



## 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 25 February 2025**

**6.30pm**

**63 Mt Barker Road Stirling**

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

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

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

**Greg Georgopoulos**  
**Chief Executive Officer**



## ORDINARY COUNCIL MEETING

**AGENDA FOR MEETING**  
**Tuesday 25 February 2025**  
**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  
Cr Pauline Gill – 14 February 2025 to 25 February 2025  
Cr Lucy Huxter – 24 February 2025 to 27 February 2025

3.3. Absent

**4. MINUTES OF PREVIOUS MEETINGS**

Council Meeting – 11 February 2025

*That the minutes of the ordinary meeting held on 11 February 2025 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
  - 7.1.1. MON – Policy – Code of Practice for Council Meeting Procedures – Cr Mark Osterstock
- 7.2. Questions Lying on the Table
  - Nil

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

- 8.1. Petitions
  - 8.1.1. Petition to restore safe access to Woorabinda Bushland Reserve from Branch Road.
- 8.2. Deputations
  - 8.2.1. Lenswood and Forest Range Community Association – Mr Steve Smith
- 8.3. Public Forum

**9. PRESENTATIONS (by exception)**

**10. QUESTIONS ON NOTICE**

- 10.1. Progress Updates – Mayor Jan-Claire Wisdom
  - 1. *World Heritage joint project with Adelaide City Council : It has been some ten years since this project commenced. A great deal of work was done on this with other Councils and with AHC as the lead Council. About two years ago a change of direction was initiated and AHC joined with Adelaide City Council to further this project. Our Economic Development Team was the project coordinator on behalf of AHC. That team has now left our organisation. What is the current status of the project?*
  - 2. *Partnership with Green Industries organisation: This was an initiative announced over a year ago to further our environmental objectives. Has anything developed from this and what is the progress to date?*
  - 3. *Economic Development Team initiatives: this team used our disaster response criteria to assist with downturns in our local industry sectors (such as the Pome Fest initiative for the agricultural sector and retail assistance subsequent to the Woolworths Mall fire). Given the Stirling Business Association’s recent request for assistance is there a plan to re-establish the Economic Development Team to continue these kinds of response initiatives?*
  - 4. *Elected Members have had presentations/discussions on the development of ‘Green Tourism’ initiatives. What programmes or initiatives are we progressing either in-house or with other agencies such as Adelaide Hills Tourism?*
  - 5. *The Champions Initiative: About 18 months ago this in-house programme was established to connect Elected Members with selected Directorates and*

*Projects so that these projects could indirectly benefit from community engagement via Councillors. What is the status of this initiative?*

**11. MOTIONS ON NOTICE**

11.1. Textile Recycling – Cr Melanie Selwood

1. *The CEO or his delegate request AHRWMA to consider textile waste streams and opportunities to provide options for residents to recycle textiles, including the provision of a textile recycling collection point at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area;*
2. *That AHRWMA’s response be reported to Council for consideration.*

11.2. Lenswood Main Street Beautification Project – Cr Chris Grant

1. *Council acknowledges the Deputation made to Council by Mr Steve Smith on behalf of the Lenswood and Forest Range Community Association proposing works to improve the amenity, beauty and safety of the Lenswood precinct, the Lenswood Beautification Project, including:*
  - a. *footpath widening and paving in the vicinity of the post office;*
  - b. *passive traffic calming measures to slow traffic and improve safety such as tree planting, hard and soft landscaping, planter boxes and/or signage;*
  - c. *reduction of the speed limit in Lenswood from 60kph to 50kph;*
  - d. *pedestrian access on the north side of Lobethal Road between Lenswood Centennial Park and the Lenswood general store;*
  - e. *construction of a pedestrian crossing point of some sort on Lobethal Road to increase the safety of children crossing the main road;*
  - f. *plantings to beautify the Lenswood main street precinct and screen Lobethal road from unsightly properties;*
  - g. *alter the geometry of the intersection of Lobethal and Swamp Road to better guide and smooth heavy traffic flow and discourage heavy vehicles cutting the corner;*
  - h. *demarcate parking along Lobethal Road to accommodate a school bus stop, car parking and a heavy vehicle stopping point;*
  - i. *provision of a bike lane or widened shoulder on the north side of Lobethal Road between the Post Office and Lenswood Cold Store to separate cyclists from heavy vehicle traffic.*
2. *That the CEO prepare a report (with costings) into the Lenswood beautification project, addressing the usual legislative and DIT requirements.*
3. *That the report be presented at the ABP and LTFP workshop on the 22nd of March 2025 for consideration for inclusion of at least the project design component into the 2025-26 Annual Business Plan.*

**12. ADMINISTRATION REPORTS – DECISION ITEMS**

12.1. Review of Grant Giving Policy and Grant Programs

1. *That the report and Community Grants Review and Response 2025 in Appendix 1 be received and noted.*
  2. *With an effective date of 11 March 2025, to revoke the 27 April 2021 Grant Giving Policy and to adopt the 25 February 2025 Grant Giving Policy as per Appendix 2.*
  3. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 25 February 2025 Grant Giving Policy as per Appendix 2.*
- 12.2. Reconciliation Action Plan
1. *That the Innovate Reconciliation Action Plan report be received and noted.*
  2. *That Council adopt the Innovate Reconciliation Action Plan 2025 - 2026 as contained in Appendix 1*
- 12.3. 22 Wright Road Stirling Licence to Save our Wildlife Foundation Inc
1. *That the report be received and noted.*
- See options section of the report for further potential resolutions*
- 12.4. CFS Review into Bushfire Safer Places and Last Resort Refuges
1. *That the report be received and noted.*
  2. *To adopt AHC's response to the CFS Survey into Bushfire Safer Places and Last Resort Refuges as contained in Appendix 1.*
- 12.5. Road Safety Analysis Lobethal
1. *That the report be received and noted.*
  2. *To consider funding the installation of traffic control and calming devices, at an approximate cost of \$57,000, as indicated in Appendix 2 as part of the 2025-26 Annual Business Plan and Budget development.*
  3. *To consider funding the installation of an emu school crossing at School Road, Lobethal, at an approximate cost of \$42,000, to improve safety within Mill Road vicinity as part of the 2025-26 Annual Business Plan and Budget development.*
- 12.6. Confidential Items Review (deferred decision 3)  
*To receive and note the report titled "Confidential Items Review (deferred decision 3)" (Agenda item 12.6, 25 February 2025 Council Meeting).*
- 12.7. Adelaide Hills Tourism Agreement
- Decision 1:*
1. *To acknowledge the disclosure of interests contained in this report and to authorise the Chief Executive Officer, Mr Greg Georgopoulos, to act in the course of his official duties in relation to Adelaide Hills Tourism.*
- Decision 2:*
2. *That the report be received and noted.*

3. *That the one-year funding agreement, as contained in Appendix 1 including a contribution of \$115,669, with the Adelaide Hills Tourism be approved and that the Chief Executive Officer be authorised to make any minor changes or variations to the Agreement before execution by both parties or during the life of the Agreement.*
  4. *That the Chief Executive Officer be authorised to execute the Agreement on behalf of Council.*
- 12.8. Procurement Policy
1. *That the Procurement Policy update be received and noted.*
  2. *With an effective date of 1 March 2025, to adopt the amendments as presented in the Procurement Policy as per Appendix 1.*
  3. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Policy as per Appendix 1.*
- 12.9. Budget Review 2
1. *That the Budget Review 2 report be received and noted.*
  2. *To note that the Audit Committee considers that the Budget Review 2 has been prepared with appropriate due diligence, legislative compliance and reference to risk management.*
  3. *To note that the Audit Committee has considered and discussed the Budget Review 2 report and acknowledges that the adjustments are expected corrections as a result of previously identified accounting assumptions.*
  4. *To approve the proposed budget adjustments presented in Budget Review 2 which result in:*
    - a. *An increase in the Operating Deficit from \$1.728m to \$3.013m for the 2024-25 financial year due primarily to depreciation, interest expenses and legal fees.*
    - b. *Changes to the Capital Works budget increasing capital expenditure by \$60,000 for the 2024-25 financial year resulting in a revised capital expenditure budget of \$20.648 million.*
    - c. *A net borrowing result of \$34m.*
    - d. *An Operating Surplus/(Deficit) Ratio of (4.9%) compared to the 2024-25 target of 1-5% and BR1 of (2.8%).*
    - e. *A Net Financial Liabilities Ratio of 55% compared to the 2024-25 target of 25-75% and BR1 of 56%.*
    - f. *An Asset Renewal Funding Ratio of 132% compared to the 2024-25 target of 95-105% and BR1 of 133%.*
- 12.10. Review of Policies Referencing the Mayor
1. *To receive and note the report.*
  4. *With an effective date of 4 March 2025, to revoke the Code of Practice for Access to Council Policy and to adopt the revised Code of Practice for Access to Council Policy at Appendix 2.*
  5. *With an effective date of 4 March 2025, to revoke the Complaint Handling Policy and to adopt the revised Complaint Handling Policy at Appendix 3.*

6. *With an effective date of 4 March 2025, to revoke the Council Members Allowance and Support Policy and to adopt the revised Council Member Allowance and Support Policy at Appendix 4.*
7. *With an effective date of 4 March 2025, to revoke the Council Member Training and Development Policy and to adopt the revised Council Member Training and Development Policy at Appendix 5.*
8. *With an effective date of 4 March 2025, to revoke the Council Member Training and Development Approval Form and to adopt the revised Council Member Training and Development Approval Form at Appendix 5.*
9. *With an effective date of 4 March 2025, to revoke the Caretaker Policy and to adopt the revised Caretaker Policy at Appendix 6.*
10. *With an effective date of 4 March 2025, to revoke the Internal Review of Council Decision Policy and to adopt the revised Internal Review of Council Decision Policy at Appendix 7.*
11. *With an effective date of 4 March 2025, to revoke the Internal Audit Policy and to adopt the revised Internal Audit Policy at Appendix 8.*
12. *With an effective date of 4 March 2025, to revoke the Behavioural Management Policy and to adopt the revised Behavioural Management Policy at Appendix 9.*
13. *With an effective date of 4 March 2025, to revoke the Advisory Group Operation Conduct Policy and to adopt the revised Advisory Group Operation Conduct Policy at Appendix 10.*
14. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the above policies.*

**13. ADMINISTRATION REPORTS – INFORMATION ITEMS**

Nil

**14. CORRESPONDENCE FOR NOTING**

- 14.1. Recognition Letter to organisers and community groups who supported Australia Day long weekend celebrations (*NB: 1 letter included as an example, 4 sent total*)

**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  
Nil
- 18.2. Audit Committee - 17 February 2025  
*Item to be considered in the Confidential Items.*
- 18.3. CEO Performance Review Panel  
Nil
- 18.4. Boundary Change Committee  
Nil

**19. CONFIDENTIAL ITEMS**

- 19.1. Audit Committee Confidential Minutes (17 February 2025)
- 19.2. Policy Amendments – Elected Members Access to Legal Advice Policy
- 19.3. Ashton Landfill

**20. NEXT MEETING**

Tuesday 11 March 2025, 6.30pm, 63 Mt Barker Road, Stirling

**21. CLOSE MEETING**



# Council Meetings, Information and Briefing Sessions, CAP and Committee Meetings for 2025

DATE	TYPE	LOCATION	MINUTE TAKER
<b>JANUARY 2025</b>			
Wednesday 15 January	CAP	Stirling	TBA
Tuesday 28 January	Ordinary Council	Stirling	Skye Ludzay
<b>FEBRUARY 2025</b>			
Monday 3 February	Workshop	Woodside	N/A
Tuesday 11 February	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 12 February	CAP	Stirling	TBA
Monday 17 February	Audit Committee	Stirling	Lauren Jak
Tuesday 18 February	Professional Development	Stirling	N/A
Tuesday 25 February	Ordinary Council	Stirling	Skye Ludzay
<b>MARCH 2025</b>			
Monday 3 March	Workshop	Woodside	N/A
Tuesday 11 March	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 12 March	CAP	Stirling	TBA
Tuesday 18 March	Professional Development	Stirling	N/A
Saturday 22 March	Workshop	Stirling	N/A
Tuesday 25 March	Ordinary Council	Stirling	Skye Ludzay
Wednesday 26 March	CEO PRP	Stirling	Zoë Gill
<b>APRIL 2025</b>			
Wednesday 2 April	CEO PRP	Stirling	Zoë Gill
Monday 7 April	Workshop	Woodside	N/A
Tuesday 8 April	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 9 April	CAP	Stirling	TBA
Monday 14 April	Audit Committee	Stirling	Lauren Jak
Tuesday 15 April	Professional Development	Stirling	N/A
Wednesday 16 April	CEO PRP	Stirling	Zoë Gill
Tuesday 22 April	Ordinary Council	Stirling	Skye Ludzay
<b>MAY 2025</b>			
Monday 5 May	Workshop	Woodside	N/A
Tuesday 13 May	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 14 May	CAP	Stirling	TBA
Monday 19 May	Audit Committee	Stirling	Lauren Jak
Tuesday 20 May	Professional Development	Stirling	N/A
Tuesday 27 May	Ordinary Council	Stirling	Skye Ludzay
<b>JUNE 2025</b>			
Monday 2 June	Workshop	Woodside	N/A
Tuesday 10 June	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 11 June	CAP	Stirling	TBA
Tuesday 17 June	Professional Development	Stirling	N/A
Tuesday 24 June	Ordinary Council	Stirling	Skye Ludzay
Wednesday 25 June	CEO PRP	Stirling	Zoë Gill
<b>JULY 2025</b>			
Monday 7 July	Workshop	Woodside	N/A
Tuesday 8 July	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 9 July	CAP	Stirling	TBA
Tuesday 15 July	Professional Development	Stirling	N/A

<b>DATE</b>	<b>TYPE</b>	<b>LOCATION</b>	<b>MINUTE TAKER</b>
Tuesday 22 July	Ordinary Council	Stirling	Skye Ludzay
<b>AUGUST 2025</b>			
Monday 4 August	Workshop	Woodside	N/A
Tuesday 12 August	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 13 August	CAP	Stirling	TBA
Monday 18 August	Audit Committee	Stirling	Lauren Jak
Tuesday 19 August	Professional Development	Stirling	N/A
Tuesday 26 August	Ordinary Council	Stirling	Skye Ludzay
<b>SEPTEMBER 2025</b>			
Monday 1 September	Workshop	Woodside	N/A
Tuesday 9 September	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 10 September	CAP	Stirling	TBA
Tuesday 16 September	Professional Development	Stirling	N/A
Tuesday 23 September	Ordinary Council	Stirling	Skye Ludzay
<b>OCTOBER 2025</b>			
Tuesday 7 October (Public Holiday)	Workshop	Woodside	N/A
Wednesday 8 October	CAP	Stirling	TBA
Tuesday 14 October	Ordinary Council	Stirling	Rebekah Lyons
Monday 20 October	Audit Committee	Stirling	Lauren Jak
Tuesday 21 October	Professional Development	Stirling	N/A
Tuesday 28 October	Ordinary Council	Stirling	Skye Ludzay
<b>NOVEMBER 2025</b>			
Monday 3 November	Workshop	Woodside	N/A
Tuesday 11 November	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 12 November	CAP	Stirling	TBA
Monday 17 November	Audit Committee	Stirling	Lauren Jak
Tuesday 18 November	Professional Development	Stirling	N/A
Tuesday 25 November	Ordinary Council	Stirling	Skye Ludzay
<b>DECEMBER 2025</b>			
Monday 1 December	Workshop	Woodside	N/A
Tuesday 9 December	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 10 December	CAP	Stirling	TBA

*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 2025

6.00 for 6.30pm

*(dates and venues to be confirmed)*

DATE	LOCATION

## Council Member Attendance 2025

### 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
3 Feb 25 (WS)	F	AP	F	F	AP	F	AP	F	F	F	F	AP	F
18 Feb 25 (WS)	P	AP	F	F	F	P	AP	F	LOA	F	F	F	F

## Council Member Attendance 2025

### 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
28 Jan 25	AP	F	AP	AP	F	LOA	F	AP	F	F	F	F	F
11 Feb 25	F	AP	LOA	F	F	F	F	F	AP	F	F	F	LOA

# 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

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

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

## 8.3 PUBLIC FORUM

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

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