



## ORDINARY COUNCIL MEETING

### NOTICE OF MEETING

To: Mayor Jan-Claire Wisdom

Councillor Nathan Daniell
Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Pauline Gill
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor 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 March 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 March 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 Leith Mudge – 5 March 2025 to 7 April 2025  
Mayor Jan-Claire Wisdom – 11 March 2025 to 10 September 2025

3.3. Absent

**4. MINUTES OF PREVIOUS MEETINGS**

Council Meeting – 11 March 2025

*That the minutes of the ordinary meeting held on 11 March 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  
Nil
- 7.2. Questions Lying on the Table  
Nil

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

- 8.1. Petitions  
Nil
- 8.2. Deputations  
Woodforde Residents Association
- 8.3. Public Forum

**9. PRESENTATIONS (by exception)**

Nil

**10. QUESTIONS ON NOTICE**

Nil

**11. MOTIONS ON NOTICE**

- 11.1. Elector Representation Review (Ward Names) – Cr Adrian Cheater
1. *Council notes resolution 96/25 from the 11 March 2025 Council Meeting relating to the Elector representation Review, namely:*

Moved Cr Adrian Cheater  
S/- Cr Kirsty Parkin

96/25

1. That the report be received and noted.
2. That the Elector Representation Review Community Consultation Outcomes Report at Appendix 1 containing 58 valid submissions and 2 petitions is received and noted.
3. The following proposal for the future composition and structure of the Adelaide Hills Council be carried into effect as follows:
  - a) The principal member of Council continues to be a Mayor, elected by the electors for the area.
  - b) The Council elected body comprise a Mayor and twelve councillors.
  - c) The Council area be divided into three wards (as per the structure presented in the Representation Review Report dated November 2024 at Appendix 2).
  - d) The proposed wards be identified as Ward One - Rivers, Ward Two – Central and Ward Three - Ranges, with each Ward being represented by four Councillors.
4. The Chief Executive Officer be authorised to prepare and forward the necessary final report and documents to the Electoral Commissioner, pursuant to the provisions of Section 12 of the *Local Government Act 1999*.

Carried
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2. *Council revokes part 3 of resolution 96/25 and replaces it with the following:*

*The following proposal for the future composition and structure of the Adelaide Hills Council be carried into effect as follows:*

- a) The principal member of Council continues to be a Mayor, elected by the electors for the area.*
- b) The Council elected body comprise a Mayor and twelve councillors.*
- c) The Council area be divided into three wards (as per the structure presented in the Representation Review Report dated November 2024 at Appendix 2).*
- d) The proposed wards be identified as Rivers (for the Ward identified as Ward 1 in the Representation Review Report), Valleys (for the Ward identified as Ward 2 in the Representation Review Report)) and Ranges (for the Ward identified as Ward 3 in the Representation Review Report), with each Ward being represented by four Councillors.*

11.2. Woodforde Infrastructure and Maintenance – Cr Louise Pascale

- 1. Council confirms its commitment to the organic mulching of reserve garden beds, backfilling sand and granite pathways and verge program for residents of Hamilton Hill as per draft residents correspondence of 11 March 2025.*
- 2. That Council review the installation of a new BBQ and shelter installation and connection of tree up lights throughout the lower reserve in Hamilton Hill through stakeholder engagement which includes but not limited to Woodforde Residents Association, residents of Kelso Apartments and Lewis Walk.*
- 3. The CEO prepare a report for Council by Monday 7 April 2025 which details the costs of maintaining Hamilton Hill which includes grounds and infrastructure maintenance (including but not limited to, the installation of a storage shed for garden maintenance equipment, a curved path between McIntyre Crescent and Kintyre Road), management of traffic and parking controls (including but not limited to yellow line marking on Glen Stuart Road outside Womma Oval, extending yellow lines on Kintyre Rd outside Rostrevor primary on the south side near the intersection, extending yellow lines on Heather Ave on the west side from Kintyre Rd), installation of additional car parks in replacement of agreed verges in Hamilton Hill, and Rangers for parking controls, with a commitment to their delivery in 2025/26 Financial Year.*
- 4. The CEO prepare a community and stakeholder consultation plan for Woodforde including but not limited to consulting on ongoing works and maintenance in Hamilton Hill, to be presented to Council by the Ordinary Council meeting of 22 April, 2025.*

5. *The CEO write to Kite Development advocating on behalf of Woodforde Residents Association the removal of the outdoor gym equipment in Hamilton Hill and that Kite Development replace it with a playground that is designed in consultation with the residents of Hamilton Hill and Adelaide Hills Council, to be delivered to Australian Safety Standards.*
- 11.3. Amenity Survey for the Adelaide Hills Council community– Cr Kirsty Parkin
1. *Council develop and distribute an Amenity Survey to seek feedback and input from Adelaide Hills Council community on:
    - a) *Their vision for the look and feel of townships, localities, and suburbs, with a focus on the natural, rural and built environments*
    - b) *improving development outcomes, including retention of trees and preserving streetscapes and farmscapes*
    - c) *ways to enhance character and amenity**
  2. *The Amenity Survey should be designed and conducted to maximise and encourage participation and communicate how the data will be used.*
  3. *That the data collected from the survey be used to inform initiatives to nurture the unique character of the Adelaide Hills Council area, including:
    - a) *Identifying the potential initiation of Code Amendments to the Planning and Design Code*
    - b) *Town and precinct planning projects*
    - c) *Recommendations for new initiatives to enhance the built environment, such as verge and planting guides**
  4. *Council recognise the importance of the feedback and commit to reporting back to the community on the findings of the survey and the actions Council will take as a result.*

## **12. ADMINISTRATION REPORTS – DECISION ITEMS**

- 12.1. Audit Committee Terms of Reference Review
1. *To receive and note the report titled Audit Committee Terms of Reference Review*
  2. *With an effective date of 26 March 2025, to revoke the Audit Committee Terms of Reference dated 14 February 2023 and to adopt the draft Audit Committee Terms of Reference as per Appendix 1.*
  3. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Audit Committee Terms of Reference as per Appendix 1.*
- 12.2. Behavioural Standards Panel Contact Officer
1. *That the report be received and noted.*
  2. *To appoint the CEO and the Executive Governance Officer, or their delegate, as the Behavioural Standards Panel Contact Officer and to amend the Behavioural Management Policy accordingly.*

3. *With an effective date of 26 March 2025, to revoke the current Behavioural Management Policy and to adopt the revised Behavioural Management Policy as per Appendix 1.*
  4. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Behavioural Management Policy.*
- 12.3. Merits of Retaining the Mayor's Opening Remarks as an Agenda item
1. *To receive and note the report.*  
*See options section of the report for further potential resolutions.*

12.4. Acting Deputy Mayor Appointment

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

1. *That the report on the Acting Deputy Mayor Appointment be received and noted.*
2. *To appoint Cr \_\_\_\_\_ to the position of Acting Deputy Mayor to commence 26 March 2025 and conclude on 10 September 2025.*
3. *To note that the Deputy Mayor has a number of roles and functions under Council's policies.*
4. *That, for the avoidance of doubt:*
  - a. *the Acting Mayor, as the substantive Deputy Mayor, retains the roles and functions of the Deputy Mayor under Council's policies unless the Deputy Mayor is unavailable or unable to perform the roles and functions or delegates these roles and functions*
  - b. *the Acting Deputy Mayor only takes on the roles and functions of the Deputy Mayor under Council's policies if the Acting Mayor is unavailable or unable to perform the roles or functions or is delegated these roles and functions.*

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

1. *That the report on the Acting Deputy Mayor Appointment be received and noted.*
2. *To determine that the method of selecting the Acting Deputy Mayor be by an indicative vote to determine the preferred person utilising the process as set out within this report and in accordance with the advice contained within Appendix 1.*
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 Acting Deputy Mayor role and for the meeting to resume once the results of the indicative voting has been declared.*

Decision 3 (required if meeting adjourned)

1. *To appoint Cr \_\_\_\_\_ to the position of Acting Deputy Mayor to commence 26 March 2025 and conclude on 10 September 2025 inclusive.*
2. *To note that the Deputy Mayor has a number of roles and functions under Council's policies.*

3. *That, for the avoidance of doubt:*

- a. *the Acting Mayor, as the substantive Deputy Mayor, retains the roles and functions of the Deputy Mayor under Council's policies unless the Deputy Mayor is unavailable or unable to perform the roles and functions or delegates these roles and functions*
- b. *the Acting Deputy Mayor only takes on the roles and functions of the Deputy Mayor under Council's policies if the Acting Mayor is unavailable or unable to perform the roles or functions or is delegated these roles and functions.*

**13. ADMINISTRATION REPORTS – INFORMATION ITEMS**

13.1. Fabrik Business and Implementation Plan Update

1. *That the report and the Fabrik Business and Implementation Plan Update – March 2025 in Appendix 1 be received and noted.*

**14. CORRESPONDENCE FOR NOTING**

- 14.1. Correspondence from The Hon. Louise Miller-Frost MP regarding freight route
- 14.2. Correspondence to The Hon. Susan Close MP requesting improving availability of water for stock in the Adelaide Hills

**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 – 12 March 2025  
*That the minutes of the CAP meeting held on 12 March 2025 as supplied, be received and noted.*
- 18.2. Audit Committee  
Nil
- 18.3. CEO Performance Review Panel  
Nil
- 18.4. Boundary Change Committee  
Nil

**19. CONFIDENTIAL ITEMS**

Nil

**20. NEXT MEETING**

Tuesday 8 April 2025, 6.30pm, 63 Mt Barker Road, Stirling

**21. CLOSE MEETING**



## Council Meeting & Workshops 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

DATE	TYPE	LOCATION	MINUTE TAKER
Tuesday 15 July	Professional Development	Stirling	N/A
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
3 Mar 25 (WS)	F	F	F	F	F	F	F	AP	AP	F	F	AP	F
11 Mar 25 (WS)	LOA	F	F	F	LOA	A	F	F	AP	AP	P	F	F
18 Mar 25 (WS)	LOA	F	F	F	LOA	F	AP	F	P	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
25 Feb 25	AP	F	F	F	F	F	F	F	LOA	F	F	LOA	F
11 Mar 25	LOA	F	F	F	LOA	F	F	F	AP	AP	F	F	F

# Conflict of Interest Disclosure Form

**CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS**

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

**Meeting Name (please tick one)**

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

**Item No**                      **Item Name:**  
\_\_\_\_\_

(Only one conflict of interest entry per form)

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

**GENERAL**

**MATERIAL**

**GENERAL**

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

**MATERIAL**

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

**The nature of my conflict of interest is as follows:**

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

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

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

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

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

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

## 8. DEPUTATIONS

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

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

## 8.3 PUBLIC FORUM

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

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