met or N/A = Target not met = N/A – cant be assessed

≥ Greater than or equal ≤ Less than or equal

Capital Works Program

The capital works program is on track with early budget spend in sync with expected delivery for this period. Quarter 1 works involve most of the tendering for the financial year allowing for construction through the remaining quarters.

Highlights

- Footpath renewal program currently 75% complete
- Road patching in prep for seal 90% complete
- Longwood road reconstruction segment 1 at 5220 square metres completed
- Fabrik at 90% complete
- Court resurfacing 66% complete
- Splash Park Design complete
- Changing Places @ Fabrik 90% complete

What's Next

- Amy Gillett bridges construction
- Montacute road bridge renewal
- Road re-seal program spray seals to commence

Financial Performance by Asset Category (preliminary numbers)

Asset Category	YTD Actuals \$'000	Annual Revised Budget \$'000	% Spent to Annual Budget \$'000s
Bridges	5	1,005	0.5%
Buildings	290	1,257	23.1%
Cemeteries	-	64	0.0%
CWMS	67	206	32.6%
Fleet	1,189	1,946	61.1%
Footpaths	34	862	3.9%
ICT	158	1,165	13.6%
Kerbing	-	100	0.0%
Other: Retaining Walls, St Furniture, Traffic Mgt	25	409	6.1%
Plant & Equipment	-	40	0.0%
Project Management Costs	-	2,441	0.0%
Roads	314	6,806	4.6%
Sport & Recreation	37	1,204	3.1%
Stormwater	19	815	2.4%
	2,140	18,320	11.7%

Financial Performance

Overall Funding Statement as at 30 September 2024

Note: These figures are preliminary only. The fully reconciled figures will be presented to Council as part of the Budget Review report.

	YTD Actual	YTD Budget	YTD Variance	Annual Budget
	\$'000	\$'000	\$'000	\$'000
Total Operating Income	54,878	54,555	● 324	60,145
Total Operating Expenditure	11,494	11,683	● 188	59,688
Operating Surplus / (Deficit) before Capital	43,384	42,871	● 512	457
Capital Expenditure	913	904	● (9)	18,320
Capital Income	260	-	● 260	-
Net expenditure - Capital projects	653	904	● 251	18,320
Net Lending / (Borrowing) Result for Year	42,731	41,968	● 763	(6,066)

Adelaide Hills Council Operating Summary				
By Directorate				
as at Sep 2024				
	YTD Actuals \$'000s	YTD Budget \$'000s	YTD Var fav / (unfav) \$'000s	Annual Budget \$'000s
Income				
CEO	-	-	● -	37
Community & Development	1,030	795	● 236	4,102
Corporate Services	50,450	50,380	● 70	50,874
Environment & Infrastructure	3,398	3,380	● 18	5,133
Income Total	54,878	54,555	● 324	60,145
Expenditure				
CEO	973	892	● (81)	2,702
Community & Development	2,921	3,075	● 153	13,747
Corporate Services	1,814	1,956	● 142	9,301
Environment & Infrastructure	5,786	5,760	● (26)	33,938
Expenditure Total	11,494	11,683	● 188	59,688
Operating Surplus / (Deficit)	43,384	42,871	● 512	457

Search



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Adelaide Hills
COUNCIL

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

Item: 12.8

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: 2024-25 Budget Review 1

For: Decision

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 2024-25 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 has decreased Council's 2024/25 expected outcome from an operating surplus of \$0.457m to a deficit of \$1.728m (representing a decrease of \$2.186m), the underlying operating surplus (i.e., after the removal of once off adjustments for depreciation, capitalisation of salaries and project management fees) remains unchanged due to adjustments to grant revenue and positive vacancy management. These are offset by additional costs, notably legal fees. This is documented in **Appendix 2**.

Following the carrying forward of capital expenditure budgets of \$2.143m, the BR1 process has included a review of the total capital program and is recommending that it be increased. The budget currently stands at \$18.320m (excluding the aforementioned carry-over) and is recommended to be increased by \$2.218m to \$20.548m. This is documented in **Appendix 3**.

As a result of the proposed operating and capital adjustments and adjustment to reflect the actual start of year balance following completion of the financial year-end process, Council's Net Borrowing Result for the year is projected to remain materially the same at \$34m.

RECOMMENDATION

Council resolves:

- 1. That the 2024-25 Budget Review report 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 \$0.457m to a deficit of \$1.728m for the 2024-25 financial year.**
 - b. **Changes to Capital Works increasing capital expenditure by \$2.218 million for the 2024-25 financial year resulting in a revised capital expenditure budget of \$20.548 million.**
-

1. BACKGROUND

At the Special Council meeting held on the 01 July 2024, Council adopted the original *2024-25 Annual Business Plan and Budget*, reflecting a Budgeted Operating Surplus of \$0.457m.

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 2024-25 financial year.

This budget review was considered by the Audit Committee at its meeting of 18 November 2024 where it resolved as follows:

8.10. 2024-25 Budget Review 1

Moved Sarah Beesley
S/- Pamela Lee

AC57/24

The Audit Committee resolves:

1. **That the report 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 \$0.457m to a deficit of \$1.728m for the 2024-25 financial year.**
 - b. **Changes to Capital Works increasing capital expenditure by \$2.218 million for the 2024-25 financial year resulting in a revised capital expenditure budget of \$20.548 million.**

Carried Unanimously

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/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 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 Section 123(13) of the *Local Government Act 1999*, and Part 2(9) of the *Local Government (Financial Management) Regulations 2011*, detailed below:

- (13) A council must, as required by the regulations, and may at any time, reconsider its annual business plan or its budget during the course of a financial year and, if necessary or appropriate, make any revisions.

9—Review of budgets

- (1) A council, council subsidiary or regional subsidiary must prepare and consider the following reports:
- (a) at least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under subregulation (1)(b), and at least 1 report must be considered after consideration of the report under subregulation (1)(b))—a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*;
 - (b) between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.
- (2) A council must also include in a report under subregulation (1)(b) revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset renewal funding ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

➤ **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 \$2.186m from \$0.457m to a deficit of \$1.728m. However, the underlying operating surplus (i.e., after the removal of once off adjustments) remains in alignment with original budget at \$0.457m.

In terms of capital, it is proposed to keep Capital Income unchanged and to increase Capital Expenditure by \$2.218m.

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 remain materially the same at \$34m.

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**

Consultation on the development of this report was as follows:

Council Committees: This report was presented to the Audit Committee at their 18 November 2024 meeting

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

External Agencies: Not Applicable

Community: Not Applicable

➤ **Additional Analysis**

Budget Review 1 Proposed Adjustments

\$000s	2024-25 Current Budget	Proposed BR1 Adjustments	Revised Budget after BR1
Operating Income	60,145	798	60,943
Operating Expenditure	59,688	2,984	62,672
Operating Surplus / (Deficit)	457	(2,186)	(1,728)
Depreciation	11,798	1,301	13,099
Capital income	3,876	1	3,877
Capital Expenditure	18,320	2,218	20,538

Operating budget analysis – Refer Appendix 2

The proposed operating budget adjustments are outlined in the table below:

\$000s	2024-25 Current Budget	Proposed BR1 Adjustments	Revised Budget after BR1
Operating Income	60,145	798	60,943
Operating Expenditure	59,688	2,984	62,672
Operating Surplus / (Deficit)	457	(2,186)	(1,728)
<u>Once off adjustments</u>			
Add back: Depreciation		1,301	
Add back: Salary Capitalisation		884	
Underlying Operating Surplus	457	-	457

Operating Income - \$0.798m increase

- Unbudgeted grants revenue of \$ 0.492m for the Local Roads and Community Infrastructure Program, and \$0.137m for supplementary Local Roads Funding has already been received. Although there is an expectation of further receipts, this has not been brought into the budget due to uncertainty of timing and amount of receipt.
- Unbudgeted additional energy recoveries from tenants of \$0.060m are offset by unbudgeted additional energy costs.
- Various minor items contributing an extra \$0.109m to income.

The proposed operating budget adjustments are outlined in the table below:

\$000s	2024-25 Current Budget	Proposed BR1 Adjustments	Revised Budget after BR1
Operating Expenditure	59,688	2,984	62,672
Composed of:			
<u>Once off adjustments</u>			
Employee costs		(331)	
Contractors		567	
Legal fees		170	
Licensing fees		40	
Prescribed expenses		78	
Other		49	
<u>On-going adjustments</u>			
Depreciation		1,301	
Salary capitalisation		884	
Energy		93	
Insurance		50	
Levies		15	
Other		67	

One off adjustments

- Savings in employee costs of \$0.331m over and above those that were included in the original budget have been identified across the business.
- Additional contractor costs of \$0.567m have arisen across the business. These costs have arisen for various reasons including to provide additional resources in areas of the business where vacancies exist.
- Additional legal fees of \$0.170m are expected to be spent, to deal with a range of legal matters before the Council.
- Additional licensing fees of \$0.04m for various ICT projects, including the provision of mobiles to field staff have been identified as required.
- Leasing costs of \$ 0.037m incurred in 2023-24 in relation to ICT assets have been paid in 2024-25, as well as on-going leasing costs of \$0.041m for those assets which remain under lease. A project is underway to return these assets and cancel the leases.

On-going adjustments

- Additional depreciation costs of \$1.301m have been identified because of the revised asset values.
- A detailed review of the capitalisation of salaries has been undertaken. This has identified \$0.884m of staff costs which are currently treated as a capital cost. However, the staff are no working on capital projects and thus their costs are required to be

treated as an operating cost. There is a corresponding adjustment to the capital budget. Refer to **Appendix 3**.

- Additional energy costs of \$0.091m have been identified across Council. It is expected that \$0.060m of this is recoverable from tenants.
- Additional asset insurance costs of \$0.050m have been identified and have arisen because of the increase in the asset values following the revaluation exercise undertaken as part of the 30 June 2024 year-end process.
- Additional levies of \$0.015m predominantly arising from increases in the State Government e-Planning system have been identified. This is a mandated services which Council is required to use.

Forecast underlying operating surplus (Risks and Opportunities)

In addition to the proposed BR1 adjustments noted above, as part of the detailed operating budget review undertaken, certain risks and opportunities have been identified. These have not been included in the proposed budget adjustments as the timing or amount (or both) of the adjustment is unclear at present.

Risks and Opportunities
Risk: Legal fees
Risk: Depreciation – ICT
Risk: Salary Capitalisation
Risk: Provision for remediation - Ashton
Opportunity: Grant revenue
Opportunity: Vacancy Management

Risks

- **Legal fees:** In addition to the legal fees noted above, it is expected that additional legal fees of \$0.230m are expected to be spent, to deal with a range of legal matters before Council.
- **Depreciation – ICT:** As part of the organisation wide asset review, several ICT assets have been identified which are redundant. Further, there appear to be several assets which are being depreciated over a useful life of 10 years. It may be considered more appropriate to depreciate them over 3 years. This review is on-going, and it is expected that it will be completed prior to the mid-year review.
- **Salary capitalisation:** As part of the organisation wide asset review, an assessment of the salary capitalisation process is being undertaken. It is probable that, as part of this review, additional salary costs may be identified which should be removed from the capital and be expensed.

- **Ashton provision:** Upon resolution by Council of the on-going matter of the former landfill site at Ashton, a provision for remediation costs may be required. This provision will bring to account the Council’s remaining obligations.

Opportunities

- **Grant Revenue:** It is expected that additional grant revenue and cost recoveries in relation to the below projects are to be received. The amount and timing of their recognition is dependent upon several factors, many of which are outside of the Council’s control. Due to this uncertainty, the amounts over and above those which have already been received into the bank have not been recognised.
 - Community Development Grants Program project - Amy Gillett Bikeway; and
 - Local Roads and Community Infrastructure Program
- **Vacancy Management:** Further updates to vacancy management will occur through the remainder of the year, as positions are filled and become vacant. This will be further updated and refined through the mid-year review process.

Capital budget analysis – Refer Appendix 3

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 2023-24 budget into 2024-25, has increased the capital budgets for 2023-24. A review of recent history and Council’s ability to deliver the budgeted projects has been conducted as part of BR1. The outcome of this review is presented below. Whilst Council is reasonably confident about it’s ability to deliver the Capital program, this will be closely monitored in the coming period with further updates expected as part of the mid-year review. Refer table below for summary:

\$000's Capital Expenditure	ABP	ABP Carry Forward	BR1 change	Revised Budget
Renewal/Replacement of Existing Assets	12,007	494	1,388	13,889
New/Upgraded Assets	4,545	1,274	830	6,649
Total Budgeted Capital Projects	16,552	1,768	2,218	20,538

Carry-over capital expenditure 2023-24

\$2.143m of capital expenditure was carried over from 2023-24. The specifics of these are detailed in Appendix 3.

3. OPTIONS

Council has the following options:

- 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 not adopt the review.

4. APPENDICES

- (1) 2024-25 Budgeted Uniform Presentation of Finances
- (2) Operating Budget Review 1 Proposed Changes
- (3) Capital Works Budget Review 1 Proposed Changes

Appendix 1

2024-25 Budgeted Uniform Presentation of Finances

Adelaide Hills Council
BUDGETED UNIFORM PRESENTATION OF FINANCES
2024-25 Budget

2023-24 Actuals		2024-25 Revised Budget (BR0) \$'000	BR1 Change	2024-25 Revised Budget (BR1) \$'000
\$'000				
	INCOME			
48,389	Rates	51,442	0	51,442
1,520	Statutory charges	1,523	0	1,523
934	User charges	1,033	0	1,033
544	Grants, subsidies and contributions - Capital	214	721	935
4,081	Grants, subsidies and contributions -Operating	5,002	0	5,002
35	Investment income	26	0	26
398	Reimbursements	202	60	262
512	Other income	600	18	618
142	Net gain - equity accounted Council businesses	103	0	103
56,555	Total Income	60,145	798	60,943
	EXPENSES			
21,915	Employee costs	24,540	554	25,094
25,886	Materials, contracts & other expenses	22,768	1,129	23,897
12,270	Depreciation, amortisation & impairment	11,798	1,301	13,099
758	Finance costs	582	0	582
79	Net loss - equity accounted Council businesses	0	0	0
60,908	Total Expenses	59,688	2,984	62,672
(4,354)	NET BUDGETED SURPLUS / (DEFICIT) BEFORE CAPITAL AMOUNTS	457	(2,186)	(1,728)
	Net Outlays on Existing Assets			
(11,115)	Capital Expenditure on Renewal and Replacement of Existing Assets	(12,501)	(1,388)	(13,889)
792	Proceeds from Sale of Replaced Assets	645	0	645
12,270	Depreciation	11,798	1,301	13,099
1,947	NET OUTLAYS ON EXISTING ASSETS	(58)	(87)	(145)
	Net Outlays on New and Upgraded Assets			
(6,237)	Capital Expenditure on New and Upgraded Assets & Remediation costs	(5,819)	(830)	(6,649)
3,277	Capital Grants and Monetary Contributions for New and Upgraded Assets	3,191	1	3,192
0	Proceeds from Sale of Surplus Assets	40	0	40
(2,960)	NET OUTLAYS ON NEW AND UPGRADED ASSETS	(2,588)	(830)	(3,418)
(5,367)	NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR	(2,189)	(3,102)	(5,291)
(28,411)	Net Financial Liabilities at Beginning of Year	(28,411)	0	(28,411)
(247)	Decrease / (increase) in Other	(200)		(440)
(103)	Non Cash Equity Movement	(103)	0	(103)
(34,127)	Net Financial Liabilities at End of Year	(30,903)	(3,342)	(34,245)

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.

Appendix 2
Operating Budget Review 1 Proposed Changes

Budget Review 1 2024/25					
Account Description	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	2024-25 Revised Budget	Status One-off or Ongoing	Comments
CEO					
FINANCIAL MANGT: Insurance: Insurance Building & Contents	525,000	-50,000	575,000	Ongoing	LGRS quote for Assett insurance is \$575,000 (see audit committee report 13 August 2024)
GOVERNANCE: Operations: Legal Fees	50,000	-150,000	200,000	One-Off	Managing ongoing complex legal matters
COMMUNITY & DEVELOPMENT					
DEVELOPMENT SERVICES: Arboriculture: Contractors	2,090	-8,000	10,090	Ongoing	Change in Regulated Tree Legislation increasing number of arboriculture review reports
DEVELOPMENT SERVICES: Levies: Other Fees	65,650	-12,900	78,550	Ongoing	Council Levy for State ePlanning System 2024-25 increased by \$12,900
DEVELOPMENT SERVICES: Litigation: Court Fees	66,410	-20,000	86,410	One-off	PC Infrastructure Appeal Special Counsel engaged for Hearing and Statement of Issues preparation
DEVELOPMENT SERVICES: Recoverables: Legal Fees	-20,240	10,000	-30,240	One-off	Increase in Q1 recoverables
DEVELOPMENT SERVICES: Revenue: Expiation Fees	-12,530	2,000	-14,530	One-off	Increase in Q1 expiations raised
FABRIK: Programs: Advertising	4,050	-13,200	17,250	Ongoing	Requested as an on-going increase, as approved in Fabrik's Business Implementation Plan
Legal Fees Native Vegetation Encroachment Enforcement	0	-5,000	5,000	Ongoing	Legal Representation Fees to enable Native Vegetation encroachment Policy to be enforced (\$20k for full yr)
CORPORATE SERVICES					
ICT: Information Technology: Telephone - Mobile	100,000	-12,600	112,600	One-off	Mobile plans for 45 outdoor workforce (\$35/m each x 8 months for 24/25 then extra \$19k/yr ongoing)
ICT: Cyber & Systems Security Program Mngt: Contractors	30,320	-34,000	64,320	One-off	ERP System Cyber Security Pen Tests, internal and external, increase in Cloud security subscription for CRM
INFORMATION SYSTEMS: Software Licenses: License - Software	1,100,000	-40,300	1,140,300	One-off	Extra 45 Outdoor mobile Microsoft F5 user lic \$10,8k, Adobe user lic \$1.5k, Microsoft Virtual workstation and VPNs to replace VMWare Horizon \$25k (offset next FY from horizon licensing saving 25/26 of \$42k/y), 30% uplift CentrePal \$3k
ICT: Operations: Equipment & Supplies	18,050	-4,500	22,550	One-off	2 x Sine systems to support Council meeting signin's
ICT: Hardware Licences: Leasing	0	-78,400	78,400	One-off	Last qtr Leasing invoice (\$36,989ex) plus \$13,800 per qtr ongoing for FY2024/25
CORPORATE MANGT CC: Communications: Contractors	66,610	-11,000	77,610	Ongoing	Media monitoring contract was signed with Meltwater for 12 months at request of CEO \$11,000
COMMS EVENTS: Digital Communication: Contractors	5,450	-5,000	10,450	Ongoing	Annual cost for website improvements and changes outside of the maintenance agreement. Without this funding the website will become outdated and ineffective. Ongoing budget will be \$10k per annum.
CORPORATE MANGT CC: Communications: Contractors	66,610	-23,500	90,110	One-off	Strategic Communication and Engagement Plan update Phase 2, resolved by Council on 10 Sept 2024, Confidential minute 19.3.1,
CORPORATE MANGT CC: Consultation: Community Forum	0	-3,250	3,250	Ongoing	budget removed in 23/24 BR3 as part of Budget savings process being reinstated
PEOPLE & CULTURE: Operations: Contractors	2,300	-50,000	52,300	One-off	\$5k for OHS, \$30k for Recruitment, \$15k for Ops Contractors
ENVIRONMENT & INFRASTRUCTURE					
WASTE MANGT: Domestic Waste Collections: East Waste	3,085,540	-35,536	3,121,076	One-off	Late adjustments to waste collection budget received at time of budget adoption so held over to BR1 to accommodate increase.
SPORT & RECREATION: Mylor Court Storm Damage: Contractors	0	-35,621	35,621	One-off	Insurance claim received last year, works have been delayed due to the inclement weather preventing the court resurfacing works to be completed last FY. Hence occurring in CY.
LAND: Road Widening: Other	0	-15,000	15,000	One-off	Council resolution 24/09/2024 to purchase land for road widening at Tiers Rd/Vickers Road Lenswood
FABRIK: Outgoings & Utilities	14,550	-33,450	48,000	Ongoing	Increase electricity budget to reflect actual. Budget to be transferred to property to manage power bills for Fabrik
LIB SERV : GUMERACHA: Maintenance: Contractors	7,990	-3,000	10,990	One-off	Increase to reflect actual
BUILDINGS: General Property: Other Fees	2,620	-20,000	22,620	One-off	Increase to reflect actual - settlement of Woodside Splash park contractual matter (Farley Pools)
BUILDINGS: Levies: Council Properties	10,390	-1,610	12,000	Ongoing	Increase to reflect actual ESL bill
OPEN SPACE: Revenue: Apprenticeship Contribution	0	5,600	-5,600	One-off	Unbudgeted apprenticeship contribution
PLANT, EQUIPMENT AND STORES: Plant: Equipment & Supplies	0	-20,000	20,000	Ongoing	Budget reallocated from Capex
STRATEGIC ASSETS: Asset Register: Contractors	52,210	-49,430	101,640	One-off	Stormwater Management Plan reallocation from Capex
ROADS : SEALED: Revenue: Grant - Other	0	137,861	-137,861	One-off	Remaining funding for Blackspot Proj#4041 transferred to Opex
ROADS : SEALED: Maintenance: Contractors	83,560	-126,520	210,080	One-off	Final services and land acquisition payments for Blackspot 21/22 - Warren/Luckey Hill/Martin Hill Rds
ROADS : SEALED: Local Rds & Comm Infrastructure Program: Grant	-297,576	492,861	-790,437	One-off	LRCIP Phase 4, approved on 25/06/24
VACANCY MANAGEMENT					
Salaries and Wages		213,495		One-off	Additional vacancies in excess of initial target
DEPRECIATION CHANGES					
Depreciation Adjustments	11,238,390	-1,301,375	12,539,765	Ongoing	Updated the budget based on 2023-24 reported actuals
SALARIES CAPITALISATION					
Salaries Capitalisation Adjustments	-2,378,640	-884,330	-1,494,310	Ongoing	Update the Salaries Capitalisation budget based on 2023-24 actuals.
		-2,185,705			

Appendix 3

Capital Works Budget Review 1 Proposed Changes

2024-25 CAPITAL BUDGET REVIEW 1

Project Description	Asset Classification	Asset Category	Current Budget	Change FAV / (UNFAV)	Revised Budget	Comment
CAPITAL EXPENDITURE 2024-25						
Fabrik - AHBTC - Driveway Renewal	Buildings	Renewal	\$0	-\$100,000	\$100,000	The current driveway is crumbling and unsafe with exposed reinforcing which will damage vehicles/tyres and presents a hazard. Negotiations have ensued with tenant and community corporation responsible for the shared driveway. AHC will be responsible for 50% of the renewal costs equating to \$50,000. Budget will show as \$100k gross expenditure with a \$50k offsetting income.
FABRIK - Activation of Arts & Heritage Hub	Buildings	New	\$210,000	-\$275,000	\$485,000	Funds required to complete the project, particularly fire safety and other additional works identified during the final stages of construction.
FABRIK - Changing Places Toilet	Buildings	New	\$151,169	-\$25,000	\$176,169	Additional funding to accommodate unavoidable cost overruns.
Building Renewals	Buildings	Renewal	\$25,500	-\$12,000	\$37,500	Unplanned capital replacments - Failed airconditioning system at Nairne Road Office and main external entry door operator replacement at Gumeracha Civic Centre.
Uraidla Hall Ceiling	Buildings	Renewal	\$0	-\$15,000	\$15,000	Wall repairs at Uraidla Institute - to be done with ceiling repairs (see separate item)
General ICT Renewals	ICT	Renewal	\$340,424	-\$63,424	\$403,848	Additional for PC fleet replacement and MFD Printing fleet replacement
Plant Replacement Program	Plant & Equipment	Renewal	\$896,000	-\$292,841	\$1,188,841	
Small Equipment	Plant & Equipment	Renewal	\$20,000	\$20,000	\$0	Small equipment not of capital nature moved to Opex
Major Road Patch	Roads	Renewal	\$305,000	-\$212,000	\$517,000	contract rate increases for construction and area of pavement works required has increased to completed program
Road Safety Program	Roads	Renewal	\$674,000	\$674,000	\$0	The allocation is not required as a number of Blackspot Projects were not successful.
Blackspot 21/22 - Warren/Luckey Hill/Martin Hill Rds	Roads	New	\$81,520	\$81,520	\$0	Transfer to Opex as not our asset
Longwood Road HEATHFIELD Heavy Patch & Seal	Roads	Renewal	\$300,000	-\$650,000	\$950,000	Increased tender rates and additional funding required to complete full scope. Offset with 400,000 funding from SLRP.
Balhannah Court Resurfacing	Sport & Recreation	Renewal	\$0	-\$30,000	\$30,000	Contribution to court resurfacing project, co-funded by OSRR and local club
Crafers Court Resurfacing	Sport & Recreation	Renewal	\$0	-\$36,000	\$36,000	Contribution to court resurfacing project, co-funded by OSRR and local club
Piccadilly Court Resurfacing	Sport & Recreation	Renewal	\$0	-\$65,000	\$65,000	Contribution to court resurfacing project, co-funded by OSRR and local club. Additional subsurface work required at this site.
Woodside Court Resurfacing	Sport & Recreation	Renewal	\$0	-\$30,000	\$30,000	Contribution to court resurfacing project, co-funded by OSRR and local club
Court Resurfacing Renewals REGIONWIDE	Sport & Recreation	Renewal	\$80,000	\$80,000	\$0	Individual identified projects under 4021 -reallocation needed
Cricket Pitch Renewals REGIONWIDE	Sport & Recreation	Renewal	\$54,000	\$54,000	\$0	No cricket pitch renewals required this year. Can offset extra in courts resurfacing.
Mylor Oval Bore Renewal	Sport & Recreation	Renewal	\$0	-\$80,000	\$80,000	Replace existing bore, which failed unexpectedly. Includes pipework connections and pump shed.
Aldgate, Bridgewater, Crafers & Stirling SMP	Stormwater	New	\$49,430	\$49,430	\$0	Ongoing project that is stormwater planning and is operational in nature.
Uraidla Memorial Park access road re-surfacing	Roads	Renewal	\$0	-\$38,000	\$0	Council resolution 27/08
Gumeracha Depot - Tree Structure Stabilisation	Open Space	New	\$0	-\$24,000	\$24,000	Essential risk mitigation action - Fabrication and installation of an engineered tree support system to stabilise the structural integrity of a remnant Red Gum Tree situated to the eastern side of the Gumeracha works depot.
Minor Stormwater Projects	Stormwater	Renewal	\$120,000	-\$30,000	\$150,000	Additional costs associated with unique solutions required at two sites in the existing capital program.
Project Management Costs		Renewal			\$884,330	Reduction of capitalised salaries based on 2023-24 actuals
				-\$134,985		

2024-25 CAPITAL BUDGET REVIEW 1

Project Description	Asset Classification	Asset Category	Current Budget	Change FAV / (UNFAV)	Revised Budget	Comment
DEFERRED PROJECTS FROM 2023-24						
Uraidla Hall Ceiling	Buildings	Renewal	\$0	-\$65,000	\$65,000	Ceiling repair works deferred from 23-24 to allow for project to be rescoped with wall repairs.
CWMS Pump Renewals	CWMS	Renewal	\$0	-\$50,000	\$50,000	Deferred from 23-24 due to procurement timing
General ICT Renewals	ICT	Renewal	\$263,424	-\$77,000	\$340,424	23-24 deferral for ICT equipment renewal, PC fleet replacement and MFD Printing fleet replacement
Plant Replacement Program	Plant & Equipment	Renewal	\$1,188,841	-\$1,000,000	\$2,188,841	
LRCIP Junction Road Stormwater Kurla to Railway	Roads	New	\$0	-\$380,000	\$380,000	This project is funding from Phase 4 of LRCIP, schedule approval has been provided and project required to be delivered by 30 June 2024 – Council’s contribution from LRCIP approved work schedule is \$380,000.
23/24 LRCIP Marble Hill Slip	Roads	New	\$0	-\$150,000	\$150,000	This project is funding from Phase 4 of LRCIP, schedule approval has been provided and project required to be delivered by 30 June 2024 – Council’s contribution from LRCIP approved work schedule is \$150,000.
LRCIP Knotts Hill Ropad Slip Ashton/ Basket Range	Roads	New	\$0	-\$87,000	\$87,000	This project is funding from Phase 4 of LRCIP, schedule approval has been provided and project required to be delivered by 30 June 2024 – Council’s contribution from LRCIP approved work schedule is \$87,000
LRCIP Fox Creek Rd Pavement	Roads	Renewal	\$0	-\$214,000	\$214,000	This project is funding from Phase 4 of LRCIP, schedule approval has been provided and project required to be delivered by 30 June 2024 – Council’s contribution from LRCIP approved work schedule is \$214,000
Bridgewater Oval Drainage	Sport & Recreation	New	\$0	-\$20,000	\$20,000	Deferred from 23-24 into 24-25 to align with OSRR grants.
Court Resurfacing Renewals REGIONWIDE	Sport & Recreation	Renewal	\$0	-\$40,000	\$40,000	Deferred from 23-24 into 24-25 to align with OSRR grants.
Shannon Road, Bridgewater, footpath	Footpath	New	\$0	-\$35,000	\$35,000	Project deferred from 23-24 to enable further work to be done on finding a suitable solution.
Towers Road, Bridgewater, drainage	Stormwater	Renewal	\$0	-\$25,000	\$25,000	Project deferred from 23-24 to enable further work to be done on finding a suitable solution.
				-\$2,143,000		
Total Expenditure Change					-\$2,277,985	

Capital Expenditure Changes
Split as follows:

Renewal-	-\$1,412,935
New/Upgrade -	-\$865,050
	-\$2,277,985

Correspondence for Noting



An Australian Government Initiative



Regional
Development
Australia

ADELAIDE HILLS, FLEURIEU AND KANGAROO ISLAND

ANNUAL REPORT 2023-2024





INTRODUCTION

Regional Development Australia (RDA) committees are non-profit, community-based organisations.

We build partnerships between all levels of government, key regional stakeholders and our communities to identify the needs of our regions and advocate for better economic, environmental and social outcomes for our communities.

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge and respect the traditional custodians of this region in which we live and work, the Kurna, Peramangk, Ngarrindjeri and Ramindjeri.

We recognise their continuing connection to the lands, waters and communities, and pay our respects to their Elders past, present and emerging.

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BOARD



& STAFF





An Australian Government Initiative



Initiative of
**Government
of South Australia**

FUNDING PARTNERS



**Adelaide Hills
COUNCIL**



ALEXANDRINA



**MOUNT BARKER
DISTRICT COUNCIL**

*city of
Victor Harbor*



**KANGAROO
ISLAND
COUNCIL**



CHAIR'S REPORT

The conclusion of the 2023-2024 financial year marks an exceptionally busy year for our region. With interest rates stabilising and expectations of a future decrease, there's growing optimism that the high cost of living pressures will ease.

Demand for housing has surged, supported strongly by all levels of government, and the residential sector has driven jobs and growth across every part of our region. Mount Barker alone has seen unprecedented growth, welcoming 1,400 new residents into the township.

In response, the State Government has announced plans for a new primary school in Mount Barker and a private Catholic school in Strathalbyn. Plans for a \$300 million hospital in Mount Barker are also nearing completion, and will provide a much-needed service to the growing Adelaide Hills region.

This level of growth underpins the local economy, contributing an additional \$17 million in annual retail spending. However, there is also increasing pressure on traffic in growth areas.

These pressures are being addressed with funding for projects such as a \$40 million upgrade to the Wellington Road high school corner, lights on Hartman and Bald Hills roads, plus major upgrades to the freeway interchanges in Hahndorf and Mt Barker.

Kangaroo Island is also experiencing delays with the new ferries and wharf development, however, this project continues to move in the right direction.

The CABN eco-tourism accommodation in Hahndorf has opened to excellent reviews, complementing the existing tourism offerings. In a further boost for local tourism, the contract for the new Heysen Art Gallery has been signed. This new gallery is set to significantly enhance tourism in the Adelaide Hills and South Australia as a whole.

Following the retirement of RDA AHFKI CEO, Damien Cooke, at the end of this financial year, current Director of Regional Development, Stephen Shotton, will be stepping into the leadership position. Stephen's extensive experience and hands-on approach will be invaluable as we continue to navigate growth and development.

We are also preparing to seek new board appointments in the upcoming financial year to replace retiring board members, including Peter Wadewitz, who we thank for his outstanding service to the RDA Adelaide Hills, Fleurieu Peninsula and Kangaroo Island.

JAMES SEXTON
RDA CHAIR



OUTGOING CEO'S REPORT

2023/24 saw a concerted effort by Regional Development Australia (RDA) to accelerate our projects across the region.

We maintained our collaboration with businesses grappling with persistent increases in operational expenses and an ongoing shortage of skilled workers. These challenges directly affect our local economy and pose obstacles to its growth.

In September 2023, our foremost organisation, Regional Development South Australia (RDSA), hosted its Annual Summit in Gawler. This event served as a vital platform for Federal, State, and Local Government representatives, as well as industry and business stakeholders, to engage in meaningful conversations regarding the pressing issue of population growth in Regions. This population growth is creating a shortage of housing, which detracts from the regions ability to attract and retain skills.

The strong recovery in the tourism sector has been welcomed by the industry. It has seen record numbers of visitors to our region and record levels of expenditure. There are ongoing efforts by the industry to maintain this momentum as global tourism gradually reopens post the COVID-19 shutdown.

RDA AHFKI has received renewed funding from the South Australian Government (Primary Industries and Regional Development) to deliver the Regional Leadership Development Program for a further two years.

By addressing local leadership needs and supporting participants in relevant programs, the initiative promotes community-driven leadership development and strengthens the capabilities of current leaders. Regional leadership and skills development are a priority pillar within the South Australian Regional Development Strategy.

Our first cohort of participants have demonstrated the outstanding quality of future leaders the region has and we look forward to continuing to work with them in strengthening our region.

Moving forward, this will be my last report for RDA AHFKI as I step away from the helm. Over the past 11 years, this RDA has undergone major changes in structure, strategy, and effectiveness. I'm proud to be leaving it as a benchmark for other RDAs to aspire to.

There have also been significant highlights during this time. Restructuring the organisation, securing PIRSA funding in 2015/16 when the State Government questioned its continued support of the RDA network, and demonstrating agility during regional disasters like bushfires and COVID-19 are some of the moments that stand out for me.

This region is now one of the fastest-growing in the country, and we continue working to keep all levels of Government committed to providing public infrastructure that matches its growth. By doing so, we help maintain vibrant communities with a high standard of liveability.

I would like to thank the staff and the Board, past and current, for their commitment and efforts over the past 11 years and I wish Steve Shotton all the very best in the future as he picks up the leadership of this organisation.

A handwritten signature in black ink, appearing to read 'D. Cooke'.

DAMIEN COOKE
RDA CHIEF EXECUTIVE OFFICER

ROLE OF RDA

THE ORGANISATION

Regional Development Australia (RDA) is a network made up of local leaders who work across government, business and community groups, all with the goal to improve their local region.

This is achieved by supporting economic and workforce development, local procurement, strategic regional planning and informing government programs and infrastructure investments.

This Australian Government initiative brings together all levels of government and is funded by the Australian Government, as well as state, territory and local governments in some jurisdictions.

The RDA program is administered by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

OUR PURPOSE

Our committee of local people, who bring diverse skill sets and broad networks, is committed to developing and growing the region's economy and liveability by:

- consulting and engaging with the community about economic, social and environmental issues, competitive advantages, solutions and priorities;
- exploring, promoting and contributing to economic and employment growth, including business development, trade, funding access and investment attraction;
- being a first point of contact for government agencies to provide advice on local issues, competitive advantages, solutions and priorities;
- promoting government policies, programs, services, grants and initiatives to our region's community.

OUR VISION

RDA Adelaide Hills, Fleurieu and Kangaroo Island is a prosperous region made up of engaged, connected and resilient communities.

OUR VALUES



CARE

We care about our region's prosperity and liveability.



LEAD

We lead through a regional focus and commitment to results.



INNOVATE

We are agile, creative and seek innovative solutions.



CONNECT

We are the "go-to" for connection, collaboration, and partnerships.



KEEP PROMISES

We are trustworthy and deliver what we promise.

WHAT WE DO

GROWING REGIONAL PRODUCTIVITY

Ensuring the region's productivity and liveability are unhindered by a lack of appropriate public infrastructure.

Advocacy and support in this area includes:

PUBLIC TRANSPORT

- Review of progress against 2019 RDA AHFKI Public Transport Study recommendations.
- Advocate with government agencies for increased funding in the region.

HOUSING

- Work with stakeholders to increase housing on Kangaroo Island.

FREIGHT

- Understand needs of freight industry.
- Progress a business case for the Southern Freight Route.
- Advocate for improved freight routes in, and impacting, the region.

ENHANCING REGIONAL INNOVATION AND PREPAREDNESS

Ensuring the region will be more resilient to disruption brought about by broader social, economic and technological challenges.

Advocacy and support in this area includes:

CLIMATE CHANGE

- Continue support for Resilient Hills & Coasts.
- Identify and promote funding options for regions and communities to act on climate change.

DEMOGRAPHIC CHANGE

- Encourage regional investment in inward migration to grow the economy and employment.
- Advocate for increased ability for retirees to work.

DIGITISATION

- Regional digital training through the ASBAS (Australian Small Business Advisory Services) program.

DEMAND FOR SKILLED WORKFORCE

- Industry responsive workforce projects.



STRENGTHENING OUR MOST COMPETITIVE SECTORS

Ensuring the region's three most competitive industries continue to grow, increasing exports and growing employment.

Advocacy and support in this area includes:

TOURISM

- Support to regional tourism organisations.

MANUFACTURING

- RDA AHFKI Hills & Coast Business Grant.

AGRICULTURE

- Ag-tech awareness program.

GENERAL INDUSTRY SUPPORTS

- Strategic industry support.
- Hills & Coast Grant Finder.
- Economic and social data platforms.
- Targeted sponsorships.

CONNECTING REGION AND GOVERNMENT

Ensuring region and government will be well-connected and informed to make the most of economic development opportunities

Advocacy and support in this area includes:

REGIONAL ECONOMIC ADVICE

- Provide information on our region's activities and competitive activities to all levels of government, industry business and community.
- Provide evidence-based advice and advocacy to the Australian Government on critical regional development issues impacting our region.

PROGRAM PROMOTION & DELIVERY

- Promote and disseminate information on government policies and programs to regional stakeholders.
- Assist in the delivery of government programs where relevant and/or requested.



Steve Shotton, Director of Regional Development RDA, and Sue Arlidge, addressing participants of the RDA Inspired Leadership Program
SALT | PORT ELLIOT | JUN 2023

SUMMARY OF PROJECTS

ENHANCING REGIONAL INNOVATION & PREPAREDNESS

CLIMATE CHANGE

DEMAND FOR SKILLED WORKFORCE

Resilient Hills & Coast

Regional Drought Resilience Plan

Fleurieu Circular Economy Project

Promotion of Climate Funding and other Programs

Fleurieu Study Hub

Inspired Leadership Program

Study Adelaide Tour

Adelaide South Jobs and Skills Taskforce

RDA AHFKI



Function

IMPACT BY REGION



Adelaide Hills

Fleurieu Peninsula

KI

Partner	✓	✓	✓	✓	✓
Lead	✓	✓	✓	✓	✓
Support			✓	✓	✓
Advocate	✓	✓	✓	✓	✓
Lead			✓	✓	✓
Lead	✓	✓	✓	✓	✓
Lead			✓	✓	✓
Partner	✓	✓	✓	✓	✓

STRENGTHENING OUR MOST COMPETITIVE INDUSTRY SECTORS

RDA AHFKI

IMPACT BY REGION



Function

Adelaide Hills

Fleurieu Peninsula

KI

TOURISM

Regional Tourism Organisation Support

Partner

Cape Jervis Jetty replacement

Advocate

Dudley Trail

Support

Langhorne Creek Wine Discovery Trail

Support

The Cedars

Support

Langhorne Creek Visitor Accommodation

Lead

Fleurieu Milk Company Visitor Centre & Training Centre

Support

Seafront Group

Support

MANUFACTURING

Hills & Coast Business Grant

Lead

Fleurieu Food Manufacturing Hub

Support

AGRICULTURE

AgFest Careers Expo

Sponsor

Small Farm Field Days

Sponsor

Hills and Fleurieu Local Food Future

Support

Council Ag Industry Groups (presentations, sponsor, promotion)

Sponsor

Business Supports (General advice, connections, etc)

Support

Childcare Community stakeholder forum

Support

Local Government Grant Program Assessor

Support

RDA Online Business Resources Library (Programs, events, funding, business resources, regional information)

Lead

Grant Supports (Advising businesses and community groups on grant applications)

Lead

GENERAL SUPPORTS

Adelaide Hills Home Business Network (Business networking group)

Sponsor

Place Based Capital Project

Partner

Small Business Week

Partner

Business Group Strategic Planning (Facilitation)

Lead

Business Workshops (Business Fundamentals, Food Safety Standards, Retail Fundamentals, Demystifying Migration, Creating a resilient local food economy etc)

Lead

INFRASTRUCTURE

- Infrastructure Pipeline Report
- Goolwa Wharf Precinct
- Kangaroo Island Fibre-optic Cable Project
- Australian Aviation White Paper
- Cape Jervis and Penneshaw Master Plans
- South Coast Freight Route
- DIT Fleurieu & KI Connectivity Area Plan
- Regional Freight Forum
- Public Transport (Briefing Adelaide Hills Country Cabinet, Cleland bus timetable issue raised with SAPTA, Fleurieu Councils Public Transport Workshop)
- Housing – Parndana
- DIT Fleurieu and Kangaroo Island Transport Study
- Enabling Infrastructure Program (Delivered by PIRSA)
- Regional Development SA Infrastructure Priorities Report

RDA AHFKI

IMPACT BY REGION

Function	Adelaide Hills	Fleurieu Peninsula	KI
Lead	✓ ✓	✓ ✓ ✓	✓
Support		✓	
Support			✓ ✓
Advocate			✓
Support			✓ ✓
Partner	✓	✓ ✓ ✓	✓
Advocate		✓ ✓ ✓	✓
Advocate	✓	✓ ✓ ✓	✓
Advocate	✓ ✓	✓ ✓ ✓	
Lead			✓
Advocate		✓ ✓ ✓	✓
Partner	✓ ✓	✓ ✓ ✓	✓
Partner	✓ ✓	✓ ✓ ✓	✓



Total Projects: 30



Total Projects: 34



Total Projects: 43

CONNECTING REGION AND GOVERNMENT

Weekly Regional Newsletter (Promoting government, industry and community programs to nearly 3,000 subscribers)

Socio-economic Data Platform (provided to inform planning, decision-making and grant submissions)

Hills & Coast Grant Finder (One-stop grant finder and resources)

Business Support Network - Fleurieu (Business services provider network)

Business Support Network - Adelaide Hills (Business services provider network)

Country Cabinet - Kangaroo Island

Country Cabinet - Adelaide Hills

State of the Regions Survey (Department of Infrastructure, Transport, Regional Development, Communications and the Arts)

Forward Scan Survey (Department of Industry, Science and Resources)

Regional Plan - Kangaroo Island

Greater Adelaide Regional Plan

Economic Development Network

RDA AHFKI

IMPACT BY REGION



Function

Adelaide Hills

Fleurieu Peninsula

KI

Lead



Lead



Lead



Partner



Partner



Advocate



Advocate



Advocate



Advocate



Advocate



Advocate



Lead



Total Projects: 37



Total Projects: 40



Total Projects: 35

REGIONAL SNAPSHOT



\$6.84 BILLION
GROSS REGIONAL PRODUCT
+9.44%

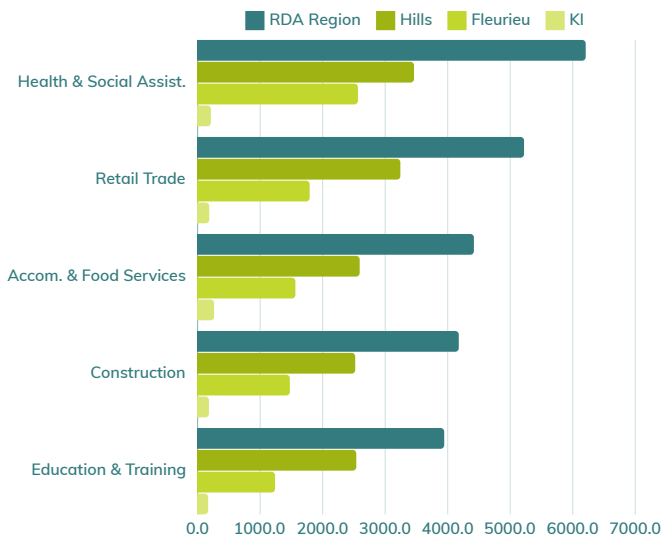


8,752 KM²
TOTAL SIZE OF RDA
ADELAIDE HILLS, FLEURIEU
& KANGAROO ISLAND REGION

LOCAL JOBS
42,590
-8.46%

EMPLOYMENT

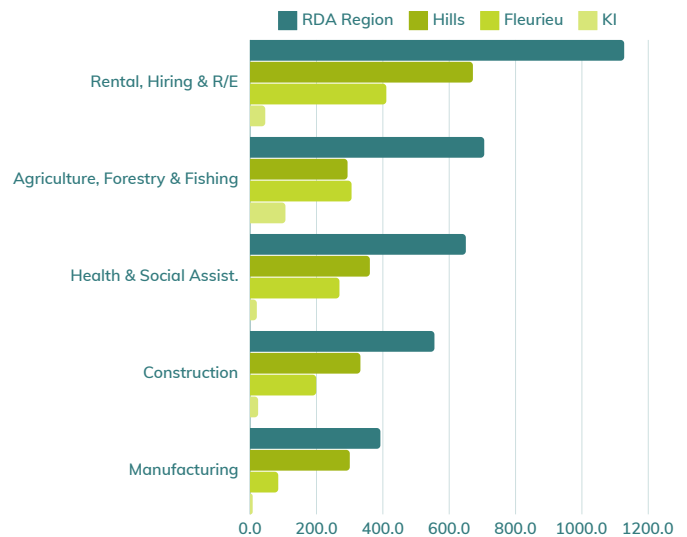
TOTAL JOBS BY TOP 5 SECTORS



REGIONAL EXPORTS
\$3.2B

VALUE ADDED \$M

VALUE ADDED BY TOP 5 SECTORS



142,556
REGION'S
POPULATION



7,550KM
LOCAL ROADS



652KM
OCEAN COASTLINE

ENGAGEMENT DATA

MOST VIEWED

PROJECT:
INSPIRED LEADERSHIP 2024

GRANT:
COMMISSIONER FOR CHILDREN & YOUNG PEOPLE SMALL GRANTS PROGRAM

RDAH.COM.AU
USER SESSIONS

GRANT FINDER
REGISTERED USERS



USER GROWTH

+19%

+18%

RDA wins respected award

REGIONAL Development Australia (RDA) for the Fleurieu and Kangaroo Island region has snagged a top award.

RDA won the 2023 Economic Development Awards for Excellence in category 5: Economic Development Initiatives - Regions Over 15,000 residents with the initiative 2022 Hills & Coast Business Grant and submission: Manufacturing isn't dead: The forgotten entrepreneurs!

The Awards Gala was held at Cossack, Karatha.

The initiative provided funding to nine manufacturing businesses across the Adelaide Hills, Fleurieu and Kangaroo Island.

More information about the initiative can be found at <https://rdahc.com.au/projects/hills-coast-business-grant-2022>.



Victoria MacFidoy (Deputy Chair), John Ashcroft (Board), Arabella Branson (Board Secretary), Steve Shotton (Director of Regional Management), Sara O'Dea (Executive Assistant and Project Officer), Sue Arlidge (Regional Development Manager), Nigel Morris (Board), James Sexton (Chair), Luke Gray (Board), Damien Cooke (Chief Executive Officer).

The Victor Harbor Times | 12 SEP 2023

Economic development award for region's RDA

FIN DUNFORD

Regional Development Australia Hills, Fleurieu and KI (RDA HFKI) has been recognised for its contribution to local manufacturing in the region at the 2023 Economic Development Awards for Excellence.

RDA HFKI was successful in the Economic Development Initiatives - Regions Over 15,000 Residents category, which celebrates programs that stimulate economic development by boosting investment and raising employment opportunities in larger council areas.

The winning submission focused on supplying grants to local manufacturing companies, as an economic health assessment conducted by RDA in April 2022 revealed this was the region's second-largest exporter, with a "clear local competitive advantage".

RDA HFKI director Steve Shotton said the data revealed significant jobs growth in manufacturing in the region in the last decade.

"As a nation, manufacturing's been on the decline, but it's growing here," he said.

"Albeit, some of it is small - like the rest of our industry, there's a lot of micro and small businesses - but still, they're employing more and more people and we just saw it as a really important part of our economy to focus on and support."

Mr Shotton said grants were awarded to recipients from all corners of the region, based on their responses to competitive questions demonstrating the value of the investment.



Fitness cabinetmaker Inavogue Kitchens received a \$10,000 grant from Regional Development Australia Hills, Fleurieu and KI which made possible the purchase of an edge bander. Sara Knight, left, and Mitch Leongrove use the machine and say production has been streamlined and that productivity and revenue have been increased.

Fitness-based company Inavogue Edwards said the increase in more projects for locals, he said. Mr Edwards believes investing in local business is key for a thriving local economy.

"Now that productivity is increased, we can push more product through so our revenue has increased and it's given us the opportunity to take on new staff and he said.

The Courier | 06 SEP 2023

Inspired Leadership participants recently at Port Elliot. Photo: Evan Bailey

RDA program gets funding extension

An additional \$2 million in funding has been allocated by the State Government to extend a highly successful program fostering future leaders in regional South Australia.

The Regional Leadership Development Program (RLDP) was established in 2022 and designed to empower a broader cohort of leaders from regional communities, including recent graduate Tahni Adamson, who was named 2024 Young South Australian of the Year and is now a nominee for 2024 Young Australian of the Year.

The program is delivered through South Australia's Regional Development Australia boards (RDAs) and is facilitated in each region to fill the identified gaps in leadership training, enabling it to meet the specific needs of each regional community, while also reducing participant travel and increasing accessibility for previously under-represented leadership cohorts such as women, who made up 68 per cent of the program's participants.

"The Regional Leadership Development Program has demonstrated that it can reach a large and diverse group of emerging leaders from right across regional South Australia, and provide them with valuable skills relevant for their work in regional industries, businesses, and in community activities," Minister for Primary Industries and Regional Development, Clare Scriven, said.

"Under the management of the RDA network, the popularity of the program in its first two years has been remarkable."

Regional Development South Australia Chair Rob Kerin was proud of how each RDA design their own program to suit the leadership development needs of their regions.

"Regional Development South Australia welcomes the minister's announcement of a two-year extension of the Regional Leadership Development Program," he said.

"It's important that a wide diversity of regional South Australians are given the practical training they need to effectively lead businesses, industries, and community organisations into the future."

"I'm sure that as the program develops, (the RDAs) will learn from each other's experiences and adapt their own course offerings accordingly."

The Southern Argus | 15 FEB 2024

Transport upgrades

EMMA HEIDENREICH

THE City of Victor Harbor has committed to lobby the State Government for local road upgrades as part of its draft Investment Attraction Strategy, which is due in the coming months.

Wider community consultation for the strategy conducted in June 2023 is still being collated but so far, the theme reflected through this and other consultation shows a clear desire from the community for improved public transport and road infrastructure.

"Transport has been a recurring theme in many of our consultations/research over the years," a council spokesperson said.

"It was highlighted as a suggested improvement area in our Community Satisfaction Survey, and was a topic of discussion during the development of our Community Plan 2030."

The council will also draw on findings from a transport study conducted by Regional Development Australia in 2019, which found key inadequacies of public transport in the region related to:

- Inadequate frequency of service
- Poor network coverage
- Over-subscribed Park n Ride facilities
- Fare inequities between metro and regional fares
- Poor integration between service providers
- Poor public transport information
- Poor bus stop amenity and access

The strategy, a collaborative project con-

ducted between council, Business Victor Harbor and other key stakeholders addresses sustainable growth in Victor Harbor - where the local employment base is relatively small and the population is aging.

While Victor Harbor is and will continue to be home to a large retirement community, the strategy identifies opportunities to grow and attract successful businesses that employ locals and attract new working-age residents to the region.

While the strategy is not a legislated requirement, the council spokesperson said council are conducting consultation to better understand what the community would like in the region.

"It's important for the future of our region and builds upon our work in the economic development space," the spokesperson said.

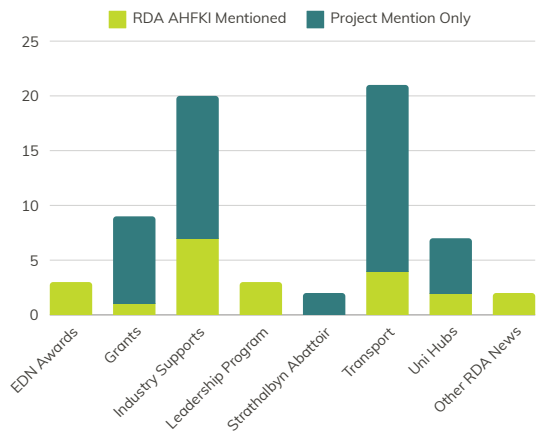
The strategy will play an essential part in identifying likely investment, targets, impediments and pathways for business and workforce attraction to grow the Victor Harbor's employment base and further economic opportunities.

Council is expected to endorse a final Investment Attraction Strategy in the coming months, with its implementation period set at 2023-2028.

Hydrobrough resident, Carol Stoddart said the growing population in the region, as well as high tourist flow in peak season, warrants an overhaul of the Fleurieu public transport system.



The Victor Harbor Times | 29 AUG 2023



+7%



+18%



+12%

AUDIENCE GROWTH

RDA PROJECTS

HEALTH & CARE CAREERS TOUR AND INDUSTRY EXPO

Regional Development Australia Adelaide Hills, Fleurieu & Kangaroo Island once again led a successful StudyAdelaide tour of the Southern Fleurieu, bringing international students and graduates together with local employers.

This event was made possible through collaboration with the City of Victor Harbor, District Council of Yankalilla, Alexandrina Council, Workforce Australia's Local Jobs Program, and the many local businesses who participated in the day.

FINDING SOLUTIONS TO REGIONAL WORKFORCE SHORTAGES

The RDA AHFKI team was excited to again be working with StudyAdelaide to facilitate the connection between prospective newcomers to the region and local employers.

This year's StudyAdelaide tour aimed to connect work-ready graduates with prospective employers in the health care, allied health, and aged care sectors in our region. By fostering these connections between qualified graduates and employers, we endeavour to address the significant shortage of professionals in these fields, driven by South Australia's rapidly growing and ageing population.

SHOWCASING THE FLEURIEU

The day was designed to highlight both career and lifestyle opportunities in the Fleurieu Peninsula, making it an attractive and viable alternative to living and working in the city.

Students kicked off the day at Signal Point, Goolwa, where they were welcomed by Alexandrina Council Mayor, Keith Parkes. This was followed by a trip aboard the Cockle Train to Victor Harbor, giving students an opportunity to enjoy the scenic coastline while keeping watch for whales! Upon arrival, students made their way to the Granite Island causeway, where City of Victor Harbor Deputy Mayor, David Kemp, outlined the benefits of living and working in the region.

ENGAGING WITH EMPLOYERS

Following a brief stop, students then boarded a bus for site visits to Victor Harbor Hospital and Resthaven, Port Elliot, where they had a chance to explore career options relevant to their skills and career aspirations, and gain first-hand insights into the region's healthcare landscape.

The groups then reconvened at the Victor Harbor Convention Centre where District Council of Yankalilla Mayor, Darryl Houston, addressed the room, expressing the importance of work life balance and the ease of achieving this in the region.

The Industry Expo then kicked off, giving local employers the chance to engage directly with students and graduates. The room buzzed with conversation as employers and students discussed potential employment placements, with a number of employers keen to follow up with students they had spoken with.

Held on Wednesday, 03 July 2024, the event was StudyAdelaide's largest to date!

41 students and 19 employers registered to partake in the Health & Care Careers Tour and Industry Expo.



“ Attending site visits and meeting with organisations in the region gives students insights into the potential career pathways in the Fleurieu Peninsula as well as incredible networking opportunities. ”

JANE JOHNSTON

STUDYADELAIDE
CHIEF EXECUTIVE

IMAGES

TOP: Signal Point, Goolwa

CENTRE: Tour of Victor Harbor Hospital

RIGHT: Industry Expo in full swing



CONNECTING KANGAROO ISLAND WITH THE WORLD

The Kangaroo Island fibre-optic cable project, being delivered by SA Power Networks, is an important initiative that aims to improve the island's internet connectivity, speed, reliability, and data capacity, to meet the evolving technological needs of the island.

It will ensure Kangaroo Island remains well-prepared for future advancements in technology, while promoting digital inclusivity and equity, so all members of the community have equal access to the benefits of the digital age.

In 2020, the Business SA Regional Voice report highlighted telecommunications coverage and digital infrastructure were among the top issues affecting business on Kangaroo Island. At the time of the survey, Kangaroo Island had the lowest rate of NBN connection in regional SA, with only 41% of businesses connected. And those businesses who were connected had the lowest satisfaction rates of any region, with only 11% of businesses satisfied with their connection.

The existing connection from Kangaroo Island to the mainland uses micro-wave technology. It has limited capacity and is sensitive to weather conditions, resulting in poor speeds, and unreliable service and accessibility.

Increasing digital connectivity, including connecting Kangaroo Island with fibre-optic cable, has been a key priority for the island, included in RDA AHFKI's Strategic Regional Plan.

Over the past few years RDA AHFKI has worked with a range of stakeholders, such as SA Power Networks, on the implementation of a fibre-optic cable connection to KI, including working on funding submissions to the Regional Connectivity Program.

SA Power Networks announced in December 2023 it will invest \$7 million to install a new fibre-optic cable from their Hackham West (Adelaide) substation to the existing 15km sub-marine cable at Cape Jervis on the southern Fleurieu Peninsula; and from Cuttlefish Bay to Kingscote on the island.

More reliable, high speed internet access will help Kangaroo Island residents in many different ways:

- Businesses will be able to compete globally, enhance productivity, and boost revenues.
- Farmers can embrace cutting-edge agricultural technology for better data collection, monitoring, diagnostics, and decision-making.
- School students will enjoy consistent internet speeds at home, mirroring the experience they have at school.
- Distance education students will have improved access to remote learning, facilitating skill upgrades and career changes.
- Workers will gain greater flexibility in remote work arrangements.
- Mobile phone providers will have the opportunity to expand service coverage and introduce new technologies like 5G, benefiting residents and businesses alike.

According to SA Power Networks Head of Corporate Affairs, Paul Roberts, the fibre-optic project is scheduled for completion in 2024.

DID YOU KNOW?

An undersea telegraph cable was laid from Normanville to Kingscote in 1875!

The current subsea power cable was laid between Fishery Beach on the mainland and Cuttlefish Bay on KI in 2018. A fibre-optic cable was included in the cable with the foresight for potential future use.



15 kilometre fibre optic

THE western Fleurieu and Kangaroo Island is set to benefit from the construction of a new 15-kilometre-long fibre optic cable connection.

The \$7 million cable will improve the management of electricity supply to the region, as well as internet connection and speed to households and businesses.

Following years of stakeholder forums and regional development engagement, SA Power Networks said the decision to install the fibre optic cable, made use of the existing 33,000 Volt power undersea cable installed in 2018, that connects Kangaroo Island with Cape Jervis and the southern Fleurieu Peninsula.

The installation will also offer further capacity to telecommunications businesses both on Kangaroo Island and the western Fleurieu.

SA Power Networks Head of Corporate Affairs, Paul Roberts, said installation of the fibre optic cable, which will connect the electricity distributor's network operations centre to Kingscote substation, was underway.

"This will be completed by July 2024," Mr Roberts said.

It is estimated that the cable will improve SA Power Networks' ability to monitor and manage supply in the western Fleurieu and on Kangaroo Island for tens of thousands of customers.

Mark Avoice and Luke Berry, linesmen, hard at work in Mount Compass. 379323

Picture: EMMA HEIDENREICH



Businesses will get the full benefit

BUSINESSES across Kangaroo Island will be the biggest beneficiaries from the connection of the new 150-kilometre-long fibre optic cable, according to the Business SA 2020 Regional Voice report.

The report highlighted the need for greater telecommunications coverage, with numerous stakeholders on a fibre optic cable connection on the Island identifying coverage and digital infrastructure as among the top issues reportedly affecting their capacity to serve customers and grow their business.

A spokesperson for the RDA said at the time of the survey, the Island had the lowest rate of NBN connection with only 41 per cent of businesses connected.

"The report showed that businesses who were connected had the lowest satisfaction rates of any region with only 11 per cent of businesses satisfied with their connection," the spokesperson said.

"This important project will increase the

capacity, speed and reliability of the islands internet connection."

"The increased bandwidth that will come with the fibre optic connection is critical to future-proof the island by accommodating future advancements in technology and is important for digital inclusion and equity."

Over the last few years, funding submissions to the Regional Connectivity Program has resulted in several public infrastructure priorities for Regional Development Australia (RDA).

On the Island, these upgrades are especially important given the fact that the existing connection to the mainland uses microwave technology, is capacity-limited and sensitive to weather conditions.

The upgrade is the first on the Island to take place since 2018, when the current subsea power cable was laid between Fishery Beach on the mainland and Cuttlefish Bay on KI.



Workers installing the undersea cable. 381299

Picture: SUPPLIED

The Islander | 04 JAN 2024

PLACE BASED CAPITAL

In local regions, people and organisations across government, business, industry, and the community are eager to drive positive change to do this, they require access to funding and capital that is readily available, flexible, and supportive of local aspirations, opportunities, needs and challenges.

In addition to capital, these stakeholders want greater control and influence over local investment, development, and broader economic activity. Their aim is to create opportunities for the whole community to co-invest and share in the risks and rewards of local growth and development.

While existing capital and financial system service many areas, there are still gaps and challenges that exist with these options. The ultimate goal is to ensure the control and benefits of these activities return to local people and organisations, helping to build stronger, more vibrant communities.

EMPOWERING COMMUNITIES WITH PLACE BASED CAPITAL

Place based capital refers to investment strategies that prioritise the empowerment, ownership, wealth, equality, regeneration and wellbeing of all local people and places. By aligning to “places” (such as communities, neighbourhoods, local government areas, towns or regions), place based capital respects the unique visions, opportunities, and challenges of the people and places it serves, ensuring that investments are relevant and beneficial.

The long-term objectives of the Place Based Capital Program focus on developing both place-based capital and the supporting systems and structures required to sustain it. This includes creating local frameworks that foster collaboration and mutualisation among communities across Australia, enabling economies of scale and access to larger capital resources.

Realising place based capital involves developing local financial systems and structures that focus on transformative opportunities for regions and communities throughout Australia. This strategy encourages locally led and inclusive development, ensuring that investments benefit the region and its residents. It is the opposite of extractive capital that concentrates wealth, limits ownership, and exploits local assets, hindering community needs and stifling local agency, investment, innovation, and resilience.

There are several existing examples of place based capital in the AHFKI region including cooperatives and community banking. To further advance place-based capital outcomes in the region, RDA AHFKI and its Local Government Area (LGA) partners are undertaking several initiatives, such as:

- Updating an existing Investment Attraction Guide to include place based capital options.
- Expanding RDA AHFKI’s award-winning Hills & Coast Business Grant. In this financial year, regional corporate partners doubled our funding pool to more than \$80,000.
- Developing a Regional Investment portal, set to launch in 2024/25.

The ultimate goal for the RDA AHFKI region is a “local impact fund” which collates local funding for local investment, reinforcing the commitment to community-driven growth and development.

COMMUNITY WEALTH BUILDING AIMS TO

ECONOMICALLY EMPOWER LOCAL PEOPLE & PLACES



SOURCE: Adapted from the Ethical Fields Community Wealth Building Course

LOCAL IMPACT FUND MODEL

ALIGNED LOCAL & REGIONAL CAPITAL

LOCAL AND REGIONAL STRATEGIC VISION & IMPACT



FINANCIALS

Regional Development Australia Adelaide Hills,
Fleurieu, Kangaroo Island Inc. ABN 89 816 693 886

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2024

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COMMITTEE'S REPORT

Your committee members submit the financial accounts of the Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island for the financial year ended 30 June 2024.

Committee Members

The names of committee members at the date of this report are:

James Sexton
Victoria MacKirdy
Luke Gray
Peter Buick
Stephanie Wurst
Arabella Branson
Nigel Morris
Tom Cosentino
Brett Miller

Principal Activities

The principal activities of the Incorporated Body during the financial year were to assist in securing a strong and sustainable economic, social and environmental future for the region by:

- Economic Development
- Community Engagement
- Regional Planning
- Whole Government Approach
- Government Programs

Significant Changes

No significant change in the nature of these activities occurred during the period.

Operating Result

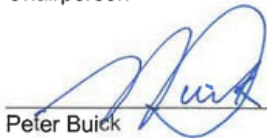
The loss from ordinary activities amounted to

For the year ended 30 June 2024	\$	70,246	(2023: (\$115,397))
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Signed in accordance with a resolution of the Members of the Committee on



James Sexton
Chairperson



Peter Buick
Treasurer

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.
Statement by Members of the Committee
For the year ended 30 June 2024

In the opinion of the Committee the Statement of Financial Position, Statement of Financial Performance, Statement of Cash Flows and Notes to the Financial Statements:

1. Presents fairly the financial position of Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc as at 30 June 2024 and its performance for the year ended 30 June 2024 in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.

2. At the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

3. In accordance with Section 35(5) of the Associations Incorporation Act 1985 (SA), the committee of Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island hereby states that during the financial year ended 30 June 2024;

- a) i) no officer of the Association;
- ii) no firm of which an officer is a member; and
- iii) no body corporate in which an officer has a substantial financial interest, has received or become entitled to receive a benefit as a result of a contract between officer, firm or body corporate and the Association (other than as disclosed in the financial statements)

- b) No officer of the Association has received directly or indirectly from the Association any payment or other benefit of pecuniary value (other than as disclosed in the financial statements).

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



Chairperson



Treasurer

INCOME STATEMENT

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.

ABN 89 816 693 886

Income Statement

For the year ended 30 June 2024

	Note	2024 \$	2023 \$
Income			
Core grant revenue	2	562,374	522,573
Project revenue	3	777,670	877,436
Other revenue	4	4,130	(33,411)
Expenditure			
Employee benefits	5	(302,246)	(398,118)
Depreciation and amortisation expenses	6	(14,264)	(19,612)
Supplies & services	7	(148,383)	(160,776)
Project Expenses	8	(777,670)	(877,435)
Board & committee expenses	9	(30,845)	(37,300)
Net (Loss)/profit on disposal property, plant & equipment	10	(520)	10,706
Surplus/(Deficit) for the year		70,246	(115,937)
Net Surplus/(Deficit) attributable to members of the association		70,246	(115,937)

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.
Statement of Comprehensive Income
For the year ended 30 June 2024

	Note	2024 \$	2023 \$
Surplus/(Deficit) for the year		70,246	(115,937)
Other Comprehensive Income		<u> </u>	<u> </u>
Other Comprehensive Income for the year		<u> </u> -	<u> </u> -
Total Comprehensive Income		<u>70,246</u>	<u>(115,937)</u>

STATEMENT OF FINANCIAL POSITION

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.
Statement of Financial Position
As at 30 June 2024

	Note	2024 \$	2023 \$
Current Assets			
Cash assets	11	901,436	366,915
Financial assets/investments	12	243,824	234,664
Receivables	14	141,044	80,738
Total Current Assets		1,286,304	682,317
Non-Current Assets			
Property, plant and equipment	15	38,613	52,741
Total Non-Current Assets		38,613	52,741
Total Assets		1,324,917	735,058
Current Liabilities			
Payables	16	782,779	206,521
Provisions	17	60,936	129,780
Total Current Liabilities		843,715	336,301
Non-Current Liabilities			
Provisions	17	28,031	15,832
Total Non-Current Liabilities		28,031	15,832
Total Liabilities		871,746	352,133
Net Assets		453,171	382,925
Members' Funds			
Retained profits		453,171	382,925
Total Members' Funds		453,171	382,925

STATEMENT OF CHANGES IN EQUITY

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.
Statement of Changes in Equity
For the year ended 30 June 2024

	Note	\$ Retained Earnings	\$ Total
Balance at 30 June 2021		485,835	485,835
Comprehensive Income			
Surplus/Deficit attributable to members		13,027	13,027
Balance at 30 June 2022		498,862	498,862
Comprehensive Income			
Surplus/Deficit attributable to members		(115,937)	(115,937)
Balance at 30 June 2023		382,925	382,925
Comprehensive Income			
Surplus/Deficit attributable to members		70,246	70,246
Balance at 30 June 2024		453,171	453,171

STATEMENT OF CASH FLOWS

Regional Development Australia Adelaide Hills, Fleurieu, Kangaroo Island Inc.
Statement of Cash Flows
For the year ended 30 June 2024

	Note	2024 \$	2023 \$
Cash Flow From Operating Activities			
Receipts from grantors & other sources		1,907,390	1,594,191
Payments to suppliers and employees		(1,372,213)	(1,753,659)
Net cash provided by (used in) operating activities	13	535,177	(159,468)
Cash Flow From Investing Activities			
Payment for:			
Proceeds from the sale of property, plant and equipment		-	30,910
Proceeds from Investments		-	(100,000)
Payments for property, plant and equipment		(656)	(50,346)
Net cash provided by (used in) investing activities		(656)	(119,436)
Cash Flow From Financing Activities			
Payment of lease liabilities		-	-
Net cash provided by (used in) financing activities		-	-
Net increase (decrease) in cash held		534,521	(278,904)
Cash at the beginning of the year		366,915	645,819
Cash at the end of the year	11	901,436	366,915

NOTES TO THE FINANCIAL STATEMENT

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

Note 1: Summary of Significant Accounting Policies **Basis of Preparation**

The financial report is a special purpose financial report for distribution to the members to fulfill the Board's financial reporting requirements under the Association's constitution and the Associations Incorporation Act (SA) 1985. The Board has determined that the Association is not a reporting entity.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting Policies

(a) Income tax

The Association is exempt from paying income tax due to being exempt as a not for profit entity under Division 50 of the Income Tax Assessment Act 1997.

(b) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

i) Plant and equipment

Plant and equipment is measured at cost value less accumulated depreciation. The carrying amount of plant and equipment is reviewed annually to ensure it is not in excess of the recoverable amount from those assets.

The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets deployment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining the recoverable amounts.

Subsequent costs are included in the asset's carrying amount recognised as a separate asset, as appropriate, only when it is probable that the future economic benefits associated with the item will flow to the Association and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

iii) Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets is depreciated on a straight line basis over their useful life to Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The depreciation rates used for each class of depreciable asset are:

Class of Asset	Depreciation Rate %
Plant and equipment	10 - 40%
Motor vehicles	20%

The asset residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains or losses are included in the Profit & Loss.

(iv) Impairment of Assets

At each reporting date, the Association reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

(c) Financial Instruments

The Association holds financial instruments in the form of cash and cash equivalents, trade and other receivables and trade and other payables.

(d) Provisions

Provision is made for the Association's liability for employee entitlements arising from services rendered by employees to the end of the reporting period. Employee entitlements that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with term to maturity that match the expected timing of cash flows.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

The Association's obligations for long-term employee benefits are presented as non-current provisions in the Statement of Financial Position, except where the Association does not have an unconditional right to defer settlement for at least 12 months after the reporting period, in which case the obligations are presented as current provisions.

(e) Cash and Cash Equivalents

Cash and Cash Equivalents includes cash on hand, deposits held at call with banks or financial institutions, other short term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short term borrowings in current liabilities on the balance sheet.

(f) Revenue

Non reciprocal grant revenue from councils and state and federal government is recognised when the Association obtains control of the revenue or when the Association becomes entitled to the revenue.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

Interest revenue is recognised on an accrual basis taking in to account the interest rates applicable to the financial assets.

Revenue has been classified into the following three categories –

- I. Core Grant Revenue – Revenue received from the South Australian State Government, the Commonwealth Government and Local Governments to support the principal activities of the Association.
- II. Project Revenue – Grants received from the South Australian State Government, the Commonwealth Government and Local Governments for specific projects implemented within the region by the association.
- III. Other Revenue – Revenue received from other sources such as interest or miscellaneous grants.

Income is recognised in accordance with the requirements of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities, dependent on whether there is a contract with a customer defined by AASB 15.

To determine whether to recognise revenue, the process below is followed:

1. Identify the contract with a customer
2. Identifying the performance obligations
3. Determining the transaction price
4. Allocating the transaction price to the performance obligations
5. Recognising revenue when/as performance obligations are satisfied.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

The Association recognises contract liabilities for consideration received in respect of unsatisfied performance obligations and reports these amounts as Contract Liabilities in Payables in the statement of financial position.

All revenue is stated net of the amount of goods and services tax (GST).

(g) Expenses

Expenses incurred are recognised on an accrual basis.

Expenses have been classified into the following five categories –

- I. Employee Benefits – Compensation to employees including wages, superannuation and leave accruals.
- II. Depreciation and Amortisation Expenses – Costs of assets written off over their useful life.
- III. Supplies and Services – General running costs and on costs unrelated to specific projects.
- IV. Project Expenses – All costs incurred in implementation of projects funded by Project Revenue.
- V. Board and Committee Expenses – Remuneration to board members.

All expenses are stated net of the amount of goods and services tax (GST).

(h) Goods and Service Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(i) Accounts Payable and Other Payables

Accounts Payable and other payables represent the liabilities outstanding at the end of the reporting period for goods and services received by the Association during the reporting that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of the recognition of the liability.

(j) Events After Balance Date

Adjustments are made to amounts recognised in the financial statements, where an event occurs after 30 June and before the date the financial statements are authorised for issue, where those events provide information about conditions that existed at 30 June.

There were no events that required adjustments.

(k) Economic Dependency

The Association is dependent on Grants Revenue received from the Department of Infrastructure, Transport, Regional Development and Communications (Commonwealth Government), Department of Primary Industries and Regions (State Government) and contributions from local councils to fund the ongoing operations of the Association. Total Grant Revenue received from government agencies in the 30 June 2024 financial year amounted to \$1,340,044 (2022/23: \$1,400,009).

Department of Infrastructure, Transport, Regional Development & Communications funding for Support Regional Economic Development expires 30/06/25.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

Local Government (Adelaide Hills Council, Mount Barker District Council, District Council of Yankalilla, Kangaroo Island Council, Alexandrina Council and City of Victor Harbor) funding for Regional Economic Development is undertaken on an annual subscription basis.

Should the Association not secure funding or a reduced level of funding in future years, it may impact on the ability of the Association to continue operating as a going concern.

(I) New Accounting Standards

Amendments to AASB 101 and AASB 108 Definition of Material The amendments provide a new definition of material that states, “information is material if omitting, misstating or obscuring it could reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements, which provide financial information about a specific reporting entity.” The amendments clarify that materiality will depend on the nature or magnitude of information, either individually or in combination with other information, in the context of the financial statements. A misstatement of information is material if it could reasonably be expected to influence decisions made by the primary users. These amendments had no impact on the financial statements of, nor is there expected to be any future impact to the Association.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

Note 2: Core Grant Revenue	2024	2023
	\$	\$
DITRDLC - Core Funding	265,960	242,940
Total DRARDLG Revenue	265,960	242,940
Councils		
Alexandrina Council	67,824	63,985
City of Victor Harbour	43,238	40,790
District Council Yankalilla	16,472	15,539
Kangaroo Island Council	16,472	15,539
Adelaide Hills Council District	76,348	72,026
Council Mount Barker	76,060	71,754
Total Council Revenue	296,414	279,633
Total Core Grant Revenue	562,374	522,573

Note 3: Project Revenue		
Workforce coordination	-	25,715
Small Business Program	-	33,311
Leadership Program 22-23 Agriculture	79,766	224,805
General Industry Support	34,690	21,165
Manufacturing	85,994	179,270
Tourism	97,686	69,619
Digitisation	70,021	36,979
Digitisation	24,383	44,313
Demographic Change	52,715	36,928
Climate Change	74,107	45,305
Enabling Public Infrastructure	-	160,026
Enabling Public Infrastructure	73,461	
Drought Resilience Leadership Program 23-24	16,882	-
Public Infrastructure	155,779	-
Regional Collective	12,186	-
Total Project Revenue	777,670	877,436

Project revenue relates to specific funding received by the Association from the State and Commonwealth Governments that is required to be spent on specific projects undertaken within the region.

Note 4: Other Revenue		
Interest received Project	15,911	9,924
Expense Recoveries Other	(18,938)	(67,033)
Income	7,157	23,698
Total Other Revenue	4,130	(33,411)

Note 5: Employee Benefits		
Salaries & Wages	269,911	294,427
Employment On-costs	62,858	49,524
Motor Vehicle Allowance	20,719	20,935
Fringe Benefits Tax Staff	5,403	4,874
Benefits Expense	(56,645)	28,358
Total Employee Benefits	302,246	398,118

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

	2024	2023
	\$	\$
Note 6: Depreciation		
Depreciation - Plant	9,853	10,123
Depreciation - Motor Vehicles	4,411	9,489
Total Depreciation Expense	<u>14,264</u>	<u>19,612</u>

Note 7: Supplies and Services		
Advertising, Marketing & Promo	7,879	49
Audit Fees	7,269	6,800
Bank Fees	344	305
Cleaning	3,607	3,286
Consultancy Fees	7,851	785
Information Technology	17,246	18,253
Insurance	8,711	7,156
Legal	2,197	-
Meetings, Seminars & Conference	8,255	24,224
Memberships & Subscriptions	8,969	9,116
Motor Vehicles	7,210	8,507
Office Supplies	4,858	10,033
Postage	556	999
Rent & Rates	38,725	35,749
Sponsorship	-	1,000
Staff & Visitor Amenities	1,624	1,448
Storage	1,058	5,816
Sundry	1,097	1,977
Telephone & Communication	5,342	6,170
Training & Staff Development	761	4,939
Travel & Accommodation	10,704	10,162
Utilities	4,120	4,002
Total Supplies & Services	<u>148,383</u>	<u>160,776</u>

Note 8: Project Expenses		
Workforce coordination	-	25,715
Small Business Program	-	33,311
Leadership Program 22-23	79,766	224,805
Agriculture	34,690	21,165
General Industry Support	85,994	179,270
Manufacturing	97,686	69,619
Tourism	70,021	36,979
Digitisation	24,383	44,313
Demographic Change	52,715	36,928
Climate Change	74,107	45,305
Enabling Public Infrastructure	-	160,026
Drought Resilience	73,461	-
Leadership Program 23-24	16,882	-
Public Infrastructure	155,779	-
Regional Collective	12,186	-
Total Project Expenditure	<u>777,670</u>	<u>877,435</u>

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

	2024	2023
	\$	\$
Note 9: Board and Committee Expenses		
Board Position Advertising	-	2,943
Directors & Meeting Expenses	3,414	2,014
Sitting Fees	18,200	18,400
Travel & Conferences	9,231	10,093
Training & Development	-	3,850
Total Board and Committee Expenses	<u>30,845</u>	<u>37,300</u>

Note 10: Net Loss(profit) on disposal of property, plant & equipment

Proceeds on sale of Property*	-	10,706
Less: Written Down Value and Costs of Property	(520)	-
Total Capital Loss on sale Property	<u>(520)</u>	<u>10,706</u>

Total Net Loss on disposal property, plant & equipment

<u>(520)</u>	<u>10,706</u>
---------------------	----------------------

Note 11: Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash includes cash on hand and in banks, net of outstanding bank overdrafts.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Bank Cheque Account	235,928	61,273
Express Saver Account	666,591	310,841
Credit cards	(1,083)	(5,199)
Total Cash and Cash Equivalents	<u>901,436</u>	<u>366,915</u>

Interest rate risk

Cash on hand is non-interest bearing. Cash at bank earns a floating interest rate. The carrying amount of cash and cash equivalents represents fair value.

Note 12: Financial Assets/Investments

Term Deposit Account Total Financial Assets/Investments	<u>243,824</u>	<u>234,664</u>
	<u>243,824</u>	<u>234,664</u>

Note 13: Reconciliation Of Net Cash Provided By/Used In Operating Activities To Net Profit

Operating profit (loss) after tax	70,246	(115,937)
Depreciation	14,264	19,612
Net Loss on disposal of Property Plant & Equipment	520	(10,706)
Interest directly from Investments	(9,160)	(4,209)
Changes in assets and liabilities:		
(Increase) decrease in trade debtors	(60,306)	68,772
Increase (decrease) in trade creditors and accruals	576,258	(145,357)
Increase (decrease) in provisions	(56,645)	28,357
Net cash used by operating activities	<u>535,177</u>	<u>(159,468)</u>

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

	2024	2023
	\$	\$
Note 14: Receivables		
Trade debtors Prepayments	136,613	76,908
Total Debtors	4,431	3,830
	141,044	80,738

Interest rate and credit risk

Receivables are raised for all goods and services provided for which payment has not been received. Receivables are normally settled within 30 days. Receivables, prepayments and accrued revenues are non-interest bearing.

The carrying amount of receivables approximates net fair value as they are receivable on demand.

Note 15: Property, Plant and Equipment

Plant and equipment:

- At cost	71,006	75,046
- Less: Accumulated depreciation	(63,623)	(63,388)
	7,383	11,658

Motor vehicles:

- At cost	49,262	49,262
- Less: Accumulated depreciation	(18,032)	(8,179)
	31,230	41,083

Total Written Down Value

	38,613	52,741
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Movements in carrying amounts

Movement in the carrying amounts for each class of property plant and during the current financial year.

Movements in carrying amounts	Plant & Equip	Motor Vehicle	Total
Carrying amount at the start of the year	11,658	41,083	52,741
Additions	656	-	656
Disposals	(520)	-	(520)
Depreciation expense	(9,853)	(4,411)	(14,264)
Carrying amount at the end of the year	1,941	36,672	38,613

Impairment

The remaining useful life and depreciation rate of assets held are deemed appropriate to reflect the fair value less cost of disposal of property, plant and equipment. There is therefore no indication of impairment at 30 June 2024.

Note 16: Payables

Trade creditors	2,612	6,569
Accrued Expenses	6,560	7,027
Contract Liability	650,883	172,782
GST Payable	38,338	(8,286)
PAYG Tax Payable	12,654	12,898
Accrued Wages & Superannuation	65,373	8,753
Super Payable	6,359	6,778
Total Payables	782,779	206,521

Interest and Credit Risk

Creditors and accruals are raised for all amounts owed to the Board (billed and un-billed) but unpaid. Sundry creditors are normally settled within 30 days. All payables are non-interest bearing. The carrying amount of payables represents fair value due to the amounts being payable on demand.

Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island
Notes to the Financial Statement
for the year ending 30 June 2024

	2024	2023
	\$	\$
Note 17: Provisions		
Current		
Annual Leave	32,393	59,028
Long Service Leave	28,543	70,752
	<u>60,936</u>	<u>129,780</u>
Non Current		
Long Service Leave	28,031	15,832
	<u>28,031</u>	<u>15,832</u>
	<u>88,967</u>	<u>145,612</u>

There were 6 employees at 30 June 2024.

Provision for Employee Entitlements

A provision has been recognised for employee entitlements relating to annual and long service leave for employees. In

Note 18: Audit Fees

Auditor Expense included in Supplies and Services relate to separate projects as follows;

Core Activities	7,269	6,800
Total Audit Fees	<u>7,269</u>	<u>6,800</u>

Note 19: Contingent Assets and Liabilities

The Association is not aware of any contingent assets or liabilities.



INDEPENDENT AUDITOR'S REPORT

To the members of Regional Development Australia Adelaide Hills, Fleurieu & KI Inc Report on the Audit of the Financial Report

Audit Opinion

We have audited the accompanying financial report of Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island Inc (the Association) which comprises the statement of financial position as at 30 June 2024, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and the statement by Members of the Board.

In our opinion, the accompanying financial report of the Association presents fairly, in all material respects, the financial position of the Association as at 30 June 2024, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the *Association Incorporation Act SA 1985*.

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 Association in accordance with 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 fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and The Committee for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the *Associations Incorporation Act SA 1985* and is appropriate to meet the needs of the members. Management's responsibility also includes 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, the Management are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

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Auditor's Responsibility 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 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.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS



Luke Williams CA, CPA. Registered Company Auditor

Partner

21 / 10 / 2024



An Australian Government Initiative



Regional
Development
Australia



Initiative of
**Government
of South Australia**



Reports of Committees

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 13 NOVEMBER 2024
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 December 2024]

In Attendance

Presiding Member

Geoff Parsons

Members

Ross Bateup

Paul Mickan

Myles Somers

In Attendance

Jess Charlton

Deryn Atkinson

James Booker

Sebastien Paraskevopoulos

Mike O'Donnell

Sarah Kimber

Acting Director Community & Development

Assessment Manager

Team Leader Statutory Planning

Statutory Planner

ICT Support Officer

Minute Secretary

1. Commencement

The meeting commenced at 6:32pm

2. Opening Statement

“Council acknowledges that we meet on the traditional Country of the Peramangk and Kurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land”.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 13 NOVEMBER 2024
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 December 2024]

3. Apologies/Leave of Absence

3.1 Apologies
Leith Mudge

3.2 Leave of Absence
Nil

4. Previous Minutes

4.1 Meeting held 9 October 2024

The minutes were adopted by consensus of all members

(39)

That the minutes of the meeting held on 9 October 2024 be confirmed as an accurate record of the proceedings of that meeting.

5. Presiding Member's Report

Nil

6. Declaration of Interest by Members of Panel

Nil

7. Matters Lying on the Table/Matters Deferred

7.1 Matters Lying on the Table
Nil

7.2 Matters Deferred
Nil

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 13 NOVEMBER 2024
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 December 2024]

- 8. Development Assessment Applications – Planning, Development and Infrastructure Act**
- 8.1 Development Application 24027220 by Demetrios Diamanti for a Variation to Development Authorisation 21027228 - addition of two (2) balconies to building for tourist accommodation and studio workshop at 31 Crescent Drive, Norton Summit**
- 8.1.1 Representations**
N/A
- 8.1.2 Decision of Panel**

The following was adopted by consensus of all members (40)

The Council Assessment Panel resolved that:

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and**
- 2) Development Application Number 24027220 Demetrios Diamanti for a Variation to Development Authorisation 21027228 - addition of two (2) balconies to building for tourist accommodation and studio workshop at 31 Crescent Drive, Norton Summit is GRANTED Planning Consent subject to the following conditions:**

CONDITIONS

Planning Consent

- 1) The development granted shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.**
- 2) Except where varied by this authorisation, all other conditions, plans and details relating to Development Authorisation 21027228 continue to apply to this amended authorisation.**

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 13 NOVEMBER 2024
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 December 2024]

ADVISORY NOTES

General Notes

- 1) No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.**
- 2) Appeal rights – General rights of review and appeal exist in relation to any assessment, request, direction or act of a relevant authority in relation to the determination of this application, including conditions.**
- 3) This Planning Consent is valid for a period of twenty-four (24) months commencing from the date of the decision, subject to the below or subject to an extension having been granted by the relevant authority. If applicable, Building Consent must be obtained prior to expiration of the Planning Consent.**
- 4) Where an approved development has been substantially commenced within 2 years from the operative date of approval, the approval will then lapse 3 years from the operative date of the approval (unless the development has been substantially or fully completed within those 3 years, in which case the approval will not lapse).**

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 13 NOVEMBER 2024
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 December 2024]

9. **Development Assessment Applications – Development Act**
Nil
10. **Development Assessment Applications – Review of Decisions of Assessment Manager**
Nil
11. **ERD Court Appeals**
Nil
12. **Policy Issues for Advice to Council**
13. **Other Business**
- 13.1 The Presiding Member congratulated Cr Leith Mudge on his reappointment as the Council Member on the CAP and Cr Malcolm Herrmann on his appointment as the Deputy Council Member for the remainder of the Council Term.
14. **Order for Exclusion of the Public from the Meeting to debate Confidential Matters**
Nil
15. **Confidential Item**
Nil
16. **Next Meeting**
The next ordinary Council Assessment Panel meeting will be held on Wednesday 11 December 2024 and a Special CAP Meeting will be held on Wednesday 4 December 2024.
17. **Close meeting**
The meeting closed at 6:43pm.

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

In Attendance

Members:

Cr Malcolm Herrmann	Presiding Member
Sarah Beesley	Independent Member
David Moffatt	Independent Member
Pamela Lee	Independent Member
Cr Melanie Selwood	Council Member

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Gary Lewis	Director Corporate Services
Bruce Smith	Manager Financial Services
Zoe Gill	Executive Governance Officer
Lauren Jak	Audit, Risk and Insurance Officer
Skye Ludzay	Minute Secretary

1. COMMENCEMENT

The meeting commenced at 6.00pm.

1.1. Acknowledgement of Country

Council acknowledges that we meet on the traditional Country of the Peramangk and Kurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land.

2. APOLOGIES/LEAVE OF ABSENCE

2.1. Apology

Nil

2.2. Leave of Absence

Nil

2.3. Absent

Nil

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1. Audit Committee Meeting – 21 October 2024

Moved Cr Melanie Selwood
S/- Pamela Lee

AC46/24

That the minutes of the Audit Committee meeting held on 21 October 2024 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

4. PRESIDING MEMBER'S OPENING REMARKS

1. Members received a confidential update at a briefing session on the Ashton Landfill. A report is expected to come to council for a decision before Christmas
2. A request for a discretionary rate rebate for the Stirling Hospital circa \$20k was not approved by Council
3. Council approved the Audit Committee's recommendation to approve the Annual Financial statements.
4. Council adopted the Strategic Plan 2024
5. Council approved the Representation Review Report for public consultation. The major change proposed is to increase the number of Wards from two to three, but with the same number of elected members equally distributed across the Wards.

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) 8.3, 8.5, 8.7, 8.8, 8.10 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. 2024 Action Report and Work Plan Update

Moved Cr Melanie Selwood
S/- Sarah Beesley

AC47/24

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

1. To receive and note the 2024 Action Report and Work Plan Update Report (item 7.1, 18 November 2024 Audit Committee meeting).
2. To note the 2024 Action Report, November 2024.
3. To adopt the 2024 Work Plan and Reporting Schedule in Appendix 2 (item 7.1, 18 November 2024 Audit Committee meeting).
4. To adopt the Draft Audit Committee Work Plan 2025 in Appendix 3 (item 7.1, 18 November 2024 Audit Committee meeting).

Carried Unanimously

8. OFFICER REPORTS – DECISION ITEMS

8.1. Presiding Members Report

Moved Pamela Lee
S/- Sarah Beesley

AC48/24

The Audit Committee resolves to receive and note the Presiding Members report (item 8.1, 18 November 2024 Audit Committee meeting) and a copy be included in the Audit Committee meeting minutes.

Carried Unanimously

8.2. Audit Committee Self-Assessment

Moved Sarah Beesley
S/- David Moffatt

AC49/24

The Audit Committee resolves to receive and note the Audit Committee Self-Assessment report (item 8.2, 18 November 2024 Audit Committee meeting).

Carried Unanimously

8.3. Audit Committee Terms of Reference

6:23pm CEO Greg Georgopoulos arrived at the meeting.

Moved Pamela Lee
S/- Sarah Beesley

AC50/24

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

The Audit Committee resolves:

1. To receive and note the report titled Audit Committee Terms of Reference Review (Item 8.3, 18 November 2024 Audit Committee meeting)
2. To recommend the draft Audit and Risk Committee Terms of Reference, excluding clauses 4, 5, 7, 8 and 9 at Appendix 1 (Item 8.3, 18 November 2024 Audit Committee meeting) to Council for adoption, with the addition of the words “as required” at the end of 14.2.
3. To refer clauses 4, 5, 7, 8 and 9 of the draft Audit and Risk Committee Terms of Reference at Appendix 1 (Item 8.3, 18 November 2024 Audit Committee meeting) to Council for consideration, noting Audit Committee does not make recommendations on these clauses due to conflicts of interests of the members.

Carried Unanimously

8.4. 2025 Audit Committee Meeting Dates

Moved Cr Melanie Selwood
S/- David Moffatt

AC51/24

The Audit Committee resolves:

1. That the report on 2025 Audit Committee Meeting Dates be received and noted.
2. To approve the Audit Committee meeting schedule, timings, and locations for 2025 as follows:

Commencement	6.00pm
Meeting Dates and Locations	17th February 2025, 63 Mt Barker Road, Stirling
	14th April 2025, 63 Mt Barker Road, Stirling
	19th May 2025, 63 Mt Barker Road, Stirling
	18th August 2025, 63 Mt Barker Road, Stirling
	20th October 2025, 63 Mt Barker Road, Stirling
	17th November 2025, 63 Mt Barker Road, Stirling

Presiding Member _____ 17 February 2025

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

Carried Unanimously

8.5. Climate Change Adaption Governance and Risk Report

Moved Cr Melanie Selwood

S/- David Moffatt

AC52/24

The Audit Committee resolves:

- 1. That the report on Climate Change Adaptation Governance and Risk Update be received and noted.**
- 2. To refer the Climate Change Adaptation Governance and Risk Report to Council for information.**
- 3. To note that the Administration will investigate the LGASA climate risk and governance approach recently developed for incorporation into the Risk Management Framework.**

Carried Unanimously

8.6. Strategic Plan Report 2024

Moved Pamela Lee

S/- Sarah Beesley

AC53/24

The Audit Committee resolves that the report on Strategic Plan 2024 be received and noted.

Carried Unanimously

8.7. Draft Annual Report 2023-24

Moved Sarah Beesley

S/- Pamela Lee

AC54/24

The Audit Committee resolves:

- 1. That the report on the Draft Annual Report 2023-24 be received and noted**

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
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2. To advise Council that the Committee has reviewed the Draft 2023-24 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, to recommend the Annual Report to Council for adoption.

Carried Unanimously

8.8. Quarterly Performance Report – Q1 2024-25

Moved Pamela Lee
S/- David Moffatt

AC55/24

The Audit Committee resolves:

1. That the report on the Quarterly Council Performance Report – Q1 2024-25 be received and noted.
2. To recommend to Council to adopt changes to the Corporate Performance Indicators as follows:
 - a. CPI-B02 (Delivery of Capital Works Program) changed to an annual target of at least 90%, with cumulative quarterly reporting
 - b. CPI-001 (Number of lost time injuries) changed to measure Lost Time Injury Frequency Rate (LTIFR) with a target of less than 13.2
 - c. CPI-O11 (Employee turnover) changed to have two targets – 20% new starter turnover and 15% general turnover, with quarterly reporting that provides a 12 month percentage as at the end of the quarter.

Carried Unanimously

8.9. Finance Strategy and Strategic Considerations for Achieving Financial Sustainability

Moved David Moffatt
S/- Cr Melanie Selwood

AC56/24

The Audit Committee resolves the report on finance strategy and strategic considerations for achieving financial sustainability be received and noted.

Carried Unanimously

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
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8.10. 2024-25 Budget Review 1

Moved Sarah Beesley
S/- Pamela Lee

AC57/24

The Audit Committee resolves:

1. That the report 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 \$0.457m to a deficit of \$1.728m for the 2024-25 financial year.
 - b. Changes to Capital Works increasing capital expenditure by \$2.218 million for the 2024-25 financial year resulting in a revised capital expenditure budget of \$20.548 million.

Carried Unanimously

8.11. Quarterly Risk Management Report

Moved David Moffatt
S/- Cr Melanie Selwood

AC58/24

The Audit Committee resolves that the Quarterly Risk Management Report be received, accepted and noted.

Carried Unanimously

8.12. SafeWork SA – verbal update

The Chief Executive Officer provided a verbal update regarding SafeWorkSA.

8.13. Internal Audit Quarterly Report

Moved Pamela Lee
S/- Sarah Beesley

AC59/24

The Audit Committee resolves to receive and note the Internal Audit Quarterly Report (item 8.14, 18 November 2024, Audit Committee meeting).

Carried Unanimously

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

9. QUESTIONS WITHOUT NOTICE

Cr Malcolm Herrmann asked a question about progress of the Boundary Change inquiry.

10. CONFIDENTIAL ITEMS

10.1. Directorate Risk Profile Presentation – Exclusion of the Public

Moved Cr Melanie Selwood
S/- Pamela Lee

AC60/24

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

- Chief Executive Officer, Greg Georgopoulos
- Director Corporate Services, Gary Lewis
- Manager Financial Services, Bruce Smith
- Executive Governance Officer, Zoë Gill
- Risk, Audit and Insurance, Lauren Jak
- Minute Secretary, Skye Ludzay

be excluded from attendance at the meeting for Agenda Item 10.1: (Directorate Risk Profile Presentation) in confidence.

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

Section 90(3)(e) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item relates to matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.

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

Carried Unanimously

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 18 NOVEMBER 2024
63 MT BARKER ROAD STIRLING**

10.1.1. Directorate Risk Profile Presentation

10.1.2. Directorate Risk Profile Presentation – Duration of Confidentiality

Moved Pamela Lee
S/- Melanie Selwood

A61/24

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 10.1 in confidence under sections 90(2) and 90(3)(e) 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	18 November 2027
Related Attachments	18 November 2027
Minutes	18 November 2027
Other (presentation, documents, or similar)	18 November 2027

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.

Carried Unanimously

11. NEXT MEETING

The next ordinary meeting of the Audit Committee will be held on Monday 17 February 2025 from 6.00pm at 63 Mt Barker Road, Stirling.

12. CLOSE MEETING

The meeting closed at 8:28pm.

**ADELAIDE HILLS COUNCIL
AUDIT COMMITTEE MEETING
Monday 18 November 2024
AGENDA BUSINESS ITEM**

Item: 8.1

Responsible Officer: Cr Malcolm Herrmann

Subject: Presiding Member’s report on the operations of the Audit Committee during 2024

For: Information

**REPORT TO THE ADELAIDE HILLS COUNCIL
ON THE OPERATIONS OF THE AUDIT COMMITTEE DURING 2024**

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 2024 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 2024, 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, around 49 reports and other matters were considered by the Committee over seven 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), audit committee notes that the review of the *Long-Term Financial Plan* (LTFP) was deferred until Council’s new strategic plan is adopted.

Annual Business Planning

In April, the Committee reviewed the draft *2024-25 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 2023-24 second (BR2) and third (BR3) budget reviews and the End of Year Financial Report 2023-24. The Committee reviewed the 2024-25 first (BR1) budget review prior to these reports going to Council.

Financial Statements and Annual Reports

At the August meeting, the Committee received and noted a report on Council's financial management. In particular, it noted the discrepancies between Council's expected surplus and its operating result of a deficit. This discrepancy was largely due to accounting assumptions and reporting in relation to works-in-progress, capitalisation of payroll and depreciation of assets, as well as changes to the timing of the issuing of federal grants. The Committee notes that the auditor-general was advised of the discrepancy and that the auditor-general responded by noting that the "LG Act provides a sound framework for the financial governance of councils".

At the October 2024 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 presented 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 2024 meeting, the Committee considered the draft 2023-24 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 2024 calendar year with the Quarter 2, 3 and 4 2023-24 reports and the Quarter 1 2024-25 report being considered at the February, April, October and November meetings respectively.

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.

Audit Committee reviewed the operation of purchase cards and was satisfied that the internal controls were adequate to prevent misuse.

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.

At the February 2024 and April 2024 Audit Committee meeting, administration indicated they would be reviewing the risk management and audit procedures of Council. This work is ongoing and expected to form a focus of the audit committee in the next year.

At its August meeting, the Committee received a report on the placement of Council's insurance portfolio. The Committee noted that increased costs have been impacted by the increase in declared estimated wages and the detailed reporting of current assets, 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 2024, the Committee has not been required to review any policies. It is noted that with the development of the corporate policy framework, it is likely that audit committee will be asked to review these policies in the coming year.

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 limited staff members in the Governance & Performance Team. It is noted that with staff onboarding completed in the Governance & Performance team in October 2024, the internal audit program is expected to resume in 2025.

The agreed actions from previous internal audits captured within the Committee's Audit Actions Implementation Register, continue to be reported to the Committee to ensure that appropriate actions are being undertaken. Further work is being undertaken to correctly record and report on actions from all internal audits conducted across the organisation.

External Audit

At its April meeting, the Audit Committee received the *Annual Audit Plan 2023-24* from its recently appointed external auditor, BDO.

At the August meeting, the Committee considered the communication received from BDO regarding its interim visit relating to the 2023-24 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 Committee noted the certification of Auditor Independence at the October meeting.

In their audit of the Council's Annual Financial Statements, the External Auditors (BDO) have issued an unqualified audit opinion in the *2023-24 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 2024, 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 *2023-24 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 2023 to 30 June 2024.

Other Matters

In February 2024, a special meeting was held for the Prudential Review Report for the design and construction of the Amy Gillet Bikeway, stage 4 by Council. Recommendations from the report were resolved and presented to Council.

At the October 2023 meeting, the Committee requested additional information about the Local Government Income Protection Fund (LGIPF) specifically analysing the history, scope, costs, use by Council and consideration of alternative arrangements. At the February meeting the committee considered this report and recommend to Council that the report on LGIPF be referred to the CEO for consideration in the negotiations for the Enterprise Development Agreement to commence 1 July 2025

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 effectively in relation to its role and functions under the Committee's Terms of Reference.

At the November meeting, the Committee reviewed the terms of reference to ensure they were in line with the November 2023 reforms. The review also considered the Auditor-General's advice that the "Local Government Association of South Australia's guidance on audit and risk committees encourages councils to appoint an independent member as chair consistent with good practice".

The Committee resolved to recommend to Council significant changes to the committee's terms of reference.

DETAILS OF MEETINGS

During 2023, a total of seven (7) Audit Committee meetings were held being:

- 12 February 2024 – Special Audit Committee
- 19 February 2024
- 15 April 2024
- 20 May 2024
- 19 August 2024
- 14 October 2024
- 18 November 2024

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:

Name	Attendance	Comments
Cr Malcolm Herrmann	7/7	Presiding Member
David Moffatt	7/7	Independent Member
Sarah Beesley	5/7	Independent Member
Pamela Lee	7/7	Independent Member
Cr Melanie Selwood	7/7	Committee Member

Committee Membership is renewed in a manner to provide continuity of knowledge. Current Membership terms are as follows:

Role	Name	From	To
Presiding Member	Cr Malcolm Herrmann	1 December 2023	30 November 2025
Committee Member	Cr Melanie Selwood	1 December 2023	30 November 2025
Independent Member	David Moffatt	1 December 2023	30 November 2027
Independent Member	Sarah Beesley	1 December 2023	30 November 2027
Independent Member	Pamela Lee	1 May 2023	30 April 2027

FUTURE WORK PROGRAM PROPOSAL

The Committee reviewed its work plan for 2025 at its November 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*.

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
18 November 2024

Confidential Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item: 19.1

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the CEO

Subject: Behavioural Standards Complaint

For: Decision

SUMMARY

An elected member made a complaint about another elected member under Council's *Behavioural Management Policy* (the Policy).

This report brings the outcome of this complaint to Council to decide whether to take action under s262C of the *Local Government Act 1999*.

RECOMMENDATION

Council resolves:

Decision 1 (in confidence)

1. To note and receive the report titled "Behavioural Standards Complaint" (item 19.1, 26 November 2024).
2. To note and receive the report titled "*Final Investigation Report: Behavioural Management Framework*" at Appendix 1 (item 12. X, 26 November 2024), which relates to a behavioural complaint regarding an elected member.
3. To take action under s262C of the *Local Government Act 1999* in relation to the behavioural complaint and to determine this action in public.

OR

3. To not take action under s262C of the *Local Government Act 1999* in relation to the behavioural complaint.
4. To nominate the Deputy Mayor to advise the relevant parties to the complaint of the decision.

Decision 2 (out of confidence if option 1 (take action) for part 3 is selected)

1. Any decision of Council

1. BACKGROUND

An elected member made a complaint about another elected member under Council's Behavioural Management Policy (the Policy).

This complaint was (independently) inquired into in accordance with the processes set out in the Policy. In accordance with s4.5.4 of the Policy, a report was prepared summarising the matter and setting out findings, conclusions and recommendations. Procedural fairness was provided to all parties during this process. The report is titled *Final Investigation Report: Behavioural Management Framework* and is provided confidentially at **Appendix 1**.

The report found the elected member who was the subject of the complaint had breached a number of the behavioural standards.

Pursuant to s4.5.4 of the Policy, the relevant parties to the complaint were contacted to test whether they could agree to a path for resolution in relation to the breach of the behavioural standards. The parties failed to reach agreement as to the resolution of the matter. That section of the Policy provides:

Where the finding is that a breach of the behavioural requirements has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter a final report should be presented to Council for determination.

This report provides the final investigation report to Council for consideration.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 24 – Our Place Our Space

Goal 4 Organisation

Objective 02 Operate with integrity using best practice governance processes.

Council's Behavioural Management Policy outlines the process for managing behavioural complaints related to elected members' conduct.

➤ Legal Implications

Chapter 5 Part 4 Division 2 and Chapter 13, Part A1 of the *Local Government Act 1999* (the Act) outline the behavioural standards of elected members and how breaches of the behavioural standards should be addressed.

Under s75E of the Act, the behavioural standards are established by the Minister and are provided at **Appendix 2**.

Under Chapter 13 Part A1 of the Act, Council has established a Behavioural Standards Policy, which outlines how behaviour complaints should be managed.

The complaint was (independently) inquired into in accordance with the processes set out in the Policy. In accordance with s4.5.4 of the Policy, a report was prepared summarising the matter and setting out findings, conclusions and recommendations. Procedural fairness was provided to all parties during this process. The report is titled *Final Investigation Report: Behavioural Management Framework* and is provided confidentially at **Appendix 1**.

The report found the elected member who was the subject of the complaint had breached a number of the behavioural standards.

Pursuant to s4.5.4 of the Policy, the relevant parties to the complaint were contacted to test whether they could agree to a path for resolution in relation to the breach of the behavioural standards. The parties failed to reach agreement as to the resolution of the matter. That section of the Policy provides:

Where the finding is that a breach of the behavioural requirements has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter a final report should be presented to Council for determination.

Council is required to determine whether to take action in relation to the breaches of the behavioural standards. If Council determines to take action, this report must be considered in public at a meeting of Council. (Refer Additional Analysis below). Council's powers to take action in relation to the behavioural matters are set out in s262C of the Act:

262C—Action

- (1) A council may, after inquiring into a complaint under this Division, do 1 or more of the following:
 - (a) pass a censure motion in respect of the member;
 - (b) require the member to issue a public apology (in a manner determined by the council);
 - (c) require the member to undertake a specified course of training or instruction;
 - (d) remove or suspend the member from 1 or more offices held in the member's capacity as a member of the council or by virtue of being a member of the council (other than the office of member of the council).
- (2) If action is taken in respect of a member of a council under this section, a report on the matter must be considered in public at a meeting of the council.
- (3) In the exercise or performance of a power or function under this Division, a council (including any person acting on behalf of, or as a delegate of, the council)—
 - (a) must proceed with as little formality and technicality and with as much expedition as the requirements of this or any other Act and a proper consideration of the matter permit; and
 - (b) is not bound by rules of evidence but may inform itself of any matter in any manner that the council considers appropriate.

The actions listed in subsections 262C(1)(a)—(d) are not the only actions that Council may take after inquiring into and considering a complaint. Council may resolve as it sees fit, provided that any decision is intended to address the behavioural matters identified. For example, decisions already made under different frameworks or in reliance on different powers may also be appropriate to be made under s262C in some circumstances. If determined appropriate, Council should make resolutions to a similar effect under s262C (i.e. determinations against the member). Although this would have the same effect as previous resolutions, it allows more options for enforcement.

For example, the failure by a member to comply with a requirement (ie determination) of the Council made under section 262C(1) constitutes ‘misbehaviour’ for the purposes of section 262E of the Act. An allegation of *misbehaviour* may be escalated to the Behavioural Standards Panel.

Additionally, and for the purposes of considering what action (if any) should be taken, section 262C(1)(d) allows the Council to remove or suspend a member from an office that they hold. The term ‘office’ is broad and can extend beyond membership of a committee under section 41 of the Act. For example, an appointment of the member to an office or position by way of Council policy adoption and/or endorsement.

Section 262C however, does not empower the Council to remove the member from their office of member of the Council, or any legislative role held thereunder (unless the Act provides otherwise).

MinterEllison will attend the council meeting and provide advice as required.

➤ **Risk Management Implications**

Council considering the Final Investigation Report will assist in mitigating the risk of:

Poor behaviour of elected members leading to a loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
High	Medium	Medium

➤ **Financial and Resource Implications**

Not applicable

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

There is a community expectation that Council members comply with the behavioural standards.

➤ **Sustainability Implications**

Not applicable

➤ **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>	MinterEllison
<i>Community:</i>	Not Applicable

➤ **Additional Analysis**

This report has been included in the public agenda report. Appendix 1 has been provided in confidence.

In order for Council to meet its dual obligations to consider any action it intends to take in public (s262C of the Act) and to protect the privacy and reputation of relevant parties, the following process is recommended:

1. Council consider this report and attachments in confidence under s90(3)(a) and (h), of the *Local Government Act 1999*, on the basis that the information to be received, discussed or considered in relation to this Agenda Item is:
 - a. Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
 - b. legal advice;
2. During this confidential consideration, Council determine whether to take action or not in relation to the behavioural complaint.
3. Should Council determine not to take action in relation to the behavioural complaint, it should then determine the duration of confidence for the item.
4. Should Council determine to take action in relation to the behavioural complaint, it should determine the duration of confidence and then debate and determine the appropriate action in public.
5. Council members need to be mindful when debating the appropriate action that the debate focusses on the appropriate action and not on the substance of the complaint. Council members are reminded that the usual laws of defamation apply to the debate.

3. OPTIONS

Council has the following options:

- I. To receive and note the report and determine not to take action in relation to the behavioural complaint; or
- II. To receive and note the report and determine to take action in relation to the behavioural complaint.

4. APPENDICES

- (1) *Final Investigation Report: Behavioural Management Framework*
- (2) Behavioural Standards

1. Behavioural Standards Complaint – Exclusion of the Public

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

- Director Corporate Services, Gary Lewis
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Skye Ludzay
- Susie Inat, Special Counsel, MinterEllison

be excluded from attendance at the meeting for Agenda Item 19.1: (Behavioural Standards Complaint) 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:

1. Section 90(3)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person
2. Section 90(3)(h) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is legal advice

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.

2. Behavioural Standards Complaint – Duration of Confidentiality

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)(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	Nil
Related Attachments	Until further order for Appendix 1 Nil for Appendix 2
Minutes	Nil for identified resolutions (in relation to decision 2) Until further order for the remainder of minutes
Other (presentation, documents, or similar)	Until further order

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.

Appendix 2

Behavioural Standards

LOCAL GOVERNMENT ACT 1999
SECTION 75E OF THE LOCAL GOVERNMENT ACT 1999
Behavioural Standards for Council Members

The Behavioural Standards for Council Members (Behavioural Standards) are established by the Minister for Local Government pursuant to section 75E of the *Local Government Act 1999* (the Act). These Behavioural Standards form part of the conduct management framework for council members under the Act.

Statement of Intent

Upon election, council members in South Australia undertake to faithfully and impartially fulfil the duties of office in the public interest, to the best of their judgment and abilities and in accordance with the Act. Council members are required to act with integrity, serve the overall public interest and provide community leadership and guidance.

The community expects council members to put personal differences aside, to focus on the work of the council and to engage with each other and council employees in a mature and professional manner.

Behavioural Standards

These Behavioural Standards set out minimum standards of behaviour that are expected of all council members in the performance of their official functions and duties. The Behavioural Standards are mandatory rules, with which council members must comply.

Adherence to the Behavioural Standards is essential to upholding the principles of good governance in councils.

Councils may adopt Behavioural Support Policies which, amongst other things, may include additional matters relating to behaviour that must be observed by council members. A breach of these Behavioural Standards or a council's Behavioural Support Policy:

- will be dealt with in accordance with the council's Behavioural Management Policy; and
- may be referred to the Behavioural Standards Panel in accordance with section 262Q of the Act.

Council members must comply with the provisions of these Behavioural Standards in carrying out their functions as public officials. It is the personal responsibility of Council members to ensure that they are familiar with, and comply with, these Standards at all times.

These Behavioural Standards are in addition to, and do not derogate from, other standards of conduct and behaviour that are expected of council members under the Act, or other legislative requirements. Conduct that constitutes, or is likely to constitute, a breach of the integrity provisions contained in the Act, maladministration, or which is criminal in nature, is dealt with through alternative mechanisms.

These Behavioural Standards are designed to ensure council members act in a manner consistent with community expectations and form the basis of behaviour management for council members.

Constructive and effective relationships between council members, council employees and the community are essential to building and maintaining community trust and successful governance in the local government sector.

Council members must:

1. General behaviour

- 1.1 Show commitment and discharge duties conscientiously.
- 1.2 Act in a way that generates community trust and confidence in the Council.
- 1.3 Act in a manner that is consistent with the Council's role as a representative, informed and responsible decision maker, in the interests of its community.
- 1.4 Act in a reasonable, just, respectful and non-discriminatory way.
- 1.5 When making public comments, including comments to the media, on Council decisions and Council matters, show respect for others and clearly indicate their views are personal and are not those of the Council.

2. Responsibilities as a member of Council

- 2.1 Comply with all applicable Council policies, codes, procedures, guidelines and resolutions.
- 2.2 Take all reasonable steps to provide accurate information to the community and the Council.
- 2.3 Take all reasonable steps to ensure that the community and the Council are not knowingly misled.
- 2.4 Take all reasonable and appropriate steps to correct the public record in circumstances where the Member becomes aware that they have unintentionally misled the community or the Council.
- 2.5 Act in a manner consistent with their roles, as defined in section 59 of the Act.
- 2.6 In the case of the Principal Member of a Council, act in a manner consistent with their additional roles, as defined in section 58 of the Act.
- 2.7 Use the processes and resources of Council appropriately and in the public interest.

3. Relationship with fellow Council Members

- 3.1 Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council members.
- 3.2 Not bully other Council members.
- 3.3 Not sexually harass other Council members.

4. Relationship with Council employees

- 4.1 Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council employees.
- 4.2 Not bully Council employees.
- 4.3 Not sexually harass Council employees.

Definitions

For the purposes of these Behavioural Standards, a Council's Behavioural Support Policy (if adopted) and a Council's Behavioural Management Policy, the following definitions apply:

An elected member will be considered to **bully** other Council members or Council employees if:

the Council member either, as an individual Council member or as a member of a group:

- a) repeatedly behaves unreasonably towards another Council member, or employee; and
- b) the behaviour could reasonably be considered to be distressing, victimising, threatening or humiliating.

Note -

If this behaviour adversely affects the health and safety of another council member or council employee, it must be addressed under section 75G of the Act and may be referred to the Behavioural Standards Panel as 'serious misbehaviour' under sections 262E and 262Q of the Act.

An elected member will be considered to *sexually harass* other Council members or Council employees if:

the Council member either, as an individual Council member or as a member of a group:

- a) makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to another Council member, or employee (the person harassed); or
- b) engages in other unwelcome conduct of a sexual nature in relation to the person harassed, in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated that the person harassed would be offended, humiliated, or intimidated.

Note -

If this behaviour adversely affects the health and safety of another council member or council employee, it must be addressed under section 75G of the Act and may be referred to the Behavioural Standards Panel as 'serious misbehaviour' under sections 262E and 262Q of the Act.

Conduct of a sexual nature includes making a statement of a sexual nature to a person, or in the presence of a person, whether the statement is made orally or in writing.

Council employees include volunteers, persons gaining work experience and contractors.

The following behaviour **does not** constitute a breach of these Standards:

- robust debate carried out in a **respectful** manner between Council Members; or
- A reasonable direction given by the Presiding Member at a council meeting, council committee meeting or other council-related meeting (such as a working group or an information or briefing session); or
- A reasonable direction carried out by the Council CEO/responsible person pursuant to section 75G of the Act in relation to the behaviour of a Council Member that poses a risk to the health or safety of a council employee.

Requirement applying to behavioural management policies of councils

Behavioural management policies of councils must provide for a Behavioural Standards Panel contact officer. Councils must appoint a person as the contact officer for matters referred to the Behavioural Standards Panel. The contact officer is responsible for the provision of information to and receipt of notice from the Behavioural Standards Panel.

Commencement

The Behavioural Standards come into operation on the day on which it is published in the Gazette.

Dated: 3 November 2022

HON GEOFF BROCK MP
Minister for Local Government

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.2

Responsible Officer: David Waters
Director Environment and Infrastructure
Environment and Infrastructure

Subject: Amy Gillett Bikeway Pavement and Seal Tender Approval

For: Decision

1. Amy Gillett Bikeway Pavement and Seal Tender Approval – Exclusion of the Public

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, Gary Lewis
- Acting Director Community & Development, Jess Charlton
- Executive Governance officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.2: (Amy Gillett Bikeway Pavement and Seal Tender Approval) 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.

2. Amy Gillett Bikeway Pavement and Seal Tender Approval – Confidential Item

3. Amy Gillett Bikeway Pavement and Seal Tender Approval – Duration of Confidentiality

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 19.2 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 the contracts are signed.
Related Attachments	until the contracts are signed.
Minutes	until the contracts are signed.
Other	until the contracts are signed.

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.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.3

Responsible Officer: David Waters
Director Environment and Infrastructure
Environment and Infrastructure

Subject: Provision of Unsealed Road Materials - Contract

For: Decision

1. Provision of Unsealed Road Materials - Contract – Exclusion of the Public

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, Gary Lewis
- Acting Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.3: (Provision of Unsealed Road Materials - Contract) 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.

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.

2. Provision of Unsealed Road Materials - Contract – Confidential Item

3. Provision of Unsealed Road Materials – Contract – Duration of Confidentiality

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 19.3 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.