

**ADELAIDE HILLS COUNCIL MEETING  
TUESDAY 22 JULY 2014  
AGENDA BUSINESS ITEM**

**Item:** 18.1

**Originating Officer:** Lachlan Miller, Manager Governance & Risk

**Responsible Director:** Tim Piper, Director Corporate Services

**Subject:** Appointment of Independent Members to the Adelaide Hills Business and Tourism Centre Advisory Group

---

**1. Appointment of Independent Members to the Adelaide Hills Business and Tourism Centre Advisory Group – Exclusion of the Public**

Pursuant to Section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, with the exception of appropriate Council staff:

- CEO, Andrew Aitken
- A/Director Strategy & Development, Deryn Atkinson
- Director Corporate Services, Tim Piper
- Director Engineering & Assets, Deb Richardson
- Director Community & Customer Service, David Waters
- Manager Governance & Risk, Lachlan Miller
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.3 (Appointment of Independent Members to the Adelaide Hills Business and Tourism Centre Advisory Group).

The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), because it would disclose the personal details of candidates who have expressed an interest to be on the Adelaide Hills Business and Tourism Centre Advisory Group.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because consideration of the item in a public forum would unreasonably disclose the personal details of candidates who have expressed an interest to be on the Adelaide Hills Business and Tourism Centre Advisory Group.

**2. Appointment of Independent Members to the Adelaide Hills Business and Tourism Centre Advisory Group – Confidential Item**

**SUMMARY**

In accordance with the Adelaide Hills Business and Tourism Centre Advisory Group (AHBTC) Terms of Reference, the group will consist of up to three (3) independent members.

Council resolved in March 2014 to commence the recruitment process for the independent members. Expressions of interest for membership were advertised, these expressions were assessed and a selection process undertaken.

The appointment of independent members is by Council resolution. The term of appointment is to be two years from the date of the resolution.

**RECOMMENDATION**

**That Council resolves:**

- 1. That the report be received and noted**
- 2. That Kim Jordan and Lyn Finch be appointed as the Independent Members of the Adelaide Hills Business and Tourism Centre Advisory Group for a period of two (2) years from the date of resolution.**
- 3. To delegate to the Adelaide Hills Business and Tourism Centre Advisory Group Selection Panel to appoint an Independent Member to the Adelaide Hills Business and Tourism Centre Advisory Group with the appointment to be ratified at the next Council meeting following the appointment.**

---

**3. GOVERNANCE**

➤ **Strategic Management Plan/Council Policy**

Goal 4                      A Recognised Leading Performer

Key Issue 4.1            Leadership

Key Action 4.1.4      Meet legislative, regulatory and good governance responsibilities and obligations

The appointment of this position meets the requirements under the Terms of Reference for the AHBTCAG.

➤ **Legal Implications**

Advisory Groups are not formed under any provisions of the *Local Government Act 1999*, as opposed to (for example) s41 Committees, and therefore there are no direct legal implications arising from the appointment.

➤ **Risk Management Implications**

The appointment of independent members to the AHBTCAG will assist in mitigating the risk that:

*Lack of stakeholder input result in a deficient decisions being made by Council.*

➤ **Financial and Resource Implications**

There are no direct financial implications. Resourcing for the AHBTCAG is incorporated into the 2014/15 budget.

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

There is a high expectation that Council considers the views of stakeholders in its decision making processes. The AHBTCAG provides a vehicle for these views to be raised and advice provided to Council officers.

➤ **Environmental Implications**

Not applicable.

➤ **Community Engagement/Consultation**

The sourcing of the Independent Members was through public advertisement, where individuals registered their interest.

**4. BACKGROUND**

This item has arisen through a previous Council decision of 25 March 2014:

*Moved Cr Jan-Claire Wisdom  
S/- Cr Lynton Vonow*

*Carried Unanimously  
53*

*That Council resolves:*

- 1. To approve the recruitment to the three (3) independent member vacancies of the Adelaide Hills Business & Tourism Centre Advisory Group for a two (2) year period.*
- 2. To appoint Cr Green, Cr Bailey and Cr Vonow to the Selection Panel for the independent member vacancies of the Adelaide Hills Business & Tourism Centre Advisory Group.*

Advertisements inviting expressions of interest were placed in the Advertiser, Eastern Courier and Mt Barker Courier.

**5. ANALYSIS**

The Selection Panel for the AHBTCAG comprised of Crs Linda Green, Ian Bailey and Lynton Vonow.

Two (2) expressions of interest were received for the Independent Member roles.

Kim Jordan has been an Independent Member of the AHBTC Advisory Group for the period 2011-2014 and has made a valuable contribution during that time. In addition, Kim has been active in a broad range of community activities within Lobethal over many years including being a member of the executive of the Lobethal Community Association. Kim possesses a professional background in the employment services and workplace training industries.

Lyn Finch has a professional background in the vocational education & training and retail sectors. Lyn has experience at an executive level in community organisations and is an active member and contributor to the Lobethal community.

The Selection Panel unanimously determined to recommend Kim Jordan and Lyn Finch for appointment as the Independent Members on the Advisory Group.

Further the Selection Panel determined that it would be beneficial to fill the third Independent Member vacancy and is seeking Council's delegation to approach a community member(s) that the Panel believes would make a worthwhile contribution to the Advisory Group, as per the Terms of reference, and to directly appoint one (1) of them as an Independent Member to the AHBTCAG.

## **6. OPTIONS**

1. The Council can elect to support the recommendation:
  - a. for the Independent Member appointments of Kim Jordan and Lyn Finch and/or
  - b. the Panel directly appointing a community member under Council's delegation
2. The Council can elect not to support the recommendation:
  - a. for the Independent Member appointments of Kim Jordan and/or Lyn Finch; and/or
  - b. the Panel directly appointing a community member under Council's delegation This decision would result in either maintaining the number of Independent members at two (2) or advertising again for an Independent Member and further interviews to be undertaken.

**7. Appointment of Community Members to the Adelaide Hills Business and Tourism Centre Advisory Group – Period of Confidentiality**

**That having considered Agenda Item 4.4 (Appointment of Independent Panel Member CEO Performance Review Panel and Sitting Fees) in confidence under section 90(2) and 90 (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7)(b) of that Act, orders that the documents and reports pertaining to this matter be retained in confidence until the appointment have been confirmed with the applicants, but not longer than 6 months.**