



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: Acting Mayor Nathan Daniell

Councillor Ian Bailey
Councillor Kirilee Boyd
Councillor Pauline Gill
Councillor Chris Grant
Councillor Linda Green
Councillor Malcolm Herrmann
Councillor John Kemp
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Andrew Stratford

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 27 October 2020

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.

Andrew Aitken
Chief Executive Officer



ORDINARY COUNCIL MEETING

AGENDA FOR MEETING
Tuesday 27 October 2020
6.30pm
63 Mt Barker Road Stirling

ORDER OF BUSINESS

1. COMMENCEMENT

2. OPENING STATEMENT

“Council acknowledges that we meet on the traditional lands of the Peramangk and Kaurna people and we recognise their connection with the land.

We understand that we do not inherit the land from our ancestors but borrow it from our children 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 Kirsty Parkin (19 October to 2 November 2020) approved 22 September 2020
- Mayor Jan-Claire Wisdom (26 September to 26 October 2020) approved 22 September 2020

Mayor Jan-Claire Wisdom 27 October 2020 to 20 November 2020

3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 22 September 2020

That the minutes of the ordinary meeting held on 22 September 2020 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
- 7.2. Questions Lying on the Table

8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
 - 8.1.1. Opposition to Development Application, 118 Silver Lake Road Mylor
- 8.2. Deputations
 - 8.2.1. Mr John Hill re Park'N'Ride facilities
 - 8.2.2. Ms Penny Haberfeld re Freeway noise
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

- 11.1. Speed Limit Reduction Longwood & Red Hill Roads – Cr Osterstock
 - 1. *receives the residents' request, and*
 - 2. *undertakes a speed limit review on sections of Longwood and Red Hill Roads in response to the submission received from local residents, and*
 - 3. *communicate the outcome of the review and proposed action to Council Members via the Council and Committee Meeting Action Tracker*
- 11.2. South Eastern Freeway Noise – Cr Mudge

That the Mayor write to the Minister for Infrastructure and Transport and Minister for Planning asking the State Government to:

 - 1. *Undertake a comprehensive noise study that includes a noise survey and modelling of the impacts of development and traffic volumes along the South Eastern Freeway (the Freeway), both now and into the future.*
 - 2. *Implement noise mitigation measures along the Freeway corridor to reduce noise to acceptable levels for nearby residents and businesses.*

That copies of the letter be forwarded to the Member for Heysen, Member for Kavel, the State Opposition Leader and the Federal Member for Mayo.

11.3. Memorial Seat for former Cr Bill Gale – Cr Herrmann

That, in conjunction with the Gale family, that Council purchase and install a park seat with a plaque to commemorate the contribution the late ex Cr Bill Gale made to the Adelaide Hills Council and, in particular, to the Woodside area.

12. ADMINISTRATION REPORTS – DECISION ITEMS

12.1. Lew Brickhill Memorial Investigation

- 1. That the report be received and noted.*
- 2. That Council approve a \$5,600 expenditure budget to undertake an engineering design for the restoration and reinstatement of the lookout tower at Lobethal Bushland Park*
- 3. Subject to recommendation two above a quote for restoration and reinstatement works of the lookout tower at Lobethal Bushland Park be obtained.*
- 4. That consideration be given to funding the restoration and reinstatement of the Lobethal Bushland Park lookout tower in the development of the 2021-2022 budget.*

12.2. Disability Access and Inclusion Plan

- 1. That the report be received and noted.*
- 2. To endorse the provisional Adelaide Hills Council Disability Access and Inclusion Plan (DAIP) 2020-2024: A brighter future for all, as contained in Appendix 1, for publication on Council's website and further community consultation.*
- 3. To delegate to the Chief Executive Officer to determine the timings, media and processes around further community consultation while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy*
- 4. That an amended edition of the DAIP incorporating further community and stakeholder feedback on the provisional DAIP (received during further community consultation) be referred back to the Council for consideration and adoption at the Council Meeting scheduled for 27 January 2020.*

12.3. Mylor BMX Consultation Findings

- 1. That the report be received and noted.*
- 2. That Council approve a \$15,000 expenditure budget to undertake remediation of the Aldgate Quarry site.*
- 3. That funds be considered as part of Council's 2021-22 Annual Budget and Business Planning process for the construction of a pump track at Sherry Park in Mylor.*

12.4. General Purpose Financial Statements

1. *That the report be received and noted.*
2. *That, in accordance with Section 127 of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999, Council adopts the General Purpose Financial Statements for the financial year ended 30 June 2020.*
3. *To authorise the Mayor and CEO to sign the General Purpose Financial Statements for the financial year ended 30 June 2020.*

12.5. Draft Road, Footpath and Kerb Asset Management Plan 2020

1. *That the report be received and noted.*
2. *That the Draft Road, Footpath and Kerb Asset Management Plan 2020 as contained in (Appendix 1) be released for community consultation.*
3. *That the CEO be authorised to determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy*

12.6. Nomination of East Waste Audit Committee Independent Member

1. *That the report be received and noted*
2. *That Council nominates Paula Davies and Lachlan Miller to East Waste for consideration as an Independent Member of the East Waste Audit Committee.*

12.7. Resilient Hills and Coasts Sector Agreement

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.*

12.8. Change to Community Land Management Plan 10 – Vehicle Access Control Reserves

1. *That the report be received and note*
2. *That the proposed amendment of Plan 10 of the Community Land Management Plan – Vehicle Access Control Reserves has no impact or no significant impact on the interests of the community and therefore the provisions of section 198(3) of the Local Government Act 1999 requiring community consultation do not apply.*
3. *To amend Plan 10 of the Community Land Management Plan - for Vehicle Access Control Reserves to permit leases or licences to adjoining landowners to occupy a portion of a reserve immediately abutting their property.*
4. *That it be a condition of any lease or licence to an adjoining landowner to occupy a portion of a reserve that vehicle access across the reserve is prohibited and any fence constructed does not include a gate wide enough to cater for a vehicle.*

12.9. Revocation of Community Land – Closed Road R855 Upper Hermitage

- 1. That the report be received and noted*
- 2. To commence a revocation of community land process for the land described as “A” in Road Plan No. 855 (“Closed Road”) including consultation in accordance with Council’s Public Consultation Policy and the Local Government Act 1999 with the intention of selling the Closed Road to the adjoining owners.*
- 3. That a further report be presented to Council at the completion of the consultation.*

12.10. Rescission of Resolution 153/19 - Oakbank Soldiers Memorial Hall

- 1. That the report be received and noted*
- 2. To rescind the resolution made on 24 September 2019 and numbered 153/19.*
- 3. To continue to provide assistance to the Oakbank Soldiers Memorial Hall Inc Committee consistent with support provided by Council to other community owned halls.*

12.11. Strategic Boundary Review

- 1. That the report be received and noted.*
- 2. That the Strategic Boundary Review Report in Appendix 1 be received and noted.*
- 3. To conduct a workshop session in the first quarter of 2021 to further explore the boundary reform options identified in the Strategic Boundary Review Report.*

12.12. Confidential Items Review

Refer to Agenda Item

12.13. Review of Development Application Fee Waiver Policy

- 1. That the report be received and noted*
- 2. With an effective date of 10 November 2020, to revoke the 9 May 2017 Development Application Fee Waiver Policy and to adopt the 27 October 2020 Draft Development Application Fee Waiver Policy as contained in Appendix 1 of this report.*
- 3. That the CEO is permitted to make any formatting, nomenclature or other minor changes to the Policy as per Appendix 1 prior to the effective date.*

12.14. Status Report – Council Resolutions Update

Refer to Agenda Item

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

- 13.1. Waste & Resources Management Strategy 2016 - 2021 Status Report

14. QUESTIONS WITHOUT NOTICE

15. MOTIONS WITHOUT NOTICE

16. REPORTS

- 16.1. Council Member Function or Activity on the Business of Council
- 16.2. Reports of Members/Officers as Council Representatives on External Organisations
- 16.3. CEO Report

17. REPORTS OF COMMITTEES

- 17.1. Council Assessment Panel – 14 October 2020
That the minutes of the CAP meeting held on 14 October 2020 as supplied, be received and noted.
- 17.2. Strategic Planning & Development Policy Committee
Nil
- 17.3. Audit Committee - 19 October 2020
That the minutes of the Audit Committee meeting held on 19 October 2020 as supplied, be received and noted.
- 17.4. CEO Performance Review Panel
Nil

18. CONFIDENTIAL ITEMS

- 18.1. Audit Committee Independent Member Appointment
- 18.2. Appointment of CEO PRP Independent Member
- 18.3. Event Opportunity

19. NEXT MEETING

Tuesday 24 November 2020, 6.30pm, 63 Mt Barker Road, Stirling

20. CLOSE MEETING



Council Meeting/Workshop Venues 2020/21

NOVEMBER 2020			
Tues 10 November	Workshop	Woodside	N/A
Wed 11 November	CAP	TBA	Karen Savage
Mon 16 November	Audit Committee	Stirling	TBA
Tues 17 November	Professional Development	Stirling	N/A
Tues 24 November	Council	Stirling	Pam Williams
Thurs 26 November	CEO PRP	Stirling	TBA
DECEMBER 2020			
Tues 8 December	Workshop	Woodside	N/A
Wed 9 December	CAP	TBA	Karen Savage
Tues 15 December	Council	Stirling	Pam Williams
JANUARY 2021			
Wed 13 January	CAP	TBA	Karen Savage
Wed 27 January **	Council	Stirling	Pam Williams

**** Meeting date moved to Wednesday due to Australia Day Public Holiday**

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

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Councillor:

Date:

Meeting name:

Agenda item no:

1. I have identified a conflict of interest as:

MATERIAL ☐ ACTUAL ☐ PERCEIVED ☐

MATERIAL: Conflict arises when a council member or a nominated person will gain a benefit or suffer a loss (whether directly or indirectly and whether pecuniary or personal) if the matter is decided in a particular manner. If declaring a material conflict of interest, Councillors must declare the conflict and leave the meeting at any time the item is discussed.

ACTUAL: Conflict arises when there is a conflict between a council member's interests (whether direct or indirect, personal or pecuniary) and the public interest, which might lead to decision that, is contrary to the public interest.

PERCEIVED: Conflict arises in relation to a matter to be discussed at a meeting of council, if a council member could reasonably be taken, from the perspective of an impartial, fair-minded person, to have a conflict of interest in the matter – whether or not this is in fact the case.

2. 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)

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

☐ I intend to **leave** the meeting *(mandatory if you intend to declare a Material conflict of interest)*

OR

☐ I intend to **stay** in the meeting **(complete part 4)** *(only applicable if you intend to declare a Perceived (Actual conflict of interest)*

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

(This section must be filled in. Ensure sufficient detail is recorded of the specific circumstances of your interest.)

and that I will receive no benefit or detriment direct or indirect, personal or pecuniary from considering and voting on this matter.

CONFLICTS MUST ALSO BE DECLARED VERBALLY DURING MEETINGS

Governance use only: Member voted FOR/AGAINST the motion.



Ordinary Business Matters

A **material**, **actual** or **perceived** Conflict of Interest does not apply to a matter of ordinary business of the council of a kind prescribed by regulation.

The following ordinary business matters are prescribed under Regulation 8AAA of the Local Government (General) Regulations 2013.

- (a) the preparation, discussion, conduct, consideration or determination of a review under section 12 of the Act
- (b) the preparation, discussion, adoption or revision of a policy relating to allowances and benefits payable to members if the policy relates to allowances and benefits payable equally to each member (rather than allowances and benefits payable to particular members or particular office holders)
- (c) the preparation, discussion, adoption or alteration of a training and development policy under section 80A of the Act
- (d) the preparation, discussion, adoption or amendment of a strategic management plan under section 122 of the Act
- (e) the adoption or revision of an annual business plan
- (f) the adoption or revision of a budget
- (g) the declaration of rates (other than a separate rate) or a charge with the character of a rate, and any preparation or discussion in relation to such a declaration
- (h) a discussion or decision of a matter at a meeting of a council if the matter—
 - (i) relates to a matter that was discussed before a meeting of a subsidiary or committee of the council
 - (ii) the relevant interest in the matter is the interest of the council that established the committee or which appointed, or nominated for appointment, a member of the board of management of the council subsidiary or regional subsidiary.
- (2) For the purposes of section 75(3)(b) of the Act, a member of a council who is a member, officer or employee of an agency or instrumentality of the Crown (within the meaning of section 73(4) of the Act) will not be regarded as having an interest in a matter before the council by virtue of being a member, officer or employee.

Engagement and membership with groups and organisations exemption

A member will not be regarded as having a conflict of interest **actual** or **perceived** in a matter to be discussed at a meeting of council by reason only of:

- an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or membership of a political party
- membership of a community group, sporting club or similar organisation (as long as the member **is not** an office holder for the group, club or organisation)
- the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school
- a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a Council.

However, the member will still be required to give careful consideration to the nature of their association with the above bodies. Refer Conflict of Interest Guidelines.

For example: If your **only** involvement with a group is in your role as a Council appointed liaison as outlined in the Council appointed liaison policy, you will not be regarded as having a conflict of interest actual or perceived in a matter, and are NOT required to declare your interest.

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
1. 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

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

2. The public may be permitted to address or ask questions of the Council on a relevant and/or timely topic.
3. The Presiding Member will determine if an answer is to be provided.
4. 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.
5. Each presentation in the Public Forum is to be no longer than five (5) minutes (including questions), except with leave from the Council.
6. The total time allocation for the Public Forum will be ten (10) minutes, except with leave from the Council.
7. If a large number of presentations have been requested, with leave from the Council, the time allocation of five (5) minutes may be reduced.
8. 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.
9. Members may ask questions of all persons appearing relating to the subject of their presentation.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 8.1.1

Responsible Officer: Lachlan Miller
Executive Manager Governance & Performance
Office of the Chief Executive

Subject: Petition opposing development at 118 Silver Lake Road Mylor

For: Decision

SUMMARY

A petition has been received with 16 signatories opposing the Category 3 Development Application 20/366/473) at 118 Silver Lake Road Mylor.

RECOMMENDATION

Council resolves:

1. That the petition signed by 16 signatories opposing the Category 3 Development Application at 118 Silver Lake Road Mylor be received and noted.
 2. That the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter.
-

1. PETITION DETAILS

Council has received a petition organised by Jane Bailes of Mylor and signed by 16 signatories.

The Petition states (in part):

We the undersigned concerned citizens of Mylor, do fully oppose the proposed non-complying Category 3 application (Development No 20/366/473) by Cartwheel Resources Pty Ltd at 118 Silver Lake Road Mylor. Local residents are concerned that this proposed development will have a detrimental effect on the existing Mylor community by removing significant trees, increasing noise and traffic, environmental impact on water resources and the natural environment, and lowering property values.

2. OFFICER'S RESPONSE – Marc Salver, Director Development & Regulatory Services

➤ Relationship/relevance to Council services/activities/plans/strategies/resolutions

This petition relates to a current non-complying Development proposal for tourist accommodation and 12 events per year with a maximum capacity of 40 people. The proposal has received a number of representations during the public notification process which concluded on 2 October 2020.

The petition is not a representation under the *Development Act 1993* and this petition cannot be considered as a representation. The Council Assessment Panel (CAP) is the relevant decision authority for this development application and the petition is a matter for Council to receive and note. That is, the CAP cannot receive or consider the petition as part of the assessment of the development proposal.

➤ Options¹

Council has the following options in relation to the matter(s) raised in the petition:

- I. Receive and note the petition in relation to the development proposal (Recommended)
- II. Not receive and note the petition (Not Recommended)

3. APPENDIX

1. Community Response documentation

¹ Any potential motion arising from the receipt of a petition is a Motion Without Notice and Council has resolved for restrictions on the scope on these types of motions as per clause 3.18 of the *Code of Practice for Council Meeting Procedures*.

Appendix 1

Community Response documentation

We, the undersigned Concerned Citizens of Mylor, do fully oppose the proposed non-complying **Category 3** application (Development No. **20/366/473**) by Cartwheel Resources Pty. Ltd., at **118 Silver Lake Road Mylor (the Development)**.

Local residents are concerned that this proposed development will have a detrimental effect on the existing Mylor community by removing significant trees, increasing noise and traffic, environmental impact on water resources and the natural environment, and lowering property values.

We have the following objections, concerns and questions relating to the proposed **Category 3** development.

1. Business/Economic Impact

Is this business venture viable? What is the likelihood of its success? What will be the impact on the existing residents if the venture fails?

- 1.1. While not directly addressed in the planning application it is a worthwhile question to ask, "What evidence exists to support the development of tourist accommodation and associated function venue at this address when there already exists such facilities throughout the Adelaide Hills, such as in Hahndorf, Aldgate and Verdun?"
- 1.2. There are major concerns regarding the visual and environmental impact left behind if such a venture should fail. In the event that this failure should occur, the resultant "white elephant" could have a profound negative impact on land and property values in the area.
- 1.3. There are concerns that, should this development proceed, any self-imposed limits as to the number of people (overnight and day visitors), number of functions, number of bedrooms, sizes and capacities of various sorts mentioned in the application, will be exceeded or sort to be exceeded to meet financial pressures for example. This could be called "specification creep". Who will monitor the tourism and function events to ensure that the venue is being used only in the manner specified in the application?
- 1.4. Similarly, the above-mentioned self-imposed limits must not be able to be varied by any new owner of the property or business should the property be sold or otherwise disposed of.
- 1.5. We seek assurances therefore, that should this development proceed, the Adelaide Hills Council (the Council) will be responsible for the implementation of policies and practices for monitoring the development for any "specification creep" of the business and any environmental impacts resulting there from.

2. Planning

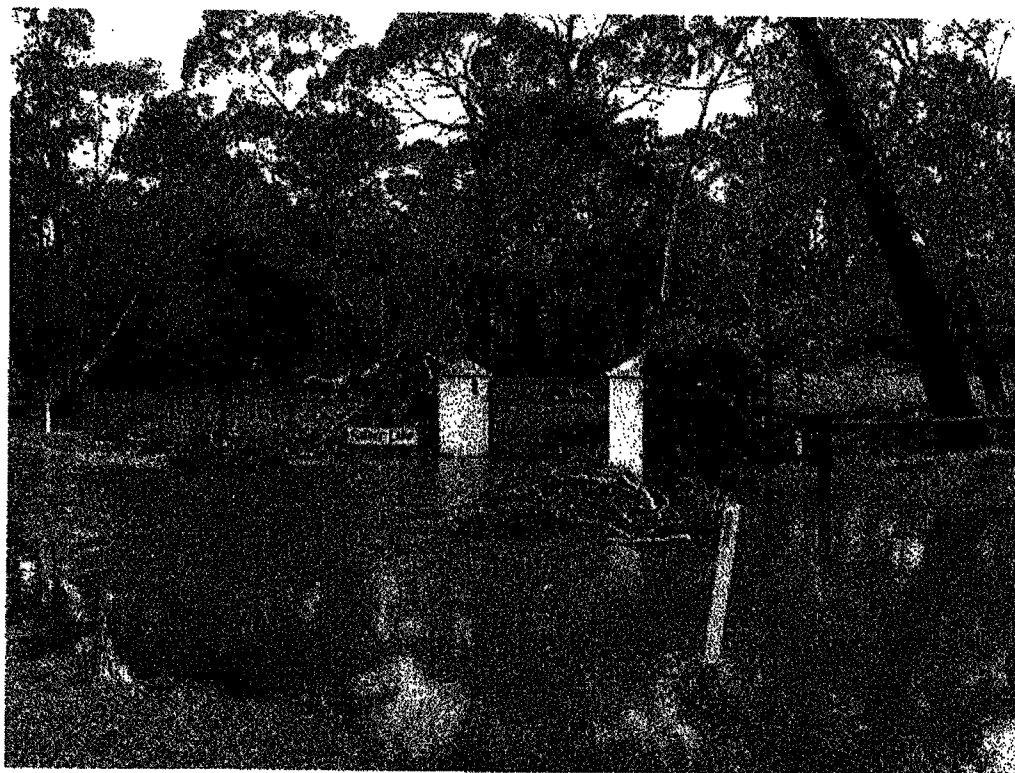
The Category 3 development application (Development No. 20/366/473) submitted to Council is a well presented 251-page document with expert opinions on planning and other parameters that favour the development. Will Adelaide Hills Council seek independent opinions on this development?

The Category 3 Development Application submitted to the Council is a well presented 251-page document with expert opinion and planning that favours the development. In so doing it raises multiple issues and concerns:

- 2.1 Changing the use of the property with a Category 3 development, i.e. tourist accommodation facility and function centre, when all other surrounding properties are rural, residential, or agricultural in nature.
- 2.2 The development of a second dwelling on a single allotment in a Watershed (Primary Protection) Zone is one of the criteria which makes this application a Category 3. Should this application succeed, will Council be consistent in the application of its planning rules with regards to any future application for two dwelling on a single allotment?
- 2.3 Another criterion making this application Category 3 non-complying is "Tourists accommodation and ancillary uses to be located in a new building (or dwelling built after 14 September 1990)" (AHC RESIDENT-PLANNING-Fact-Sheet-Watershed-Zone document, Oct. 2018). This means that the conversion of the existing dwelling (built c. 1995) to tourist accommodation use is non-complying.
- 2.4 Major concerns exist around water use, water disposal, water management and water development. The opinion given within the submission is just one opinion that does not offer an alternate view or opinion and the submission does not contain an Environmental Impact Statement. What impact will this development have on the surrounding locality?

We implore Adelaide Hills Council to seek alternative studies and opinions that consider the welfare of the community and environment.

- 2.5 Silver Lake Road is a country road. It has no defined gutters or edges. There are no associated footpaths (nor do the residents want them) resulting in people using the roadway to walk their dogs, ride their bikes or horses. Traffic already exceeds levels that are comfortable to residents. There is no formal report regarding monitoring of existing road use. Parts of the road are submerged following minor flooding events including water over the roadway into 118 Silver Lake Road.



Silver Lake entrance in a typical annual flood, 2016

2.6 The Aquaponics proposal does not include details of fish species to be cultivated (although reference was made to the use of PIRSA recommendations). It is of concern that if non-native fish species are bred and escape due to excess overflow or flooding, it has the potential to be devastating to the ecosystem of the Onkaparinga River (e.g. European Carp). An Environmental Impact Study and risk assessment is both required and requested. Who will monitor the proposed fish breeding to ensure the safety of the Onkaparinga waterway?

3. Environmental Impact

There are many environmental impacts that concern the broader community such as water quality, native vegetation removal, increased noise and traffic and reduced visual amenity.

- 3.1. In the event of power outage (not infrequent for the area) the proposed Bio-cycle Waste Management System is inoperable. Not only would this system need to be of a size to handle a Bed and Breakfast facility catering for up to 14 guests plus ground-staff, it would also need to be sufficient in capacity to cope with an additional 40+ people when functions are underway, PLUS the occupants of an extra residence. If the Bio-cycle Waste Management System fails or a related pump fails or flooding occurs above the 100 years flood level as it did in 1992, effluent may escape over a neighbour's property and flow into the Onkaparinga River and downstream to the Mt Bold Reservoir, part of Adelaide's main water supply. Has an EPA study been commissioned?
- 3.2. Visually, the proposed second dwelling, large sheds and aquaponics-hothouse building will be in plain view from Silver Laker Road and this will only be exacerbated should existing trees be removed. The proposed aquaponics and hydroponics building adjacent to the entrance is out of keeping with existing residences on acreage which are mostly set back at least 50 metres from the roadway. The aesthetics when driving along Silver Lake Road will decline.
- 3.3. It is noted in the proposed development application that there will be "maintenance tracks" and "walking paths" around Silver Lake and the property. The representative map implies that several large gum trees will be removed to enable this to occur. As these trees contribute to the existing ecosystem by housing bird nests, brush tail possums and native bee populations there will be an environmental impact. Again, has an EPA study been requested into this matter?
- 3.4. Of major concern to the immediate neighbours is noise nuisance. From past experience, the neighbours appreciate all too well how sound travels over the lake.
- 3.5. There will be substantial noise during the development phase with earthworks, tree lopping and chipping, lake dredging and building construction - although probably 6 – 12 months, this will be relatively short term.
- 3.6. Ongoing, will be the noise from the B&B, wedding celebrations and other events, the Manager's residence, plant operation and from ongoing property and plant maintenance. Noise from the increased vehicle traffic on Silver Lake Road is also a concern.
- 3.7. With up to 50% occupancy of the B&B (according to the application's Site and Soil Report) there is a potential for over 2,500 visitor bed-nights, or 7 visitors every night of the year! Day events of up to 40 people (including the overnight guests), 12 times per year add to the potential noise level.

- 3.8. The proposal gives the impression that the surrounds of Mylor are devoid of bird life. This impression is incorrect. There have been at over 65 different bird species observed in the area, many taking up nesting in the spring. Interestingly, the use of aerators in Silver Lake was observed to be deleterious to bird life at the lake. It was further observed that many species of bird have not returned since the use of aerators ceased.
- 3.9. There is concern that the animal-carrying capacity of the Silver Lake property will be severely impacted by the intended conversion of the property surrounds to be "park like". Vehicle use in the property's vegetated areas and ongoing grass maintenance by mowing, is a threat to animals including fledglings, insects, lizards and snakes and potentially slow-moving koalas. Noise will effectively drive these animals and birds away.
- 3.10. There is concern for trees suffering root compaction due to vehicular use. There is concern over the local disposal of dredged silt from the lake, which will contain heavy metals (due to the lake being a flooded gold mine). Dredging will also disturb the remains of the bodies of people who have drowned in the lake and which were never recovered (there have been at least nine such drownings).
- 3.11. There is a dust-nuisance concern (e.g. when drying washing on an outside line), with dust from the boundary track and walking trails being stirred up from the bare ground by wind and moving vehicles. This applies mainly in the late spring, summer, and early autumn months.

All of this will contribute to a degradation of the natural environment and the rural setting chosen by surrounding residents as a desirable place to live.

4. Community

- 4.1. Mylor is a small but tight knit community. The proposed development does not contribute in a positive fashion to that community. It is unlikely to provide employment to any residents either during the development phase or the running phase of the project. As Mylor has no supply outlets for catering materials or food supplies it again is unlikely to have a beneficial impact on the community. To bring in building materials and catering supplies, road use will increase again contributing to both traffic and noise.
- 4.2. The proposed development is of a type that is unsuitable for a rural living and watershed zone and is better suited to the Hahndorf area.
- 4.3. Mylor residents have lived in this locality, many for decades and raised their families. This is our home. We chose to live in a natural rural environment. We do not choose to live next to a commercial tourist development.

For these reasons we are opposed to the proposed Category 3 development of 118 Silver Lake Road as a tourist facility comprising tourist accommodation, an additional residence, a function facility, shedding and aquaponics facility, accompanied by a significantly degraded landscape.

Yours Sincerely,

The (undersigned) residents of Mylor.

Date: 29/09/2020

South Australian Development Act 1993
REPRESENTATION ON APPLICATION - Category 3 Notification
Non-complying

ADELAIDE HILLS COUNCIL

Development Number: 20/366/473

My Name: **for and on behalf of the Mylor Community** (names and signatures below)

Postal Address: (see below)

Contact No: (see below)

Email: n/a

(by providing an email address you agree to receive any related future correspondence electronically)

This representation is in relation to the application by: **Cartwheel Resources Pty Ltd**

Nature of Development: **Change of use of detached dwelling to tourist accommodation facility with associated functions (maximum 12 per year for a maximum of 40 persons) (together with alterations & additions to the building) construction of a new detached dwelling, in-ground swimming pool, jetty, removal of ground mounted solar array, clearing & re-vegetating Silver Lake (Local Heritage Place), construction of a wetland system, outbuildings for "hobby" aquaponics & vehicle and equipment storage, associated landscaping & earthworks (non-complying)**

Proposed to be located at: **118 Silver Lake Road, Mylor SA 5153**

Our representation: ~~supports the proposed development~~ OR opposes the proposed development
(cross out whichever does not apply)

Our interests are: ~~owner of local property~~ OR occupier of local property
~~a representative of a company~~ OR Other
organisation affected by the proposal OR a private citizen
(cross out whichever does not apply)

The address of the properties affected are:

Numerous (see below)

Postcode: 5153

The specific aspects of the application to which we make representation are:

Presented in the attached document

Our objections could (in part) be overcome by:

The first step in overcoming our objections would be the timely facilitation of a **community-developer mediation meeting** with a skilled facilitator. This could take place at the Mylor Hall and we would request it take place without the attendance of Mr Gomez's legal counsel and other consultants. The purpose of the meeting would be to share openly our personal histories, values, visions, (desired) experiences and outcomes of living (and wanting to live) in Mylor. This kind of meeting between residents and developer could provide a chance for Mr Gomez to get to know the Mylor community in the vicinity of his property and to evaluate together what the social, environmental and economic effects from the development might be from our different perspectives. The purpose of the meeting would be to properly hear and come to understand the various perspectives and hopefully find some common ground.

(cross out whichever does not apply)

We do wish to be heard in support of our representation by appearing personally by being represented by the following person a group of residents, each speaking to different aspects of their and this submission.

OR

~~I do not wish to be heard in support of my representation.~~

Date: 29/09/2020

Signatures: **Presented in the attached document**

The closing time and date for Representations is 5.00pm on 02 October 2020

"Please note that in accordance with Section 38(8) of the *Development Act 1993*, a copy of this representation is forwarded to the Applicant for their information and response. Further a copy of your representation (including your name and address) will become public and can be viewed on the web."

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 11.1 Motion on Notice

Originating from: Cr Mark Osterstock

Subject: Speed Limit Reduction for Longwood and Red Hill Roads

1. MOTION

I move that Council:

1. receives the residents' request, and
2. undertakes a speed limit review on sections of Longwood and Red Hill Roads in response to the submission received from local residents, and
3. communicates the outcome of the review and proposed action to Council Members via the Council and Committee Meeting Action Tracker

2. BACKGROUND

Council has received a submission **Appendix 1** from local residents requesting a speed limit reduction on sections of Longwood Road and Red Hill Road in the Bradbury area. The relevant sections of road are currently sign posted at 80km/h and the submission is seeking a speed limit reduction to 60km/h. The reduction in the speed limit is being sought to improve road safety in these areas.

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

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

Strategic Plan 2020-24 – A brighter future

Goal 1	A functional Built Environment
Objective B4	Sustainable management of our built assets ensures a safe, functional and well serviced community
Priority B4.4	Improve road safety through a safe system approach to road design, construction and maintenance including on-going applications to the State and Federal Road Blackspot program

➤ **Legal Implications**

The *Road Traffic Act 1961* requires that the Minister for Transport and Infrastructure grant approval to install, maintain, alter, operate or remove traffic control devices, including speed limits.

The Minister has delegated powers and granted approvals by issuing Instruments to the Commissioner of Highways, Councils and a number of other road authorities. These Instruments specify the conditions of approval, and the devices requiring separate approval.

Speed limits are excluded from the *Instrument of General Approval and Delegation to Council*, and require separate approval of the Commissioner of Highways or authorised delegate.

➤ **Risk Management Implications**

The review of speed limit along Longwood and Red Hill Roads will assist in mitigating the risk of:

Higher speeds leading to more frequent and severe crashes.

Inherent Risk	Residual Risk	Target Risk
High (4C)	Medium (4D)	Medium (4D)

➤ **Financial and Resource Implications**

Speed limit review is a current service provided by Council. The Department of Infrastructure and Transport (DIT) sets out the speed limit review process in detail in their *Speed Limit Guideline for South Australia* (refer **Appendix 2**). This is a prescriptive process therefore each speed limit review requires a large investment of staff time, however this is currently being managed with existing resources.

DIT are also increasingly requiring a proposal to reduce a speed limit to be accompanied by a Traffic Impact Statement prepared by a specialist traffic engineer. Council engages a consultant to prepare this, which costs approximately \$500 per road, therefore the cost for undertaking a speed limit review of Longwood and Red Hill Roads is likely to be in the order of \$1,000. This cost will be covered by existing operational budget allocations.

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

Not applicable.

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Acting Director Infrastructure & Operations
Technical Officer

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

Council's strategic plan supports the Safe System approach to road safety, which recognises that people make mistakes and may have road crashes. Accordingly, the road system should be forgiving and those crashes should not result in death or serious injury based on the limitations of the human body. Safe speeds form one of the four major tenets of the Safe Systems approach.

Currently, Council responds to requests for speed limit reviews. Potentially unsuitable speed limits are either identified by Council staff, residents, motorists, or other road agencies, and are then assessed on a case by case basis. Each received speed limit review request undergoes an initial desktop assessment to determine if further assessment is warranted, before onsite inspections, analysis and reporting, and community consultation are conducted. Any proposed changes to speed limit is made via submission to the Minister for Transport (or delegate).

The Officer supports the Motion on Notice to undertake a speed limit assessment on sections of Longwood and Red Hill Roads, and if the motion is carried will undertake the assessment as outlined above.

Speed limit reviews are one of the most common and time consuming requests received by Council's engineers, and as such a strategic approach to speed limits across the district is preferred. A proposal to conduct a broader assessment of speed limits on Council roads may form part of a future draft Annual Business Plan, and may complement the Adelaide Hills Speed Limit Review previously completed by DIT for roads within the district that are under the care and control of the State Government.

5. APPENDICES

- (1) Submission from Residents
- (2) Speed limit Guideline for South Australia

Appendix 1

Submission from Residents

Submission to Reduce Speed Limit to 60kph on a section of Longwood Road and also on Red Hill Road

7 October 2020

In accordance with the South Australian Government's "Toward Zero Together" road safety initiative, we are seeking to improve road safety in the Bradbury/Scott Creek area by the implementation of the following strategies:

1. Reduction of the speed limit to 60kph for a 1.6 kilometre section of Longwood Rd at Bradbury between the 80kph speed sign immediately north of Wright Way through to the 60kph speed sign just south of the Bradbury CFS Station and Longwood Institute; and
2. Reduction of the speed limit of Red Hill Road to 60kph from the junction with Longwood Rd to the 60kph speed sign north of Scott Creek township, a distance of 1.4 kilometres.

The State Government's "Toward Zero Together" report and "Speed Limit Guidelines for South Australia" highlight that the risk of a pedestrian fatality if hit at 60kph is around 90% rising to 100% at over 70kph. Drivers' ability to avoid pedestrians and other road users is greater at slower speeds. Refer page 6 below.

Both of these roads service the local community and neither are transport routes nor are they major arterial roads. They are part of a local community road network mostly zoned at 60kph. The guidelines advocate a "route-based approach", to speed limits, which indicates the limit should not increase to 80kph and then decrease to 60kph in such a short distance.

Adopting safer speeds is a cost effective way to improve road safety in what has now become a populous area. These roads have high levels of pedestrian and cycle traffic with obscured and unforgiving roadsides that make them quite dangerous to these vulnerable road users. These vulnerable users require a safe speed environment as separation is not possible and also these roads are not suited to speeds of 80kph.

1. LONGWOOD ROAD

This 1.6km section of Longwood Road is the only remaining part of Longwood Rd that still has an 80kph speed limit and has:

- 9 bends with associated crests, none of which can be safely negotiated at more than 60kph;
- 20 property driveway entrances, many with obscured entrances;
- 6 T-Junctions, these being, Wright Way, Woolcock Rd, Ridge Rd, Red Hill Rd and Allen Hill Rd;
- the Bradbury CFS Station and the Longwood Institute;
- a high level of use by vulnerable pedestrians who do not have the benefit of roadside pathways and who are faced with mostly narrow and overgrown roadsides;
- a high level of use by recreational cyclists with associated passing issues;
- use by school buses;
- use by horse riders, and
- numerous kangaroos, some koalas and other animals.

Both the Bradbury CFS and the Longwood Institute often have high volume community events, various classes and the normal vehicular activity associated with a CFS station.

As can be seen from the attached map below, this section of the road has nine bends with rises and falls that limit vision and hence the safe speed of travel. In some areas, particularly Woolcock Rd, Wright Way and Red Hill Rd T-Junctions (effectively an offset crossroad), visibility is so

restricted that it is difficult to see other traffic when turning onto Longwood Rd. Experienced drivers tend to travel the road at around 60kph, however, many young or impatient drivers travel at or above the posted speed limit even though much of the road cannot be safely driven at this speed. Almost all users have either witnessed or experienced accidents or near misses at this and other intersections, as well as when entering or leaving their properties or when vehicles have lost control at bends or veered across the solid white centre line.

The road traffic regulations stipulate that you must drive according to the conditions. Many of the locals travel at a lower speed to suit the conditions, however, we have all experienced near misses and incidents of road rage from impatient drivers who seem to believe it is their right to travel at the posted speed limit or faster. Numerous examples have occurred of oncoming vehicles veering across the solid white centre line on bends, extreme tailgating, flashing of high beam from behind, honking of horns, as well as overtaking on solid white lines even though it is illegal to do so. A lower speed limit will help to inhibit this type of unsafe and dangerous behaviour.

Just one of many recent examples that demonstrate that 80kph is too fast occurred whereby a young driver travelling north from Red Hill Road at speed (but possibly still within the speed limit) lost control of his vehicle, ran off the road, swerved fully onto the wrong side, then overcorrected, spun sideways so his vehicle was pointing almost back to the south and then slid sideways for approximately 40 metres before colliding with two concrete rainwater tanks located over 6 metres from the bitumen, destroying the first tank and severely damaging the second. We happened to be collecting kindling from fallen sticks in this area few minutes before and a young mother was walking here a short time earlier, so this had the potential for even worse consequences had the incident been a little earlier or if another vehicle had been travelling the other way at the time. It is worth noting that this occurred on one of the less difficult bends. As already stated, we have seen other numerous instances of near misses whereby drivers may have been driving within the speed limit but much too fast for the conditions. Furthermore, drivers unfamiliar with the area may not realise the road is not suited to this speed.

The area now has a large population of young families and the road does not have pathways for pedestrians, including for parents with pushers, which makes walking along much of the verge difficult and dangerous. There is also a very significant and growing population of kangaroos that are posing a much greater risk than in the past.

Apart from property owners in the area, the road is used by trades-people, walkers, cyclists, school buses and also motorbike riders, who frequently use the road for touring and travelling at speed through the bends and curves. It is not at all uncommon for drivers to lose control of their vehicles either through excessive speed, avoidance of wildlife or through inattention. Most of these incidents go unreported.

At 80kph on a straight road it takes 1 minute and 12 seconds to travel 1.6 kilometres. At 60kph it takes 1 minute and 36 seconds, a difference of only 24 seconds. In fact, if driving on this section of road in accordance with conditions, the difference is much less than 12 seconds, as there are only a few short sections where 80kph can be safely achieved. Hence, reducing the speed limit would make little difference to travel times with negligible impact on traffic flow but would achieve a very large improvement in road safety at little cost.

In the past, many residents in the area have sought to have the speed limit for this section of road reduced to 60kph to achieve increased safety for all residents and road users. To our knowledge there has never been any explanation as to why these requests have been either ignored or rejected.

2. RED HILL ROAD

Red Hill Road connects Scott Creek township and Scott Creek Primary School to Longwood Road and is a relatively short, steep, winding, hilly and narrow bitumised road with:

- seven bends;
- three T-Junctions, these being Brown Road, Allen Hill Road and Nicholls Road;
- eleven property entrances, with most entrances having obscured vision;
- a high level of use by vulnerable pedestrians who do not have the benefit of roadside pathways and who are faced with trying to negotiate overgrown roadsides;
- a high level of use by recreational cyclists with associated passing issues;
- use by school buses;
- the northern end of the road adjacent to the Brown Road T-Junction being built right to the edge of an old stone shed that results in a very dangerous corner;
- use by horse riders; and
- numerous kangaroos, some koalas and other animals.

The speed limit on this road should be reduced to 60kph on the basis that it is a local community road, it is much too narrow to warrant an 80kph speed limit and property owners and vulnerable road users such as cyclists and pedestrians are entitled to have the added safety factor that a 60kph speed limit would provide.

It is interesting to note that the southern end of nearby Morgan Road and the eastern end of Ackland Hill Road has recently been reduced to 60kph, yet these roads are significantly wider, have well cleared mostly wide verges and much gentler bends and crests. These roads are also significant arterial routes for the region.

As well as improving safety, making the speed limit for these short sections of Longwood and Red Hill Roads 60kph would achieve consistent speed limits through to the townships of Bradbury and Scott Creek and help reduce driver uncertainty as to the speed limit.

3. CONSULTATION

To gauge community support, the draft of this submission was circulated via a community email group requesting responses from those who either supported or who did not support the submission. Including ourselves, this resulted in 45 community members who supported the submission and only three who did not, an overwhelming majority of almost 94%. We were surprised at the high number of responses and this indicates that a very large percentage of the community agrees with the reduction in the speed limit.

Of the three who did not support the 60kph speed limit, two felt that reducing the speed limit would not help as people would still speed and one also pointed out that people should drive to the conditions. The other person made an objectionable rant that was not appropriate to include in the additional information. This person also objected to sharing the road with cyclists.

Feedback from the community has been incorporated in this submission. An extract of some of the community responses that provide additional information is summarised in the attachment below. Refer pages 5 and 6. Extracts from the two who did not support the reduction are also included. Refer page 6

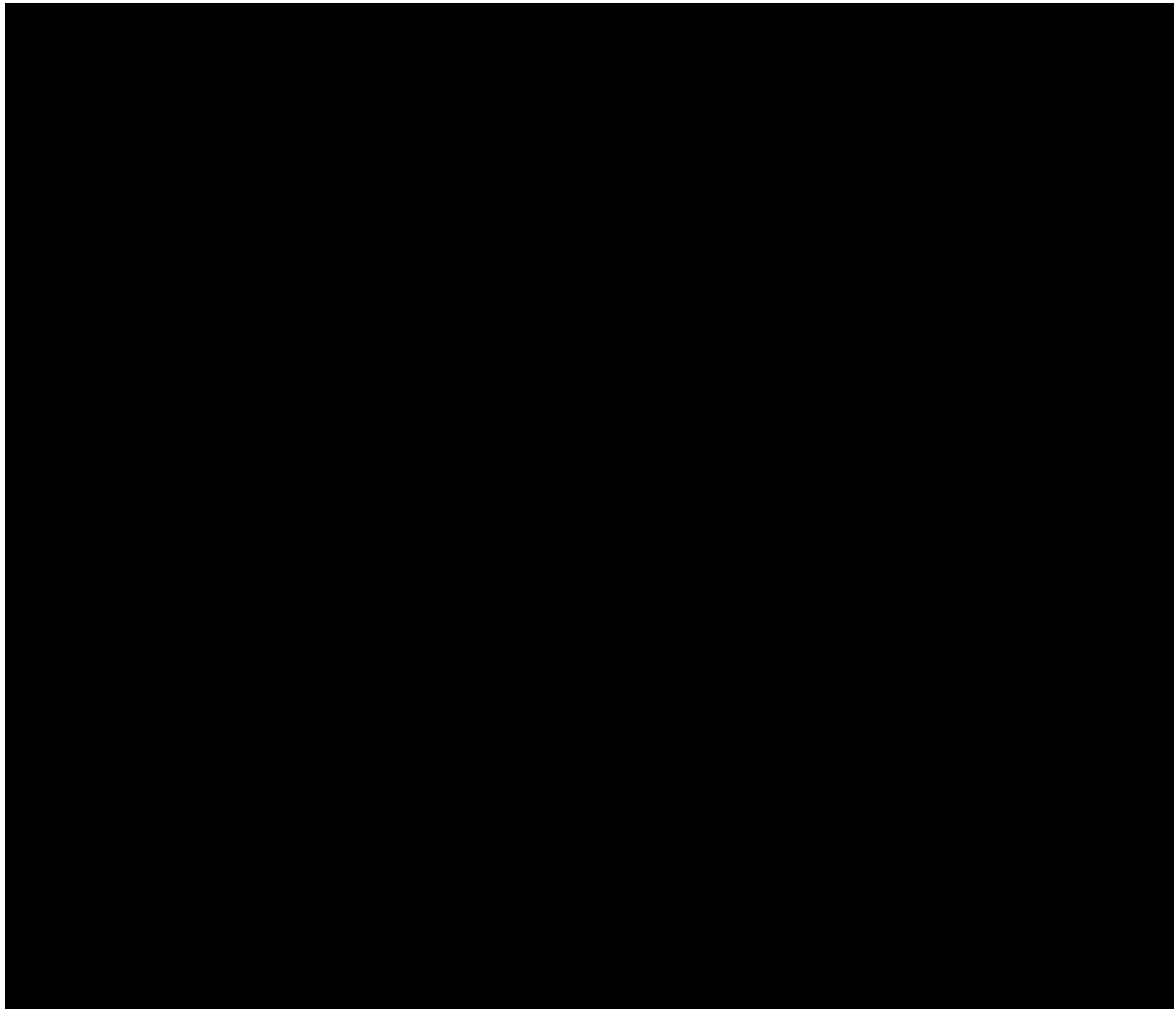
It is clear that the local community overwhelmingly agrees with the reduction in speed limit for both of these sections of road. These roads cannot be safely driven at 80kph in any case so, for responsible drivers who drive at an appropriate speed for the conditions, travel times will not change significantly if at all. The case for a 60kph limit is compelling and justified and we cannot conceive of any valid reason for maintaining the 80kph limit for either of these roads. In fact, "Towards Zero Together" clearly advocates the adoption of safer speeds where appropriate. As roadside separation via separate pathways is not feasible, vulnerable pedestrian road users and property owners with restricted vision at entrances require a safe speed environment. A speed limit of 60kph will help to achieve this.

Yours sincerely

Gary and Maggie Fletcher



This submission is supported by (43 names provided):



Extracts of Emails from Community Responses

- 1) *We are on Longwood Road, just after Wright Way when some people start to speed up and we often have squealing of brakes. As you point out it makes no sense to be 80 given some of the tight bends. Probably not so bad for locals who know the road but for those who do not it suggests the road is suitable for 80. About 5 years ago we had a 4WD take out part of our fence and crash into our shed after bouncing off a tree on the other side of the road. Fortunately no-one was injured.* [REDACTED]
- 2) *Included in road-use are horses with riders (as I do) and these corners give little visibility. On the weekend while leading horses a group of motor bikes and a very speedy Lotus passed us and while my horses are very good with traffic the corners can be a concern if the drivers do not get good visibility. I ride with HI-VIZ and try to keep to dirt roads as much as possible, but have to pass along some sealed tracks. I have actually contacted the Lotus driving club to ask for some awareness for the drivers. Our roads are where we live and do our activities. It is not a race track for fast car/bike enthusiasts. There are options for that type of hobby where there is no public danger. Only to themselves. So yes, extend the 60km zone through to Mt Bold Road and include Red Hill Road as well. The number of dwelling has increased and so has the traffic and the day trippers to the area we live in.* [REDACTED]
- 3) *The speed limits between Longwood and Bradbury have always seemed arbitrary and if one uses Woolcock Road at all, the top junction has very poor visibility, even when your car is part-way into Longwood Road.* [REDACTED]
- 4) *.... those first couple of bends after the 80kmph sign render this speed limit ridiculously inappropriate, let alone the large kangaroo mob that live around the top of Ridge (and those bloody goats that keep escaping opposite the house that's just been sold there). I've also been aggressively tailgated and overtaken on this stretch - utterly ridiculous!* [REDACTED]
- 5) *I totally agree that it will be safer if the speed limits are reduced on the two road sections. Having lived here now for 21 years, I have never got up to 80km/hour in this area, it is just not safe, so reducing the limit to 60 should encourage less experienced drivers or those who don't know the area, to take less risks.* [REDACTED]
- 6) *I have always been perplexed by the 80 sign especially since the speed limit has been so reduced on Ironbank and Ackland Hill Roads recently to 60, and 70kms ph.* [REDACTED]
- 7) *I support the speed reduction. It is absurd that there is currently an 80km limit on that stretch of road which is full of blind bends particularly between Ridge Rd and Woolcock Rd.* [REDACTED]
- 8) *I also asked them again to move the 60km sign at least 50m south of Woolcock Road so ppl aren't coming onto that blind intersection where traffic is constantly turning, at 80km.* [REDACTED]
- 9) *I live near Stock Rd. where the speed limit is 60 Kph & they still speed there. When I travel to Scott Creek, I wonder at the intelligence of the 80 Kph speed limit.* [REDACTED]
- 10) *This section of road, just like Red Hill Rd., are not roads that are suited for speeds over 60kph. With all the roos on the road, even 60kph is often not safe. People not familiar with the road and seeing an 80kph sign can get the wrong idea about road conditions ahead.* [REDACTED]

- 11) *There is evidence that lower speed limits save lives and also give the driver more time to control the vehicle.* [REDACTED]
- 12) *I think you have raised two good points. The speed and lack of footpath which is so needed before there are more accidents.* [REDACTED]
- 13) *Completely agree and support, the road has too many bends to drive 80. 60 would be much safer!*
[REDACTED]

Extract of Emails from those who do not support the reduction

- 1) *In all honesty I don't really think that changing the speed limit will make any difference. It just means when someone is speeding and loses control of their vehicle they are just further over the speed limit. If they lose control for other reasons such as on the phone or whatever, they will still cause significant damage even at 60kph.* [REDACTED] [REDACTED]
- 2) *The limit could be set to 40kph and we will still have careless drivers who cause accidents, damage, injuries or worse by not adhering to either the designated speed - speed limit or not driving to conditions. Why should the minority ruin or affect it for the majority?* [REDACTED]
[REDACTED]

Government Publications

- 1) The following are a few relevant extracts from an SA Government publication entitled, Speed Limit Guidelines for South Australia. The document can be accessed at:
https://www.dpti.sa.gov.au/_data/assets/pdf_file/0007/338713/Speed_Limit_Guideline_for_South_Australia.PDF

Paragraph 2.1

Travel speed is a contributing factor in all crashes. It has consequences for the risk of a crash occurring and the severity of injury when a crash occurs. Managing travel speeds to be compatible with the function of the road, its environment, and roadside activity is important for road safety. Reductions in average travel speed across the network is the most effective and swift way to reduce road trauma and would produce significant and immediate road safety benefits.

Paragraph 2.1.2

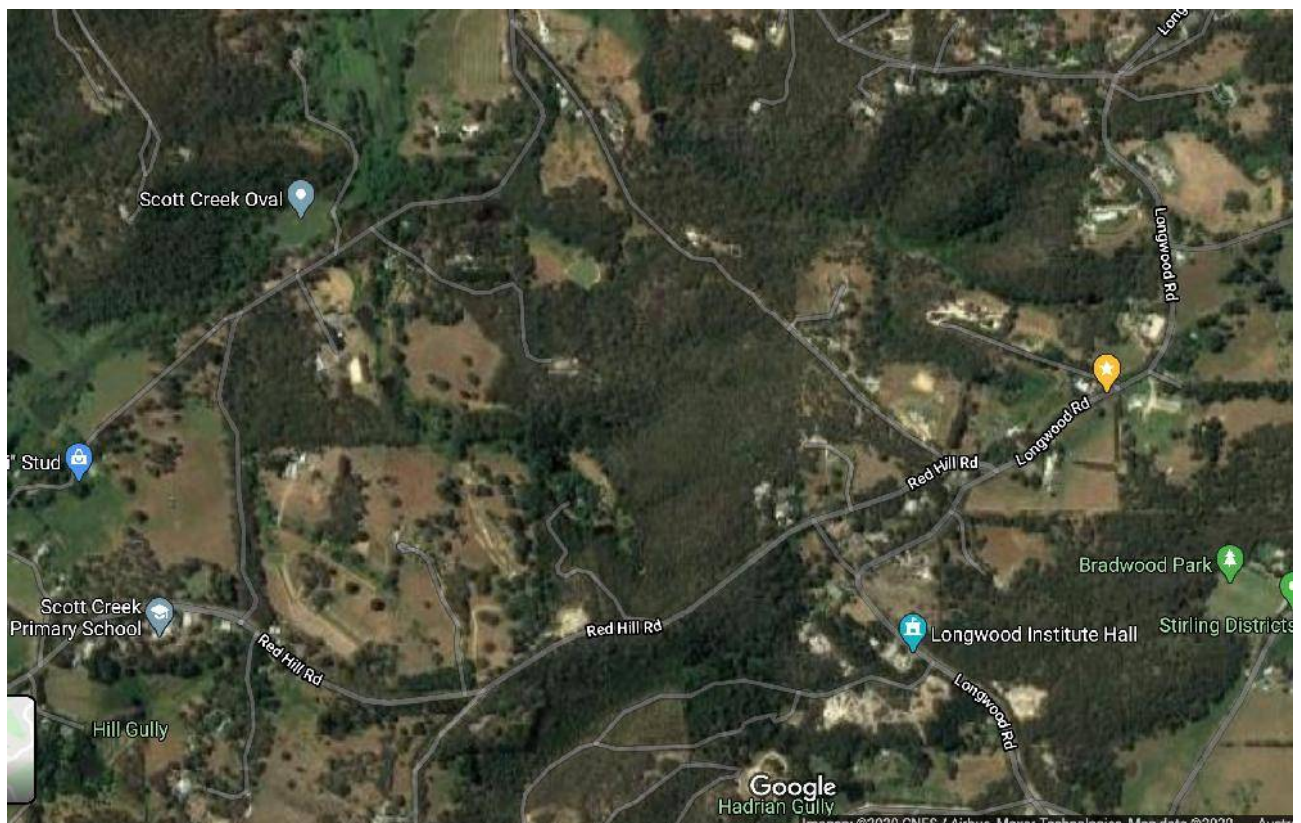
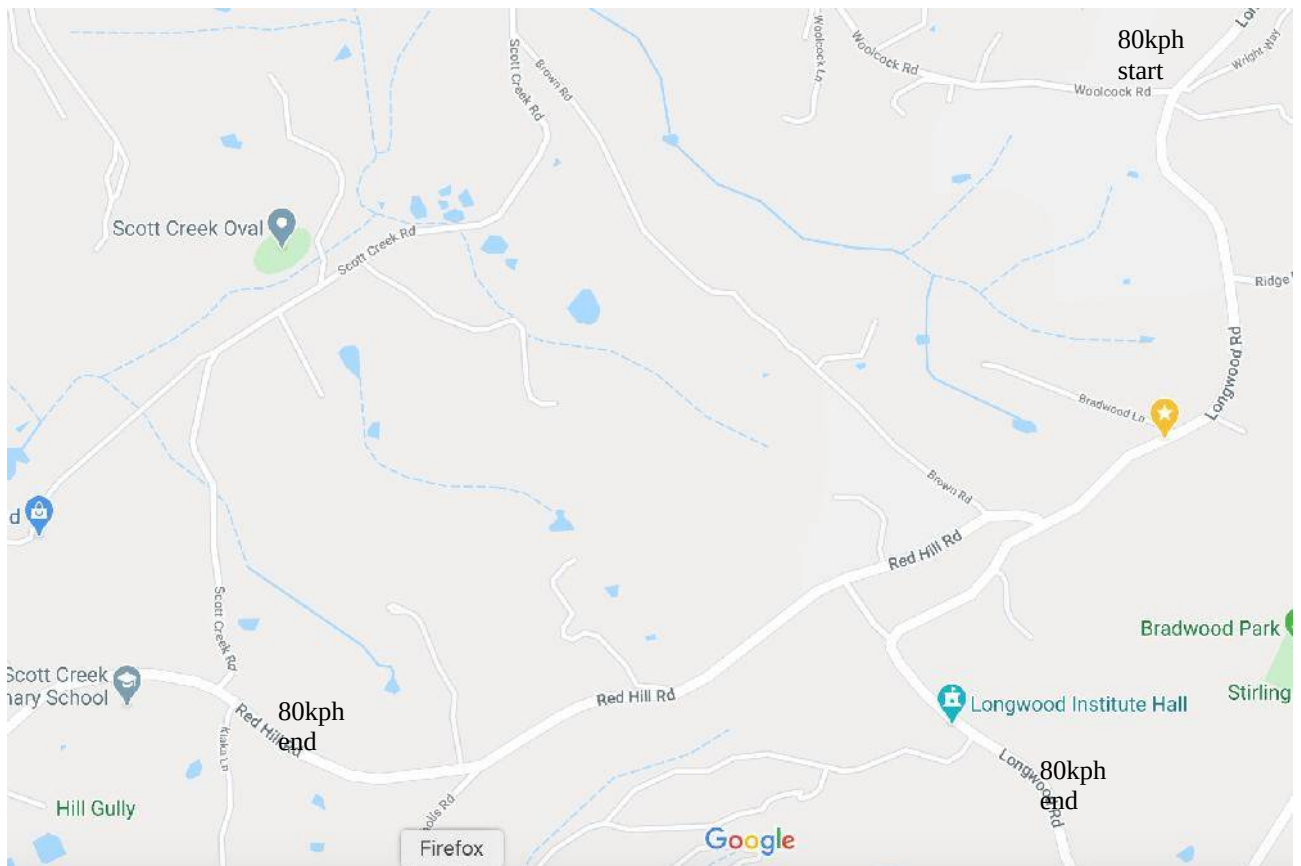
The Safe System approach is the foundation of this guideline, which focuses on harm minimisation by reflecting the speed limit to the road safety risk to road users.

While the Safe System approach to road safety recognises the need for responsible road user behaviour, it also accepts that human error is inevitable. It therefore aims to create a road transport system that makes allowance for errors and minimises the consequences – in particular, the risk of death or serious injury.

Paragraph 2.2.2

While reviewing and setting the speed limits, a route-based approach to speed limits should be applied. This approach will ensure that speed limit changes along a route or across an area or precinct address road safety and facilitate mobility whilst reducing the number of changes in speed limits where possible.

- 2) The publication “Toward Zero Together” can be accessed at:
http://www.towardszerotogether.sa.gov.au/data/assets/pdf_file/0020/82163/South_Australias_Road_Safety_Strategy_to_2020.pdf



Appendix 2

Speed limit Guideline for South Australia

Speed Limit Guideline for South Australia



Government of South Australia

Department of Planning,
Transport and Infrastructure



Government of South Australia

Department of Planning,
Transport and Infrastructure

Safety and Service Division

TRAFFIC MANAGEMENT Publications

Speed Limit Guideline for South Australia

AMENDMENT RECORD

Version	Page	Date	Amendment Description	Name
1		15 / 8 / 2017	Endorsed by DPTI's Traffic Operations and Safety Strategy	I Hunt

This document has been prepared by Traffic Engineering Standards, Traffic Operations of the Department of Planning, Transport and Infrastructure (DPTI). It has been approved and authorised for use by Councils, DPTI and its authorised agents by:

Manager, Traffic Services
15 / 8 / 2017

The content of this document has been adapted from the *NSW Speed Zoning Guidelines* (2011). DPTI acknowledges the valuable contribution of Transport for NSW's Centre for Road Safety to the development of this South Australian Guideline.

Extracts may be reproduced providing the subject is kept in context and the source is acknowledged. Every effort has been made to supply complete and accurate information. This document is subject to continual revision and may change.

Feedback from users of this document is encouraged for consideration in the next revision. Comments can be emailed to DPTI.TASSAdminSupport@sa.gov.au.

For information regarding the interpretation of this document please contact:

Traffic Engineering Standards, Traffic Operations, Department of Planning, Transport and Infrastructure

Email: DPTI.TASSAdminSupport@sa.gov.au

Contents

Section 1: Introduction

Scope, approvals and definitions

1.1 General	1
1.2 Scope	1
1.3 Approvals	1
1.4 Specifications	2
1.5 Definitions	2
1.6 Structure of this document	3
1.7 Reference documents	3
1.8 Further information	3

Section 2: Speed limit policy

Principles and procedures

2.1 Safer speeds strategy	4
2.1.1 Functional Hierarchy	4
2.1.2 Safe System	4
2.1.3 Speed versus risk and severity of crash	5
2.1.4 Relationship between speed limit and mean speeds	5
2.2 Speed limit principles	5
2.2.1 Speed limits and speed zones	6
2.2.2 Route-based approach	6
2.2.3 Improved road safety	7
2.2.4 Engineering measures	7
2.2.5 Economic impact	7
2.2.6 Public expectations	7
2.3 Speed limits in South Australia	7
2.3.1 Introduction	8
2.3.2 Speed limits – types and ranges	8
2.3.3 Speed limit length	9
2.3.4 Variable speed limits	10
2.3.5 Offset speed limits	10
2.3.6 Unsealed roads	10
2.3.7 Advisory speeds	10
2.4 Key factors in setting speed limits	11
2.4.1 Introduction	11
2.4.2 Road function	11
2.4.3 Roadside development	11
2.4.4 Road characteristics	11
2.4.5 Traffic characteristics	12
2.4.6 At-risk locations	13
2.5 Speed limit review process	13
2.5.1 Introduction	13
2.5.2 Requests for speed limit review and approval	13
2.5.3 Consultation	14
2.5.4 Implementation	15

Section 3: Technical details

Types and signing of speed limits

3.1	General	16
3.1.1	Definitions of types of speed zoning	16
3.2	Typical Speed Limit Applications	17
3.3	Other speed limits	21
3.3.1	High pedestrian activity centres	21
3.3.2	Speed-limited areas	22
3.3.3	Shared zones	23
3.3.4	School zones	26
3.3.5	Beaches	27
3.4	Speed limit signing – general requirements	28
3.4.1	Definitions	28
3.4.2	Regulatory signs	28
3.4.3	Non-regulatory signs	29
3.4.4	Buffers	31
3.4.5	Installation and location of signs	32
3.4.6	Size and location of signs	32
3.4.7	Sign sizes for approaches to built-up areas	34
3.4.8	Repeater signs	35
3.4.9	Signing for electronic variable speed limits	36
3.5	Other speed limits – special signing requirements	37
3.5.1	Signing for high pedestrian activity areas	37
3.5.2	Signing for speed-limited areas	39
3.5.3	Signing for shared zones	41
3.5.4	Signing for school zones	42
3.5.5	Signing for speed limits on beaches	43

Appendix A: References

Appendix A1	Government plans	45
Appendix A2	Acts and Regulations	45
Appendix A3	DPTI documents	45
Appendix A4	Australian standards	46
Appendix A5	Austroads documents	46
Appendix A6	Research reports	46

List of Tables and Figures

Figure 2.1	Collision – force and risk of fatality	5
Figure 2.2	Regulatory speed limit sign (R4-1)	6
Figure 2.3	End speed limit sign (R4-12)	6
Figure 2.4	Advisory speed sign (W8-2)	6
Figure 2.5	Speed restriction ahead sign (G9-79)	6
Table 2.1	Overview of typical speed limit applications	8
Table 2.2	Desirable minimum speed limit lengths from AS 1742.4	10
Figure 3.1	50 km/h default urban speed limit	17
Figure 3.2	50 km/h speed limit in rural town	18
Figure 3.3	60 km/h on divided urban arterial road with direct access	18
Figure 3.4	60 km/h on main road in rural town	18
Figure 3.5	60 km/h on road in rural residential area	18
Figure 3.6	70 km/h divided urban arterial road with limited access	19
Figure 3.7	80 km/h divided urban arterial with little direct access	19

Figure 3.8	80 km/h rural road lower standard of horizontal alignment.....	19
Figure 3.9	80 km/h rural road with limited adjacent development	19
Figure 3.10	90 km/h urban expressway.....	20
Figure 3.11	90 km/h rural road	20
Figure 3.12	100 km/h rural road	20
Figure 3.13	110 km/h divided rural road	21
Figure 3.14	30 km/h high pedestrian activity centre speed limit	21
Figure 3.15	40 km/h high pedestrian activity centre speed limit	22
Figure 3.16	40 km/h speed limited area	23
Figure 3.17	Shared zone in residential area	24
Figure 3.18	Shared zone in shopping precinct	24
Figure 3.19	School zone on local street.....	26
Figure 3.20	Speed Limit Changed (T1-SA109) sign.....	29
Figure 3.21	Speed Limit Changed - 50 (TES 19085) sign.....	29
Figure 3.22	Speed limit changed ahead (T1-SA103) sign.....	29
Figure 3.23	Speed limit changed ahead (T1-SA104) hinged sign	29
Table 3.1	Location of advance warning signs.....	30
Figure 3.24	Speed Limit Ahead (G9-79) sign	30
Figure 3.25	Remember 50 (TES 15342) sign.....	30
Figure 3.26	School Zone Warning (W6-SA106) sign	31
Figure 3.27	Advisory speed (W8-2) sign	31
Figure 3.28	Signing two lane, two way roads and divided single lane carriageways ..	32
Figure 3.29	Signing undivided multi-lane roads.....	33
Figure 3.30	Signing divided two lane carriageways	33
Figure 3.31	Reduction from 110 km/h to 80 km/h	34
Figure 3.32	Reduction from 110 km/h to 60 km/h	34
Figure 3.33	Reduction from 110 km/h to 50 km/h	34
Figure 3.34	Reduction from 100 km/h to 60 km/h to 50 km/h	35
Figure 3.35	Reduction from 100 km/h to 80 km/h to 50 km/h	35
Figure 3.36	Reduction from 80 km/h to 50 km/h	35
Table 3.2	Variable speed limit / Electronic regulatory speed sign sizes	36
Figure 3.37	VSL supplementary (TES 18371) sign	36
Figure 3.38	Speed restriction (R4-1) sign.....	37
Figure 3.39	Variable speed limit (R4-1) sign.....	37
Table 3.3	High pedestrian activity area sign locations.....	37
Figure 3.40	Pedestrian precinct supplementary plate (W8-SA106).....	37
Figure 3.41	Typical part time high pedestrian activity centre signing	38
Figure 3.42	Time based speed limit (R4-SA102) sign	38
Figure 3.43	Speed limit ahead (G9-SA131) sign	38
Figure 3.44	Speed limit ahead (G9-SA132) sign	38
Figure 3.45	Speed limit ahead (G9-SA133) sign	39
Figure 3.46	Speed Limit Area (R4-10) sign	39
Figure 3.47	End Speed Limit Area (R4-11) sign.....	39
Figure 3.48	End Speed Limit Area (R4-SA103) sign above the R4-1 sign	40
Figure 3.49	End School Zone 40 Area (R4-SA60) sign.....	40
Figure 3.50	End School Zone End 40 Area (R4-SA61) sign.....	40
Figure 3.51	Signing for the 50 km/h default within a speed-limited area	41
Figure 3.52	Shared zone (R4-4) sign.....	41
Figure 3.53	End Shared Zone (R4-5) sign.....	41
Figure 3.54	School zone (R3-SA58) sign	42
Figure 3.55	End School Zone Speed Limit (R4-SA59) sign.....	42
Figure 3.56	School zone warning (W6-SA106) sign.....	42
Figure 3.57	Speed restriction (R4-1) sign with On Beach (TES 18837) plate	43
Figure 3.58	Speed limits on beach within the urban boundary	44
Figure 3.59	Speed limit on beach outside of the urban boundary	44

[This page intentionally left blank]

Section 1: Introduction

Scope, approvals and definitions



1.1 General

The *Speed Limit Guideline for South Australia* was developed to provide a statewide point of reference for applying speed limits (excluding temporary speed limits) throughout South Australia to make roads, roadsides and road-related areas safer for all road users. The purpose of this document is to ensure:

- speed limits meet the requirements of South Australia's Road Safety Strategy 2020 *Towards Zero Together* and its guiding principle of a Safe System,
- compatibility with the functional hierarchy of State Government maintained roads,
- the correct and consistent use of speed limits and signs,
- drivers are not subject to excessive changes in speed limits along a length of road, and
- community views are considered in speed limit selection.

1.2 Scope

This guideline must be used when determining permanent, variable and part time speed limits, and covers all aspects of speed limits from strategy to sign installation.

This document is intended for use by traffic management practitioners who are experienced in assessing speed limits. It provides readers with an understanding of the principles for determining and implementing speed limits.

This document supersedes DPTI's *Operational Instructions 4.1 to 4.8*.

This guideline is based on the Australian Standards and Austroads guides with specific details for the following:

- Typical speed limit applications
- High pedestrian activity areas
- Speed-limited areas
- Shared zones
- School zones
- Speed limits on beaches
- Speed limit signing

NOTE: Temporary speed limits, such as those for events or roadworks, are beyond the scope of this document. Separate documents are available to cover these situations (*refer to Appendix A3*).

1.3 Approvals

The *Road Traffic Act 1961* requires that the Minister for Transport and Infrastructure grant approval to install, maintain, alter, operate or remove traffic control devices, including speed limits.

The Minister has delegated powers and granted approvals by issuing Instruments to the Commissioner of Highways, Councils and a number of other road authorities. These Instruments specify the conditions of approval, and the devices requiring separate approval.

Speed limits are generally excluded from the *Instruments of General Approval* granted to other road authorities, and require separate approval of the Commissioner of Highways or authorised delegate. The full list of traffic control devices requiring separate approval of the Commissioner of Highways or authorised delegate are listed in Appendix A of DPTI's *Code of Technical Requirements*.

Speed limit signs associated with school zones, koala crossings and wombat crossings do not require separate approval of the Commissioner of Highways provided they are used in accordance with the requirements of the *Code of Technical Requirements*, and this document.

1.4 Specifications

Sign specification details can be found on the *DPTI Standard Road Sign Index*

(<http://www.dteiapps.com.au/signindx/>). Signs not included on this index shall not be used. For detailed specifications for the materials and manufacture of these devices reference should be made to the relevant parts of the *DPTI Master Specification* (http://www.dpti.sa.gov.au/contractor_documents/specifications).

1.5 Definitions

85th percentile speed – The speed at or below which 85% of vehicles are observed to travel under free-flowing conditions past a nominated point.

AADT (Annual Average Daily Traffic) – The total yearly traffic volume in both directions at a road location, divided by the number of days in the year.

Advisory speed sign – Signs used to inform motorists of changes in alignment (i.e. curves, bends, humps, dips) and of the appropriate speed to negotiate these road features under good road and weather conditions. Although the sign provides a warning to approaching drivers, it is not legally enforceable.

Arterial road – Roads that provide for traffic movement across and between regional areas.

Built-up area – In relation to a length of road, an area in which either of the following is present for a distance of at least 500 m or, if the length of road is shorter than 500 m, for the whole road:

- Buildings, not over 100 m apart, on land next to the road.
- Street lights not over 100 m apart.

Clear zone – The area adjacent to the road which is required to be clear of any non-frangible hazards (i.e. trees, poles, drains, culverts, steep embankments).

Default rural speed limit – Statutory speed limit that applies in the absence of a signposted speed limit in a

non-built-up area. The default rural speed limit is 100 km/h.

Default urban speed limit – Statutory speed limit that applies in the absence of a signposted speed limit in a built-up area. The default urban speed limit is 50 km/h. Refer to *Section 2.3.2* for further details.

Duplicated signs – Signs placed on both the left and right sides of the carriageway.

May – Indicates the existence of an option, which is not mandatory.

Major intersections – intersections of arterial roads with arterial, sub-arterial or collector roads.

Mean speed – measured as either:

Time mean speed, v_t , the arithmetic mean of the measured speeds of all vehicles passing a given point during a given time interval, or
Space mean speed, v_s , the arithmetic mean of the measured speeds of all vehicles within a given length of lane or carriageway, at a given instant of time.

Must – Indicated that the statement is mandatory.

Repeater signs – Signs placed along the road to indicate to entering traffic, or remind and reinforce to other traffic, the prevailing speed.

Road user – A driver, rider, passenger, or pedestrian.

Safe System – An internationally recognised holistic view of the interactions and interrelationships between road users, roads, roadsides, travel speeds and vehicles that form the complete road transport system. It is an inclusive approach that caters for all groups using the road system, whether directly, such as drivers, motorcyclists, passengers and pedestrians, or indirectly, such as courier businesses, commercial transport companies and government departments. Each individual or group has a shared responsibility to act, design, manage and encourage safe use of the road transport system. Consistent with the long-term road safety vision, it recognises that people will always make mistakes and may have road crashes but the system should be forgiving and those crashes should not result in death or serious injury based on the limitations of the human body.

Seal width – The width of sealed pavement. This includes lane widths and sealed shoulders.

Shall – Indicates that the statement is mandatory.

Should – Indicates a recommendation.

Sight distance – The distance measured along the road over which visibility occurs between a driver and an object or between two drivers at specific heights above the carriageway in their lane of travel.

Speed environment – A basic design parameter for a section of road, representing the uniform desired speed of the 85th percentile driver. It can be measured on existing roads as the 85th percentile speed (i.e. the speed at or below which 85% of vehicles travel under free flowing conditions).

Speed limit – The maximum legally permissible driving speed.

Speed-limited area – The road network within a defined area on which a speed limit is applied.

Speed zone – A length of road along which a signposted speed limit applies.

Time-based speed limit – Regulatory speed limit which applies during specified times of the day. These speed limits are applied on roads at times when the level of road and roadside activity varies markedly from other times.

Traffic control device – In accordance with the *Road Traffic Act 1961*, a traffic control device is a sign, signal, marking, structure or other device or thing, to direct or warn traffic on, entering or leaving a road, and includes –

- a) A traffic cone, barrier, structure or other device or thing to wholly or partially close a road or part of a road; and
- b) A parking ticket-vending machine and parking meter.

Variable speed limit – Regulatory speed limits that are applied, using electronic signs, at different times of the day to reflect different driving conditions.

1.6 Structure of this document

This document is structured to provide guidance in reviewing and installing speed limits. The guidelines are written in three sections:

Section 1: gives the scope, reference documents, definitions, abbreviations and structure of the document.

Section 2: describes the policy framework for speed limits, and its role in road safety. *Section 2.3* describes the different types of speed limits and desirable minimum lengths of speed zones and provides an initial

indication of the speed limits applicable to various road types and speed environments. *Section 2.4* outlines other factors to be taken into consideration when determining a speed limit. *Section 2.5* describes the process for requesting a review and approval.

Section 3: provides the technical details of the requirements of speed limits for specific situations, including signing.

1.7 Reference documents

Traffic control devices in South Australia, including speed limits, shall comply with the *Code of Technical Requirements*, which refers to this guideline. The relevant Australian Standards and Austroads guides provide additional information on speed limits and shall be read in conjunction with this document, however the *Code of Technical Requirements* and this guideline take precedence. The documents listed in Appendix A provide additional reference material relating to the Safe System, speed and speed limits.

1.8 Further information

For further information about a speed limit at a particular location, contact the relevant road authority. Queries relating to a speed limit on a road under the care, control and management of the Commissioner of Highways may be addressed to DPTI's Traffic Operations at dpti.enquiries@sa.gov.au. For further information about the contents of this document, contact dpti.tassadminsupport@sa.gov.au.

Section 2: Speed limit policy

Principles and procedures



2.1 Safer speeds strategy

The South Australian Road Safety Strategy 2020 *Towards Zero Together* is divided into four interconnected intervention areas – Safer Speeds, Safer Roads, Safer People and Safer Vehicles, which are all driven by the Safe System principles. Safer Speeds focuses on managing travel speeds to be safe and credible and aligned to the function, standard and use of the road.

Travel speed is a contributing factor in all crashes. It has consequences for the risk of a crash occurring and the severity of injury when a crash occurs. Managing travel speeds to be compatible with the function of the road, its environment, and roadside activity is important for road safety. Reductions in average travel speed across the network is the most effective and swift way to reduce road trauma and would produce significant and immediate road safety benefits. From research, a reduction of 5 km/h in average travel speed would reduce rural casualty crashes by about 30%, and urban casualty crashes by about 25%.

The following are some measures to manage travel speeds: road design; local area traffic management devices; enforcement; speed limiters; legislation; company policies; and speed limits. State, national and international research consistently shows that speed limits affect a driver's choice of travel speed, as summarised in Mackenzie, Kloeden and Hutchinson (2015, p 3).

International work has shown that to achieve road safety targets, speed limits need to be set and enforced, taking into account potential crashes and the likely outcomes given the physical impact on the human body. A key strategy under Safer Speeds is to align speed limits to the function, standard and use of the road, and increase consistency in their application

across the State. This guideline sets out the means to achieve this.

2.1.1 Functional Hierarchy

South Australia's roads are a key component of the urban and rural environment and provide for a variety of different transport modes and users (i.e. its functions). A *Functional Hierarchy for South Australia's Land Transport Network* has been developed to describe the functions that identify which corridors are important for different modes of transport. It guides the use of road space to improve safety and efficiency for users of the road transport network.

2.1.2 Safe System

The Safe System approach is the foundation of this guideline, which focuses on harm minimisation by reflecting the speed limit to the road safety risk to road users.

The Safe System was officially endorsed by the Australian Transport Council in 2004 and adopted by all Australian state and territory road authorities.

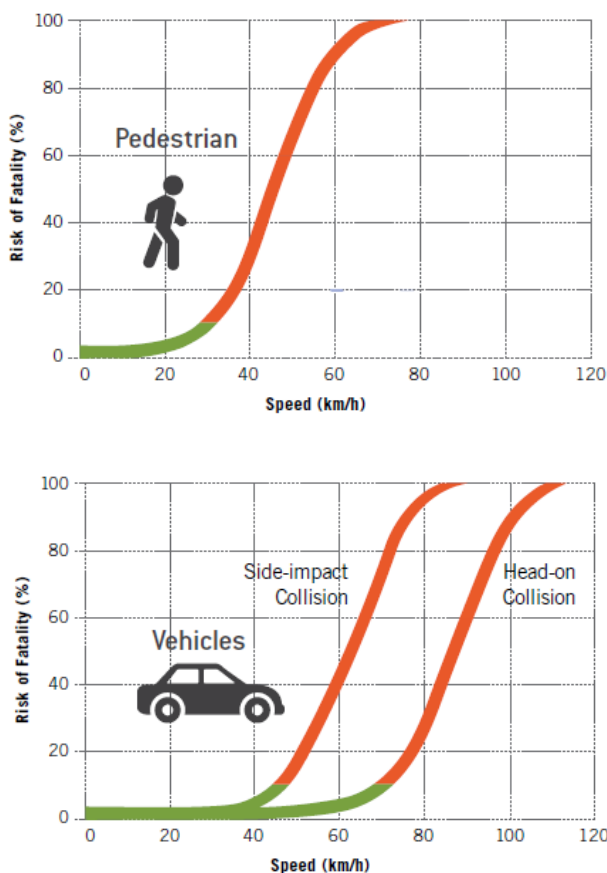
While the Safe System approach to road safety recognises the need for responsible road user behaviour, it also accepts that human error is inevitable. It therefore aims to create a road transport system that makes allowance for errors and minimises the consequences – in particular, the risk of death or serious injury. By taking a total view of the combined factors involved in road safety, the Safe System encourages a better understanding of the interaction between the key elements of the road system: road users, roads and roadsides, vehicles and travel.

2.1.3 Speed versus risk and severity of crash

The relationship between vehicle speed and crash severity is unequivocal and is based on the laws of physics. Current and past research in Australia and internationally provides compelling evidence that increased travel speeds – even at low levels – are directly related to both the likelihood of a crash occurring and to the severity of crash outcomes.

Biomechanical research into the capacity of the human body to absorb crash energy without significant harm suggest that safe travel speeds would ideally be less than 30 km/h in areas where conflict with people walking and cycling is possible, less than 50 km/h where side impacts are possible, and less than 70 km/h on roads where head-on collisions are possible (see Figure 2.1). This illustrates the need to address speed within a functional approach to road management.

Figure 2.1 Collision – force and risk of fatality



In aggregate terms, minor speeding is found to be more dangerous to the community than excessive speeding. The cumulative effect of a small additional risk multiplied by a high number of drivers results in

more casualty crashes than the cumulative effect of a few drivers who speed by a large margin.

2.1.4 Relationship between speed limit and mean speeds

Research demonstrates that travel speeds and road casualties usually decrease when speed limits are lowered, and that higher travel speeds and road casualties follow increases in speed limits. The evidence is clear that lower speed limits result in irrefutable road safety benefits (Nilsson 1990, Sliogeris 1992, Scharping 1994, Woolley 2005, Bhatnagar et al 2010).

Review and analysis of the available literature suggests that a 10 km/h reduction in speed limit will, on average, result in a 3 – 4 km/h change in mean speeds (Kloeden et al 2007). Analysis of speed limit evaluation studies shows that a higher mean speed reduction can be expected on a high speed limit road than on a low speed limit road. Even small reductions in mean speeds result in substantial safety benefits to all road users on the affected roads. The greatest gains are observed in reductions in fatalities and fatal crashes. Pedestrians and other vulnerable road users particularly benefit from reduced mean speeds as a result of reduced speed limits.

2.2 Speed limit principles

Speed limits are one of the most proven methods around the world for managing travel speeds and are used for many reasons, including:

- The actual and potential risks on the road not always being obvious or recognisable.
- Driver decisions about speed being made without adequately considering their effect on the safety of other road users.
- Driver inability to judge vehicle capabilities (e.g. stopping) and to adequately anticipate roadway geometry and roadside conditions to determine appropriate driving speeds.
- Driver lack of understanding of the effects of speed on crash probability and severity.
- The safety benefits of more uniform travel speeds.

2.2.1 Speed limits and speed zones

A speed limit is the number shown on the regulatory speed limit sign (*Figure 2.2*) within the red circle (annulus) and defines the maximum legal speed permitted along a specific section of road under good road and travel conditions. The *Road Traffic Act 1961* gives the Minister for Transport and Infrastructure the power to set the speed limits on South Australian roads. The Minister has delegated this power and granted approval to the Commissioner of Highways. DPTI has not delegated this authority to any other agency and is therefore responsible for setting speed limits on all roads in South Australia.

A speed limit, displayed by the regulatory speed limit sign, is legally enforceable under the *Australian Road Rules*. According to *Australian Road Rule 20*, a driver must not drive at a speed over the speed limit applying to the driver for the length of road.

A speed zone is a length of road over which a particular speed limit applies. Speed zones are signposted to clearly define where the speed limit applies, with signs at the start, reminder signs within the zone (if required) and signs at the end showing the speed limit of the next zone (*Figure 2.2* or *Figure 2.3*).

All signposted regulatory speed limits are in steps of 10 km/h, ending in 0 (except for 25 km/h speed limits at schools and roadworks). All advisory speeds are in steps of 5 km/h, ending in either a 0 or 5.

Figure 2.2 Regulatory speed limit sign (R4-1)

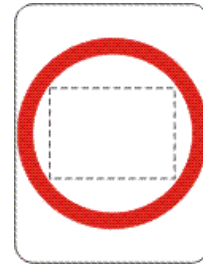
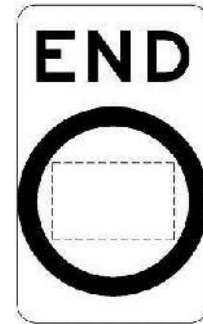


Figure 2.3 End speed limit sign (R4-12)



Other types of speed signs are Advisory Speed (W8-2 on yellow background) and Speed Restriction Ahead sign (G9-79 with black circle); see *Figure 2.4* and *Figure 2.5*. They are not legal speed limits and are used to inform drivers of forthcoming changes in alignment and speed limits. For more information, see *Section 2.3.7* and *Section 3.4.4* respectively.

Figure 2.4 Advisory speed sign (W8-2)

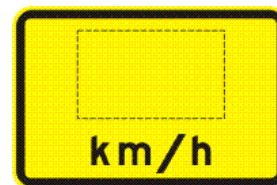
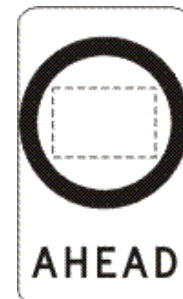


Figure 2.5 Speed restriction ahead sign (G9-79)



2.2.2 Route-based approach

While reviewing and setting the speed limits, a route-based approach to speed limits should be applied. This approach will ensure that speed limit changes along a route or across an area or precinct address

road safety and facilitate mobility whilst reducing the number of changes in speed limits where possible.

2.2.3 Improved road safety

The setting of speed limits is an integral part of safety on South Australian roads.

Crashes have significant emotional, physical, mental and financial costs to individuals, families and communities:

- There were 30 fatalities and 649 injuries from speed-related crashes in 2015.
- The cost to the community from speed-related crashes in 2015 was around \$226 million.

Lower speeds deliver significant road safety benefits, reducing both the number and severity of crashes. A major study (Kloeden et al 2006) that evaluated the introduction of the 50 km/h urban speed limit has found that a 23% reduction in casualty crashes was achieved on residential streets where the lower speed limit was introduced. In the study by Mackenzie (2015) a 27% reduction in casualty crashes resulted when approximately 1,100 km of rural roads were reduced from a 110 km/h speed limit to 100 km/h.

As well as the benefits for safer speeds, appropriately set speed limits may provide a more uniform speed environment in which drivers can more safely undertake difficult manoeuvres, such as stopping, overtaking and turning, and react earlier to prevent a collision.

2.2.4 Engineering measures

If safety issues are identified along a particular length of road, engineering measures must be considered. They may include realignment, delineation or local area traffic management schemes.

When long-term engineering measures are implemented, the speed limit should be re-evaluated. This particularly applies to at-risk locations where a lower speed limit has been applied.

Due to site considerations and financial constraints, engineering measures may not be feasible. Therefore, lowering speed limits may also be considered a long-term solution.

2.2.5 Economic impact

Speed limits need to be considered in the context of economic activity. Although there is a cost to the

community associated with increased travel time when a lower speed limit is set, the effect on the overall travel time for an individual vehicle is usually small. However, the economic cost can be high when a significant traffic flow is involved, particularly when there are high volumes of freight vehicles. This needs to be considered when setting speed limits.

For example, a 3 km trip with no interruptions will take only 36 seconds longer if the speed limit is reduced from 60 km/h to 50 km/h. In most urban environments with high volumes of traffic and frequent intersections, the change in travel time is even less.

Depending on the traffic volumes, the potential reduction in costs associated with crashes will outweigh the penalty in travel times.

Benefits for the community arise from lower speed limits when the severity and number of crashes are reduced. Research has shown that there is a causal relationship between speed and road safety outcomes. If mean speeds are reduced by 10%, fatalities can reduce by approximately 38% (Elvik et al, 2005).

Furthermore, lower speed limits contribute to improved network efficiency on key travel routes by reducing the number of crashes and associated delays. This is to be balanced against slower mean speeds.

2.2.6 Public expectations

A 2013 attitudinal survey (Petroutias, 2014) showed that 79% of the community thought that speed limits were generally set at a reasonable level. In relation to the factors contributing to road crashes, nearly half of the respondents recognised speed as a factor.

Drivers expect that speed limits will be consistently applied and credible. The speed limit for some roads may, however, be set lower than for similar roads for reasons such as an adverse crash history, which may not necessarily be apparent to motorists. In these situations, additional signposting may be used to supplement the lower speed limit and assist in managing the factors underlying the crash history (*refer Section 2.4.6*). Engineering measures (*refer Section 2.2.4*) must be considered when addressing safety issues.

2.3 Speed limits in South Australia

2.3.1 Introduction

Speed limits in South Australia are based on a system of:

- Statutory speed limits, which apply in the absence of speed limit signs and do not require signposting. Under the *Australian Road Rules*, these are referred to as default speed limits. There are two types of default speed limits: 50 km/h in urban (built-up) areas and 100 km/h in rural (non-built-up) areas. There are also speed limits which only apply in certain circumstances, such as the 25 km/h speed limit which applies while passing a school bus, or when driving through an emergency service speed zone (refer Sections 82 and 83 of the *Road Traffic Act 1961*).
- Speed restrictions based on vehicle class (e.g. some heavy vehicles) or licence class (e.g. learner drivers - refer *Motor Vehicles Act 1959*)

- Signposted speed limits, which are based on an assessment of the road against these guidelines. These include 60, 70, 80, 90, 100 and 110 km/h speed limits on road lengths where those limits have been assessed to be safe and 40, 30, or 20 km/h speed limits and 10 km/h shared zones in high pedestrian areas. Part-time 25 km/h speed limit school zones may be established on local roads adjacent to a school.

2.3.2 Speed limits – types and ranges

Table 2.1 shows the range and types of speed limits used in South Australia. It has been adapted from AS 1742.4 and Austroads' *Guide to Traffic Management Part 5: Road Management* to provide details of key applications and features for speed limits in South Australia. Factors such as crash history, road cross-section, alignment, roadside development and traffic volume will influence the selection of a posted speed limit (refer to Section 2.4). This table must be read in conjunction with the detailed descriptions found in Sections 3.2 and 3.3.

Table 2.1 Overview of typical speed limit applications

Speed limit (km/h)	Type of speed limit	Typical application
10	Linear or area	Pedestrian mall, car parks, shared zones Confined area where pedestrians and vehicles occupy the same space. Low speed environment where vehicle movement is physically constrained. Shared zones where pedestrians have priority. Refer Section 3.3.3.
20	Linear or area	Off-street area, car parks, access driveways, beaches Confined area where vehicles and pedestrians mix. Refer Section 3.3.5 for beaches. Note: Shared spaces may also be designed as a low speed environment in the order of 20 km/h, without the need for a posted speed limit (refer <i>Streets for People Compendium</i>). The design principles of shared zones in Section 3.3.3 may also be adopted in these situations.
25	Linear or area	School zones, children's crossings Part-time speed limits at locations where school children may cross or where concentrations of school children may be adjacent to the road. Refer Section 3.3.4.

30, 40	Linear or area	Recreational areas, car parks, residential streets or areas, commercial streets or areas Open areas where vehicles and pedestrians may mix, but some separation between vehicles and pedestrians is provided. Roads in recreational areas such as parks, gardens, sports fields or large car parking areas. Pedestrian activity areas including shopping precincts, town centres, residential areas, holiday house / shack areas. Often used in conjunction with local area traffic management scheme. Bicycle boulevards where accompanied by traffic calming devices to achieve the desired speed. <i>Refer Section 3.3.1 and Section 3.3.2</i>
50	Default urban speed limit	Default urban limit Applies to all built-up areas unless otherwise signed. Typical applications of the 50 km/h speed limit are collector roads, or arterial roads with commercial or retail roadside development which generate frequent on-street parking (particularly in rural towns) and moderate levels of pedestrian volumes. <i>Refer Section 3.2</i>
60	Linear	Urban arterial road Arterial roads within the fully built-up area. <i>Refer Section 3.2</i>
70, 80	Linear	Urban arterial road Arterial roads in partially developed roadside environment with low levels of direct access. These are typically township fringes. <i>Refer Section 3.2</i>
80, 90	Linear	Urban or rural arterial road, rural roads Arterial roads in sparsely developed roadside environment with very low levels of direct access. Rural roads which are not suited to 100 km/h. <i>Refer Section 3.2</i>
90, 100	Linear	Urban expressway High standard urban roads with no direct access, adequate clear zones, grade separated interchanges. <i>Refer Section 3.2</i>
100	Default rural limit	Default rural limit Applies to all roads outside of the built-up area unless otherwise signed. A 100 km/h speed limit is typically applied to roads in farmland, or undeveloped land, where any houses are isolated and set well back from the road. <i>Refer Section 3.2</i>
110	Linear	Rural arterial road or expressway Maximum allowable speed limit in SA. Typically these roads will be of the highest standard in non-built-up areas and feature full access control, have divided carriageways, sealed shoulders and be a major traffic and primary freight route. <i>Refer Section 3.2.</i>

2.3.3 Speed limit length

Speed limits along a route may vary due to roadside development and the road environment. So drivers are not exposed to excessive variations in speed limits, the desirable minimum lengths for a particular speed limit are shown in *Table 2.2*.

Once these minimum lengths are applied, consideration should be given to consolidating the number of:

- Speed limit changes along the route, or
- Different speed limits applied to individual towns in a geographical area.

Generally, any consolidating of speed limits to minimise the number of changes should not involve increasing speed limits.

Table 2.2 Desirable minimum speed limit lengths from AS 1742.4

Speed limit (km/h)	Desirable minimum length (km)
40	0.4
60	0.6
70	0.7
80	0.8
90	0.9
100	2.0
110	10.0

2.3.4 Variable speed limits

Part time or variable speed limits may apply at regular times each day on roads with varying functions throughout the day, for example, high pedestrian activity areas on peak hour routes (*refer Sections 3.4.9 and 3.5.1*).

Seasonal speed limits are used where traffic or road conditions vary significantly at different times of the year, for example, holiday areas or grain storage facilities. They should only be implemented where other means of addressing a road safety problem are not possible (*refer Section 2.4.6*).

2.3.5 Offset speed limits

Offset speed limits occur where there are different speed limits in each direction of a road. Offset speed limits are often difficult to enforce and may be confusing to some drivers.

They are not recommended and should only be adopted after careful consideration of road safety and enforcement implications. It may be appropriate to use offset speed limits in the following situations:

- On divided roads where one direction of a road produces a greater risk than the opposing direction (e.g. steep downgrades in combination with poor alignment).
- On divided roads where the roadside development or road geometry on the two sides is markedly different.

2.3.6 Unsealed roads

The default speed limit is often inappropriate for unsealed roads. Other than the default urban or default rural limits, AS 1742.4 only permits the use of speed limits less than 50 km/h on roads that are not traffic routes.

In South Australia, an advisory sign indicating a maximum speed of 80 km/h, accompanied by a message reminding drivers to drive to the conditions may be used on unsealed roads. See DPTI's *Operational Instruction 4.10* for further details.

The *Australian Road Rules* set a default speed limit of 100 km/h on all roads outside a built up area. As with all speed limits, this is the maximum speed at which drivers are legally permitted to travel. Drivers need to be mindful of the road conditions and adjust their speed accordingly, particularly on rural unsealed roads.

When unsealed roads are narrow, have poor alignment or undulating conditions, drivers will tend to drive at a speed well below the default of 100 km/h. On higher standard rural unsealed roads drivers are not influenced as much by these factors, which may result in drivers choosing speeds nearer to the 100 km/h default limit. However, unsealed roads, by their very nature, are susceptible to changes in conditions such as variability of road alignment, width, or road surface conditions, and these may compromise the safety of drivers. In these cases it may be appropriate that the maximum speed be 80 km/h. The 'Gravel Roads - Maximum 80 km/h' (W1-SA101) advisory sign may be used on these roads in accordance with DPTI's *Operational Instruction 4.10*. This sign is not a regulatory speed limit sign.

2.3.7 Advisory speeds

Advisory speed signs (*Figure 2.4*) are used to inform drivers of changes in alignments (i.e. curves, bends, humps, dips) and of the appropriate speed to negotiate these road features in good weather, traffic and road conditions. Advisory speed signs are used where the appropriate speed on a section of road is less than the posted speed limit. Refer to AS 1742.2 *Clause 4.4.4* and DPTI's *Operational Instruction 2.10* for detailed information.

2.4 Key factors in setting speed limits

2.4.1 Introduction

The fundamental principle in setting speed limits for a particular length of road is that the speed limit should reflect the road safety risk to the road users while maintaining mobility and amenity. The following principles shall be followed when setting or reviewing speed limits:

- The speed limit for a particular length of road must reflect the road safety risk to the road users while maintaining mobility and amenity.
- The default 50 km/h general urban speed limit should be the initial consideration for speed limits in urban areas.
- The default 100 km/h should be the initial consideration for speed limits outside of built-up areas.
- The need for a non-default speed limit should be obvious to drivers.
- The speed limit must not exceed the maximum assessed speed for the road, taking into account key factors such as crash profile, road function, road use, roadside development, road characteristics, traffic mix, crash history, the presence of vulnerable road users, and the number, type and frequency of driveways and intersections which indicate potential conflict points.
- Speed limit changes should be kept to a minimum, refer *Section 2.3.3*.
- Lower speed limits may be applied to at-risk locations.
- The setting and review of speed limits should be part of a route-based approach.

2.4.2 Road function

The road network spans a wide range of road types with different transport functions and mixtures of traffic. Roads also have widely differing crash patterns and speed behaviour. Roads often have more than one function, and it is important to identify the key function of the length of road under review.

Roads which primarily function as 'traffic routes', such as those identified in DPTI's *Functional Hierarchy for South Australia's Land Transport Network* as freight, public transport transit or express routes, major traffic routes or major peak hour routes, will generally be suited to a speed limit of 60 km/h or more. 'Traffic routes' are defined by AS 1742.4 as 'a road or street that serves primarily to enable travel between localities, typically arterial, sub-arterial and major collector roads'.

2.4.3 Roadside development

The level of roadside development can influence the speed at which drivers travel. Drivers usually accept reduced speed limits when the speed limit is appropriate for the level and nature of adjacent roadside development.

Roadside development is an indicator of where concentrations of activity, such as pedestrians, cyclists, vehicles entering or leaving the road, and turning traffic, may occur. This activity may result from residential or retail development, schools, recreational or community facilities. Roadside development generally consists of visual cues to the driver, with buildings on typical residential size allotments situated close to the road with direct access, but should also take into account factors such as drivers reversing to enter or leave the road at residential properties, vegetation, fences and topography.

The residents of a house situated close to the road on a typical residential size allotment, but obscured from the road by large front fence, or a steep slope, should be provided with the same level of safety as the residents whose house is clearly visible, and both of these situations are considered to be the same when measuring roadside development. By taking into account roadside development when determining speed limits, the safety and amenity can be balanced with the mobility function of the road.

2.4.4 Road characteristics

A variety of road characteristics, such as horizontal and vertical alignment, clear zones, medians, lane widths, sight distance etc., are able to influence the choice of a safe speed limit for a length of road. These factors need to be considered when reviewing the speed limit as discussed below.

2.4.4.1 Alignment

The geometric features of a road may influence the speed at which drivers choose to travel. Speed limits should consider the overall standard of road alignment (*refer to Section 2.3.7*).

Isolated sections of road with adverse alignments should be treated with advisory warning signs. The use of advisory signs is covered in *Section 3.4.3.7*. In critical locations, such as approaches to tunnels or bridges, it may be necessary to reduce speed limits and use enforcement measures to get the desired results.

The speed limit for a section of road that is characterised by closely spaced curves may be set according to the recommended safe speed of the curves rather than straight sections of road. Application of this approach must consider the speed limits on adjacent sections of road to keep the number of speed limit changes to a minimum.

2.4.4.2 Road access

Consider the number and type of access points along a length of road and the adequacy of the sight distance (as described in *AS/NZ 2890.1– Section 3.2.4: Sight distance at access driveway exits*).

2.4.4.3 Lane width

Lane width and the road surface condition have a substantial influence on the safety and comfort of road users. Depending on the lane configuration and road alignment, a reduction in lane width reduces the lateral clearance between vehicles, which will reduce the traffic travel speed and lane capacity. A reduction of lane width requires consideration of reduced speed limits.

2.4.4.4 Adjacent speed zones

Take into account the limits on adjacent sections of road to the section of road under speed limit consideration. Speed limit changes should meet the minimum length criterion shown in *Table 2.2*.

2.4.5 Traffic characteristics

The following traffic characteristics need to be considered when reviewing a speed limit.

2.4.5.1 Traffic patterns

Lower speed limits should not normally be applied solely in response to conditions that arise for short

periods each day. This includes peak traffic activity outside a factory or near a sportsground.

Exceptions can be made for specific traffic management plans, including temporary speed limits (e.g. for community events). Other exceptions are school zones, work sites and variable speed limits (e.g. freeways, expressways and high pedestrian activity centres).

2.4.5.2 Pedestrians and cyclists

When assessing the speed limit for a length of road, factors such as roadside development and road environment should be considered in terms of pedestrians and cyclists. The presence of these vulnerable road users, and the presence of facilities for these users should be taken into consideration when determining the speed limit for a length of road.

The amount of pedestrian and cyclist activity is related to the level of roadside development and type of road environment. Where the following factors are present, a reduced speed limit may be appropriate:

- Nearby pedestrian attractors and generators.
- Presence of young children, elderly, mobility and vision impaired pedestrians.
- Pedestrian crossing facilities.
- On-road bicycle facilities.
- Bicycle crossing facilities.
- Public transport links.

Care should be taken in considering any of these factors in isolation. While crossing facilities or bicycle facilities are associated with the presence of these users, where these facilities have been designed to suit a higher speed limit their presence alone is not justification for a lower speed limit.

Speed limits specifically suited to high pedestrian environments should be considered where certain selection criteria are met. This includes shared zones, high pedestrian activity centres and school zones (*refer to Section 3.3 for more information*).

2.4.5.3 Speeds

Speed surveys are used to determine overall traffic speed and volume on a road. This speed is usually determined by a survey of vehicles travelling under free-flow conditions. One of the measures used is the mean speed (*refer to Section 1.5*).

This measure is useful for designing, implementing and evaluating speed management initiatives to address a speeding problem on a length of road.

Speed data can provide an indication of the difference between current speeds and the assessed speed limit prior to implementation. If measured speeds are markedly higher than the assessed speed limit then it may be necessary to consider establishing engineering measures designed to constrain vehicle speeds and consider other measures such as enforcement and public education.

On local roads these measures may consist of local area traffic management devices in accordance with the *Code of Technical Requirements*, Australian Standard AS 1742.13 *MUTCD Part 13: Local Area Traffic Management*, Austroads *Guide to Traffic Management Part 8: Local Area Traffic Management* and the principles of the *Streets for People Compendium*. These documents are applicable to local roads, but the principles may also be adapted to be applied to other roads. Options such as kerb extensions or other forms of localised narrowing, raised intersections, gateway treatments or perceptual measures may assist in reducing vehicle speeds and improve compliance with lower speed limits on main roads.

The intention of traffic calming devices is to adapt the road to the environment that it serves. A low-speed traffic environment is essential in pedestrian dominated streets. The design of the road environment and the use of traffic calming devices should be the main speed reduction tools, as speed limit signs alone are less likely to be obeyed if the road design makes higher speeds attractive.

2.4.6 At-risk locations

Speed limits should not generally be reduced for isolated road hazards except for at-risk locations.

An at-risk location is defined as a location along the road network where there are road geometry constraints, hazards in the roadside, non-conformance with design standards for the proposed speed limit, or a perceived or identified risk. At-risk locations may have a high crash history or high potential of crash risk.

Speed limits at at-risk locations may be considered where there are no feasible remedial treatments to address the road safety problem. Under this approach, DPTI may reduce speed limits along a road or section

of road which shows a high recent history of crashes, in comparison to roads of a similar nature.

To ensure high levels of compliance by drivers and achieve the maximum road safety benefits, drivers must perceive the speed limit to be credible.

Supplementary plates or advance signing displaying the risk may be used to enable drivers to differentiate between the speed environment in an at-risk location, and the speed environment of a regular speed limit. Sign details must be determined in consultation with DPTI (email dpti.tassadmins@sa.gov.au).

Variable speed limits may be used where the crash risk is only present during particular times or circumstances (refer to Section 3.4.9)

2.5 Speed limit review process

2.5.1 Introduction

A review of the speed limit seeks to enhance road safety by applying the Road Safety Strategy, and speed management policies and practices to:

- Determine the need for a change in the current speed limit, taking into account the need to:
 - a) Respond to community views and concerns related to speed limit policies and practices.
 - b) Identify and correct speed limit anomalies.
 - c) Ensure that speed limits reflect changes in road use and the level of roadside activity.
 - d) Keep the number of speed limit changes along a section of road to a practical minimum.
- Respond to increasing or identified crash concerns along a length of road.

2.5.2 Requests for speed limit review and approval

Requests from members of the public for changes to speed limits must first be addressed to the relevant road authority for an initial review and assessment.

2.5.2.1 Review and approval process for DPTI roads

Requests for changes to speed limits on DPTI roads must be addressed to DPTI's Traffic Operations at dpti.enquiries@sa.gov.au for assessment and approval.

DPTI's Traffic Operations is responsible for preparing the traffic impact statement. Guidelines for preparing a traffic impact statement are included in the *Code of Technical Requirements* and a template is available on the DPTI intranet. The traffic impact statement must be endorsed by a DPTI Recognised Traffic Engineering Practitioner with experience in speed limit assessments, and attached to the approval documentation.

Details of any consultation (refer Section 2.5.3) associated with the speed limit change, including the process and feedback received shall also be included in the traffic impact statement.

2.5.2.2 Review and approval process for other roads

Requests from members of the public for changes to speed limits on other roads must first be addressed to the local council, who may formally request an assessment and approval of the speed limit from the Commissioner of Highways. The Commissioner of Highways has authorised certain positions within DPTI to exercise these powers of approval.

This guideline may be used as a resource by Council to conduct an initial review of a proposed speed limit to determine whether it is suitable. Council may contact DPTI's Traffic Operations to discuss the proposal in this initial review stage.

Prior to submitting a formal request for approval to DPTI, Council must resolve that they endorse the proposed speed limit changes. When submitting a request for approval of a speed limit to DPTI, Council should contact Traffic Operations via dpti.enquiries@sa.gov.au in order to ascertain the supporting documentation that will be required, which may include some (or all) of the following:

- Resolution from Council endorsing the proposed speed limit change,
- Indication of support from the local State Member of Parliament,
- A site plan accurately indicating existing speed limit signs, location of proposed speed limit signs, local roads, distances and any other relevant information, such as details of roadside development, parking controls, traffic signals, and existing and proposed physical speed control treatments or traffic calming devices,

- An assessment of the speed limit proposal against the requirements of this guideline,
- A traffic impact statement and any other supporting documentation, such as consultation details, annual average daily traffic volumes, heavy vehicle content, pedestrian volumes, speed surveys, and
- Details of an appropriate contact person to liaise with DPTI officers on traffic planning as well as technical design aspects of the proposed speed limit.

A traffic impact statement is a report indicating the traffic management and road safety effects for all users. The expected impact of the change in speed limit on adjacent streets and alternative routes shall be included in the traffic impact statement.

Council is responsible for preparing the traffic impact statement. Guidelines for preparing a traffic impact statement are included in the *Code of Technical Requirements* and a template is available at <http://www.dpti.sa.gov.au/standards/tass>.

Details of any consultation (refer Section 2.5.3) associated with the speed limit change, including the process and feedback received shall also be included in the traffic impact statement.

For Council or other road authorities, a Traffic Impact Statement must be prepared by an experienced traffic engineering practitioner, and endorsed by a person authorised by Council, 'for and on behalf of the Council'.

Requests for assessment and approval of changes to speed limits shall be addressed to DPTI's Traffic Operations at dpti.enquiries@sa.gov.au.

2.5.3 Consultation

Consultation for speed limit changes should be tailored to suit the location of the proposed speed limit change. The relevant road authority is responsible for the consultation process, however DPTI may work in collaboration with the local council to consult with stakeholders and the community on speed limit changes which have both a broad and local impact.

For speed limit proposals which will have a broad impact, such as those on major traffic routes, stakeholders may include:

- Councils
- Local residents and businesses

- Local State Member of Parliament
- South Australian Police (SAPOL)
- Emergency services
- South Australian Freight Council
- SA Road Transport Association
- Livestock and Rural Transporters Association SA
- DPTI's Public Transport Operations and Planning section

Consultation with the broader community may be conducted in various ways such as advertising in local media (both print and online), social media, open days, community forums, as well as seeking feedback through formal surveys (online, phone, mail). Further guidance on community consultation is provided in *Better Together* (<http://bettertogether.sa.gov.au/home-page>).

For speed limit changes on council roads, the *Instrument of General Approval to Council* requires Council to notify adjoining councils and DPTI of any changes which may affect traffic on their roads. Consultation with SAPOL should ascertain the enforcement strategy for the speed limit change.

Consultation of speed limit changes which only affect the local community may be limited to those directly impacted by the change. Councils, as elected representatives of the local community, are responsible for assessing the level of support for the proposal and may decide not to seek specific community feedback on a proposed speed limit change. However, it may be beneficial to the success of the speed limit proposal to ensure a high level of community support before implementing the lower speed limit. Without this high level of initial support, the speed limit may become contentious and unpopular when enforcement occurs. Further guidance on community consultation is provided in *Austrroads Guide to Traffic Management Part 8: Local Area Traffic Management* and the Local Government Association of South Australia's *Community Engagement Handbook*.

Where a speed limit change affects a large area, for example an entire council area, consultation may be in the form of a survey of a representative sample of that community.

Applications for approval of speed limited areas must identify whether the local State Member of Parliament is supportive of the proposal, except where it is

proposed to consolidate existing 30 km/h or 40 km/h linear speed limits and the default urban speed limit within a shack area into a 30 km/h or 40 km/h speed-limited area.

2.5.4 Implementation

Approval must be granted before a road authority can install, alter or remove a speed limit sign.

Installation, alteration or removal of a speed limit sign without proper authority is an offence under section 21 of the *Road Traffic Act 1961*.

New speed limit signs shall be accompanied by the installation of the appropriate temporary supplementary or advance warning sign in accordance with *Section 3.4.3*, for a period of up to 2 months. Where the speed limit change occurs on a road subject to high volumes of seasonal or tourist traffic, this period may be extended to cater for these users.

The implementation of new speed limits may also require the following measures to maximise effectiveness:

- Local media campaigns to reinforce/raise awareness of changed speed limits
- Liaison with SAPOL to ensure appropriate enforcement
- Use of variable message trailers for a short period of time (*refer DPTI's Operational Instruction 2.36*).

Section 3: Technical details

Types and signing of speed limits



3.1 General

Three types of speed limits are used in South Australia:

- (i) Statutory (including default) speed limits.
- (ii) Signposted speed limits.
- (iii) Speed limits based on vehicle and licence class.

Signposted speed limits override the default speed limit that would otherwise apply (except where special speed limits for certain classes of vehicles and licences apply).

A speed zone is the length of road where a sign-posted speed limit applies.

3.1.1 Definitions of types of speed zoning

3.1.1.1 Default speed limits

Default speed limits are statutory limits imposed by South Australian law, specifically the *Australian Road Rules Rule 25* under the *Road Traffic Act 1961*.

Default speed limits are legally enforceable even though there may be no speed limit signs. That is, drivers are required to know that the default limit applies in the absence of signs.

There are two types of default speed limits: the default urban speed limit of 50 km/h applies in built-up areas, and the default rural speed limit of 100 km/h which applies elsewhere. The *Australian Road Rules* defines 'built-up', in relation to a length of road, as an area in which either of the following is present for a distance of at least 500 m or, if the length of road is shorter than 500 m, for the whole road:

- Buildings, not over 100 m apart, on land next to the road, or
- Street lights not over 100 m apart.

Generally there will be a 50 km/h sign indicating the start of the built-up area, but individual roads within the built-up area where the default limit of 50 km/h applies are not signed unless another speed limit needs to be terminated on a section of road and the 50 km/h default limit continues after it.

In 2003, the default urban speed limit was reduced from 60 km/h to 50 km/h. At that time, the speed limit on many main roads in built-up areas remained at 60 km/h, and these roads were signed with a 60 km/h speed limit, with repeater signs at regular intervals to remind drivers of the speed limit. *Towards Zero Together - South Australia's Road Safety Strategy 2020* promotes safer speeds and aims to achieve greater application of the default speed limits where a limit above the default cannot be justified.

Where a speed limit review results in a speed limit being reduced to the default speed limit, signing of the default speed limit value will be limited to maintain the integrity of the default speed limit philosophy (*refer Sections 3.4.6, 0, 3.4.3.5 and 3.4.3.2*).

3.1.1.2 Signposted limits

A speed limit is the number of kilometres per hour indicated within the red circle (annulus) on the R4-1 sign (*Figure 2.2*). Signposted speed limits override the default speed limit that would otherwise apply, but not special speed limits that apply to certain classes of vehicles (i.e. trucks and buses), licences (i.e. learner and provisional drivers) and certain circumstances (i.e. past school buses or in emergency service zones).

3.1.1.3 Linear speed limits

A speed-limited length of road begins at a speed limit sign and ends at the first of the following:

- A speed-limit sign on the road showing a different speed limit.
- An end speed-limit sign on the road.

- The end of the road if the road is the terminating leg of a T-intersection or terminates such as in a cul-de-sac.

Linear speed limits are applied to a length of road through the use of speed limit signing at each end. The speed limit may or may not be the same as the default speed limit that would otherwise apply. Where a linear speed limit is the same as the default speed limit, repeater signs indicating the default value along the length of road are not generally used, and speed limit signing is limited to the beginning and end of the length of road.

3.1.1.4 Area speed limits

A speed-limited area is the network of roads in an area with:

- An area speed-limit sign on each road into the area, indicating the same speed, and
- An end area speed-limit sign on each road out of the area.

In South Australia, area speed limits are usually applied to residential area precincts. Under the *Australian Road Rules*, shared zones and school zones can apply to either a network of roads in an area, or a length of road.

3.2 Typical Speed Limit Applications

The speed limits currently in place on South Australian roads have been established over many years in accordance with the relevant strategies, standards and practices available at that time. Speed limits may be reviewed from time to time in response to factors such as changes in the road environment or community requests (*refer Section 2.5*). When a speed limit is subject to review, it will be based on the guidance provided in this document, including the criteria and typical examples provided in this section.

A speed limit review may prompt the need to review other similar roads or networks of roads within a region to ensure a consistent application of speed limits. These roads may be the responsibility of different road authorities eg different local councils and DPTI. In the interests of road safety, the Minister for Transport and Infrastructure has the power under the *Road Traffic Act* to direct a road authority to install or remove traffic control devices, including speed limit signs.

a) 50 km/h (Default urban speed limit)

The 50 km/h default urban speed limit applies in built-up areas, in the absence of other speed limit signs.

Figure 3.1 50 km/h default urban speed limit



Towards Zero Together - South Australia's Road Safety Strategy 2020 promotes safer speeds and aims to achieve greater application of the 50 km/h default speed limit where a higher limit cannot be justified.

A 50 km/h speed limit provides a level of safety and amenity at locations where there is a high concentration of road user activity generated by roadside development, resulting in concentrations of pedestrians, cyclists, parking and un-parking manoeuvres, vehicles entering or leaving the road, and

turning traffic. This may occur in the central business or retail district along main roads, particularly those in the rural towns. In these situations, the 50 km/h default speed limit will be applied to that section of road, and will be signed according to *Sections 3.4.6 and 3.4.8 (also refer to Sections 3.4.3.5 and 3.4.3.2 for additional advisory signs which may be appropriate).*

Figure 3.2 50 km/h speed limit in rural town



b) 60 km/h speed limit

On 1 March 2003, the default speed limit in built-up areas was reduced from 60 km/h to 50 km/h. As a result, the 60 km/h speed limit is now only used where the physical layout of the road and roadside development are conducive to a 60 km/h limit.

This speed limit is applied to main roads in built-up areas. These roads are generally arterial roads designed for travel between localities and function as major traffic routes, freight routes, peak hour routes or public transport routes. They are usually multi-laned or divided roads, with direct access to abutting development.

The 60 km/h speed limit may also be applied to:

- Roads in rural residential, commercial or retail areas which do not meet the legal definition for the urban default limit.
- Roads in rural residential, commercial or retail areas where there is visible development on land next to the road but access to this development is via another road, e.g. rear fences are adjacent to the road, or access is via service road.
- Roads in rural residential areas where a significant proportion of the road alignment consists of closely spaced curves.
- Main roads in rural towns outside of the central business district.

Where a short length (less than 1 km) of 60 km/h speed environment exists between two townships with a 50 km/h speed limit on the same route, the 50 km/h speed limit should be continued through this section to avoid an unreasonable number of speed limit changes.

Figure 3.3 60 km/h on divided urban arterial road with direct access



Figure 3.4 60 km/h on main road in rural town



Figure 3.5 60 km/h on road in rural residential area



c) 70 km/h speed limit

Urban 70 km/h speed limits are typically applied to divided arterial roads with full or partial urban development with limited access to the main carriageway, low levels of pedestrian activity, a high standard of alignment and signalised intersections at regular intervals.

It may also be applied to urban fringe roads, or where a significant proportion of the road alignment consists of closely spaced curves.

Figure 3.6 70 km/h divided urban arterial road with limited access

**d) 80 km/h speed limit**

This speed limit is typically applied to divided urban arterial roads with little or no direct abutting access.

It is also applied to undivided roads in rural areas where a lower standard of vertical or horizontal alignment exists.

80 km/h speed limit also applies to rural roads in partially built-up areas with limited adjacent development, typically a small village in a rural area, or roads through urban / rural fringe areas. Houses may be located on larger allotments and be set back from the road, allowing drivers accessing these properties to enter and leave the road in a forward direction.

Figure 3.7 80 km/h divided urban arterial with little direct access



Figure 3.8 80 km/h rural road lower standard of horizontal alignment



Figure 3.9 80 km/h rural road with limited adjacent development



e) 90 km/h speed limit

This speed limit is typically used for suitably designed urban expressways, or rural roads that are not suitable for 100 km/h due to a combination of the following factors:

- Frequent horizontal curves, including roads with relatively long straight sections of road between curves, with sight distance less than that for a 100 km/h speed limit (refer *Austrroads Guide to Road Design Part 3: Geometric Design*),
- Frequent vertical curves that limit sight distance to less than that for a 100 km/h speed limit, including when there are relatively long straight sections of road between curves,
- Undivided two-way carriageway with a width less than 6 m,
- Narrow unsealed road shoulders,
- Regular occurrences of roadside hazards within 3 m of the edge of the carriageway,
- High crash history or high potential of crash risk,
- Disparity between the intended function of the road and existing road standard,
- Higher concentration of land use activity generators with uncontrolled access points,
- Higher number and spacing of intersections and other access points along the road without suitable provision for turning vehicles, or inadequate sight distances, or
- Forms a local connection between towns and communities without any arterial or strategic function.

Figure 3.10 90 km/h urban expressway**Figure 3.11** 90 km/h rural road**f) 100 km/h speed limit**

This speed limit applies to roads in the following situations:

- The default rural speed limit (see *Section 1.5*).
- Roads that do not meet the criteria for 90 km/h or 110 km/h speed limits.

Figure 3.12 100 km/h rural road**g) 110 km/h speed limit**

The highest speed limit applied on South Australian roads is 110 km/h. On the basis of the Safe Systems approach to setting speed limits, a 110 km/h speed limit should only be considered for rural roads that are designed and constructed to an appropriate standard and level of safety for the speed limit, which meet the following criteria:

- Perform an interstate or inter-regional transport function, and
- Have divided carriageways with a design speed of 120 km/h, and
- Have full access control, and
- Have sealed shoulders and appropriate roadside clear zones.

110 km/h speed limit on many existing roads were set according to previous strategies, standards and practices available at that time. South Australia's Road Safety Strategy aims to achieve greater application of the rural default of 100 km/h where higher limits are not justified. Due to their strategic function National Highways, major traffic and primary freight routes providing interstate links may be considered appropriate to retain a speed limit of 110 km/h.

Figure 3.13 110 km/h divided rural road



3.3 Other speed limits

3.3.1 High pedestrian activity centres

A lower speed limit for a high pedestrian activity centre may be used where there are relatively high numbers of pedestrians or other vulnerable road users on a consistent daily basis throughout the year, such as main roads through major retail centres, commercial areas, tourism areas, areas of multilevel dwellings, or roads identified in DPTI's *Functional Hierarchy* as priority pedestrian areas. It is not intended for streets with short holiday or tourism peaks.

Pedestrian safety may also be achieved by the installation of traffic control devices, such as kerb extensions or pedestrian refuges, to provide protection and encourage pedestrians to cross at designated points. These measures should be investigated as an alternative, or in conjunction with, a lowered speed limit.

Research into the capacity of the human body to absorb crash energy indicates that speeds would ideally be less than 30km/h in where conflict with people walking and cycling is possible (*refer Section 2.1.3*). A speed limit of 30 km/h may be adopted for high pedestrian activity centres where pedestrian volumes are very high, and retail, dining, entertainment, recreation or tourism facilities generates frequent pedestrian movements across the road, at numerous locations along the road. It is best suited to locations where the road has been specifically designed to create a speed environment of 30 km/h and alternative routes are available to drivers to discourage through traffic.

Figure 3.14 30 km/h high pedestrian activity centre speed limit



A 40 km/h speed limit for a high pedestrian activity centre may be suited to roads where high pedestrian and vehicle movements are generated consistently throughout the day over the year. The roadside development may consist of retail shops, dining, entertainment or recreation facilities on both sides of the carriageway, mixed with residential development, generating frequent pedestrian movements across the road.

Figure 3.15 40 km/h high pedestrian activity centre speed limit



Traffic calming devices and other measures may be required to assist in the creation of an environment suitable for the lower speed limit. Refer to *Section 2.4.5.3*, and the *Streets for People Compendium* for further information. Roads with lane widths greater than 4 m are generally unsuitable for a high pedestrian activity area speed limit and may require narrowing or other traffic calming treatments for the lower speed limit to succeed.

A high pedestrian activity centre speed limit on a road under the care, control and management of DPTI may be initiated by either Council or DPTI. Where Council have identified a need for the lower speed limit, Council shall consult with DPTI to confirm the suitability of the lower speed limit. Where a road is identified as being suitable for a low speed environment, DPTI will work in partnership with Council in the assessment, consultation (*refer Section 2.5.3*) and implementation process. National Highways, and roads identified in DPTI's *Functional Hierarchy* as freight routes or major traffic routes are unsuitable for high pedestrian activity centre speed limits.

If most properties along the road are residential, a speed limited area for a residential precinct may be suitable (*refer Section 3.3.2*).

3.3.1.1 Variable or time based speed limit

A road may be suitable for a high pedestrian activity centre speed limit as a variable or time based speed limit in the following situations:

- Where the road environment is not suited to low speeds outside of peak pedestrian times, a variable or time based speed limit may be considered. Consideration should be given to the 'after hours' (for example, 7:00 pm to 7:00 am) traffic and whether it is reasonable to restrict the speeds of drivers during these times.
- High volume roads with AADT > 20,000 vehicles per day may be suitable for electronic variable speed limits. Hours of operation should be based on a pattern of pedestrian crashes and/or high pedestrian activity, taking into account days when most shops are open or where higher levels of pedestrian activity are generated after hours (e.g. precincts with cafes, restaurants, cinemas etc.).
- Minimum time periods for a time based speed limit should be determined to best suit the times of peak pedestrian activity taking into account opening hours, clearway times and operational needs. *Refer to Section 3.5.1 for variable signing.* If there are significant numbers of pedestrian crashes outside normal shopping hours, consideration should be given to implementing a full time high pedestrian activity centre speed limit.

3.3.2 Speed-limited areas

A 40 km/h speed-limited area may be introduced to help create a speed environment appropriate to local streets. The speed limit of 40 km/h is generally appropriate in precincts where existing speeds are not overly high. These may be areas where higher speed streets have been treated with local area traffic management devices, or where speeds are naturally low because of existing road and traffic characteristics.

An area speed limit of 30 km/h may be suitable for shack areas situated on a network of no through roads, or very low volume roads providing access for local residents only.

Figure 3.16 40 km/h speed limited area

Before implementing a speed limited area, speed surveys may be conducted to provide an indication of the current speed environment. Low mean vehicle speeds prior to the implementation of the area speed limit indicate that the speed environment is self-regulating, and the proposed area speed limit will simply reinforce the existing low speed environment. If existing vehicle speeds are high, the introduction of the area speed limit on its own may not result in a sufficient reduction in vehicle speeds, and physical speed control treatments may be required to create a speed environment which is consistent with the lower speed limit. A method for assessing the mean vehicle speeds to determine the suitability for a speed-limited area is provided as a guide in *Section 3.3.2.1* below. This is based on the experience of previous successful speed limited areas in South Australia.

A speed-limited area should have a clear boundary. Such an area would generally be bounded by arterial roads, other major traffic routes retaining a higher speed limit, or physical or geographic features which restrict the movement of traffic, such as rail corridors, parks and waterways. Speed-limited areas may also be applied to large areas, such as whole Council areas, excluding major traffic routes and collector roads unless these are suitable for a high pedestrian activity centre speed limit (*refer Section 3.3.1*).

Local community support for speed-limited areas is important for the successful implementation of this type of speed limit (*refer Section 2.5.3*).

3.3.2.1 Mean speed criteria

A speed-limited area may be suitable within a built-up precinct if the arithmetic average of current mean speeds on all 'relevant streets' is less than 10 km/h greater than the suggested area speed limit. For example, a 40 km/h area speed limit may be

introduced if the average of the mean speeds on all 'relevant streets' is not more than 50 km/h.

'Relevant streets' are any streets longer than 250 m, including those with existing high-level physical speed control treatments. It excludes streets that will have new high-level physical speed control treatments when the speed limit is lowered, or streets that will retain the existing speed limit. It also excludes sections of an otherwise continuing street between devices such as stop signs, give way signs or roundabouts which are less than 250 m. If the lengths between these devices are longer than 250 m, they will be 'relevant streets'.

The documentation provided to DPTI when requesting approval based on this criteria shall include:

- a list of all relevant streets within the proposed precinct, including the mean speed of traffic on these streets and the arithmetic average of these mean speeds,
- a list of all streets where new high-level physical speed control treatments are to be installed, including the speed control treatment proposed on each and, if obtained, the mean traffic speed, and
- a list of all streets less than 250 m in length.

Where the size of the proposed speed limit area is large (for example, large suburbs, or multiple suburbs) speed data from a representative sample of typical 'relevant streets' is sufficient.

3.3.3 Shared zones

A shared zone is a 10 km/h speed limit applied to a road or a network of roads in an area where pedestrians and vehicular traffic share the road space. Drivers within a shared zone must give way to pedestrians at all times and must only park in marked bays or where permitted by parking control signs.

The image and character of the street in a shared zone is critical to its successful operation. Drivers need to be made aware that they are entering a street environment with different driving conditions. This can be achieved by narrowing the entrances, use of different coloured and textured paving, the use of full width paving between property lines and by the placement of planters and other landscaping.

Figure 3.17 Shared zone in residential area**Figure 3.18** Shared zone in shopping precinct

Because of the unique characteristics of a shared zone, they are normally restricted to areas of high commercial activity, medium to high-density residential areas, tourist or heritage areas, where there is both a high proportion of pedestrians relative to vehicle numbers, and a very low speed environment. Shared zones may also be used in car parks, reserves or caravan parks as long as the speed environment is self-enforcing to restrict vehicles to very low speeds.

Although speeds are expected to be low in shared zones it is desirable to also delineate a part of the street for pedestrian movement only, where pedestrians will not unreasonably obstruct the path a driver (*Australian Road Rules Rule 236*).

3.3.3.1 Shared zone design principles

Because the low speed design of a shared zone is critical, the following design principles must be met:

- Entrance - Each entrance to a shared zone must be designed so that drivers make a conscious decision to enter the shared zone (*Refer Section 3.3.3.2*).

- Shared zone design - the internal physical design of a shared zone should be such that it is not possible for drivers to proceed through it at much more than a walking pace. It should be designed as a 'mall-with-traffic' rather than a 'street-with-pedestrians'.
- Clear direction for a driver to take - the intended vehicular path through the shared zone must be made clear to both drivers and pedestrians, while avoiding the traditional carriageway-footpath distinction (*Refer Section 3.3.3.3*).
- Pedestrian priority - it must be obvious to drivers entering the shared zone that pedestrians have equal or higher priority than drivers.
- Pedestrian visibility - physical design elements within a shared zone, particularly landscaping, should not unduly restrict visibility of all types of pedestrians, including children.

In residential areas, correctly designed shared zones can also provide safe and attractive play or recreational areas, in addition to catering for vehicle access. The design of a residential shared zone needs to take into account child pedestrian behaviour. Small children may behave erratically when at play, as they are liable to break into a run and change direction of movement without paying any attention to possible vehicular dangers. The size of small children and their erratic behaviour patterns means that design features of a residential shared zone must ensure reasonable visibility within the shared zone at all times.

3.3.3.2 Entrances and vehicle path

A shared zone should create a feeling of visual enclosure by narrowing the entrance and exit with treatments such as landscaping and kerb realignment so that there is a physical 'gateway' to the zone.

The 'Shared Zone' (R4-4) sign must be displayed on entry to the zone and the 'End Shared Zone' (R4-5) sign on exit.

A narrow entry threshold or angled slow point is recommended for the entry to the shared zone to ensure low entry speeds (*refer to AS 1742.13 and the Code of Technical Requirements for further details*). The design of the vehicular path aims to physically restrict travel speed to 10 km/h, which can be achieved through the use of a meandering path of sharp turns. Long straight stretches of more than about 25 m without treatment should be avoided. In the absence of

a meandering path, a narrow travel path, road humps or similar slow points may be used.

Landscaping, artwork, protected play and seating areas, bollards and other physical forms may all be used in an integrated and complementary way to clearly define a vehicular path within the open pedestrianised environment of the shared zone. To provide an environment conducive to consistently low speeds throughout the shared zone, a one-way traffic flow with a vehicular path width no greater than 3 m is recommended. Two-way traffic flow is not recommended, unless situated in a no through road, as the wider vehicular path may not sufficiently constrain vehicles.

The design shall accommodate convenient access to private driveways and emergency services vehicle movements. Garbage trucks must also be considered, although it may be more expedient to accommodate garbage collection outside the zone.

3.3.3.3 Separation of pedestrians and vehicles

Shared zones should not provide a clear horizontal and vertical distinction between pedestrian footpaths and vehicular travel routes. The delineation created by kerb and gutter as found in conventional streetscapes must be avoided. While drivers must be restricted to a specific vehicular path by the design elements, pedestrians have the right to use all the shared zone space.

3.3.3.4 Pavement surface treatment

The use of pavement surface materials other than bitumen can help reinforce a change in the streetscape and assist with modifying driver behaviour. Use of painted surface treatments or road murals may also assist in reinforcing the change in road environment (*refer to the Code of Technical Requirements for further details*).

As shared zones cater for both pedestrian and vehicle traffic within the same space, the skid and slip resistance properties of the pavement surface need to be designed to operate safely for all user groups.

The skid and slip resistance properties of the materials, line marking or any surface treatments should be the greater of the following:

- for trafficked surfaces other than pedestrian traffic, skid resistance of 45 BPN (British Pendulum Number, measured in accordance with DPTI's *Test*

Procedure TP343

(<http://www.dpti.sa.gov.au/?a=77200>) or TP344 (<http://www.dpti.sa.gov.au/?a=47253>) and the requirements of AS 4049, and

- for pedestrian trafficked surfaces, the requirements of SA HB 198:2014 *Handbook – Guide to the specification and testing of slip resistance of pedestrian surfaces*. For AS 4586, the minimum applicable classifications are P4 for Table 2, D1 for Table 3, B for Table 4 and V6 for Table 6. The Wet Pendulum Test Method for slip resistance is specified in AS 4586 and AS 4663.

Drainage needs to be considered in the selection of pavement surface, particularly where hard surfaces are to replace existing nature strips. It may be possible to design a combination of hard surface treatments and grassed treatments particularly in areas where the introduction of greenery or natural drainage is important to the overall design.

Where paving bricks are chosen as the principal surface treatment, care should be taken not to use similar materials in other locations outside of the shared zone or the individual visual 'message' of the shared zone may be lost.

3.3.3.5 Landscaping and other physical elements

Physical elements within the shared zone should not unduly restrict driver visibility of pedestrian activity and vice versa. Designs that rely on a deliberate use of planting to reduce the driver's sight distances are not recommended as such designs could be potentially dangerous.

The design and layout of landscaping should allow for the presence of child pedestrians. Shrubs should be avoided as some species of shrub could obscure child pedestrians in locations where sight distances are short.

3.3.3.6 Parking

The parking of vehicles within a shared zone is not recommended, as the parking/un-parking manoeuvres needed to access both parallel and angled schemes can pose a danger to pedestrians. Where parking within a shared zone is required, parking control signs shall be installed (*refer Australian Road Rules Rule 188 for the rules pertaining to stopping in shared zones*).

3.3.4 School zones

A school zone is a speed restriction for a short section of road, which may be installed adjacent to or near a school to improve the safety for school children travelling to or from school by regulating vehicle speeds. School zones are only to be installed adjacent to or near schools, not child care centres. The speed limit of 25 km/h operates when a child is present within the school zone.

Figure 3.19 School zone on local street



Councils may install school zones in accordance with their *Instrument of General Approval* and the requirements of this document, and separate approval from the Commissioner of Highways or authorised delegate is not required.

To maximise the safety of school children around the school and ensure the safe operation of the school zone, the following factors listed below must be taken into consideration when assessing and implementing a school zone.

3.3.4.1 Assessing the suitability of a school zone

Prior to the installation of a school zone it is necessary to ensure that it is an appropriate treatment for the location. It is also important that existing school zones are periodically reviewed to ensure each is still the most appropriate treatment for the circumstances and location where it is installed.

A school zone is typically used on a road where there is a concentration of school children adjacent to motor

vehicle activity on the road. For details of children's crossings at or near schools, refer to the *Code of Technical Requirements*. A school zone may also be used where school children cross a road at many places making a pedestrian crossing an ineffective treatment.

In some cases, a school zone may need to be supplemented with other treatments, such as an emu crossing (refer to Section 8.5.1 of the *Code of Technical Requirements*) or additional warning devices (refer to Section 3.4.3.6 for *School Zone Warning signs*, and the *DPTI Pavement Marking Manual* for supplementing the *School Zone Warning sign* with the 'School' pavement message).

3.3.4.2 Addressing the movement of children near the road

Rather than simply installing school zones as a standard treatment for the protection of school children moving around schools it is desirable to minimise or preferably eliminate the need for children to cross or be near a road. Any possibility of moving activity away from the road should be investigated in liaison with the school before deciding that a school zone is the most appropriate treatment. Actions that may assist in eliminating the need for a school zone include:

- Imposing parking prohibitions on the side of the road opposite to the school while improving set down areas nearer the school to encourage pedestrian movement to and from vehicles on the school side of the road.
- Establishing off-street short term set down and pick up areas on the school side, separating the faster through traffic on the road from the pedestrian activity near the vehicle creating a lower speed environment for child pedestrians. This should be done so that vehicle access to and from the road does not pose an unreasonable degree of hazard to the children or drivers.
- Ensuring school buses always stop on the school side of the road or within the school grounds so children do not have to cross the road.
- Installing a pedestrian crossing where regular road crossings occur in accordance with Section 8 of the *Code of Technical Requirements*.
- Relocating the entrance to the school grounds which may promote pedestrian movement to a

safer area, away from any concentrated vehicular activity near the school.

- Installing pedestrian fences to keep children away from the road.
- Improving on-street and off-street bicycle facilities which may encourage cyclists to cross the road at safer locations.
- Avoiding where possible the need for children to wait near the road (e.g. when waiting for a bus) on higher speed roads or in potentially hazardous locations. Where a roadside waiting area is used and is considered hazardous for children the waiting area should be improved to provide a safe area appropriate for the anticipated numbers of children with restricted access to the road. If this is not practical, the waiting area should be relocated to a safer place.

3.3.4.3 Determining the school zone location

A school zone on the same road as a koala crossing, wombat crossing, zebra crossing, pedestrian actuated crossing or signalised intersection shall be separated from the crossing or signalised intersection by at least 100 m. An emu crossing is the only pedestrian crossing permitted within a school zone.

Where school zones are placed in close proximity they shall be separated by a minimum of 100 m.

The length of a school zone should be kept as short as practicable to cover where most children cross the road. Long school zones should be avoided as the 25 km/h speed limit must be observed whenever a child is present anywhere within the zone. In long school zones, visibility of the entire school zone may be restricted, making it difficult for drivers entering the school zone to determine the presence of children within the zone. The minimum length is 60 m, generally to cover one access to the school at or near the centre of the zone.

A school zone should be:

- centred around the area where children mainly cross the road;
- kept as short as practicable for drivers to associate the school zone with the movement of children;
- located approximately 30 m on each approach to the school gate, giving a minimum school zone length of approximately 60 m. The number of

gates at a school should be rationalised to keep the zone length as short as is practicable,

- merged with another school zone if both are located very close together on the same road. Ideally the overall length of the new school zone should be shortened, and
- used in conjunction with a pedestrian refuge on wider or busier roads. The narrowing of the road and the facility to duplicate the 'School Zone' sign (R3-SA58) on the pedestrian refuge will reinforce the requirement for drivers to reduce their speed to 25 km/h.

Kerb extensions may also be considered where there is sufficient road width. However, care must be taken to ensure the site does not mislead pedestrians by looking like a pedestrian crossing where drivers are expected to stop and give way to pedestrians.

3.3.4.4 Inappropriate locations for school zones

There are instances where the road and traffic conditions mean that a school zone may not provide a reasonable degree of safety to children. School zones shall not be used on roads which:

- function as a major traffic route, especially high volume arterial roads;
- are multi-lane;
- have a speed limit in excess of 60 km/h;
- are wide and kerb extensions, medians, median islands or pedestrian refuges are not installed;
- are near a signalised intersection;
- are near a koala crossing, wombat crossing, zebra crossing or pedestrian actuated crossing;
- have a grade separated pedestrian crossing; or
- meet the criteria for a koala crossing or pedestrian actuated crossing, as per *Section 8 of the Code of Technical Requirements*, and *Appendix D of the Code of Technical Requirements*.

In these instances other measures should be investigated with the aim of removing or minimising the danger vehicular traffic poses to children around the school, as outlined in *Section 3.3.4.2*.

3.3.5 Beaches

Speed limits on beaches may be applied where driving or riding of motor vehicles is permitted and a speed

limit is required to create a speed environment appropriate for a space shared by pedestrians and motor vehicles. A beach is a road-related area under the *Australian Road Rules* and generally all rules applying to drivers on a road will apply on a beach, including the rules for speed limits.

The default speed limit on most beaches will be 100 km/h because of the definition of a built-up area, which creates a default limit of 50 km/h, is unlikely to be met.

Consideration should be given to the compatibility of the speed limit (excluding the default limits of 50 km/h and 100 km/h) to the varying type of surface that could be experienced on the beach. The road authority should ensure the surface of the beach is sufficiently robust for the type of vehicles that may be driven on it.

3.3.5.1 Use of a 20 km/h speed limit

A 20 km/h speed limit is suited where motor vehicle use occurs in an area where there is a concentration of people or significant pedestrian activity or children.

It is important that the authority create a well-defined pedestrian area and keep it as short as possible so that drivers will understand the reasons for the 20 km/h speed limit within this clearly identifiable area. This area shall be near the beach access point to maintain the already slow entry speed of drivers.

3.3.5.2 Use of a 50 km/h speed limit

This section does not apply if a beach meets the definition of a built-up area and the default limit of 50 km/h already applies. In those cases refer to *Section 3.5.5.3*.

Without speed limit signs a beach will generally be subject to the default limit of 100 km/h. For coastal built-up areas this would seem inconsistent with the 50 km/h default that applies to the roads. Therefore, a 50 km/h sign may be used in this case.

Although establishing this speed limit does not meet *AS 1742.4* for unsealed roads, it is considered appropriate to provide an authority the flexibility to create a consistent speed environment in a built-up area. The extent of this 50 km/h speed limit should be kept to a minimum and be consistent with the other roads subjected to the 50 km/h default speed limit of the built-up area.

3.4 Speed limit signing – general requirements

This section specifies the requirements for the placement and size of signs to ensure consistent speed limit signing practices. Speed limit marking on the pavement shall not be used.

3.4.1 Definitions

Single sign – A sign positioned on the left side of the carriageway.

Duplicated sign – Signs placed on both the left and right sides of the carriageway.

Lower speed limit – Where the speed limit changes to a lower limit.

Higher speed limit – Where the speed limit changes to a higher limit.

Repeater signs – Signs placed along the road to indicate to entering traffic, or remind and reinforce to other traffic, the prevailing speed.

3.4.2 Regulatory signs

The following signs are used to prescribe speed limits:

- R4-1 Speed Restriction
- R4-12 End Speed Limit
- R4-10 Speed Limit Area
- R4-11 End Speed Limit Area
- R4-4 Shared Zone
- R4-5 End Shared Zone
- R3-SA58 School Zone sign
- R4-SA59 End School Zone
- R4-SA60 End School Zone / Speed Limit Area
- R4-SA61 End School Zone / End Speed Limit Area
- R4-SA102 Speed Limit with times
- R4-SA103 modified End Speed Limit Area
- TES 18371 When sign above is blank

These signs shall be used in accordance with the requirements of *AS 1742.4 clause 3.1* and the variations and requirements of this document. Sign specification details can be found on the *DPTI Standard Road Sign Index*

(<http://www.dteapps.com.au/signindx/>). Signs not included on this index shall not be used.

3.4.3 Non-regulatory signs

The following signs are used in conjunction with regulatory speed limits:

- T1-SA109 Speed Limit Changed
- TES 19085 Speed Limit Changed - 50
- T1-SA103 or T1-SA104 Speed Limit Changed Ahead
- G9-79 Speed Limit Ahead
- G9-SA131 Speed Limit Ahead – time based
- G9-SA132 Speed Limit Ahead on Side Road – time based
- G9-SA133 Speed Limit Ahead on Side Road – time based
- TES 15342 Remember 50
- W6-SA106 School zone warning
- W8-2 Advisory speed
- W8-SA106 Pedestrian Precinct

3.4.3.1 Speed Limit Changed (T1-SA109) sign

When a speed limit is changed, the new speed limit signs shall be accompanied by the temporary installation of 'Speed Limit Changed' (T1-SA109) supplementary plate, for a period of up to 2 months. Where the speed limit change occurs on a road subject to high volumes of seasonal or tourist traffic, this period may be extended to cater for these users.

Figure 3.20 Speed Limit Changed (T1-SA109) sign



3.4.3.2 Speed Limit Changed - 50 (TES 19085) sign

When a speed limit is changed to 50 km/h, the temporary 'Speed Limit Changed - 50' (TES 19085) signs should be used at a spacing of 200 m to 300 m for a period of up to 2 months. Where the speed limit change occurs on a road subject to high volumes of seasonal or tourist traffic, this period may be extended

to cater for these users. This sign is intended to ensure that drivers are informed of the new 50 km/h speed limit without the use of repeater signs for the urban default limit. This sign shall be manufactured from corflute to enable it to be located on existing infrastructure such as lighting poles without the need temporary short term installation of sign posts.

Figure 3.21 Speed Limit Changed - 50 (TES 19085) sign



3.4.3.3 Speed Limit Changed Ahead (T1-SA103 or T1-SA104) sign

The 'Speed Limit Changed Ahead' (T1-SA103 or T1-SA104) signs may be used in advance of temporary speed limits, where VMS / MMS are not appropriate, available or practical.

The T1-SA103 sign shall be installed in advance of new installations of electronic variable speed limits for a period of two months. Where the speed limit change occurs on a road subject to high volumes of seasonal or tourist traffic, this period may be extended to cater for these users.

Figure 3.22 Speed limit changed ahead (T1-SA103) sign



The T1-SA104 hinged sign shall be installed in advance of seasonal speed limits such as grain handling facilities.

Figure 3.23 Speed limit changed ahead (T1-SA104) hinged sign



The location of these signs in advance of the temporary speed limit shall be determined in accordance with Dimension A as specified in AS 1742.2 Appendix D Table D1, for either a significant or low to moderate speed reduction. An extract of this table is provided in Table 3.1.

Table 3.1 Location of advance warning signs

Situation	$V_{85} < 75$ (km/h)	V_{85} 75 to 90 (km/h)	$V_{85} > 90$ (km/h)
Significant speed reduction required	60 – 80 m	80 – 120 m	120 – 180 m
Low to moderate speed reduction required	40 – 60 m	60 – 80 m	80 – 120 m

3.4.3.4 Speed Limit Ahead (G9-79) sign

Where the Speed Limit Ahead (G9-79) sign is required in accordance with Section 3.4.4, it shall be installed 300 m to 400 m in advance of the start of the lower speed limit.

Figure 3.24 Speed Limit Ahead (G9-79) sign



3.4.3.5 Remember 50 (TES 15342) sign

The 'Remember 50 km/h Unless Otherwise Signed' (TES 15342) signs were introduced to assist with educating the public about the 50 km/h default when it was first introduced in 2003. These signs were used at strategic locations on local council roads and served a useful education purpose. While the 50 km/h default urban speed limit is now well understood by drivers, these signs may continue to be used at selected locations by Councils where additional reinforcement of the 50 km/h default message is required in accordance with the conditions below.

Figure 3.25 Remember 50 (TES 15342) sign



Where the 50 km/h default applies and a repeater sign may otherwise be desirable, the 'Remember 50' (TES 15342) sign may be used in the following situations on roads which are not primarily traffic routes:

- Beyond the start of the 50 km/h default where there is a reduction from another speed limit and there is evidence that the limit is not being adequately observed.
- On collector roads just beyond important intersections for the benefit of traffic which has turned from another road which is subject to a higher speed limit.

The 'Remember 50' (TES 15342) sign **shall not** be used as a regular reminder of the default speed limit and shall not be installed at regular interval along a road.

The 'Remember 50' (TES 15342) sign **shall not** be used on roads where a local area traffic management scheme applies.

Councils may install this sign in accordance with their *Instrument of General Approval* and the requirements of this document, and separate approval from the Commissioner of Highways or authorised delegate is not required.

3.4.3.6 School Zone Warning (W6-SA106) sign

Refer to *Section 3.5.4* for the use of the School Zone Warning sign in advance of a school zone.

Figure 3.26 School Zone Warning (W6-SA106) sign

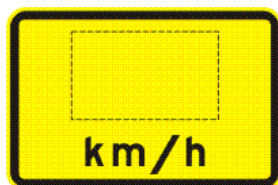


Councils may install this sign in accordance with their *Instrument of General Approval* and the requirements of this document, and separate approval from the Commissioner of Highways or authorised delegate is not required.

3.4.3.7 Advisory speed (W8-2) sign

Advisory speed signs (*Figure 3.27*) are used to inform drivers of changes in alignments (i.e. curves, bends, humps, dips) and of the appropriate speed to negotiate these road features. Advisory speed signs are used where the appropriate speed on a section of the roadway may be less than the posted speed limit. Although the sign provides a warning to approaching drivers, it is not legally enforceable. Determination and signposting of advisory speeds must be done in accordance with *AS 1742.2 Clause 4.4.4* and DPTI's *Operational Instruction 2.1*.

Figure 3.27 Advisory speed (W8-2) sign



When speed limits are introduced or reviewed, a survey should be made of all advisory speed signs within the zone to ensure that they do not indicate a speed above the posted speed limit.

Speed limit signs and advisory speed signs showing different speed values from one another should not be placed where drivers can read both at the one time.

Councils may install this sign in accordance with their *Instrument of General Approval* and the requirements of this document, and separate approval from the Commissioner of Highways or authorised delegate is not required.

3.4.4 Buffers

A speed limit buffer is used where there is a significant reduction in the speed limit to enable drivers to decelerate to the lower speed. Since November 2008, *AS 1742.4 MUTCD Part 4: Speed controls* has permitted speed limit buffers to be in the form of either a speed limit of intermediate value, or the 'Speed Limit Ahead' (G9-79) sign, with only one of these options to be used throughout the region.

The 'Speed Limit Ahead' (G9-79) sign shall be used for speed limit buffers in accordance with *AS 1742.4* (2008) clause 2.3.5(b). Speed limit buffers comprising a speed zone of intermediate value as contained in *AS 1742.4* (2008) clause 2.3.5(a) shall not be used as they increase the number of changes in speed limit where there is no roadside development. The Speed Limit Ahead (G9-79) sign shall only be used for speed limit changes of 30 km/h or more.

Where there are a series of speed limit reductions (e.g. 110 km/h to 80 km/h to 50 km/h), the 'Speed Limit Ahead' (G9-79) sign shall only be used in advance of the intermediate speed limit if it meets the minimum desirable length (*refer Table 2.2*) for that speed limit. Refer to *Section 3.4.7* for examples.

When there is a need for an existing speed limit buffer to be altered, the 'Speed Limit Ahead' (G9-79) sign buffer shall be installed. If a change occurs for one approach to a town, consideration should be given to changing all approaches for consistency, where appropriate.

There may be locations where an 80 km/h speed limit or another speed limit applies on the approach to a town due to the speed environment of the road meeting the criteria of this guideline for setting speed limits. This situation may occur where there is sparse development set back from the road on the approach to the town. In this case, it shall not be replaced by a 'Speed Limit Ahead' (G9-79) sign as it is a speed limit in its own right.

Buffer zones established under earlier versions of AS 1742.4 may be longer than the AS 1742.4 (2008) requirement of 300 m to 400 m, but shorter than the current minimum desirable length for that speed limit (refer Section 2.3.3). Where the adjacent roadside development supports the speed limit of intermediate value, this speed limit may remain.

3.4.5 Installation and location of signs

Signs shall be installed and located in accordance with the requirements of AS 1742.4 Appendix C.

Where possible, signs indicating the speed limit to opposing traffic directions should be fixed back-to-back on a single post.

On divided roads, where the width of the median separating the two carriageways is 3.0 m or less, a single post in the centre of the median is preferred. Where the median width is greater than 3.0 m, separate posts are required for signs installed in the median for each carriageway (refer Figure 3.29).

3.4.6 Size and location of signs

Signing of linear speed limits of 50 km/h or greater for various lane configurations shall be in accordance with the Sections 3.4.6.1 to 3.4.6.5. Where the 'Speed Limit Ahead' (G9-79) signs are required (refer Section 3.4.4 and 3.4.7), these may be duplicated where appropriate.

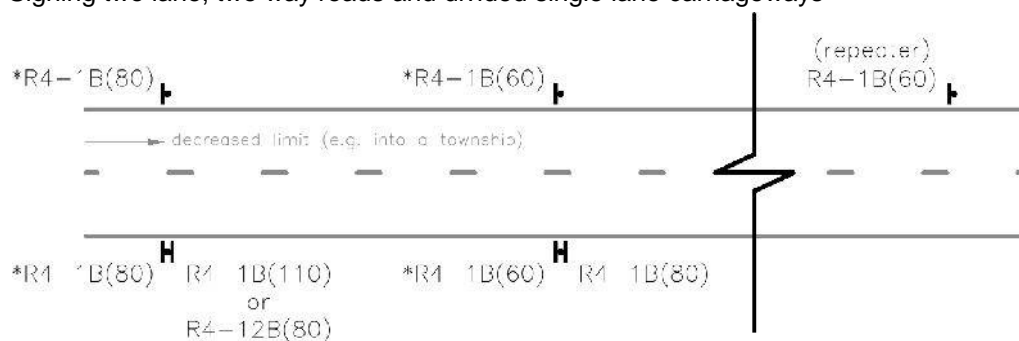
3.4.6.1 Two lane, two way roads and divided single lane carriageways

Lower Speed Limit: Duplicated R4-1B*

Higher Speed Limit: Single R4-1B or R4-12B. May be duplicated where appropriate.

Repeater signs: Single R4-1B (Refer Section 3.4.8). May be duplicated where appropriate.

Figure 3.28 Signing two lane, two way roads and divided single lane carriageways



* R4-1C may be used instead of R4-1B where additional emphasis is necessary due to potentially high approach speeds (refer Section 3.4.7) or where the roadside environment is particularly distracting.

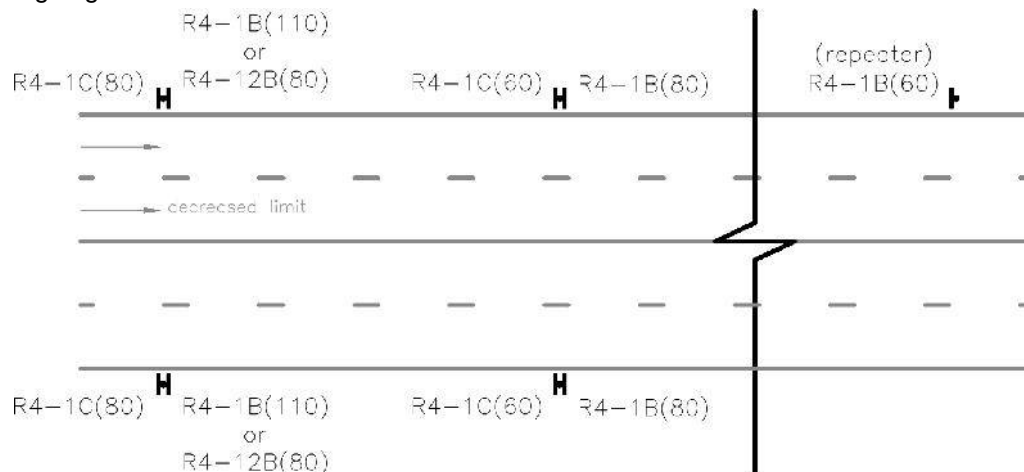
3.4.6.2 Undivided multi-lane roads

Lower Speed Limit: Duplicated R4-1C

Higher Speed Limit: Duplicated R4-1B or R4-12B

Repeater signs: Single R4-1B (*Refer Section 3.4.8*). May be duplicated where appropriate.

Figure 3.29 Signing undivided multi-lane roads



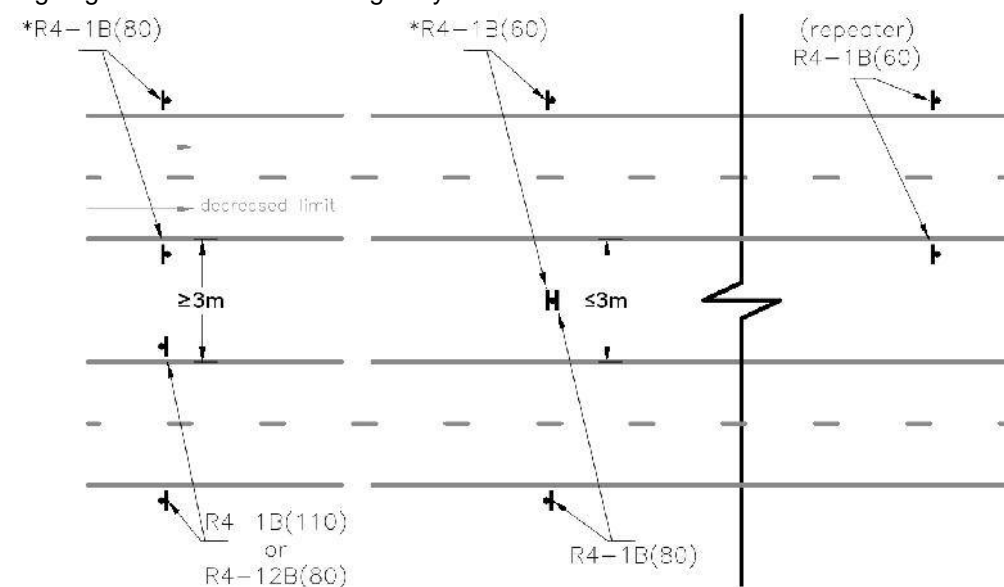
3.4.6.3 Divided two lane carriageways

Lower Speed Limit: Duplicated R4-1B*

Higher Speed Limit: Duplicated R4-1B or R4-12B

Repeater signs: Duplicated R4-1B (*Refer Section 3.4.8*)

Figure 3.30 Signing divided two lane carriageways



* R4-1C may be used instead of R4-1B where additional emphasis is necessary due to potentially high approach speeds (*refer Section 3.4.7*) or where the roadside environment is particularly distracting.

3.4.6.4 Divided three or four lane carriageways

Lower Speed Limit: Duplicated R4-1C
 Higher Speed Limit: Duplicated R4-1B or R4-12B
 Repeater signs: Duplicated R4-1B (*Refer Section 3.4.8*)

3.4.6.5 Freeways

All signs: Duplicated R4-1C

3.4.7 Sign sizes for approaches to built-up areas

For two lane two way roads, divided single lane carriageways or divided two lane carriageways, 'C' size signs should be used where additional emphasis is required due to potentially high speeds approaches to built-up areas, as shown in the following figures.

Figure 3.31 Reduction from 110 km/h to 80 km/h



Figure 3.32 Reduction from 110 km/h to 60 km/h

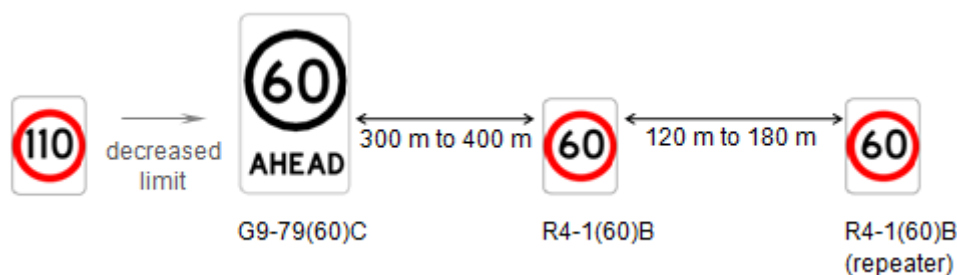


Figure 3.33 Reduction from 110 km/h to 50 km/h

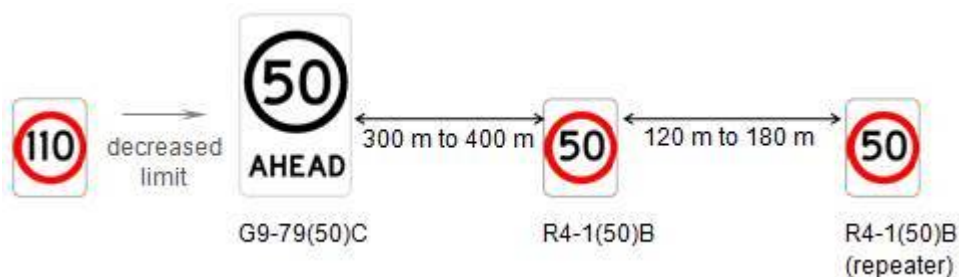
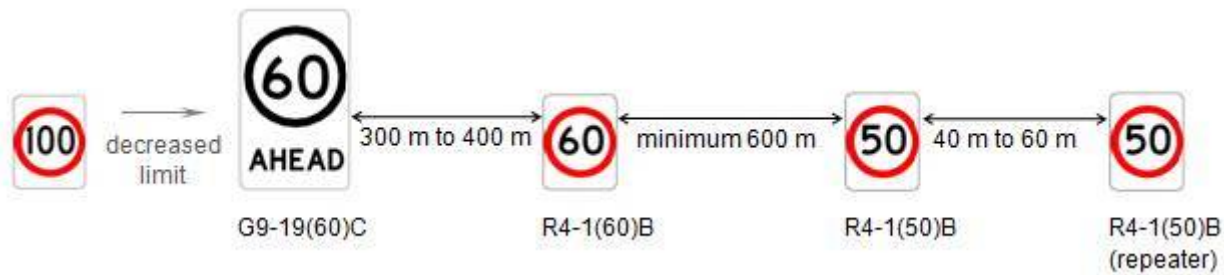
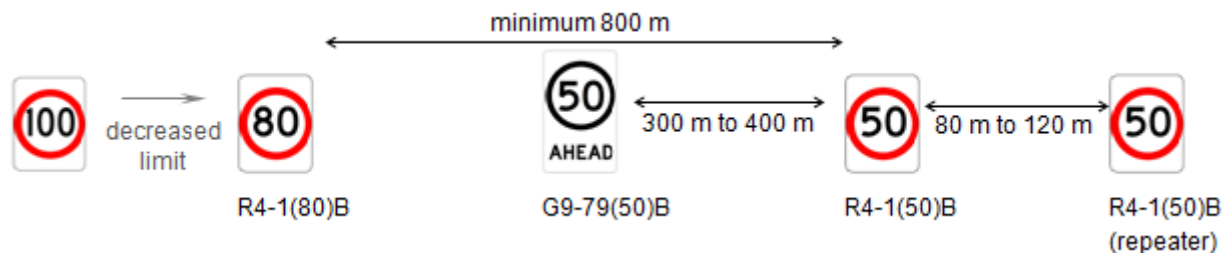
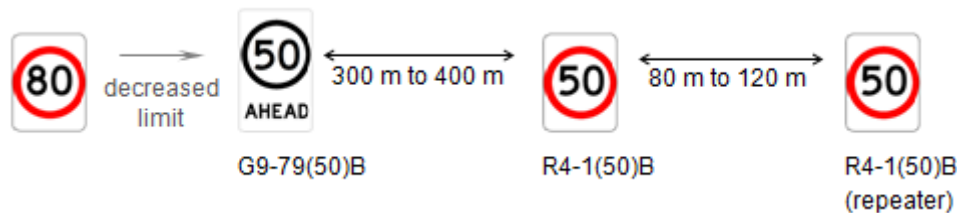


Figure 3.34 Reduction from 100 km/h to 60 km/h to 50 km/h**Figure 3.35** Reduction from 100 km/h to 80 km/h to 50 km/h**Figure 3.36** Reduction from 80 km/h to 50 km/h

3.4.8 Repeater signs

Repeater signs shall be installed in accordance with the requirements of AS 1742.4, except as follows:

- Single repeater signs may be duplicated where appropriate based on specific site conditions
- Repeater signs may be used to reinforce the speed limit after a discontinuity in a road, for example, an anomalous intersection where a road name change occurs. In this case there may be doubt as to whether the speed limit continues on through the discontinuity and a repeater sign (duplicated if required) may be installed to confirm the limit which applies beyond the discontinuity.
- A single repeater sign on the left hand side may be installed just beyond the beginning of lowest speed limit in the series of speed limit reductions on the approach to a town, urban area or section of development. Where used, it shall be spaced in accordance with the requirements of AS 1742.2
- Where a 50 km/h speed limit applies to an urban arterial road, repeater signs may be installed after major intersections. Additional repeater signs are generally not required within the 50 km/h zone. Where used, they shall be kept to a minimum as 50 km/h is the default speed limit.
- Where a 60 km/h speed limit applies to an urban arterial road or main road in a rural town, repeater signs shall be installed after major intersections, or at intervals of approximately 800 m. Repeater sign spacing may be reduced to approximately 500 m where appropriate to ensure signs are conspicuous.
- Repeater signs for 110 km/h speed limits shall be placed on the exits of major intersections. Repeater signs for 110 km/h speed limits at other locations are generally not required as it is

Appendix D Table D1, based on the speed limit of the approach, as shown in Section 3.4.7.

considered unnecessary to reinforce the message of the higher 110 km/h speed.

- Repeater signs for 100 km/h speed limits shall be placed on the exits of major intersections where the intersecting road has a speed limit of 110 km/h.
- Where repeater signs for 100 km/h or 110 km/h speed limits are used on the exits of major intersections, the signs should be installed at a distance of approximately 300 m from the intersection. Where major intersections are less than 1 km apart, repeater signs shall only be installed after the second intersection. Where reassurance direction signs exist on the exit of roads, the speed limit signs shall be placed approximately 150 m beyond the reassurance sign.
- In accordance with the requirements of DPTI's *Operational Instruction 5.1* in advance of the 'Safety Camera Ahead' signs for average speed safety camera zones.

3.4.9 Signing for electronic variable speed limits

Variable speed limits signs (VSLS - also referred to as Electronic Regulatory Speed Sign (ERSS)) shall be established using LED electronic variable speed limit signs. For enforcement purposes the variable speed limit signs must have the times when the speed limit is changed recorded and time stamped by the control system.

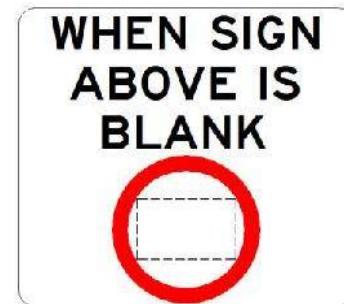
Sign size and design for VSLS shall be in accordance with the static sign size and design as outlined in AS 1742.4 and AS 1743. When VSLS is designed for specific applications, the size requirements as shown in Table 3.2 should also be considered.

Table 3.2 Variable speed limit / Electronic regulatory speed sign sizes

Location	Size
Shopping precincts	B
Tunnel	B
Freeways	C
Other	C on other high speed roads (80 km/h or more) B for all other cases

Where the speed limit which applies when the VSLS is blank is different to the preceding static speed limit sign, the VSLS shall be supplemented with the TES 18371 sign.

Figure 3.37 VSLS supplementary (TES 18371) sign



3.4.9.1 Sign brightness requirement

The design of VSLS signs should meet the requirements of AS 5156 for sufficient conspicuity. The flaring effect of illuminated numerals may be an issue, especially for smaller sign sizes. The intensity of the illumination will affect the level of flaring experienced and thus the illumination should be adjusted based on the lighting conditions, especially during daylight hours. Flaring is not usually an issue with the smaller VSLS size used in road tunnels due to the more controlled lighting environment.

3.4.9.2 Sign annulus flashing requirement

When displaying the normal speed limit for the road all pixel rings of the annulus shall be illuminated. When displaying other than the normal speed limit, the outermost ring of the red annulus shall be static to satisfy the regulatory status of the sign, and all other inner rings shall be flashing. The option of enhancing the VSLS with flashing yellow lights which operate when the reduced limit is used (AS 1742.4 Clause 3.5(b)) shall not be used.

3.5 Other speed limits – special signing requirements

3.5.1 Signing for high pedestrian activity areas

The start of the high pedestrian activity area shall be signed with duplicated minimum 'B' size 'Speed restriction' (R4-1) signs within the driver's line of sight. They must be visible to all drivers in all lanes.

Figure 3.38 Speed restriction (R4-1) sign



Vegetation and other roadside furniture must be taken into account to ensure a clear line of sight to the signs. Where the start of the high pedestrian activity area occurs at or near an intersection, speed signs shall be placed approximately 20 m to 50 m from the intersection. The start of the high pedestrian activity area speed limit should be located approximately 20 m to 50 m prior to the start of the high pedestrian activity area.

A 'gateway' or 'precinct threshold' treatment should be provided where the start of the 40 km/h speed limit is preceded by a higher speed limit to ensure the road users are aware that the road conditions are different from the surrounding road network.

Speed restriction signs may be static, electronic variable speed limit signs (*refer Section 3.4.9 and Section 3.5.1.2*) or time based speed limit signs (*refer Section 3.5.1.2*).

Figure 3.39 Variable speed limit (R4-1) sign



The end of the high pedestrian activity area shall be signed with duplicated 'B' size 'Speed restriction' (R4-1) signs indicating the return to the higher limit.

3.5.1.1 Spacing of repeater signs

Repeater signs shall be located in accordance with *Table 3.3*, subject to the physical constraints of the site. They shall be duplicated and arranged in a staggered fashion if it is considered that this will give an increased effect in busy precincts.

Table 3.3 High pedestrian activity area sign locations

Location	Distance
Departure side of all major intersections	20 m – 50 m from the intersection
Within first km	200 m to 300 m
Intervals beyond first km	Approximately 500 m

'Major' intersections are all arterial intersections, intersections with collector roads or signalised intersections. Once this requirement is met, additional repeater signs may be spaced according to meet the requirements of *Table 3.3*.

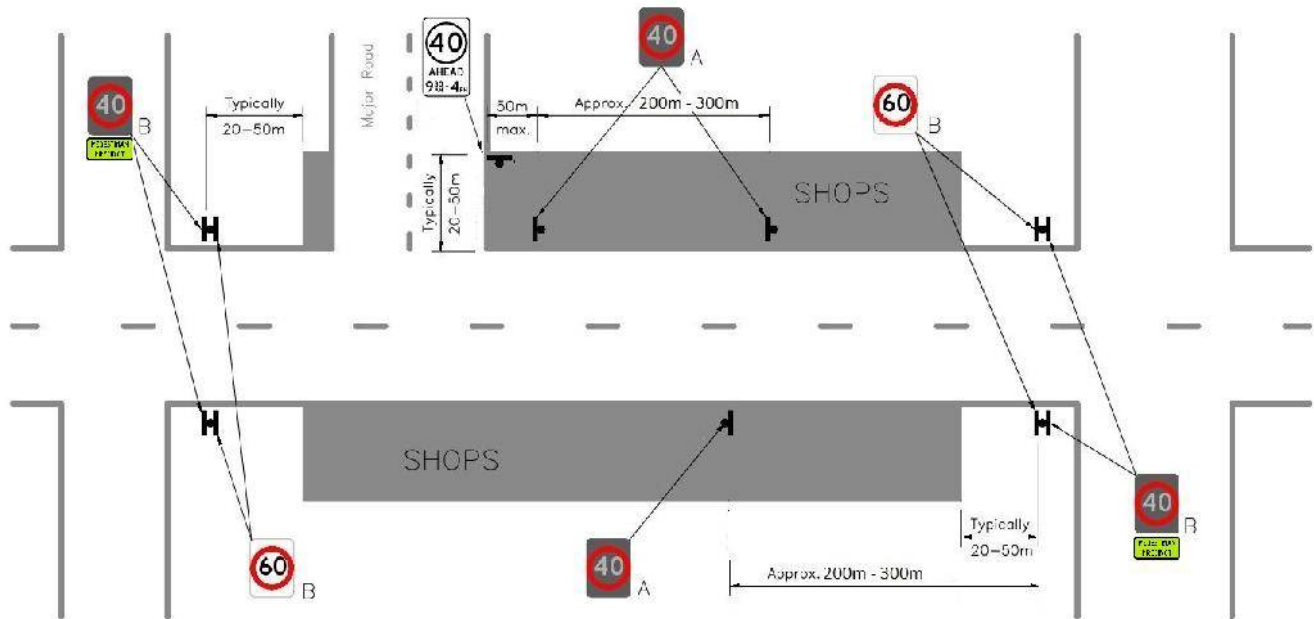
3.5.1.2 Part time 40 km/h speed limits in pedestrian activity centres

Part time 40 km/h speed limits shall be signed by either variable or static speed limit signs (*refer Figure 3.42*), or a combination of both. They shall be installed as per the above requirements for static or variable signs, *Figure 3.41*, and the following additional requirements.

Where variable speed limit signs are used, the W8-SA106 Pedestrian Precinct supplementary plate shall be used to supplement the variable R4-1 sign at the start of the pedestrian activity centre speed limit.

Figure 3.40 Pedestrian precinct supplementary plate (W8-SA106)



Figure 3.41 Typical part time high pedestrian activity centre signingNotes:

B size variable speed signs, introduce speed limit
B size 60 km/h

Where a part time speed limit is signed with static signs, the Time based speed limit (R4-SA102) sign shall be used. It may also be used as a repeater sign in combination with variable speed limit signs within the high pedestrian activity centre

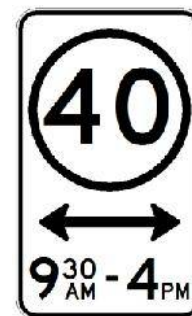
Figure 3.42 Time based speed limit (R4-SA102) sign

To provide advance warning to drivers entering the part time speed limit from side roads, either the G9-SA131, G9-SA132 or G9-SA133 shall be installed 20 to 50 m on the approach to the intersection with the main road.

The G9-SA131 shall be used where the side road terminates at the intersection, and the part time speed limit applies in both directions on the main road.

Figure 3.43 Speed limit ahead (G9-SA131) sign

The G9-SA132 shall be used where the side road continues over the main road and the 40 km/h speed limit applies in both directions on the main road.

Figure 3.44 Speed limit ahead (G9-SA132) sign

The G9-SA133 shall be used where the side road continues over the main road and the 40 km/h

speed limit applies in one direction on the main road.

Figure 3.45 Speed limit ahead (G9-SA133) sign



3.5.2 Signing for speed-limited areas

A speed-limited area requires a 'Speed Limit Area' (R4-10) sign to face drivers at each entrance to the precinct, and an 'End Speed Limit Area' (R4-11) sign to face drivers at each exit from the precinct.

Figure 3.46 Speed Limit Area (R4-10) sign



The start of the speed limit area shall be signed with duplicated 'B' size 'Speed Limit Area' (R4-10) signs within the driver's line of sight. To ensure an adequate legibility distance, signs should not be placed closer than 40 m after an intersection, bend, or other physical feature that may divert drivers' attention to negotiate it. Ideally, drivers should have an unobstructed view of the sign from a distance of 40 m until 10 m from the sign. Vegetation and other roadside furniture must be taken into account to ensure a clear line of sight to the signs. The 'Speed Limit Area' (R4-10) signs must be located to meet the following requirements:

- Signs should be located 20 to 50 m from the intersection and located to maximise the visibility of sign for approaching drivers while taking into account the physical constraints of each site.

- Signs should not be placed closer than 0.6V metres (where V is the area speed limit) before another sign, intersection, bend or other physical feature that may divert drivers' attention to negotiate it.
- Signs on roads with steep grades must be placed so drivers see the sign before their vehicle is sufficiently influenced by the gradient to maintain their low speed.

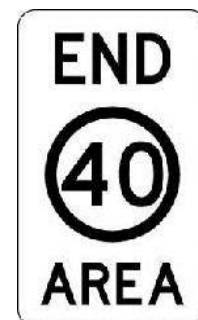
To ensure the signs are prominent, the left hand sign should be placed:

- no more than 5 m from the centre of the road or dividing line for two lane, two way roads, or
- no more than 5 m from the left hand edge of a median for divided single lane carriageways, or
- no more than 5 m from the lane line for multi-lane roads.

Kerb extensions may be required to meet this criteria. In locations where it may be impractical to install kerb extensions, additional repeater signs may be required to ensure the speed limit is prominent, or other physical controls may need to be considered to assist with controlling speeds.

A single 'B' size 'End Speed Limit Area' (R4-11) sign shall be installed to the left of drivers at each exit from a speed-limited area where the speed limit beyond the sign is the default speed limit. This sign would generally be installed back-to-back with the 'Speed Limit Area' (R4-10) sign.

Figure 3.47 End Speed Limit Area (R4-11) sign



In situations where the speed limit beyond the 'End Speed Limit Area' sign is a linear speed limit other than the default, a single modified 'End Speed Limit Area' (R4-SA103) sign shall be mounted above the R4-1 'B' size speed limit sign for the continuing speed limit. The sign combination shall be installed on the left hand side at each exit from a speed-

limited area. The sign combination may be installed back-to-back with the 'Speed Limit Area' (R4-10) sign, and may be duplicated.

Figure 3.48 End Speed Limit Area (R4-SA103) sign above the R4-1 sign



Single 'A' size 'Speed Limit Area' (R4-10) signs shall be installed as repeater signs on the left hand side at appropriate intervals as determined by an experienced traffic engineering practitioner, up to a maximum of 500 m intervals. Austroads *Guide to Traffic Management Part 8: Local Area Traffic Management* considers street section lengths (i.e. between slow or near stop conditions) shorter than 250 m to be effective in reducing speeds. Streets which carry relatively high speed traffic, or higher than average volume of traffic may benefit from closer spacing of repeater signs.

At the end of the 25 km/h speed limit for a koala crossing within a speed-limited area, the 'Speed Limit Area' (R4-10) sign shall be used.

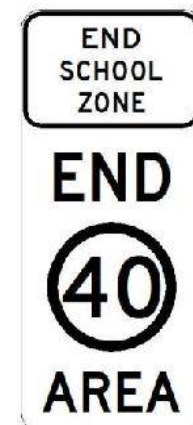
At the end of a school zone within a speed-limited area, the 'End School Zone 40 Area' (R4-SA60) sign shall be used.

Figure 3.49 End School Zone 40 Area (R4-SA60) sign

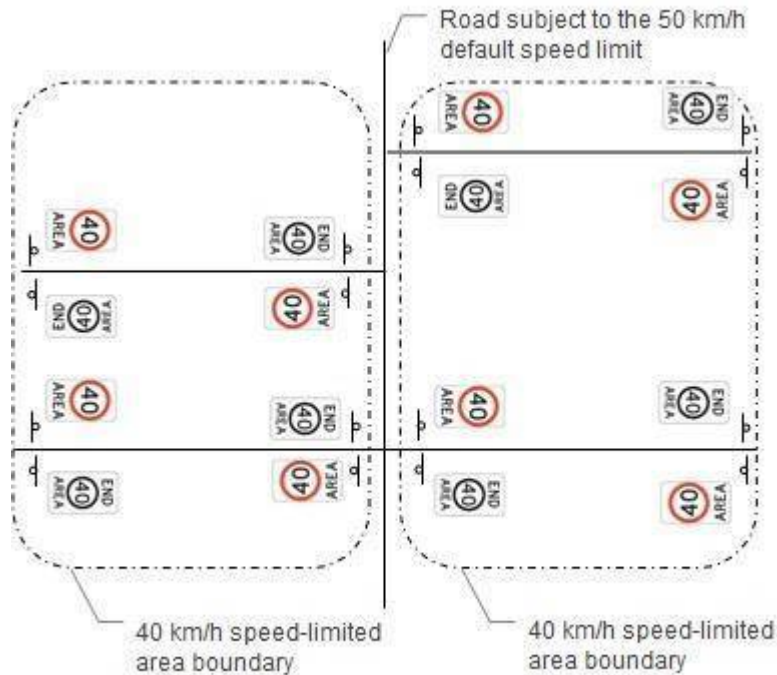


Where a school zone is located directly adjacent to the boundary of the speed-limited area, the R4-10 sign shall precede the R3-SA58 school zone sign, while maximising the distance between the two signs. In these situations, the end of a school zone will coincide with the end of the speed-limited area and the R4-SA61 sign shall be used to end both the school zone and the speed-limited area.

Figure 3.50 End School Zone End 40 Area (R4-SA61) sign



Where a road through the speed-limited area is to retain the default urban speed limit for its entire length, the speed limit areas on either side shall be signed as separate speed-limited areas, with 'End Speed Limit Area' (R4-11) signs on each exit from each area, and 'Speed Limit Area' (R4-10) signs on each entry (*refer Figure 3.51*). This is to avoid the difficulties associated with signing the entire length of road as at 50 km/h within the speed-limited area, and the potentially confusing signing practice of installing a linear 'Speed restriction' (R4-1) sign immediately after the Speed Limit Area (R4-10) sign at the start of the road.

Figure 3.51 Signing for the 50 km/h default within a speed-limited area

* Note that duplicate and repeater signs are not shown on this figure.

3.5.3 Signing for shared zones

A shared zone requires a 10 km/h 'Shared Zone' (R4-4) sign to face drivers at each entrance to the shared zone, and an 'End Shared Zone' (R4-5) sign to face drivers at each exit from the zone.

A shared zone may consist of a single street, or a network of streets. The start of the shared zone shall be signed with duplicated 'A' size 'Shared Zone' (R4-4) signs within the driver's line of sight.

Figure 3.52 Shared zone (R4-4) sign

A single 'A' size 'End Shared Zone' (R4-5) sign shall be installed to the left of drivers at each exit from the shared zone. This sign would generally be installed back-to-back with the 'Shared Zone' (R4-4) sign.

Figure 3.53 End Shared Zone (R4-5) sign

Repeater signs are not normally required with a shared zone as the overall design of the street should create a very low speed, pedestrian dominant environment which promotes safer driver behaviour. A single 'A' size 'Shared Zone' (R4-4) sign may be used as a repeater sign where there is evidence of sections of poor driver compliance within the zone. Where driver compliance with the shared zone is poor throughout the length of the zone, additional signs are unlikely to improve driver behaviour. A review of the overall design of the shared zone shall be conducted to identify deficiencies and improvements.

3.5.4 Signing for school zones

The sign assembly denoting the start of the school zone as specified in *AS 1742.4 MUTCD Part 4: Speed controls* shall not be used.

A school zone may consist of a single road, or a network of roads.

The start of the school zone shall be indicated by the 'School Zone' (R3-SA58) sign and shall be installed in accordance with the following:

- The posted speed limit shall be 25 km/h.
- On arterial roads, the sign shall be B size and duplicated. For most residential streets, a single 'A' sized sign on each approach is sufficient.
- Drivers shall have an unobstructed view of the face of the sign when approaching the school zone from a distance of 60 m to 80 m. The presence of vegetation, parked cars, and buses at bus stops should be taken into account when assessing the visibility to the sign.
- The sign may be repeated within school zones to remind drivers they are still within the zone.

Figure 3.54 School zone (R3-SA58) sign



The end of a school zone shall be indicated by the 'End School Zone Speed Limit' sign (R4-SA59), or as detailed in *AS 1742.4 MUTCD Part 4: Speed controls*, with the 'End School Zone' (R4-9) sign located above the 'Speed restriction' (R4-1) sign.

Figure 3.55 End School Zone Speed Limit (R4-SA59) sign



The school zone warning sign shall be used in advance of school zones:

- located on unsealed roads, or
- where the school zone is unexpected.

Figure 3.56 School zone warning (W6-SA106) sign



3.5.4.1 Zigzag pavement markings

A zigzag pavement marking shall be used in advance of all school zones on sealed roads in accordance with the *DPTI Pavement Marking Manual*.

Zigzag markings give drivers important additional warning they are entering a school zone and shall not be used for any other purpose.

3.5.4.2 School pavement marking

The 'School' pavement message may be used where visibility to the start of the school zone may be limited by the horizontal or vertical alignment of the road. This message may supplement the 'School Zone Warning' sign (W6-SA106) in which case the message shall be adjacent the sign.

3.5.5 Signing for speed limits on beaches

Signs at vehicle access points to the beach should be a minimum 'B' size and be accompanied by the 'On Beach' (TES 18837) supplementary plate.

Figure 3.57 Speed restriction (R4-1) sign with On Beach (TES 18837) plate



Signs installed along the beach shall be clearly visible, minimum 'C' size and not too far laterally from the general travelled path. If signs can be installed adjacent to the travelled path, 'B' size signs may be used.

3.5.5.1 20 km/h beach speed limit

Signs for a 20 km/h beach speed limit shall be installed as follows:

- For drivers entering the beach, a 20 km/h speed limit sign supplemented by the sign 'On Beach' (TES 18837) shall be placed on both sides of the road facing drivers before they enter the beach (*refer to Figure 3.58 and Figure 3.59*).
- For drivers exiting the beach, the speed limit of the road ahead shall be indicated by a speed limit sign facing drivers exiting from the beach. The 'END Speed Limit' sign (R4-12) shall be used where the conditions stated in AS 1742.4 are met.
- For drivers on the beach, a 20 km/h sign shall be installed such that drivers on the beach will face this sign before entering the pedestrian area.
- For drivers leaving a 20 km/h section of beach and entering a 50 km/h section of beach, 50 km/h signs shall face drivers leaving the 20 km/h section. Where the 20 km/h speed

limit extends to the urban boundary along the beach, an 'END (20) Speed Limit' sign (R4-12) shall be used.

3.5.5.2 50 km/h beach speed limit

Signs for a 50 km/h beach speed limit shall be installed as follows:

- For drivers entering the beach, a 50 km/h speed limit sign supplemented by the sign 'On Beach' (TES 18837) shall be placed on both sides of the road facing drivers before they enter the beach (*refer to Figure 3.58*).
- For drivers exiting the beach, the speed limit of the road ahead shall be indicated by a speed limit sign facing drivers exiting from the beach. The END Speed Limit sign (R4-12) shall be used where the conditions stated in AS 1742.4 are met.
- For drivers leaving a 20 km/h section of beach and entering 50 km/h section of beach, 50 km/h signs shall face drivers leaving the 20 km/h section.
- For drivers on the beach approaching the urban boundary, a 50 km/h sign shall be installed such that it is visible to drivers before entering the urban boundary.

3.5.5.3 Default speed limit

For drivers entering the beach, a speed limit sign is not used at the entry point to the beach where the default of 50 km/h or 100 km/h applies because it will imply to drivers that it may be safe to travel at that speed.

A speed limit sign shall not face drivers coming from the beach when the road about to be entered is subject to the 100 km/h default speed limit. In other cases, a speed limit sign indicating the speed limit of the road about to be entered from the beach shall face drivers coming from the beach. The END Speed Limit sign (R4-12) shall be used where the conditions stated in AS 1742.4 are met.

For drivers on the beach, the 'END Speed Limit' sign (R4-12) shall be used where the default 50 km/h or 100 km/h speed limit applies beyond the section of beach signed at 50 km/h or 20 km/h.

The diagram illustrates a road layout with various traffic signs and road markings. Key elements include:

- Township Boundary:** Indicated by a vertical line at the top left.
- Properties:** Represented by rectangular blocks at the top of the road.
- Speed Limits:**
 - 50 km/h: Multiple signs throughout the layout.
 - 100 km/h: One sign on the left side.
 - 20 km/h: Signs near the beach area.
- ON BEACH:** Warning signs placed near the beach area.
- END:** A sign indicating the end of a road or section.
- H (Hazard):** Signs placed near the dunes.
- Dunes:** Areas marked with yellow lines and signs.
- Pedestrian Area:** A shaded yellow area with arrows indicating pedestrian movement towards the sea.
- Vehicle Travel Path:** Indicated by dashed lines and arrows.
- Sea:** Represented by wavy blue lines at the bottom.

The diagram shows a road layout with a vertical section labeled "Rural subject: 100 km/h default: speed limit". The road has two main horizontal sections. The left section is labeled "Dunes" and contains a "vehicle travel path" indicated by a dashed line. It features a speed limit sign "20" (R4-1C(20)) and an "END" sign (R4-12C(20)) with a "H" symbol. The right section is labeled "Dunes" and contains a "Pedestrian Area" indicated by a dashed line. It features a speed limit sign "20" (R4-1B(20) TES15837) and an "END" sign (R4-12C(20)) with a "H" symbol. The road ends at a "Sea" area indicated by wavy lines. The diagram also includes a "Salt Marsh" area on the right and a "R4-1B(20) TES15837" sign on the left.

Appendix A: References

Reference material for Safe System, speed and speed limits



The following documents provide additional reference material relating to the Safe System, speed and speed limits:

Appendix A1 Government plans

- *Towards Zero Together – South Australia's Road Safety Strategy 2020*
(This document is accessible through <http://dpti.sa.gov.au/towardszerotogether>)
- *National Road Safety Strategy 2011-20*
(This document is accessible through www.infrastructure.gov.au)
- *Australia's Safe System approach*
(This document is accessible through <http://roadsafety.gov.au/nrss/safe-system.aspx>)
- *SA Road Safety Action Plan 2013-2016*
(This document is accessible through <http://dpti.sa.gov.au/towardszerotogether>)
- *Streets for People / Compendium for South Australian Practice*
(This document is accessible through <https://www.healthybydesignsa.com.au/resources/>)

Appendix A2 Acts and Regulations

- *South Australia - Australian Road Rules under the Road Traffic Act 1961*
 - *Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014*
 - *Road Traffic Act 1961*
 - *Motor Vehicles Act 1959*
- (These documents are accessible through www.legislation.sa.gov.au)

Appendix A3 DPTI documents

- *Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices*
Part 1: Legal Responsibilities ('the Instruments')
Part 2: Code of Technical Requirements ('the Code')
- *Standard Road Sign Specifications*
- *Pavement Marking Manual*
- *DPTI Operational Instructions*
- *SA Standards for Workzone Traffic Management*
- *Guidelines for Events on SA Roads*

(These documents are accessible through www.dpti.sa.gov.au/standards/tass)

- *A Functional Hierarchy for South Australia's Land Transport Network*
(This document is accessible through <http://www.sa.gov.au/transport/corridors>)
- *DPTI Master Specification*
(This document is accessible through http://www.dpti.sa.gov.au/contractor_documents/specifications)
- *Road Crashes in South Australia: Statistical Summary of Road Crashes & Casualties in 2015*
(This document is accessible through <http://dpti.sa.gov.au/towardszerotogether>)

Appendix A4 Australian standards

- *Australian Standard AS 1742.1, Manual of uniform traffic control devices, Part 1: General introduction and index of signs*
- *Australian Standard AS 1742.2, Manual of uniform traffic control devices, Part 2: Traffic control devices for general use*
- *Australian Standard AS 1742.4, Manual of uniform traffic control devices, Part 4: Speed controls*
- *Australian Standard AS 1742.13, Manual of uniform traffic control devices, Part 13: Local Area Traffic Management*
- *Australian Standard AS 1743, Road signs - Specifications*
- *Australian Standard AS 2890.1, Parking facilities – Off street car parking*
- *Australian Standard AS 5156, Electronic speed limit signs*

Appendix A5 Austroads documents

- *Guide to Road Safety – Part 3: Speed Limits and Speed Management.*
- *Guide to Road Design – Part 3: Geometric Design.*
- *Guide to Traffic Management – Part 5: Road Management*
- *Guide to Traffic Management – Part 8: Local Area Traffic Management*
- *Guide to Traffic Management – Part 9: Traffic Operations*
- *Guide to Traffic Management – Part 10: Traffic Control and Communication Devices*
- *Austroads Report AP-118/96 - Urban Speed Management in Australia.*
- *Austroads Report AP-T141-10 – Infrastructure / Speed Limit Relationship in Relation to Road Safety Outcomes*
- *Austroads Report AP-R449-14 – Methods for Reducing Speeds on Rural Roads – Compendium of Good Practice*
- *Austroads Report AP-R455-14 – Model National Guidelines for Setting Speed Limits at High-risk Locations*
- *Austroads Report AP-R508-16 – Speed Reduction Treatments for High-speed Environments*
- *Austroads Report AP-R514-16 – Achieving Safe System Speeds on Urban Arterial Roads: Compendium of Good Practice*

Appendix A6 Research reports

- Bhatnagar Y et al, 2010, 'Changes to speed limits and crash outcome – Great Western Highway case study', 2010 Road Safety Research, Education and Policing Conference, Canberra, Australia.

- Elvik, Rune et al, 2005, *Speed and Road Accidents: an evaluation of the Power Model*, Nordic Road and Transport Research No. 1.
- European Conference of Ministers of Transport (ECMT), 2006, *Speed Management*, OECD Publishing, France, ISBN 92-821-0377-3 – no. 55291 2006.
- Fildes, B et al, 2005, *Balance between Harm Reduction and Mobility in Setting Speed Limits: A Feasibility Study*, Austroads report AP-R272/05.
- Friedman Lee S et al, 2009, 'Long-Term Effects of Repealing the National Maximum Speed Limit in the United States', *American Journal of Public Health*, September 2009, vol. 99, no. 9.
- Kloeden CN (2015) *Evaluation of the use of 80 km/h speed advisory signs on unsealed roads in South Australia (CASR130)*, Centre for Automotive Safety Research, Adelaide. ISBN 9781921645686 (<http://casr.adelaide.edu.au/casrpubfile/1834/CASR130.pdf>).
- Kloeden CN et al, 1997, *Travelling Speed and the Risk of Crash Involvement vol 1*, NHMRC Road Accident Research Unit, The University of Adelaide, (http://casr.adelaide.edu.au/casrpubfile/328/CASRtravelspeedriskcrashvol1_317.pdf).
- Kloeden CN, Woolley JE, McLean AJ (2006) *Further evaluation of the South Australian default 50 km/h speed limit (CASR034)*, Centre for Automotive Safety Research, Adelaide. ISBN 978 1 920947 33 0 (<http://casr.adelaide.edu.au/casrpubfile/42/CASR034.pdf>).
- Mackenzie JRR, Kloeden CN, Hutchinson TP (2015) *Reduction of speed limit from 110 km/h to 100 km/h on certain roads in South Australia: a follow up evaluation (CASR115)*, Centre for Automotive Safety Research, Adelaide. ISBN 978 1 921645 53 2 (<http://casr.adelaide.edu.au/casrpubfile/1743/CASR115.pdf>).
- Nilsson, G, 1990, *Reduction in the speed limit from 100 km/h to 90 km/h during summer 1989: effects on personal injury accidents, injured and speeds*, report no. 358A, Swedish Road and Traffic Research Institute, Linköping, Sweden.
- Petroulias, T, 2014, *Community Attitudes to Road Safety – 2013 Survey Report*, The Social Research Centre, North Melbourne, Australian Government Department of Infrastructure and Regional Development, ISBN 978-1-922205-68-1 (https://infrastructure.gov.au/roads/safety/publications/2013/pdf/community_att_13.pdf).
- Scharping, F K, 1994, *Experience Report. 30 km/h Speed Limit Zones in Hamburg, Speed Reduction Measures on Major Inner City Roads*, Transportation Research Institute, Technion-Israel Institute, Haifa, Israel.
- Sliogeris, J, 1992, *110 kilometre per hour speed limit – evaluation of road safety effects*, VicRoads report GR 92-8.
- Walker, E et al, 2009, 'Quantitative study of attitudes, motivations and beliefs related to speeding and speed enforcement', *Proceedings of the Australasian Road Safety Research Policing Education Conference*, Sydney, 2009 (<http://casr.adelaide.edu.au/rsr/RSR2009/RS090026.pdf>).
- Woolley J, 2005, 'Recent advantages of lower speed limits in Australia', *Journal of the Eastern Asia Society for Transportation Studies*, vol. 6, pp. 3562–3573, (http://www.easts.info/on-line/journal_06/3562.pdf).
- World Health Organization (WHO), 2008, *Speed management: a road safety manual for decision-makers and practitioners*, Global Road Safety Partnership, WHO, Geneva (http://apps.who.int/iris/bitstream/10665/43915/1/9782940395040_eng.pdf).

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 11.2 Motion on Notice

Originating from: Cr Leith Mudge

Subject: South Eastern Freeway Noise

1. MOTION

That the Mayor write to the Minister for Infrastructure and Transport and Minister for Planning asking the State Government to:

- 1. Undertake a comprehensive noise study that includes a noise survey and modelling of the impacts of development and traffic volumes along the South Eastern Freeway (the Freeway), both now and into the future.**
- 2. Implement noise mitigation measures along the Freeway corridor to reduce noise to acceptable levels for nearby residents and businesses.**

That copies of the letter be forwarded to the Member for Heysen, Member for Kavel, the State Opposition Leader and the Federal Member for Mayo.

2. BACKGROUND

There has been a significant increase of traffic along the South Eastern Freeway in recent years and a corresponding increase in noise from the Freeway experienced by adjacent residents and businesses. This has serious health impacts, reduces the amenity and character of the area and the value of property.

This increased traffic is caused by significant growth in development along the Freeway corridor, particularly expansions of Mount Barker, Murray Bridge and Strathalbyn and an increase in road freight. The continuing growth of the outer Adelaide Hills and Fleurieu regions along with the South Eastern Freeway - Managed Motorway project without noise mitigation will only exacerbate this problem.

Our knowledge of the negative effects of traffic noise has come a long way since the Freeway was built in the 60s and 70s. A recent review of the health effects of environmental noise done by the Commonwealth Department of Health has shown that their evidence of a causal relationship between environmental noise and sleep disturbance, cardiovascular disease and poorer cognitive performance ([https://www1.health.gov.au/internet/main/publishing.nsf/Content/A12B57E41EC9F326CA257BF0001F9E7D/\\$File/health-effects-Environmental-Noise-2018.pdf](https://www1.health.gov.au/internet/main/publishing.nsf/Content/A12B57E41EC9F326CA257BF0001F9E7D/$File/health-effects-Environmental-Noise-2018.pdf)).

As a consequence there has been substantial expenditure on noise mitigation works on recent major projects such as the Torrens-to-Torrens and Darlington Upgrades. However, consideration of noise effects of the Freeway on surrounding residents and businesses has been piecemeal. Most recently, planning for the South Eastern Freeway - Managed Motorway project did not include an allowance for a comprehensive noise survey or substantial noise mitigation works. It was only through agitation by local residents that noise effects have been seriously considered.

The time has come for the State Government to conduct a comprehensive noise survey and implement noise mitigation measures. Council has an important role in advocating on behalf of our residents and ratepayers on this matter.

3. OFFICER'S RESPONSE – Marc Salver, Director Development and Regulatory Services

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

Strategic Plan 2020-24 – A brighter future

Goal A functional Built Environment

Objective B2 Preserve and enhance the unique character of the Hills for current and future generations

Goal A progressive Organisation

Objective O4 We actively represent our community

This motion seeks to request the State Government to undertake a noise study and implement noise mitigation measures if required to address the noise impacts of the Freeway on adjacent residential areas and businesses. This would ensure that the character and amenity of these areas is maintained and/or enhanced into the future.

➤ **Legal Implications**

The *Local Government Act 1999* identifies the roles and responsibilities of local government in managing their areas for the benefit of the current and future residents, businesses and landowners. In this instance, it is considered that advocating on behalf of residents and businesses to have the State Government undertake a Freeway noise study and implement noise mitigation measures, if required, is appropriate and warranted.

➤ **Risk Management Implications**

Requesting the State Government to undertake a noise study and implement noise mitigation measures will assist in mitigating the risk of:

Not advocating on behalf of residents affected by the noise from the South Eastern Freeway leading to reputational risks for, and loss of confidence in Council performing its advocacy role in this instance.

Inherent Risk	Residual Risk	Target Risk
Medium (2C)	Low (2D)	Low

By advocating on behalf of the affected residents and businesses adjacent to the freeway corridor, Council will be fulfilling one of its roles in this regard and have the noise concerns investigated and mitigated if required.

➤ **Financial and Resource Implications**

There will be no financial or resource implications as a result of this motion which seeks to have the Minister for Infrastructure and Transport and Minister for Planning undertake the noise studies along the South Eastern Freeway.

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

It is noted that Council has previously received complaints about increased noise impacts from residents living in close proximity to the freeway corridor. This motion seeks to have the State Government undertake a noise study and implement noise mitigation measures if required to address the noise impacts. Supporting the motion would demonstrate Council's desire to advocate on behalf of its residents to have this issue investigated and addressed by the State Government.

➤ **Sustainability Implications**

Requesting the State Government to undertake a noise study and implement noise mitigation measures, if required, to address the noise impacts is expected to enhance the long term character and amenity of adjoining residential areas is maintained into the future.

➤ **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

Administration: A/Director Infrastructure & Operations

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

It is noted that traffic volumes on the South Eastern Freeway between Mount Barker and Stirling have increased from 40,900 vehicles per day (vpd) in 2015 to 46,000 vpd in 2019. This is a 12.5% increase over the 4 year period. Anecdotally this is a result of new developments being undertaken in Mount Barker, Nairne and Strathalbyn. It is noted that with regard to Mount Barker, 1,300 hectares of land was rezoned in 2010 which is estimated to result in 19,000 new allotments being created translating in a population increase of approximately 30,000 people. This will therefore more than double the population of Mount Barker in the years to come. In discussions with staff at Mount Barker District Council, they advised that only 10% of the estimated 19,000 allotments have been developed to date. As a consequence, it is considered that the amount of freeway traffic will increase in the years to come as the aforementioned towns are further developed.

It is however noted that heavy vehicle traffic on the South Eastern Freeway should be eased as part of a federally funded \$12 million upgrade to the North-South truck freight route between Murray Bridge and Annadale, bypassing Adelaide. It is understood that this project got underway in September and should be completed by December 2020. It is noted that the intent of the freight bypass is to reduce truck traffic on the South Eastern Freeway; ease traffic congestion; and improve safety.

With the above in mind, it is considered that requesting the State Government to undertake a noise study is timely and warranted in order to determine whether or not current noise levels are excessive, or will increase in the future as a result of increased traffic. The study would then inform the State Government as to whether or not noise mitigation measures are needed to reduce the traffic noise impacts on residents and businesses in close proximity to the freeway corridor. Such noise mitigation measures, if required, would protect the amenity of the residential areas adjacent to the Freeway.

However, it is suggested that the design of such measures (e.g. noise attenuating barriers/walls) should be sensitive to the character of the adjacent areas and use appropriate materials and colours to blend in as much as possible. It is therefore recommended that this aspect be picked up in the proposed letter to the relevant Ministers.

5. APPENDIX

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 11.3 Motion on Notice

Originating from: Cr Malcolm Herrmann

Subject: Memorial Park Seat for former Cr Bill Gale

1. MOTION

That, in conjunction with the Gale family, that Council purchase and install a park seat with a plaque to commemorate the contribution the late ex Cr Bill Gale made to the Adelaide Hills Council and, in particular, to the Woodside area.

2. BACKGROUND

At its meeting held on 25 August 2020, Acting Mayor Nathan Daniell expressed condolences to the Gale families on behalf of the Council, at the passing of former Cr Bill Gale.

Later in the meeting, Cr Andrew Stratford moved a Condolence Motion which was resolved unanimously.

11.1 Condolence motion for Bill Gale, Woodside

Moved Cr Andrew Stratford
S/- Cr Ian Bailey

161/20

Council expresses its condolences to the family of the late Robert John (Bill) Gale who passed away on 31 July 2020, and expresses its warm appreciation for his significant contribution to the Adelaide Hills Council, the former Onkaparinga Council, and to the community in which he has tirelessly worked.

Bill Gale's service to Local Government within the Adelaide Hills has spanned more than 20 years including roles as Deputy Mayor of the Adelaide Hills Council and Vice Chairman of the District Council of Onkaparinga.

Council also recognises the valuable contribution Bill has made to the many sporting and community groups across the district as well as to numerous Council committees and services.

Carried Unanimously

At the time Council was advised that the Gale family was not contemplating a memorial at that time.

Mrs Jan Gale, Bill's widow, has now advised that many of the community considered that it would be remiss if something was not done.

Mrs Gale has suggested that a park seat, with a small plaque, be erected in the Woodside BMX track in her late husband's honour.

This area is owned by the Department of Infrastructure and Transport (DIT), but is under Council's Care, Control and Management. The CEO's investigation should include consultation with DIT.

3. OFFICER'S RESPONSE – Chris Janssan, Manager Open Space

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

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

Good functional facilities and infrastructure provide places for people to meet, connect and participate.

➤ Legal Implications

Not applicable.

➤ Risk Management Implications

An appropriate memorial will honour the memory and legacy of former Cr Bill Gale and assist in mitigating the risk of poor public perception leading to community dissatisfaction.

Inherent Risk	Residual Risk	Target Risk
Medium (2C)	Medium (2C)	Minor (1E)

The report recommendation will result in the creation of a control (installation of a seat) to mitigate the risk of poor public perception.

➤ Financial and Resource Implications

A standard park bench costs \$680 with an appropriate plaque costing \$400 which can be purchased from an existing Open Space budget line. Installation of the seat can be undertaken by Council staff.

➤ Customer Service and Community/Cultural Implications

Not applicable.

➤ Sustainability Implications

Not applicable.

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

Consultation on the development of this report was as follows:

Council Committees: Not applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Acting Director Infrastructure & Operations

Sport and Recreation Planner

Manager Financial Services

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

Council staff will seek advice from the Gale family for suitable wording of the plaque and seek approval from the Department of Infrastructure and Transport to install the bench at the Woodside BMX location. If approved by the Department of Infrastructure and Transport the purchase and installation of a bench seat is supported.

5. APPENDICES

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.1

Responsible Officer: Chris Janssan
Manager Open Space
Infrastructure & Operations

Subject: Lew Brickhill Memorial Investigation Report

For: Decision

SUMMARY

This report details the investigations into the consultation with the Friends of Bushland Park and the family of the late Lewis Norman Brickhill on how his memory can be commemorated for his contribution to Lobethal Bushland Park and also the wider community.

Based on feedback received from the partner of Lewis (Lew) and the Friends of Lobethal Bushland Park the report recommends further investigations be undertaken towards restoring the former CFS lookout tower in Bushland Park as a memorial to Lew.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. That Council approve a \$5,600 expenditure budget to undertake an engineering design for the restoration and reinstatement of the lookout tower at Lobethal Bushland Park
 3. Subject to recommendation two above a quote for restoration and reinstatement works of the lookout tower at Lobethal Bushland Park be obtained.
 4. That consideration be given to funding the restoration and reinstatement of the Lobethal Bushland Park lookout tower in the development of the 2021-2022 budget.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

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

It is anticipated that the restoration of the lookout tower will complement the Master Plan currently being developed, and would create a significant focal point within this highly utilised and valued park.

➤ Legal Implications

Not applicable.

➤ Risk Management Implications

Considering the restoration of the lookout tower will assist in mitigating the risk of:

Poor public perception leading to community dissatisfaction.

Inherent Risk	Residual Risk	Target Risk
Medium (2C)	Medium (2C)	Minor (1D)

The report recommendation will involve the creation of a mitigation action to obtain a design and quote for the restoration of the lookout tower at Lobethal Bushland Park.

➤ Financial and Resource Implications

There is currently no specific line within Council's 2020-21 budget to commission a design or undertake the proposed works with the cost associated with preparing a design quoted at \$5,600. With an Operating Deficit budgeted for Council's original adopted 2020-21 Budget and no CEO contingency available, Council does not have the flexibility to resource this expenditure without increasing the operating expenditure budget and the resultant impact of reducing Council's operating result or without consideration being given to deferring an existing project.

In addition, this is likely to lead to additional capital expenditure requirement in the development of the 2021-22 budget.

➤ Customer Service and Community/Cultural Implications

There has been discussion within the community and in particular the Friends of Lobethal Bushland Park in the restoration of the tower, both historically and more recently since the passing of Lew Brickhill.

➤ **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

Administration: Director Infrastructure & Operations
Acting Director Infrastructure and Operations
Manager Financial Services
Sport & Recreation Planner - Trails, Open Space
Technical Officer, Civil Services

External Agencies: Not Applicable

Community: Jo Brickhill – Partner of late Lewis Norman Brickhill
Friends of Lobethal Bushland Park

2. BACKGROUND

Lewis (Lew) Brickhill, a long-time resident of Lobethal and former Manager of the Lobethal Post Office, was well known to not only many Lobethal people, but also to the wider community. He had a passion for the environment and adored the wonders of nature especially here in South Australia and in his home state of Tasmania. Lew and his wife Jo, were members of the Friends of Bushland Park for twenty years with Lew being President for fourteen years.

Following the Cudlee Creek bushfire which burnt out Lobethal Bushland Park, Lew immediately looked to the future on how the land could be restored. The Friends of Lobethal Bushland Park were committed to arresting the onslaught of post-fire weeds across the park and worked tirelessly to achieve this in the months following the fire. Lew was also successful in obtaining a grant through Landcare Australia to fund trail repairs erosion mitigation and general infrastructure improvements.

Lew was looking forward to being involved in the preparation of the Lobethal Bushland Park Master Plan and was delighted to hear of the recently acquired tourism grant to assist with restoration of the trails network.

Lew passed away unexpectedly on 2 July 2020 aged 72 years. A memorial service was held on Friday 17 July 2020 in Lobethal and was attended by Council staff members from the Biodiversity Team. At the 28 July 2020 Council meeting, the following Motion on Notice was unanimously carried by Council to investigate an appropriate memorial for Lew.

11.1 Late Lewis (Lew) Brickhill

Moved Cr Malcolm Herrmann
S/- Cr Chris Grant

136/20

That the CEO investigates, in consultation with the family and the Friends of Bushland Park, how the memory of the late Lewis Norman Brickhill can be commemorated for his contribution to, not only Lobethal Bushland Park, but also to the wider community, and provides a report to Council by 30 September 2020.

Carried Unanimously

3. ANALYSIS

Lew and the Friends of Lobethal Bushland Park have for many years, expressed their desire to Council staff to 'resurrect' the lookout tower. The lookout tower is located towards the southern extent of Bushland Park (refer **Appendix 1**). The old CFS fire spotting tower is a steel construction approximately 5 metres high (refer **Appendix 2**). The ladder access was apparently removed over ten years ago.

Following further discussions within the group, including Lew's partner Jo Brickhill, and the acting President of the group, their preference would be to see the lookout tower reinstated in memory of Lew. It is also considered that restoration of the tower would contribute to increasing the appeal of the park by furthering the interactive experience for park users.

Should the tower be restored, appropriate signage could be installed with history of the tower and memorialising Lew's contribution to the park and his local community. During the design phase, safe use of the tower and its users will be a primary consideration to ensure it conforms to all safety and design requirements.

An alternative option to restoring the lookout tower is to install a memorial bench seat or similar. This option would be at a reduced cost and the location and type of memorial could be determined with the family and Friends of Lobethal Bushland Park.

Although the installation of a memorial seat would be at a reduced cost as compared to restoring the lookout option, the community's desire for the restoration of the lookout tower, would not only achieve this but be a fitting and lasting memorial to Lew's dedication to his community.

4. OPTIONS

Council has the following options:

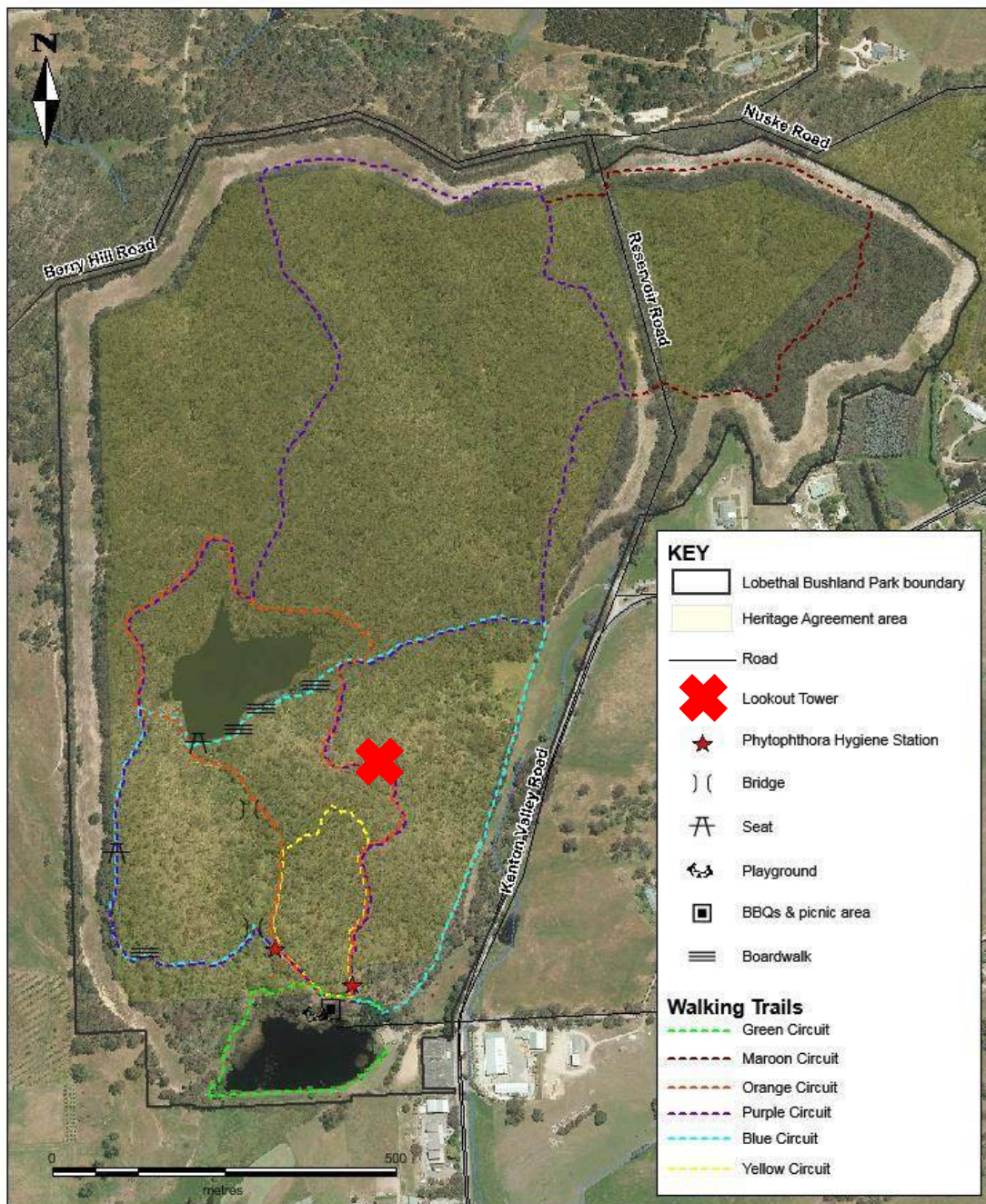
- I. Allocate \$5,600 to undertake an engineering design for the restoration of the Lobethal Bushland Park lookout tower and a quote be obtained to be considered in the development of the 2021/2022 budget. This option is recommended as it aligns with the feedback received through the consultation undertaken (Recommended).
- II. Installation of a memorial bench seat (or similar) at a location to be chosen by the family and Friends of Lobethal Bushland Park. This option is an alternative to restoring the lookout (Alternative Recommendation).

5. APPENDICES

- (1) Appendix 1 - Lobethal Bushland Park lookout tower map
- (2) Appendix 2 - Photos

Appendix 1

Lobethal Bushland Park Lookout Tower Map



Appendix 2

Photos



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.2

Responsible Officer: Rebecca Shepherd
Manager Community Development
Community Capacity

Subject: Disability Access & Inclusion Plan (DAIP) 2020-24

For: Decision

SUMMARY

The purpose of this report is to seek Council's endorsement of a new *Disability Access and Inclusion Plan (DAIP) 2020-2024: A brighter future for all* (as contained in **Appendix 1**), for publication on Council's website and further community consultation.

Council's provisional DAIP was developed in response to the *SA Disability Inclusion Act 2018* (the Act), which requires every State authority (local councils and State Government agencies) to develop its DAIP through community consultation, and then publish its first DAIP on its website by 31 October 2020.

Council's DAIP has been developed using the template and guidelines provided by the Department of Human Services (DHS), and was co-designed in consultation with staff members across the Administration, people living with disability, their families and carers, local disability service providers, the Local Government Association of South Australia (LGA of SA), and other councils.

The endorsed provisional DAIP is scheduled to go out to further community consultation from 28 October to 22 November 2020, subject to Council's approval. Community feedback received will be used for the continuous improvement of the DAIP.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. To endorse the provisional *Adelaide Hills Council Disability Access and Inclusion Plan (DAIP) 2020-2024: A brighter future for all*, as contained in *Appendix 1*, for publication on Council's website and further community consultation.
3. To delegate to the Chief Executive Officer to determine the timings, media and processes around further community consultation while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy
4. That an amended edition of the DAIP incorporating further community and stakeholder feedback on the provisional DAIP (received during further community consultation) be referred back to the Council for consideration and adoption at the Council Meeting scheduled for 27 January 2020.

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Council's DAIP will contribute to a number of Goals, Objectives and Priorities under the *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
Priority 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
Alignment	Theme 3 of the provisional DAIP ("Accessible communities") includes proposed actions that aim to increase the accessibility of the built environment.

Goal 2 Community Wellbeing

Objective C1	A community for everyone – that is inclusive, welcoming and accessible
Priority C1.3	Make the district more accessible and welcoming for all with a focus on youth participation, positive ageing, disability inclusion and multiculturalism
Priority C1.4	Seek opportunities to improve transport options for those who need it most
Alignment	All 4 themes of the provisional DAIP encompass proposed actions that will help to create a more accessible and welcoming district with a

focus on access and inclusion for residents and visitors with disability. Action 12.3 of the DAIP directly contributes to Priority C1.4, proposing that Council will “advocate to the State Government and transport providers for more accessible and connected transport services to key employment hubs in our District” in order to improve access to local employment opportunities for residents with disability.

Goal 2 Community Wellbeing

Objective C2	A community for everyone – that is inclusive, welcoming and accessible
Priority C2.4	Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them
Alignment	Theme 2 of the provisional DAIP (“Leadership and collaboration”) includes specific actions aimed at increasing the participation of residents with disability in Council decision-making, engagement and consultation.

Goal 5 A progressive Organisation

Objective O1	We have the right people with the right knowledge and skills in the right jobs and they are supported and developed
Priority O1.2	Continue to develop a positive culture through supporting an equitable, diverse and continuously improving work environment
Alignment	Theme 1 of the DAIP (“Inclusive communities for all”) proposes specific actions aimed at raising disability awareness across our organisation. Theme 4 of the provisional DAIP (“Learning and employment”) includes further actions focused on supporting an inclusive and accessible workplace for Council staff, Elected Members and volunteers.

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.
Alignment	Theme 2 of the provisional DAIP (“Leadership and collaboration”) includes the intention to “utilise resources produced by the Electoral Commission SA and the Local Government Association of SA to make it easier for residents with disability to vote and stand as a candidate in Council elections”

➤ **Legal Implications**

Council’s provisional DAIP (**Appendix 1**) was developed in accordance with legislated requirements, as set out in the *SA Disability Inclusion Act 2018* (the Act) and its surrounding regulations, encompassing the *SA Disability Inclusion Regulations 2019* (DI Reg) and the *SA Disability Inclusion (Transitional Arrangements) Regulations 2018* (Reg Transitional).

The Act includes key requirements for local councils to prepare DAIPs that:

- include measures to ensure that people living with disability can access their mainstream supports and services;
- show how they will give effect to the State Plan;
- include strategies to support people with disability in accessing their built environments, events and facilities, information and communications, programs and services, and employment (the Act, section 16).

In developing a DAIP, local councils are required by legislation to consult with people with disability, their families and carers, and persons or bodies representing the interests of people with disability, in relation to their draft DAIP (section 16 of the Act, and DI Reg 9).

A local council's first DAIP must be prepared and published (in a format that is accessible to people with disability) on a website determined by the local council on or before 31 October 2020. A local council must notify the Chief Executive of DHS when the first plan is published on their nominated website (Reg Transitional, Section 5; the Act, Section 16).

Each local council must, on or before 31 October in each year, report to the Chief Executive of DHS on the operation of its DAIP during the preceding financial year (including a summary of the extent to which their DAIP has been implemented).

A local council may vary its DAIP at any time in accordance with the requirements prescribed by the regulations (the Act, Section 16).

➤ Risk Management Implications

Endorsing the DAIP contained within this report (**Appendix 1**) - for publication on Council's website by 31 October 2020 and further community consultation - will assist in mitigating the following risks:

Failure to develop a DAIP leading to inaccessible Council services, facilities, public infrastructure, decision-making, information and communications, events, volunteering and employment for people living with disability.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Medium (3C)	Low

Failure to publish Council's first DAIP by 31 October 2020 leading to breach of legislated requirements with no penalty but reputational damage.

Inherent Risk	Residual Risk	Target Risk
High (2A)	Low (1E)	Low

Failure to publish Council's first DAIP by 31 October 2020 leading to impact on community, sector and stakeholder confidence in Council's commitment to disability access and inclusion.

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

Failure to develop Council's DAIP in consultation with people with disability, their families and carers, and persons or bodies representing the interests of people with disability.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Low (2E)	Low

The DAIP has been prepared to mitigate these risks.

➤ Financial and Resource Implications

The majority of actions proposed in the DAIP can be delivered either with no budget implications or by using existing recurrently funded resources. However, some initiatives may require new funding to be considered as part of Council's long term financial planning and annual budget and business plan setting process. These include:

Refer to DAIP action number:	Intended Outcome
1.3	More accessible and inclusive play spaces that provide sensory play
6.1	Better inclusion of people with disability in decision-making
6.4	Increased accessibility of Council workplaces
7.3	Increased accessible car parking
8.4	More accessible information and communications
9.2	Installation of disability access signage
9.3	Technological solutions for more accessible customer service
9.5	Enhanced accessibility of visitor and tourism destinations
11.2	Increased workforce participation for people with disability
12.1	More inclusive and accessible Council organisation and workplace

➤ Customer Service and Community/Cultural Implications

The provisional DAIP proposes actions for achieving more inclusive and accessible customer service communication, customer service outlets, and information. The DAIP provides a strong framework for providing staff, volunteers and Council Members induction and training in accessible communication, disability awareness and universal design. The Plan works to build inclusive and accessible practices and organisational culture across Council, and demonstrates a commitment to leading by example in our district and region.

➤ Sustainability Implications

Not applicable

➤ Engagement/Consultation conducted in the development of the report

Consultation on the development of the provisional DAIP (**Appendix 1**) was as follows:

Council Workshops: The draft DAIP was presented at the Council Members Workshop on Tuesday 13 October 2020. Feedback provided by Council Members (via a World Café conversation) was incorporated into forming the provisional DAIP.

Administration:

Interview conversations were conducted with the following staff members to involve them in co-designing the actions and responsibilities set out in the DAIP:

- Manager Communications Engagement and Events, Events Officer, Communications Officer and Community Engagement Officer
- Executive Manager Organisational Development and Organisational Development Advisor
- Manager Economic Development and Manager Civil Services
- Community & Cultural Development Officer, Team Leader Positive Ageing, Community Support Officers, Community Development Officer – Youth & Recreation, Community Development Officer – Community Centres, Community Recovery Officer, Community Support and Programs Officer and Community Development Administration Officer
- Volunteering Coordinator
- Manager Property Services and Building Management Coordinator
- Manager Libraries & Customer Service, Library Youth Programs Officer, Customer Services Coordinator
- Manager Strategic Assets
- Manager Sustainability, Waste & Emergency Management
- Manager Open Space, Building Management Officer, Sport and Recreation Planner, Project Coordinator – Adelaide Hills Tourism and Business Centre
- Executive Manager Governance & Performance and Governance & Risk Coordinator
- Manager Information Services
- Manager Development Services
- Presentation of early draft of DAIP at Executive Leadership Team meeting on 17 September 2020, with a subsequent round of comments provided by ELT
- Meeting with participants of AHC's Youth Leadership Program participants.

External Agencies:

In-person interviews were held with the following external officers and agencies to inform the development of the DAIP:

- Merindah Ward, Senior Policy Officer - Disability Inclusion, Local Government Association of SA
- Leanne Davis-King, Community Services Leader, City of Port Adelaide Enfield

- Jobnet Regional Manager (South/East Metro), Jobnet Coordinator (Adelaide & Stirling) and Employment Officer at Community Bridging Services (CBS), Stirling
- Carer Support Worker (Mental Health) and Direct Care Services Coordinator at Carers and Disability Link (CADL), Woodside
- Donna Whitburn, Community Engagement Facilitator (Adelaide Hills), NDIS Local Area Coordination services, Mission Australia, Mount Barker
- Yelaina Eaton, Senior Community Development Officer, Mount Barker District Council
- Executive Officer and Community Development Manager at The Hut Community Centre, Aldgate
- Community Engagement Manager (Adelaide metropolitan area), at Work Australia
- Written submission from the Training, Consultancy and Research Manager, Autism SA.

Community:

An in-depth interview was conducted with a resident, teacher and mother of a primary school-aged child with an intellectual disability from St Catherine's School, Stirling.

Community consultation to inform the continuous improvement of Council's DAIP is underway throughout October, including an 'Access and Inclusion Survey' developed by the Adelaide Hills Disability Inclusion Reference Group to build a better understanding of how people living with disability in the AHC district experience access and inclusion in their communities.

2. BACKGROUND

Council's last plan outlining its actions toward access and inclusion was the *Disability Action Plan (DAP) 2011-2016*, which was developed in response to the *Disability Discrimination Act (DDA) 1992*, and adopted by Council on 11 October 2011. Council's DAP was designed to guide the work of Council, staff and the community towards achieving a more inclusive environment for all residents and visitors.

A review of the DAP was underway in 2017, but was paused when new legislation was being considered by Parliament, which ultimately resulted in the *Disability Inclusion Act 2018* (the Act). The Act introduced new provisions for the first "State Disability Inclusion Plan" and for all State authorities to develop DAIPs (refer to Legal Implications above).

A key requirement of the Act (Section 16) is that DAIPs must explain how State authorities propose to 'give effect' to the *State Disability Inclusion Plan 2019-2023 - Inclusive SA*, which was released in 2019 and sets out specific actions for State authorities to achieve in helping to address barriers and promote positive action for people living with disability.

Therefore, Council's new DAIP was developed in response to changing legislated requirements under the Act, and will supersede Council's lapsed DAP. The DAIP was prepared with a focus on explaining the actions AHC intends to take to support the priorities and actions set out in *Inclusive SA*. The DAIP was also designed to demonstrate and renew Council's ongoing commitment to working towards a community and Council workplace that are inclusive, welcoming and accessible for everyone.

This report was written to recommend that the first DAIP be endorsed for publication on Council's website by 31 October, and distributed for further community consultation to inform continuous improvement of Council's DAIP.

3. ANALYSIS

The provisional DAIP (contained in **Appendix 1**) is largely self-explanatory. For the sake of brevity its contents are not reproduced here, suffice to note that the DAIP was developed in close alignment with the DAIP Guidelines and DAIP Template, which was provided by DHS to assist State authorities in developing and preparing their DAIPs.

In line with the DAIP template, the actions and priorities of Council's DAIP are aligned with the following themes of the *State Disability Inclusion Plan 2019-2023 - Inclusive SA*:

1. Inclusive communities for all
2. Leadership and collaboration
3. Accessible communities
4. Learning and employment.

In corresponding to these themes, many of the actions proposed in Council's DAIP were designed to address and indicate how Council will support the specific actions set out in *Inclusive SA*.

Notable new initiatives proposed in the provisional DAIP include:

- Celebrating and promoting the International Day of People with Disability annually (3 December), and developing ways to recognise the contributions that people with disability make to our community (e.g. possibly establishing a new International Day of People with Disability Civic Award - in recognition of the public service of people with disability and 'access and inclusion champions' within our community, to be announced each year on International Day of People with Disability) (Action 2.1)
- Updating induction of new AHC employees, Council Members and volunteers to include information about working with people with disability, and the provisioning of new training for existing staff, Council Members and volunteers in disability awareness (Action 3.1)
- Exploring community interest in establishing a new AHC disability inclusion reference group - to enable direct engagement with our residents with disability and their families, carers and advocates on the specific barriers for priority groups (children with disability, women with disability, Aboriginal and Torres Strait Islander peoples with disability and people with disability from culturally and linguistically diverse backgrounds) (Action 4.2)

- Providing Easy Read¹ training for all staff and volunteers who produce public documents, information and communications related to Council consultations and decision-making (Action 8.3)
- Explore development of targeted traineeships and work experiences across Council for people with disability, in partnership with local training providers and Disability Employment Services (DES) providers (Action 11.2).

4. OPTIONS

Council has the following options:

- I. Adopt the provisional DAIP (as presented in **Appendix 1**) for publication on Council's website by 31 October 2020 and for further community consultation and consolidation. If Council resolves to endorse the provisional DAIP (subject to amendments based on further community consultation), it will meet its legislated requirements while ensuring it continuously improves the accessibility of Council services and operations for people with disability (Recommended).
- II. Do not adopt the provisional DAIP for publication on Council's website by 31 October 2020 and further community consultation. This option will place Council in risk of breaching its legislated requirements, undermine its strong track record in progressing disability access and inclusion, and erode community and sector confidence (Not Recommended).
- III. Adopt the provisional DAIP for further consultation in a significantly different form to what is presented in **Appendix 1**. This option will require additional time and staff resources to undertake further analysis and make major revisions to the current version of the provisional DAIP presented in this report. If Council decides on this option, it will not meet its legislated requirement to prepare and publish its first DAIP by 31 October 2020 (Not Recommended).

5. APPENDIX

- (1) Adelaide Hills Council's provisional *Disability Access and Inclusion Plan 2020-24 – a brighter future for all*

¹ Easy Read is information that is presented in a way that is easy to understand and is more accessible for everyone. Easy Read documents are made easier to understand by: using plain-language, using short sentences, telling people exactly what they need to know. Pictures are also used to support the meaning of words. See <https://www.accessibility.sa.gov.au/introduction/easy-read>

Appendix 1

*Disability Access and Inclusion Plan 2020-24:
A brighter future for all*



Disability Access and Inclusion Plan 2020-24:

A brighter future for all

First Edition

Contents

Acknowledgment of Country	3
Mayor's message	3
Contact us	3
About the Adelaide Hills Council	3
Our staff and volunteers	4
Strategic context	5
What is disability?	6
The social model of disability.....	6
Universal design	7
Our community	7
Our vision	8
Actions	8
Theme 1: Inclusive communities for all	9
Priority 1: Involvement in the community.....	9
Priority 2: Improving community understanding and awareness	10
Priority 3: Promoting the rights of people living with disability.....	11
Theme 2: Leadership and collaboration	11
Priority 4: Participation in decision-making.....	11
Priority 5: Leadership and raising profile.....	13
Priority 6: Engagement and consultation	13
Theme 3: Accessible communities.....	14
Priority 7: Universal Design across South Australia	14
Priority 8: Accessible and available information	15
Priority 9: Access to services.....	16
Theme 4: Learning and employment.....	17
Priority 11: Skill development through volunteering and support in navigating the pathway between learning and earning.....	18
Priority 12: Improved access to employment opportunities and better support within workplaces	18
Monitoring implementation of our DAIP.....	19
Measuring and monitoring success	19
Communicating the DAIP.....	19

Acknowledgment of Country

Adelaide Hills Council acknowledges that we undertake our business on the traditional lands and waters of the Peramangk and Kaurna Nations. We pay our respect to Elders past, present and emerging as the Custodians of this ancient and beautiful land.

We are committed to working together to ensure that Peramangk and Kaurna cultures and traditions are preserved and valued. Together we will care for this Country for the generations to come.

Mayor's message

[To be inserted following adoption and prior to publication]

Contact us

08 8408 0400

mail@ahc.sa.gov.au

www.ahc.sa.gov.au

www.facebook.com/adelhillsCouncil

twitter.com/AHCouncil

www.instagram.com/adelaidehillscouncil/

About the Adelaide Hills Council

Adelaide Hills Council is a local government organisation that undertakes its business on the traditional lands and waters of the Peramangk and Kaurna peoples.

The land area of Adelaide Hills Council is 795 square kilometres, and extends from Mount Bold Reservoir in the south, to the South Para Reservoir in the north, and from the hills face in the west to the eastern escarpment of the Mount Lofty Ranges.

Council provides a range of services for nearly 40,000 residents, and nearly 500,000 domestic day-trip visitors annually, including:

- planning and development
- maintenance, management and renewal of properties, playgrounds, public infrastructure
- library and customer services
- volunteering
- public health
- parking and by-law enforcement

- sport and recreation planning
- youth development
- positive ageing
- community centres
- communications, engagement and events
- community development and cultural development
- community grants
- economic development
- sustainability, open space biodiversity,
- animal management
- parks and reserves, cemeteries
- fire prevention, emergency management, bushfire recovery
- waste and water management.

Council operates Service Centres with libraries in Gumeracha, Stirling and Woodside; Community Centres in Gumeracha and Norton Summit; a Resource Recovery Centre in Heathfield; depots in Gumeracha and Stirling; the Fabrik Arts and Heritage Hub in Lobethal; and 16 historic cemeteries within the Council area. In-person Council meetings are held in Stirling and are live-streamed for community members. Council supports the Hut Community Centre in Aldgate and the Adelaide Hills Swimming Centre in Woodside.

Council provides its residents and visitors information about Council initiatives, meetings, consultations, events, grants, employment and volunteering opportunities, programs and activities. Council also provides local businesses information about legislation changes, tips, case studies and events.

Our staff and volunteers

Adelaide Hills Council currently has 213 employees and 181 registered volunteers who deliver services to the Adelaide Hills community.

Though we do not currently use data measures to track the percentage of staff and volunteers who identify as living with disability, we aim to provide an accessible and inclusive workplace. For example, we have developed Reasonable Adjustment Policy and Procedures (adopted October 2018), so that prospective employees can request ‘reasonable adjustments’¹ to the recruitment process, and so that employees can seek reasonable adjustments to their role and/or work environment.

¹ A ‘reasonable adjustment’ is a change we make to our administrative processes, working environment or procedures that supports an individual to meet the requirements of a position.

We have also worked to build a more inclusive environment by partnering and consulting with organisations like the National Disability Recruitment Coordinator (NDRC) and Disability Employment Service (DES) Providers.

Strategic context

In 2018, the *Disability Inclusion Act 2018* (SA) (the Act) was passed because the South Australian Government recognised that a stronger commitment to access and inclusion planning for people living with disability was needed.

The intention of the Act is to support the principles and purposes of the *United Nations Convention on the Rights of Persons with Disabilities* (UNCRPD). The UNCRPD was ratified by Australia in 2008, and the Optional Protocol signed by Australia in 2009. Following the UNCRPD, the Act acknowledges that people living with disability have the same human rights as other members of the community. The Act recognises that the State and the community have a responsibility to facilitate the exercise of those rights. The UNCRPD is underpinned by eight guiding principles based on respect, equality and non-discrimination.

The *National Disability Strategy (NDS) 2010-2020* is a coordinated plan across all levels of government to improve the lives of people living with disability, their families and carers. The NDS is Australia's response to the UNCRPD. It is designed to ensure the principles of the UNCRPD are incorporated into policies and programs across Australia. Currently, the Commonwealth and State and Territory Governments are working towards developing a new national disability strategy for beyond 2020.

Inclusive SA: State Disability Inclusion Plan 2019–2023 (the State Plan) was released on 31 October 2019. It was developed through community and sector consultation. The broad vision of the State Plan is an accessible and inclusive South Australia based on fairness and respect.

The State Plan is a requirement of the Act and provides a framework to support State authorities to implement the *National Disability Strategy* (NDS).

The annual reporting against the State Plan will link the South Australian Government's achievements with the NDS's areas of policy action.

The *Disability Inclusion Act (SA) 2018* requires each local government in South Australia to have a Disability Access and Inclusion Plan (DAIP).

The Act requires that our DAIP sets out the actions we will take to ensure that people with disability can access our programs and services, built environments, events and facilities, meetings, information and communications, and employment opportunities.

Additionally, the Act requires that this Plan addresses the risks relating to particular groups living with disability, especially women, children, Aboriginal and Torres Strait Islander people, and culturally and linguistically diverse people.

Our Plan must also explain how we will give effect to the objectives, principles and priorities set out in the Act and the State Plan.

What is disability?

There are many different definitions, understandings and experiences of disability. The *Disability Inclusion Act 2018* (SA) states that *disability* refers to a person's:

cognitive, neurological or sensory impairment, or a combination of any of these impairments, which in interaction with various barriers may hinder the person's full and effective participation in society on an equal basis with others.

A more extensive definition of disability can also be found in the *Disability Discrimination Act 1992* (Commonwealth).

The social model of disability

We adopt the 'social model of disability', which understands the difference between impairment and disability. *Impairment* means a medical condition, illness, genetic disorder or injury that affects the way a person's body or mind works. *Disability* means people with impairment miss out on opportunities because of barriers society has constructed.

A barrier is a problem that stops or limits access. Barriers might be physical, like a community facility only having stairs and no wheelchair ramp. But barriers might involve non-physical obstacles, like an unspoken attitude in our community or organisation about what role a person with disability can or cannot do. Barriers might also involve communication barriers, like an electronic document that is not properly formatted and cannot be read by a screen reader.

We use the word disability to mean barriers created by society. Everyone in our community needs to work together to identify and break down the barriers. This is called the 'social model of disability'. Though legislation is usually built around a medical (or individual/impairment) model of disability, we support the social model of disability. We do not want to confuse the body (impairment) with the social (disabled).

[People with Disability Australia](#) explain the social model this way:

The social model sees 'disability' is the result of the interaction between people living with impairments and an environment filled with physical, attitudinal, communication and social barriers. It therefore carries the implication that the physical, attitudinal, communication and social environment must change to enable people living with impairments to participate in society on an equal basis with others.

The social model of disability has been adopted in the Council of Australian Government's *National Disability Strategy 2011-2020* and the *United Nations Convention on the Rights of Persons with Disabilities* (UNCRPD).

The DAIP guides the Adelaide Hills Council to help remove barriers in our community so that everyone can participate.

Universal design

The State Plan encourages local governments to apply the principles of 'Universal Design' when they plan or create new projects or services. According to the [Centre for Universal Design Australia](#), Universal Design is 'a means of achieving an inclusive society'.

The basic philosophy of Universal Design is designing for the most number of people who can use a product, place, building, service or website. This approach involves applying the 7 principles of Universal Design when planning every place, space and service:

1. Equitable use
2. Flexibility in use
3. Simple and intuitive to use
4. Perceptible information
5. Tolerance for error
6. Low physical effort
7. Size and space for approach and use

Universal Design helps us think about what everybody in our community and workplace needs when we plan or start new projects and services. If we adopt Universal Design principles, more people will be able to access every place, space and service from the start. Research has found that implementing Universal Design can lead to economic and social benefits, and can minimise the need for costly retrofits when facilities and services do not meet the needs of excluded community groups.²

Our community

The Adelaide Hills Council Estimated Resident Population for 2019 was 39,977.

In 2018, there were 4.4 million Australians with disability, representing 17.7% of the population, down from 18.3% in 2015. Nearly one-quarter (23.2%) of all people with disability reported a mental or behavioural condition (up from 21.5% in 2015).³

² For example, see Odeck, James, Trine Hagen, and Nils Fearnley. 2010. "Economic Appraisal of Universal Design in Transport: Experiences from Norway." *Research in Transportation Economics* 29 (1): 304-11.

³ Survey of Disability, Ageing and Carers (SDAC) conducted by the Australian Bureau of Statistics (ABS), 2018

In 2016, 3.4% of the population (1,308 people) in the Adelaide Hills Council area reported needing help in their day-to-day lives due to disability. This was a similar percentage to 2011. This compares with 5.9% for Greater Adelaide, 6% for South Australia, and 5.1% for Australia. This is an increase of 238 people from 2011, predominantly in the 5-59 year old age group (+122), but also in the 65-79 year old group (+81). The major difference in the age groups reporting a need for assistance between 2011 and 2016 in Adelaide Hills Council was in the 20 to 59 age group (+60 persons).⁴

In 2016, the suburb of Woodside had the highest proportion of people in need of assistance due to disability in Adelaide Hills Council district (6.1% or 151 people), followed by Lobethal-Charleston (4.7% or 142 people), and Aldgate (3.3% or 112 people).⁵

In the Adelaide Hills Council district, there are 497 NDIS participants (1.2% of the Adelaide Hills Council Estimated Resident Population for 2019).⁶

In 2016, the size of the labour force in the Adelaide Hills district needing assistance was 151, of which 89.4% (135) were employed and 10.6% (16) were looking for work, compared with 84.1% and 15.9% respectively for South Australia.⁷

Our vision

Key objectives of our *Strategic Plan 2020-24* provide the foundation for this Plan. These are:

- Provide accessibility for the full range of users by ensuring Council's road, footpath and trails network is adequately maintained and developed for all users
- Make the district more accessible and welcoming for all with a focus on disability inclusion.
- Seek opportunities to improve transport options for those who need it most
- Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them
- Continue to develop a positive culture through supporting an equitable, diverse and continuously improving work environment

Actions

To achieve our vision, our Disability Access and Inclusion Plan (DAIP) focuses on the following themes of the State Government's first State Disability Inclusion Plan 2019-2023 (*Inclusive SA*):

1. Inclusive communities for all

⁴ Australian Bureau of Statistics, Census of Population and Housing, 2011 and 2016

⁵ Australian Bureau of Statistics, Census of Population and Housing, 2016

⁶ NDIS, [Participants by Local Government Areas](#), as at 31 March 2020

⁷ Thanks to Alex Kelly from REMPLAN for this data.

2. Leadership and collaboration
3. Accessible communities
4. Learning and employment.

Theme 1: Inclusive communities for all

Social inclusion is a priority for people living with disability as it affects all aspects of their lives. It is our aim that the contributions and rights of people living with disability are valued and understood by all South Australians and that their rights are promoted, upheld and protected. We also want to ensure that people living with disability are supported to advocate for their own rights.

- Priority 1: Involvement in the community
- Priority 2: Improving community understanding and awareness
- Priority 3: Promoting the rights of people living with disability

We will support social inclusion and promote and uphold the rights of people with disability through the actions shown in the following table.

Priority 1: Involvement in the community

No.	Action	Team(s) Responsible	Timeframe
1.1	<p>We will</p> <ul style="list-style-type: none"> • incorporate the DHS event toolkit into the planning of Council events • provide relevant staff with training on the DHS event toolkit • promote the event toolkit and training opportunities to community groups who run community events. <p>Supports Action 1 in the State Plan</p>	Comms Engage & Events / Comm Devel / Librar & Cust Serv	Years 1-4
1.2	We will provide relevant information to the DHS, or their representatives, during their design of an app (or other medium) that displays services and facilities in our district that are wheelchair and disability access friendly. When released, we will promote this app to our residents and visitors with disability, their families and carers.	Info Services / Strat Assets	Years 1-4

	Supports Action 2 in the State Plan		
1.3	We will continue to use the State Government's <i>Inclusive Play: Guidelines for accessible playspaces</i> to guide our development of accessible and inclusive playgrounds and play spaces that provide sensory play experiences.	Open Space / Strat Assets	Ongoing
	Supports Action 3 in the State Plan		
1.4	We will engage with external agencies, clubs and other relevant groups to identify strategies to increase the inclusion of children with disability in mainstream sports activities and clubs.	Comm Devel / Open Space	Years 3-4
	Supports Action 5 in the State Plan		
1.5	We will continue to deliver library programs that are inclusive and adaptive for the needs of children living with disability.	Librar & Cust Serv	Ongoing
	Supports Action 5 in the State Plan		

Priority 2: Improving community understanding and awareness

No.	Action	Team(s) Responsible	Timeframe
2.1	We will celebrate and promote the International Day of People with Disability annually (3 December), and develop ways to recognise the contributions that people with disability make to our community (e.g. we will look at establishing an International Day of People with Disability Civic Award - in recognition of the public service of people with disability and 'access and inclusion champions' within our community, to be announced each year on International Day of People with Disability).	Comms Engage & Events / Comm Devel	Years 1-4
	Supports Action 6 in the State Plan		
2.2	We will publish stories to shape community understanding and attitudes towards people with disability (via our existing publications and promotional tools).	Comms Engage & Events / Comm Devel	Years 1-4

	Supports Action 6 in the State Plan (and the emerging National Disability Strategy)		
2.3	We will undertake research to better understand and monitor changes in organisational and community attitudes about the rights and needs of people living with disability.	Comm Devel	Years 1-4
	Supports Action 7 in the State Plan		

Priority 3: Promoting the rights of people living with disability

No.	Action	Team(s) Responsible	Timeframe
3.1	<p>We will</p> <ul style="list-style-type: none"> • update induction of new AHC employees, Council Members and volunteers to include information about working with people with disability • provide training for staff, Council Members and volunteers in disability awareness. This may be part of a broader and coordinated diversity learning program. 	Org Dev / Comm Devel / Govern & Perf	Years 1-4
	Supports Action 9 in the State Plan		

Theme 2: Leadership and collaboration

People living with disability want to have a greater role in leading and contributing to government and community decision-making. It is our aim that the perspectives of people living with disability are actively sought and that they are supported to participate meaningfully in government and community consultation and engagement activities.

- Priority 4: Participation in decision-making
- Priority 5: Leadership and raising profile
- Priority 6: Engagement and consultation

We will support people with disability to have a greater role in influencing Council and community decision-making and participating in our community consultations through the following actions:

Priority 4: Participation in decision-making

No.	Action	Team(s) Responsible	Timeframe
-----	--------	---------------------	-----------

4.1	<p>We will ensure our emerging Community Engagement Framework encompasses strategies to enable young people with disability to participate in Council decision-making processes.</p> <p>Supports Action 11 in the State Plan</p>	Comms Engage & Events / Comm Devel	Ongoing
4.2	<p>We will:</p> <ul style="list-style-type: none"> • seek advice about local disability issues and Council decisions from existing external disability advisory groups in our region and State (such as the Adelaide Hills Disability Inclusion Reference Group and DHS's Disability Engagement Group) • Explore community interest in establishing an AHC disability inclusion reference group - to enable direct engagement with residents with disability and their families, carers and advocates on Council decision-making and specific barriers for priority groups (children with disability, women with disability, Aboriginal and Torres Strait Islander peoples with disability and people with disability from culturally and linguistically diverse backgrounds). We will develop specific actions to address the needs and risks that are identified, and update our DAIP accordingly. 	Comm Devel	Ongoing
4.3	<p>We will actively seek participation in the AHC reference group (see 4.2) by young people living with disability in our district.</p> <p>Supports Action 11 in the State Plan and Section 9 of the Disability Inclusion Act 2018 (SA)</p>	Comm Devel	Years 1-4
4.4	<p>We will:</p> <ul style="list-style-type: none"> • utilise resources produced by the Electoral Commission SA and the Local Government Association of 	Comm Devel / Comms Engage & Events / Govern & Perf	Ongoing

	<p>SA to make it easier for residents with disability to vote and stand as a candidate in Council elections</p> <ul style="list-style-type: none"> continue to identify and address barriers for residents with disability to meet with Council Members, attend Council meetings, and participate in our community consultations and engagement events. 		
--	--	--	--

Priority 5: Leadership and raising profile

No.	Action	Team(s) Responsible	Timeframe
5.1	<p>We will encourage residents with disability to participate in our Advisory Groups and Committees when recruiting new members, and will offer accessibility support at any stage of the recruitment process.</p> <p>Supports Action 12 in the State Plan</p>	Comms Engage & Events / Comm Devel	Years 2-4
5.2	<p>We will encourage young people with disabilities to participate in the Adelaide Hills Council Youth Leadership Program (YLP), and provide accessibility supports where required.</p>	Comm Devel	Years 1-4

Priority 6: Engagement and consultation

No.	Action	Team(s) Responsible	Timeframe
6.1	<p>We will use the DHS engagement toolkit (when released in Dec 2020) to consult and engage with people living with disability when developing policies and programs. We will provide staff training in the use of this toolkit where required.</p> <p>Supports Action 14 in the State Plan</p>	Comms Engage & Events	Years 1-4
6.2	<p>We will adopt co-design principles⁸ that engage our residents with disability, their families and carers, in the ongoing</p>	Strat Asset / Open Space / Civil Serv	Years 1-4

⁸ See https://www.pwdwa.org/documents/connect_with_me/co-design-toolkit/index.htm#principles-to-follow

	management, maintenance and replacement planning of public infrastructure (including roads, bridges, signage, footpaths) through consultation processes.		
6.3	We will ensure our emerging Community Engagement Framework includes guidance for staff on best practice in consulting and engaging with people with disability.	Comms Engage & Events / Org Dev	Ongoing
6.4	We will continue to consider accessibility issues and the needs of all staff, Council Members and volunteers when purchasing, refitting or leasing Council offices, depots, IT and communications systems- equipment, staff fleet vehicles and car parking.	Finan Serv / Comms Engage & Events / all other teams	Ongoing

Theme 3: Accessible communities

The accessibility of the built environment, quality services and information is key to ensuring people living with disability are included and have the opportunity to equally participate in all aspects of community life. It is our aim to increase accessibility to public and community infrastructure, transport, services, information, sport and recreation and the greater community.

- Priority 7: Universal Design⁹ across South Australia
- Priority 8: Accessible and available information
- Priority 9: Access to services

We will help improve access to its buildings, environments and services through the following actions:

Priority 7: Universal Design across South Australia

No.	Action	Team(s) Responsible	Timeframe
7.1	We will continue to incorporate Universal Design principles (see the section “Universal design” earlier in this Plan) in our criteria for new Council building and public projects and planning for programs, services and events (including clear conditions about using Universal Design	Strat Asset / Open Space / Civil Serv / Prop Serv / Org Dev / Comms Engage & Events / Sustain Waste & Emerg Man	Years 1-4

⁹ Universal Design involves applying the following 7 principles when planning every place, space and service: equitable use, flexibility in use, simple and intuitive to use, perceptible information, tolerance for error, low physical effort, and size and space for approach and use. See <http://universaldesign.ie/What-is-Universal-Design/The-7-Principles/>

	when we contract architecture, engineering and construction companies to deliver big projects for/with us).		
	Supports Action 19 in the State Plan		
7.2	We will provide information and training for relevant staff and contractors in Universal Design Principles. Supports Action 19 in the State Plan	Strat Asset / Open Space / Civil Serv / Prop Serv / Org Dev / Comms Engage & Events / Sustain Waste & Emerg Man	Years 1-4
7.3	We will review and, where required, plan for the increased demand for accessible car parking (including extended length car parking) at Council service hubs and events. We will include most needed works when scheduling upgrades. Supports Action 19 in the State Plan	Civil Serv / Dev Serv / Comms Engage & Events	Ongoing
7.4	We will consider Liveable Housing Australia design guidelines ¹⁰ and Universal Design principles in decision-making around residential development applications. Supports Action 17 of the State Plan	Dev Serv	Years 1-4

Priority 8: Accessible and available information

No.	Action	Team(s) Responsible	Timeframe
8.1	We will promote the State Government's new <i>Inclusive SA</i> website (when launched in June 2021) through our Website and existing publications and promotional tools. Supports Action 20 in the State Plan	Comms Engage & Events / Comm Dev	Years 1-4
8.2	We will aim to make our new Council website and e-services technology accessible and inclusive for all users. We will use the State Government's Online Accessibility Toolkit to inform the planning, building and procurement of our new	Info Services / Comms Engage & Events / Fin Serv	Ongoing

¹⁰ Livable design is about including key easy living features that aim to make homes easier and safer to use for all occupants including: people with disability, ageing Australians, people with temporary injuries, and families with young children.

	<p>Website, e-services and online environment technology.</p> <p>We will encourage and support Council staff, volunteers and external stakeholders and community groups to use the State Government's new Online Accessibility Toolkit.</p> <p>Supports Action 21 and 22 in the State Plan</p>		
8.3	<p>We will provide Easy Read¹¹ training for staff and volunteers who produce public documents, information and communications related to Council consultations and decision-making.</p> <p>Supports Action 21 of the State Plan</p>	Comm Devel / Comms Engage & Events / Org Devel / Govern & Perf	Years 1-4
8.4	<p>We will assess the need and resources required to provide information and communications about our services in different accessible formats. These may include easy read, Auslan, pictorial forms, large font, audible options, braille, closed captions and voice over.</p> <p>Supports Action 21 of the State Plan</p>	Comms Engage & Events / Info Serv	Ongoing

Priority 9: Access to services

No.	Action	Team(s) Responsible	Timeframe
9.1	<p>We will monitor the development of the State Government's new toolkit for signage, wayfinding and multimedia devices.</p> <p>When released (Dec 2020), we will promote and use this toolkit to support deaf, hard of hearing, blind, vision or hearing-impaired persons.</p> <p>Supports Action 25 in the State Plan</p>	Comms Engage & Events / Civil Serv / Open Space / Prop Serv / Strat Assets / Librar & Cust Serv	Years 1-4
9.2	<p>We will identify Council service hubs that may need installation or upgrade of</p>	Strat Asset / Dev & Reg Serv / Prop	Years 1-4

¹¹ See <https://www.accessibility.sa.gov.au/introduction/easy-read>

	disability access signage. We will include needed works when scheduling infrastructure maintenance and upgrades. Supports Action 26 of the State Plan	Serv / Open Space / Comm Dev / Lib & Cust Serv	
9.3	We will identify our key customer service outlets where installation of multi-media devices in queues may better include people who are deaf, hard of hearing, vision impaired, or blind. We will consider technological solutions for achieving more inclusive customer service in our Business Plans (from 2021-22). Supports Action 26 of the State Plan	Prop Serv / Lib & Cust Serv	Years 2-4
9.4	We will review the application guidelines, priorities and criteria of our Grant Program to increase applications and support for accessible and inclusion projects and events.	Comm Devel	Ongoing
9.5	We will participate in the joint project: <i>Regional Champions for Accessible Destinations in the Southern and Hills LGA</i> , which will involve an access audit of one destination site in our district and using the learnings to train relevant Council staff to achieve accessible destinations. We will encourage our external partners who manage visitor destinations to improve access and inclusion for residents and visitors where required. Supports Action 31 in the State Plan	Open Space / Econ Dev / Prop Serv / Civil Serv / Strat Assets	Ongoing

Theme 4: Learning and employment

Workforce participation is fundamental to social inclusion. It provides economic independence and choice, social connections and friendships, value, identity and belonging. It is our aim that people living with disability have access to inclusive places of study and that education and training provides pathways to meaningful and inclusive employment and volunteering opportunities.

- Priority 10: Better supports within educational and training settings
- Priority 11: Skill development through volunteering and support in navigating the pathway between learning and earning

- Priority 12: Improved access to employment opportunities and better support within workplaces

We will undertake the following actions to create and support workplace learning and employment opportunities for people with disability:

Priority 10: Better supports within educational and training settings

No.	Action	Team(s) Responsible	Timeframe
10.1	We will explore opportunities to promote local support groups for parents and teachers who are preparing children with disabilities for life beyond school.	Comm Devel / Comms Engage & Events	Years 1-4
	Supports Action 33 in the State Plan		

Priority 11: Skill development through volunteering and support in navigating the pathway between learning and earning

No.	Action	Team(s) Responsible	Timeframe
11.1	We will review recruitment, registration, induction and experiences of our Council volunteers in relation to accessibility and participation for volunteers with disability.	Comm Devel / Comms Engage & Events / Org Dev	Years 1-4
11.2	We will consider providing targeted traineeships and work experiences across Council for people with disability, in partnership with local training providers and Disability Employment Services (DES) providers.	Org Dev / Comm Develop	Years 2-4

Priority 12: Improved access to employment opportunities and better support within workplaces

No.	Action	Team(s) Responsible	Timeframe
12.1	We will utilise information and resources in the new <i>SA Public Sector Disability Employment Toolkit</i> to identify next steps in creating a workplace culture and environment that is welcoming, inclusive and accessible for people with disability.	Comm Devel / Org Dev /	Years 1-4
	Supports Action 37 of the State Plan		
12.2	We will utilise information and resources in the new <i>SA Public Sector Disability Employment Toolkit</i> to encourage our local business and organisations to consider the	Comms Engage & Events / Econ Dev	Years 1-4

	benefits and requirements of employing people with disability.		
	Supports Action 37 of the State Plan		
12.3	We will advocate to the State Government and transport providers for more accessible and connected transport services to key employment hubs in our district	Comm Devel	Years 1-4
12.4	We will develop appropriate measures for tracking the percentage of Council staff and volunteers who have requested workplace adjustments	Org Dev / Comm Devel	Years 1-4
	Supports Action 39 in the State Plan		

Monitoring implementation of our DAIP

Measuring and monitoring success

To map our progress, we will adapt and use the interim measures provided in Appendix 1 of the State Plan, and the outcomes framework that is expected to be released with the new national disability strategy for beyond 2020. We will adapt indicators in consultation with our stakeholders.

We will establish an internal DAIP working group, with representatives from all relevant teams, to provide advice around the further development, implementation, progress and improvement of our DAIP.

Our Chief Executive will receive a report on the progress of our DAIP in September in preparation to go to the October meeting of Council each year.

We will also send, on or before 31 October each year, a report to the Chief Executive of DHS outlining the operation of our DAIP during the preceding financial year (including a summary of the progress achieved in implementing our DAIP).

We will also include information about the progress we make in our Annual Report.

In accordance with the Act, we will formally review this DAIP every four years or following a review of the State Disability Inclusion Plan.

Communicating the DAIP

Our DAIP will be available to our Elected Members, employees, volunteers, contractors and partners, and the broader community. It will be promoted on our Council website, including

in Easy Read format, and can be made available in other accessible formats and languages upon request.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.3

Responsible Officer: Renee O'Connor
Sport and Recreation Planner
Infrastructure and Operations

Subject: Mylor BMX & Bike Opportunities

For: Decision

SUMMARY

An historic and unauthorised bike track was identified in an area of bushland located in the south of the Parklands in Mylor, behind the CFS. In late 2019, the bike track was expanded by users with native vegetation removal, widespread earth moving and the building of artificial (wood and tyre) structures for jumps. The activity was considered by the Administration to be having an adverse impact on the native vegetation and habitat values of the reserve, and the bush care work being carried out by the community. It was also acknowledged that there was a number of serious safety concerns associated with the new track elements, which led to the removal of the high risk features of the jumps (built structures) in late November 2019.

Following a resolution made at the December 2019 Council Meeting, the Administration provided an update to relevant community stakeholders, installed signage at the unauthorised track site and began an engagement process. The engagement process sought the community's input to achieve a sustainable bike riding solution for Mylor. This report summarises the outcomes of the consultation, and provides some options for Council Members to consider.

In response to information provided by the community through the consultation, the report recommends a pump track be constructed at Sherry Park, Mylor.

To address other suggestions from the consultation, while also giving consideration to Council's hierarchy and classification principles for such facilities, the Administration has identified the requirement to undertake safety improvement works at an informal bike track at the 'Aldgate Quarry' site between Mount Barker Road and Reserve Terrace, Aldgate. If works are undertaken, these two facilities would sufficiently address needs outlined in the consultation report.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. That Council approve a \$15,000 expenditure budget to undertake remediation of the Aldgate Quarry site.
 3. That funds be considered as part of Council's 2021-22 Annual Budget and Business Planning process for the construction of a pump track at Sherry Park in Mylor.
-

1. GOVERNANCE

➤ 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
Priority 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
Priority 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
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 C2	A connected, engaged and supported community
Priority C2.3	Facilitate opportunities for our youth to develop skills, build resilience and be actively involved in and connected to their community.
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
Goal 4	A valued Natural Environment

Objective N1 Conserve and enhance the regional natural landscape character and amenity values of our region

Priority N1.2 Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts

This report and its outcomes also have linkages to *Council's Sport & Recreation Strategy 2017 – 2021*.

➤ **Legal Implications**

The following Acts and By Laws are of potential relevance to the unauthorised activity including clearance of native vegetation that occurred within the Mylor Parklands:

- *Crown Lands Act, 2009*
- *Native Vegetation Act 1991*
- *National Parks and Wildlife Act 1972*
- *Natural Resources Management Act 2004*
- *Environment Protection and Biodiversity Conservation Act (1999)*
- *Local Government Act 1999*
- By – Law No 3 – Local Government Land

➤ **Risk Management Implications**

The development of a new bike track, outside of the Mylor Parklands will assist in mitigating the risk of the following:

Ongoing degradation of protected native vegetation and native fauna habitat values in the conservation areas of the Mylor Parklands leading to adverse public reaction, loss of confidence in Council, and potential for reduced wellbeing outcomes.

Inherent Risk	Residual Risk	Target Risk
Extreme (4A)	Low (2D)	Low (2D)

Local youth losing a highly popular sport and recreation facility leading to adverse public reaction, loss of confidence in Council, and potential for reduced wellbeing outcomes.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Medium (2C)	Low (2D)

Allocating funds to the remediation of the Aldgate Quarry site will assist in mitigating the risk of the following:

Safety improvements not being made to the existing tracks leading to the potential injury to users and liability against council.

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

➤ **Financial and Resource Implications**

In regard to the Aldgate Quarry site the contractor has estimated costs of approximately \$15,000 to undertake the remediation work (safety improvements) required (refer Analysis section). This amount includes project management. There is currently no specific line within Council's 2020-21 budget to undertake the works proposed above.

With an Operating Deficit budgeted for Council's original adopted 2020-21 Budget and no CEO contingency available, Council does not have the flexibility to resource this expenditure without increasing the operating expenditure budget and the resultant impact of reducing Council's operating result or without consideration being given to deferring an existing project. As these works relate to safety improvements it is proposed the \$15,000 be allocated through the forthcoming Budget Review process.

In regard to the Sherry Park site the contractor has estimated a cost of approximately \$50,000 capital expenditure to deliver a Pump Track project. These figures are proposed to be considered as part of Council's 2021-2022 Annual Business Plan and Budgeting process.

Maintenance of the aforementioned projects will be considered and any additional funds required will be incorporated in recurrent operating budgets.

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

Council staff will continue to engage and communicate with relevant site stakeholders and the community throughout the process of upgrading or developing any Bike Track infrastructure. Relevant updates will be provided to Customer Service staff.

➤ **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

Administration: Director Infrastructure & Operations
Manager Property Services
Manager Open Space
Manager Financial Services
Biodiversity Officer
Community Engagement Officer
Community Development Officer - Youth and Recreation
Sport & Recreation Officer

External Agencies: District Council of Mount Barker
Environmental Consultant, Dr Tim Milne

Community: Interested community members were asked to provide feedback during the engagement period
Mylor Primary School

2. BACKGROUND

The Mylor Parklands is Crown Land under the care and management of the Adelaide Hills Council. Much of the land, excluding the sporting facilities at the northern end, is managed for conservation with a Heritage Agreement application in progress.

An historic and unauthorised bike track was identified in an area of bushland located in the south of the Parklands in Mylor, behind the CFS. In late 2019, the bike track expanded with native vegetation removal, widespread earth moving and the building of artificial (wood and tyre) structures for jumps. The activity was considered to be having an adverse impact on the native vegetation and habitat values of the reserve, and the bush care work being carried out by the community. It was also acknowledged that there was a number of serious safety concerns associated with the new track elements, which led to the removal of the high risk features of the jumps (built structures) in late November 2019.

A report presented to the December 2019 Council Meeting resolved the following:

12.13 Mylor BMX Bike Track

Cr Leith Mudge declared a Perceived Conflict of Interest at Agenda Item 5 'Declaration of Interest by Members of the Council' in relation to Item 12.13
Cr Mudge remained in the Chamber and voted.

Administrative Action: Director Infrastructure & Operations to provide Council Members information on cost of rehabilitating affected area.

Moved Cr Nathan Daniell

S/- Cr John Kemp

309/19

Council resolves:

1. That the report be received and noted.
2. That broad community consultation be undertaken in accordance with the consultation plan set out in this report
3. That, following completion of community consultation and further investigations by Council staff, a further report is presented to Council for consideration.
4. That consultation excludes any areas identified in the Community Land Management Plans as being for conservation purposes in the Mylor Parklands as a site considered for any potential BMX track in the Mylor region
5. To reaffirm its commitment to the Heritage Agreement application in its current form, which is in progress for the Mylor Parklands
6. To thank all community groups and volunteers who have contributed to the preservation and conservation of the Mylor Parklands over many years
7. That compliance action be taken to stop further illegal use in Mylor Parklands, signs be placed informing visitors appropriately of activities that are, and are not, allowed in accordance with Community Land Management Plans.

Carried

Following the December 2019 Council Meeting, the Administration provided an update to relevant community stakeholders, installed signage at the unauthorised track site and undertook an engagement process, seeking the communities input to achieve a sustainable bike riding solution for Mylor.

Council recognises that all forms of bike riding are a very popular pastime for people across a range of ages in the Adelaide Hills, and the Mylor track was used by many local young people. The December 2019 Council report stated that “in striving for a sustainable solution that protects the native vegetation across the Mylor Parklands and providing a more appropriate site for BMX track users, it is necessary that Council identifies and assists in the development of an alternative facility.”

3. ANALYSIS

Consultation was due to start in December 2019, and then again in February 2020 but was put on hold both times due to the impacts of the Cudlee Creek Bushfire and Covid-19 restrictions. The process was eventually undertaken between 4 July 2020 and 16 August 2020. A summary and consultation outcomes can be found in **Appendix 1**.

The engagement approach aimed to collect and collate community feedback about their aspirations for Bike Tracks in Mylor. This was done through direct meetings with riders and their parents, online feedback tools (including a survey) and a meeting with Mylor Primary School students. The survey contained fourteen questions, ten of these were closed questions and four were open. Anyone could participate in the survey.

During the consultation period, 764 people visited the ‘your say’ page, with 150 of those people undertaking the survey.

For the purpose of this report, analysis has been primarily of the responses provided by the fifty four respondents (36%) who are Mylor residents; the table below is a snapshot of their responses.

It is important to note that information provided during the consultation from those who reside outside of Mylor will be utilised as we progress policy, planning, provision and service level considerations in this space. This feedback highlighted the importance of bike related activity in our region, but didn’t recognise the limitation of land parcels in the Mylor area.

Importance of bike riding	Extremely important – 31 responses Somewhat important – 16 responses Neutral – 5 responses Not important – 2 responses
Riding style	Recreational – 31 responses Mountain Bike - 28 responses BMX – 15 responses Commute – 8 responses Competition – 5 responses Learning to ride – 5 responses
Riding Level	Intermediate – 23 responses Advanced – 22 responses
Interest in building a bike track	Yes – 33 responses

Ideal riding location	Mountain Bike/Trails/Bush/Flow/Hilly/Downhill – 42 responses Pump track/Jumps/BMX – 24 responses Safe, flat, local roads – 11 responses
-----------------------	---

A glossary of terms, detailing the above mentioned activities and options for consideration is included in **Appendix 2**.

As part of the consultation process, in August 2020 Council's Community Development Officer - Youth & Recreation met with eleven student representatives from years five, six and seven at Mylor Primary School. Staff listened to the children talk about the types and level of riding they take part in, where they like to ride, and what experience they are after. The issue of unauthorised bike tracks and the community engagement survey was discussed, and staff encouraged the children to have their say via the online survey.

Adelaide Hills Council staff met with staff from Mount Barker District Council (MBDC) in September 2020, after Mylor residents approached the MBDC, looking to explore options to activate land for the purposes of a bike track.

Following the closure of the track in the Parklands, there have been several unauthorised tracks and jumps constructed in the Mylor region, with the one at Sherry Park causing vegetation clearance and safety concerns. In addition to the formal consultation opportunity, Council staff have facilitated some meetings with young people and their parents at the Sherry Park site. Staff have been able to gain a useful understanding of what the young people are looking for, but have also taken the opportunity to clarify Council's native vegetation and safety concerns around unauthorised track building.

Council's *Sport and Recreation Strategy 2017-2021* outlines the principles for using a 'classification' approach to planning such facilities, ensuring that there is a diverse range of experiences throughout the region. In this instance, a variety of bike experiences and opportunities that are not duplicated in each town may be a sustainable option for Council to consider.

Data gathered and activities being undertaken highlight that bike riding is very important in the Mylor area, and in addition, Council's Sport and Recreation Strategy 2017-2021 supports 'non-traditional' and unstructured recreation opportunities in the region (e.g. mountain biking and BMX).

Considering the information gathered through the consultation, Council staff have explored several options in the Mylor and surrounding area that may meet community need.

There are several parcels of land located in the Mylor region that Council staff have considered for a downhill style bike track that are not included in the following analysis. These parcels are all currently managed for conservation purposes, some with heritage agreements in place, are therefore not appropriate for the construction of a bike track.

Remnant Vegetation, hill side adjacent Mylor Oval

The site lends itself to a short, undulating, semi downhill track (approximately 500 meters), however it may require clearance approval under the *Native Vegetation Act 1991*, from the Native Vegetation Council. The site has recently been inspected by Council staff and an Environmental Consultant following the prescribed burns that were undertaken in spring 2018 and April 2020. It was noted that the site has not suitably recovered from the burns and any assessment should be delayed until spring 2021, allowing adequate time for the native content in the understorey to re-establish.

In addition to the native vegetation, there are several other activities that should be considered when assessing this site for suitability. They include:

- Archery SA's interest in the location for the purpose of field archery
- Informal walking trails
- Last resort refuge and associated clearance required

Goyder Reserve, Mylor (Mount Barker District Council area)

Adelaide Hills Council staff were made aware of this area, following a Mylor residents' approach to Mount Barker District Council (MBDC) staff. The reserve does have potential for a bike track, and as a result, AHC staff met with MBDC staff on-site in August 2020 to discuss opportunities and potential partnerships. MBDC staff have indicated that they had no immediate plans or available funding for the site.

The reserve is isolated from the Mylor Township and any other community facilities, with access to the site via an 80 kilometre per hour section of Strathalbyn Road.

Sherry Park, Mylor

As mentioned previously, the Sherry Park site currently has an unauthorised track near the Aldgate Creek. The site is relatively degraded, however further uncontrolled digging to create jumps, etc. may exacerbate erosion on the sensitive riparian sandy soils.

Having said that, with appropriate planning and construction, a pump style bike track could be a good addition to this site, in a location closer to the play space. Linkages to the play space, oval and public toilets, and visibility from and access to the main street are also positive considerations for the site.

The Sherry Park site is currently leased as part of the Mylor Oval agreement, so any planning and construction would require appropriate consultation with stakeholders and the community.

The contractor has estimated a cost of approximately \$50,000 to deliver a pump style track project in this location. The ongoing maintenance obligations and resources associated are expected to be approximately \$3,000 per year for this project.

These establishment costs are proposed to be considered as part of Council's 2021/2022 Annual Business Plan and Budgeting process.

The creation of this space would meet a need outlined in the consultation summary report, and deliver a bike riding opportunity in the Mylor Township.

'Aldgate Quarry' between Mount Barker Road and Reserve Terrace, Aldgate

There are already existing, but informal downhill tracks and jumps at this site, and current indications are that the biodiversity value at the site is low. Council staff have identified several safety concerns with the current tracks at the site in recent weeks, and have taken steps to make them safe in the interim. In partnership with current users of the site, Council could consider the engagement of a contractor to remediate and upgrade the existing tracks, ensuring that they are safe, but still challenging for and meet the needs of the users.

While not located in Mylor, the creation of this space would meet a need outlined in the consultation summary report. Council staff are aware that several young people from Mylor access and use this site in its current form.

The contractor has estimated costs of approximately \$15,000 to deliver this remediation project, and Council staff are proposing that these works be carried out in the near future to ensure that safety improvements are implemented in a timely manner.

Appropriate consultation with stakeholders and the community would be undertaken during the above process.

As mentioned above, it is important to note that while this track is not in Mylor, Council staff cannot deliver this style of track in the immediate Mylor region due to native vegetation considerations at all relevant sites. The location of this track in Aldgate would also be in line with classification and distribution principles outlined in Council's *Sport and Recreation Strategy 2017-2021*.

The location and style of the three bike facilities in the southern end of the Council region deliver appropriate diversity as follows and in line with principles in the Strategy document:

- Pomona Road, Stirling – BMX / Mountain Bike track
- Aldgate Quarry – Downhill trails and jumps
- Sherry Park, Mylor – Pump track

Several respondents to the survey have indicated their willingness to assist in the construction and ongoing maintenance of a track in Mylor. Prior to implementing an option such as this Council must ensure that policy positions, risk, public liability and safety factors are considered. Accordingly, and while this could be a sustainable option, and a way to build community capacity within our community it is something that Council will consider in the future.

4. OPTIONS

Council has the following options:

- I. That Council approve a \$15,000 expenditure budget to undertake remediation of the Aldgate Quarry site. This option is recommended as it will provide for safety improvements to be made at the site. (Recommended)
- II. Consider the allocation of funds through Council's 2021-22 Annual Business Plan and Budgeting process for the construction of a pump track at Sherry Park in Mylor. This option is recommended as it allows community views to be considered within the context of all budgetary considerations contemplated by Council during the budget development process. (Recommended)
- III. Allocate funds towards the construction of the pump track at Sherry Park in Mylor, with the figure reflected in the Budget Review One process. This option is not recommended as it does not allow Council to consider the expenditure for a pump track at Sherry Park in the context of all other budgetary considerations and priorities. (Not Recommended)
- IV. That Council defer another project in 2020-21 and reallocate the expenditure to constructing a pump track at Sherry Park. This option would require further investigation and is not recommended as it would defer an existing project in 2020-21 and does not allow the merits of the project to be assessed against other expenditure priorities in 2021-22 (Not Recommended).

5. APPENDICES

- (1) Mylor Bike Track – Consultation Report
- (2) Bike Track and Bike Riding Glossary

Appendix 1

Mylor Bike Track – Consultation Report

BIKE RIDING GLOSSARY

BMX bikes are designed for riders who are into tricks, jumps, stunts, urban riding or just thrashing around at the skate park. They feature a standard frame size no matter the size of the rider (unless you opt for a BMX for younger children) slick tyres and a one-speed gear system for building up speed over short distances.



Mountain bikes are designed for riding on tougher terrain or on trails. They feature larger wheels and frames, as well as multi-speed gears and potentially even suspension to absorb bumps from rocks and tree roots. They aren't as suitable for tricks at the skate park, but are equally as exciting on downhill tracks and trails.



Pump Track



Pic 1: Bike Park/Pump Track (Mount Compass, SA)



Pic 2: Birdwood Park Pump Track (constructed completed in July 2020)

Downhill Track



Pic 3: Downhill/Flowy Mountain Bike Track (Eagle Mountain Bike Park, SA)

BMX Track



Pic 4: BMX Club Track (Happy Valley, SA)



Pic 5: BMX Dirt Jump Track (Brisbane)

Appendix 2

Bike Track and Bike Riding Glossary

2020

Adelaide Hills Council

www.engage.ahc.sa.gov.au



[MYLOR BIKE TRACK CONSULTATION REPORT]

Mylor Bike Track Consultation Outcomes Report

1. Contents

1. Contents.....	1
2. Summary.....	2
Purpose of this report.....	2
Background	2
Participation	2
3. Consultation approach.....	3
What we asked in the survey	3
Distribution and Promotion	3
4. Feedback analysis	3
Online survey	3
Online ideas tool	25
School engagement	25
Meetings with Mount Barker District Council.....	26
Meetings with parents and young people	27
Social media posts and engagement	28
5. Conclusion and next steps.....	31

2. Summary

Purpose of this report

This report contains a summary of feedback received as part of the Stage 1 Mylor Bike Track Consultation undertaken between 4 July - 16 August 2020. The intention is for this longer report to be made available to anyone who participated in the consultation.

Background

We know bike riding is a much loved and very popular past time for people across a range of ages in the Adelaide Hills. And our Sport and Recreation Strategy supports 'non-traditional' and unstructured recreation opportunities in the region (e.g. mountain biking and BMX).

Asking the community about their bike riding aspirations has come about because Council want to develop a sustainable solution that is suitable for riders and protects the native vegetation in Mylor. At the December 2019 Council meeting it was decided that bike tracks in the Mylor Parklands will be strictly prohibited to avoid further degradation to the native vegetation. Signage to indicate allowed use of the Parklands was put up at the main entrances to the parklands.

Participation

Feedback could be provided in a number of ways and yielded the following results:

Type of feedback channel	Number of responses
Online survey	150
Online ideas tool contribution	7
Total	157

In addition to the online feedback tools our staff held the followings meetings:

Type of feedback channel	Number of meetings
Meeting with Mylor Primary School (Year 5, 6,7 Reps)	1
Targeted stakeholder meetings	3
Meeting with Mt Barker Council	1
Total	5

3. Consultation approach

Our engagement approach aimed to collect and collate community feedback about their aspirations for Bike Tracks in Mylor. This was done through direct meetings with riders and their parents, online feedback tools (including a survey) and a meeting with Mylor Primary School students.

What we asked in the survey

A survey was developed which contained 14 questions, 10 of these were closed questions and 4 were open. Anyone could participate in the survey.

Distribution and Promotion

The opportunity to provide feedback was promoted through a number of channels including:

- Hills Voice: headlines, Mt Barker Courier (5/8/20)
- Hills Voice: your Adelaide Hills eNewsletter (6/8/20)
- AHC social media (Facebook, Twitter)
- Direct emails to key stakeholder and community list

The survey and accompanying background information was made available on our engagement portal Hills Voice: *your say* (engage.ahc.sa.gov.au).

4. Feedback analysis

All responses received by 16 August were analysed (including meetings, social media posts, emails, ideas tool and online survey responses).

Feedback from all sources has been divided into the following sections:

1. Online survey
2. Ideas tool
3. Social media posts
4. School engagement
5. Meetings

Online survey

There were 150 online survey feedback responses as part of the consultation.

Number of online survey responses	Respondent location
54 (36%)	Mylor
62 (41%)	Adelaide Hills Council area
34 (23%)	Outside of the Adelaide Hills Council Area
150	Total

We have split the feedback from online surveys into three sections:

1. Respondents living in Mylor
2. Respondents living in the Adelaide Hills Council Area (outside of Mylor)
3. Respondents living outside Adelaide Hills Council Area

Respondents living in Mylor

Below is a summary of responses from those respondents who indicated they live in Mylor. These respondents made up 36% of the overall response numbers.

Q1. What year were you were born?

Knowing what age category completed the survey helps determine reach. In this case those born in the 80's were the highest responders.

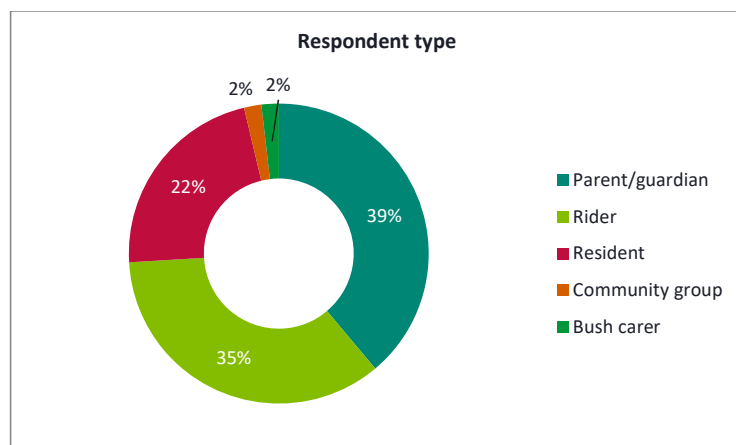
Table 1: Mylor Respondent Ages

Year born	Response numbers
1940	3
1950	6
1960	9
1970	10
1980	14
1990	2
2000	9
2010	1
Total	54

Q2. Type of respondents

Respondents were asked to indicate who they represent. Most respondents said they were parents/guardians followed closely by riders.

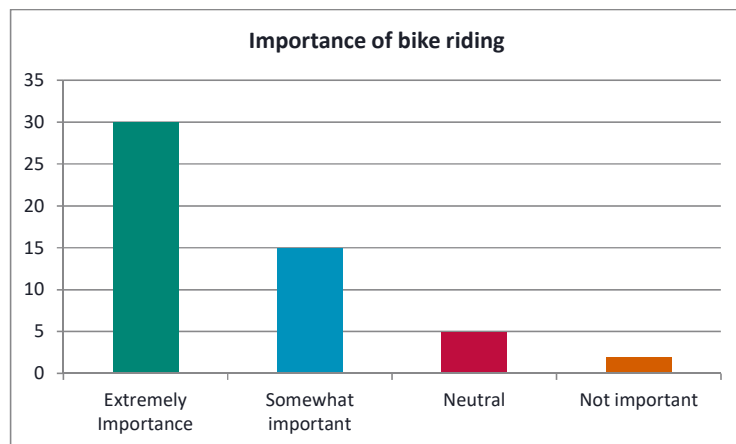
Figure 1 Mylor Respondent Types



Q3. Importance of bike riding

Respondents were asked how important bike riding is to them on a scale from extremely important to not important. Of those who responded from Mylor 58% said bike riding was extremely important to them.

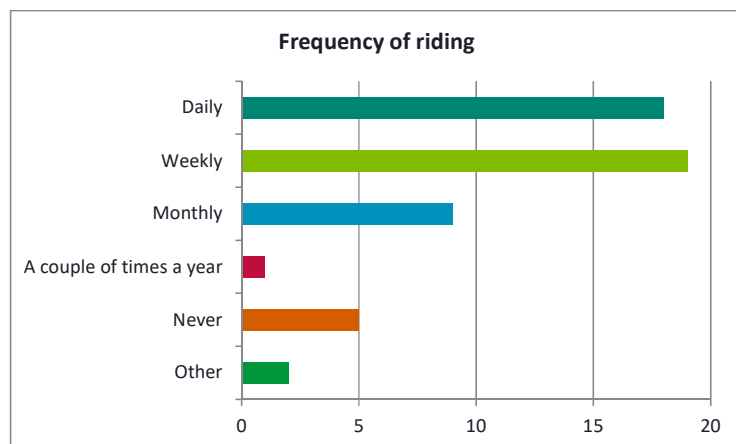
Figure 2 Mylor Importance of Bike Riding



Q4. How often do you or members of your household ride?

When asked how often Mylor respondents ride 35% said weekly followed by 33% who said daily.

Figure 3 Mylor Frequency of Riding



Of those who answered 'other' they stated it varies from daily to hardly ever and 'the town folk ride every day'.

Q5. Where do you currently ride?

When asked where do you currently ride responses included:

- Mylor and surrounding suburbs
- Cleland Conservation Park
- Sturt Gorge Conservation Park
- Belair National Park
- Fox Creek
- Roads around the Adelaide Hills
- Other Conservation Parks in the Mt Lofty Ranges
- Stirling
- Hysen trail (Mylor-Aldgate)
- Stirling jumps
- Kuitpo
- Aldgate Valley Road or to the local shop
- Mylor parklands
- Eagle Park
- O'Halloran Hill Recreation Park
- Mylor-City Commute
- Prospect hill woody trails
- Craigburn farm
- Around the Mylor oval
- Amy Gillette bike track
- Echunga, Meadows, Kangarilla
- Aldgate Quarry
- Swan Reach area
- Franksmith Dam
- Bike track Woodside
- Uraidla Oval

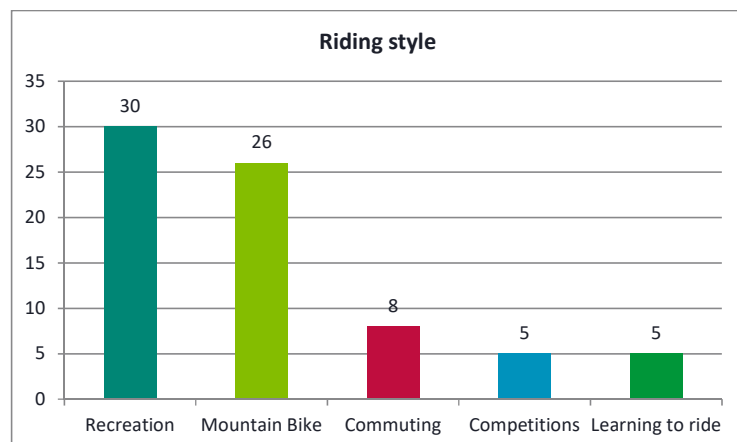
"All over the place, but I often have to be driven somewhere so I can ride. If there were a place to ride in Mylor I would be able to ride after school."

"Used to ride in Mylor but since the older local residents get upset about it... we go to Aldgate Quarry".

Q6. Describe your riding style

Mylor residents who responded indicated they consider themselves recreation riders followed by Mountain Bike Riding.

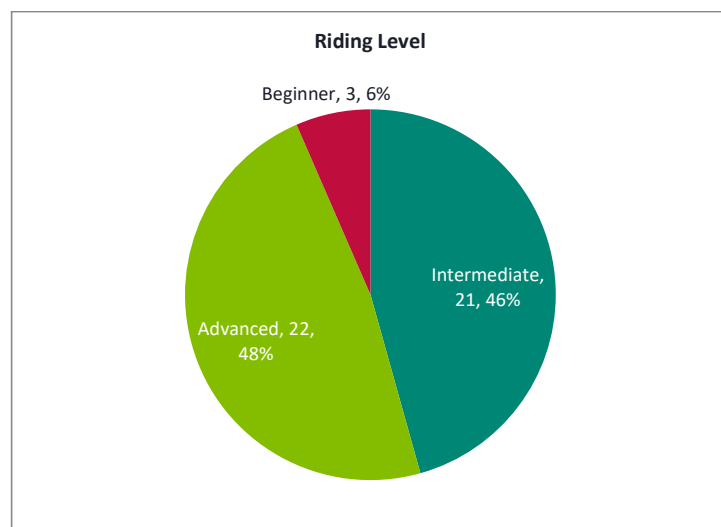
Figure 4 Mylor Riding Style



Q7. Describe your riding level

Of those who ride most consider themselves advances (48%) followed by intermediate (46%).

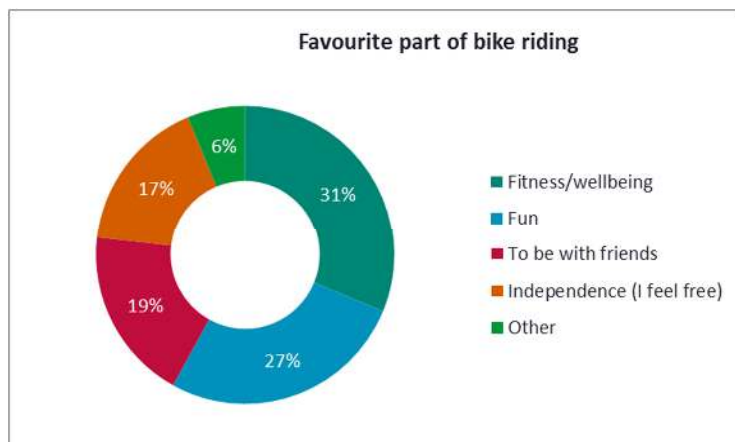
Figure 5 Mylor Riding Level



Q8. What's your favourite part of bike riding?

When asked what their favourite part of riding is, respondents indicated fitness/ wellbeing was their favourite followed closely by fun.

Figure 6 Mylor Favourite Part of Riding



Of the seven respondents who selected 'other' responses listed were:

- Adrenaline
- I would like to work up to riding my bike to school
- Appreciating the natural beauty of the Hills without interfering with it
- Cheap hobby
- An alternative way of transport, eco-friendly
- Two small boys enjoy riding their bikes on (safe) bike tracks that provide some challenge commensurate with their skill levels
- We observe all of these things within the Mylor population.

Q9. Describe your ideal riding place

When Mylor respondents were asked to describe their idea riding place common responses were:

- Hilly bush trails
- Trails within vegetation
- Trees and bush
- Downhill with jumps and berms
- Pump tracks with tricks (elements of challenge)
- Flat riding long distance / enough interest for long rides
- Local roads without cars
- Range of tracks from beginners advanced
- Range of terrain
- Professionally designed
- Around the oval
- Centralised track

Q10. Would you be willing to be involved in building a bike track?

31 respondents indicated they would like to be involved in building a bike track and 21 respondents said they would not be willing to be involved.

Q11. Do you have any other feedback you'd like the project team to consider about bike tracks in Mylor?

No.	Comments from participants
<i>Note: comments have been edited for grammatical reasons and all identifying data has been deleted and replaced with [...]</i>	
1.	I have been working in the Mylor Bushcare group for [...] years and have nearly been run over by young riders. I consider the conservation values of the Mylor Parklands as very high. Locals have discussed from time to time about creating a BMX track in Sherry Park or at the back of the Mylor Oval across the creek and up the hill.
2.	I think it's important for young people to have opportunities to ride in their local communities, however it's important to recognise the environment those trails are built within. Land behind Mylor oval across Aldgate creek would be a good place to consider future bike tracks. As I understand this is owned by council and not currently used, there is very little native vegetation across the site (See attaches photo).
3.	We don't have any pump tracks near us. It would be good for the community
4.	Make sure there's no rubbish, plenty of tracks for all people
5.	All age level and environment friendly
6.	This survey is extremely limited in any information as to where a recreational bike track suitable for children and adolescents - and adults who like off road bicycling activity. If it is aimed at circumventing the heritage order pending in the Mylor Parklands, then I am completely opposed to such a move. Areas of native bushland vegetation are increasingly under threat and limited. A 'dirt cycle track' with jumps and single track gouging its way through the parkland would further destroy what native plant species have managed to survive the misuse and abuse of the Goyder surveyed parkland since settlement. If the area, zoned I assume, as recreational in Sherry Park is being considered for such a 'dirt track' complex, then this has my full support, and as a rate payer, would like to see Adelaide Hills Council money be used to construct one for those type of cyclists in the Mylor area. There is a need for these riders to have a decent and safe venue to exercise their skills and aspirations.
7.	I would love a bike track but I am scared that I will be bullied if I go as sometimes there are lots of children hanging round on bikes and they are not always nice to me.
8.	Tension between the local adolescence and local 'Green's' would dramatically decrease with a bike park. Also, I work for Stringybark Landscaping (a Mylor based landscaping company) who may be very keen to provide labour and machinery with the construction.
9.	<p>(1) Pump Track: the site south and east of the Mylor Oval seems an ideal spot. There are nearby toilets and car parking. It is centrally located and nearby to Mylor Cafe and Deli. The site has a slight incline which could be ideal for an east-west orientated pump track. This orientation would permit multiple lanes of pump track/jumps to cater for intermediate as well as beginner riders, and an elevated starting point on the eastern side (site of current cricket nets). The cricket nets could be relocated parallel and east of the Mylor oval.</p> <p>(2) Cross country track: the sloping hillside to the east of Mylor oval could accommodate a cross country style loop track consisting of multiple climb/descent segments forming a loop - working with the existing trees to dictate the route. The route can start and finish at one access bridge crossing from the oval onto the loop track.</p> <p>(3) Mylor Conservation Park; riding could be permitted in Mylor Conservation park (main track) out along Hooper Road and then return to Mylor via the track adjacent to the Strath road (and then Whitehead Road) - this would form a loop track also.</p> <p>I walk in the Mylor parklands and I've seen the tracks in there. It's not ideal, and I would ask my own children not to contribute to those tracks. I really encourage this initiative.</p> <p>Finally, please consider opening up Mount Bold Reservoir fire tracks to bike riding. This would open up an interesting corridor to traverse from Mylor (continuation of Silver Lake road) through to Meadows via Kuitpo Forest (Razor Back Road) and then on towards Kuitpo down Christmas Tree hill area. Potentially sharing the Heysen Trail type route but without having to ride on any Strath road.</p>

10.	We live on river road which would benefit greatly from a bike trail which could connect bike track developments in Mylor to Hahndorf Tracks currently being developed on Fairview road and possibly through to amy gillet track to Woodside creating a network of safe hills trails.
11.	Tracks suitable for different age levels
12.	Yes...those BMX riders and their parents who have shown no respect for the parklands, abused residents, ignored or vandalised council signs, littered the environment and continue trying to build jumps and ramps everywhere including Aldgate Creek should be penalised, not rewarded with the possibility of a purpose built bike track.
13.	It seems to me that both the Mylor conservation park as well as the parklands would be well suited to some MTB trails. My body isn't suited any more to any back breaking work but I'd be interested in particular in being involved with design
14.	Given increased traffic from Mount Barker it is difficult to ride safely out of Mylor to Stirling. Aldgate Valley is too picturesque to widen but there is a track on Stock Road that could be improved for pedestrians too. A bike track with jumps could be built at Sherry Park. Would be good to discuss with archery people. Maybe the bike track could be near the playground with a beginners and advanced riders circuit. Any developments could be coordinated through the oval committee.
15.	<p>Linking Mylor, Aldgate Verdun Handorf meadows would bring business to those towns and provide walkers and riders away to utilise the area they have. Erosion is minimal in the merits gained. most are happy to ride simple single trails. bringing added \$\$\$ to areas already developed. +added tourism component,</p> <p>Most tracks that where once legal have been hijacked by one sided interest groups limiting the functionality of existing rides that often where adjacent to roads throughout the hills. old pony, walking tracks etc. limited benefit to select few. hills population has increased a lot but regulation has limited lawful usage. walkers and riders can co-exist . california,europe canda, nz.</p> <p>Most keen kids or mtb groups maintain trails already and are fully aware of environmental impact. utilise the hills and existing tracks to save dollars. collab with local bike shops. pump tracks are limiting in demographic. mtb,bmx and skate parks are an excellent investment for keeping youth out of trouble. Cycling has a massive following in SA. escape goat mtb adventures would be able to inform on possible ideas. bmx track is an easy build but design is critical to bringing in riders. design it with proven riders and track builder to get max returns. enjoyment, function and use. Local archery has been a massive success on the oval because its quiet as is cycling. Keep kids engaged with their local environments and busy. Provide healthy options and watch cyclists roll in. Trail scape and Adelaide mtb bike club should be approached as are knowledgeable in this area. great idea keep the ball rolling</p>
16.	I really feel that this is an important project, personally, I am trying to gain support to get a Footpath put in to make walking in the area safer as well, but anything that will increase physical activity is a no brainer.
17.	<p>Yes- when my children were growing up they did ride their bikes around the area known as the parkland at the end of First st near the CFS. There were aggressive people that would yell at them and tell them to get out. I see the kids there now building areas around that hilly bit and cannot see what the problem is. I would have no issue with this area being a bike track. Probably better than down by the creek at the Mylor oval.</p> <p>There are several controlling individuals in the area who unfortunately spoil the village for the majority. Let the kids have some fun on their bikes.</p>
18.	It is not only highly dangerous to have bikes on the road, but it is highly irritating. While I do not like the bike riders I acknowledge for the kids this is a very healthy and very positive past time. I have never had an issue with kids, it is with the adult riders who have little respect for the road. We ought to make a bike track for the kids and encourage them to be outdoors and support them in this wonderful pursuit, given we are unique in how many local kids do this.
19.	In an area which will not interfere with residents or wildlife due to noise and activity, land degradation. eg bush habitat for birds, small marsupials, lizards. What about Sherry Park ????
20.	Because of the popularity of BMX, I think it's important that a track be constructed in the Mylor area. In last week's Back Roads on ABC TV one was featured in NW Tasmania that fitted into the bush very nicely, so if one was to be built it has to be professionally constructed with appropriate landscaping with little interruption to the original landscape. It should not left to private individuals who are currently vandalizing the Mylor Park lands.
21.	I just wanted to add that The Hills needs more than bike tracks for kids. How about a bike trail that runs through the hills from the Barossa through to McLaren Vale. Each year (up until now) my partner and I sign up for Headwater Rides. Headwater is a UK based company that plan bike rides through Europe. This sought of thing could be planned for the Adelaide Hills, promoting food wine and accommodation in the region. It could be a three to four day ride connected as many as the Hills towns as possible for a night stay.

22.	There are loads of kids in this little town and they are being driven out by grumpy older people who seem to think that there should be no bike riding, no camping on the oval anymore, aggressive dogs being able to be trained and a small group of people on the committee who are making decisions or influencing the council without consultation of the local residents.
23.	<p>This survey clearly is aimed at bike tracks for younger riders. I have noticed little self-made dirt ramps around the place that children between appr. 8-12 years utilise as play spots near their homes. These spots often directly lead onto the road. So the current need for a safer location is obvious. It would be fantastic if a place could be found for that purpose.</p> <p>For myself I have discovered that for some appointments, small food-shopping ventures and catching public transport to Adelaide I can use the quieter roads between Mylor, Aldgate and Stirling with a pushbike. I think it would be a great improvement if further road development would include bike lanes.</p>
24.	Over the last 6 months changes in Mylor have been very disappointing. For example camping is no longer permitted on the oval which the majority of residents were happy with. It brought customers to the local businesses. This change was made with out any consultation. The kids in Mylor have been stopped from creating jumps, forcing them to go to another town. All these issues followed the removal of the half pipe from the oval. As a resident of Mylor these changes appear to be narrow minded, not inclusive and certainly not supportive of a vibrant community that welcomes visitors and provides infrastructure for the children. Not to mention the aggressive dogs that are allowed to be trained on a Saturday afternoon when there are families with children around.
25.	On behalf of my son and I, we would be thrilled to help build a track in Mylor...we already do, but not all residents are happy with this!
26.	Need to protect wildlife. Need to respect local buildings and local community.
27.	I think the far corner of Mylor oval adjacent to the Aldgate Creek would be superb
28.	Please do it!
29.	*Getting* to bike tracks in Mylor -- most roads leading into Mylor are narrow, 80kph with no footpaths/cycleways. Kids can't do this independently, safely
30.	I built half the trails in Belair prior to the 'governments involvement'. Happy to scout and draw up plans. I just need to know the size of space and simple soil test which I can do. I'm not racing but I have a [...] now and I don't mind a few jumps still at almost 40yo. [deleted link as identifies respondent]
31.	Please prevent further trashing and vandalism of the Mylor bushland!
32.	There needs to be somewhere in Mylor for these boys to ride and build. At the moment they are being made to feel like they are unable to ride anywhere - every time they go out, a member of the community tells them off, or threatens to report them to the police, and now signs are up that they can't even ride in the parkland. We have lived here for 20 years, and we are just as much a part of the community as those without children. Exercising, being a part of the community and getting together is so important for the kids and we need somewhere for these boys to ride. They are in discussion with Mt Barker Council to build more advanced jumps at Goyder Reserve - to have two facilities that cater for a range of different riding skills would be fantastic.
33.	I worry about these places for young people - my children (on is on the autism spectrum) find it hard when there are groups of children hanging around unsupervised. It makes it hard to join in if you are not as skilled or confident. Perhaps having 'rules' or 'codes of conduct' in place some how would help?
34.	There are lots of kids in Mylor who have outgrown the playground and are looking for something else to do. Knowing that we didn't have to travel for them to ride in a more exciting place instead of just around the oval would be amazing. It would be great if there was 2 sections - perhaps a beginners and then a more advanced as I know we have some older children in the area too. I think this is a wonderful idea.
35.	Mylor township has been waiting for some types of bike track development for a long time. The local children need an area to ride their bikes that is safe from traffic and that will not be destroyed by environmentalists and the council. The council's recent response to the Mylor children showing initiative and creativity, in developing their own bike tracks due to the council not providing such a facility, had been disappointing.
36.	<p>A concrete skate park for bike riders and skateboarding/Scooters. Pump track would be good as well and a place for kids to practice their jumping/riding skills.</p> <p>Is the Cherry Park in Mylor being used out the back for anything? This would be a great space to create a play space for kids.</p> <p>My son and his mates, currently build their own jumps and tracks in the reserve behind our house, which the council never maintains. We maintain this space, burning off and clearing, that is shared with our other two neighbour's.</p>
37.	[...] Adding a link to the petition that the boys organised on change.org - they received 250 signatures for better jumps and tracks in the Mylor area https://www.change.org/p/trailscapes-mylor-dirt-jumps

38.	Having a bike track at Mylor would be a great boon to the local kids and those, like our grandkids, that come visit us regularly and bring their bikes with them
39.	Stock road pathway is well used by bikers but it is in very poor condition. It is a beautiful place to walk and ride but track has not been looked after so it can only be used by very advanced riders with downhill gear. I would like to see the stock road track maintained so anybody can walk and ride it. It is already available so good to use what is there.
40.	I have walked in the Mylor Conservation Park and seen the bike track which has been built. I was very impressed by what had seemingly been put together by youth, repurposing what appears to be an old mine site. I do not use the track nor know anyone who uses the track, but I found the council sign quite offensive, particularly given that it seemed the children had simply repurposed the site for an activity which would connect them to nature as children, and surely shape their love for natural habitat as adults. It is incredibly hypocritical that adult activities which clear land, such as farming and mining do not get a sign from the council to stop, but a small bike track built by children does. The environmental impact is not comparable. There are tracks leading to the bike track and it is not harming the natural environment. If you truly care about the environment, let the children use the bike track they have made, and invest your efforts in more meaningful actions for the environment eg. weed control (some of the council owned land is atrocious in this regard) and assisting land owners with the right plants to create corridors, food sources and nesting areas for our struggling wildlife - bandicoots, rakali, black cockatoos etc.
41.	I'd like to see a solution that involves the riders and where the solution fully meets their needs, otherwise the whole exercise is a waste of time and they will not be part of the change. I also think there needs to be more consideration of ringfencing the remnant vegetation if that's possible and including recreation in these spaces, whether it be the Mylor Parklands or another sensitive site. We need to educate the youth on the value of biodiversity.
42.	The Mylor Oval committee has met to discuss this survey and agrees that in the first instance Goyder's Reserve would be a more appropriate setting (in Mt Barker council) than the Mylor Oval. However, the committee would be prepared to enter into discussions with council to facilitate riding on the southern part of the Oval's hillside if Goyder's Reserve or other sites were not suitable (subject to a risk assessment and native vegetation clearance application). We would also support a "kiddie" type track for younger riders be established in Sherry Park near the Aldgate Creek. Any dedicated riding facility at the Mylor Oval should be explored at the same time as some of our other objectives (eg walking track on hillside).
43.	Bike riding is important for young people, as long as they respect the environment, other people, and the law. Bike tracks should not be in nature reserves.

Respondents living in the Adelaide Hills Council Area (outside of Mylor)

Below is a summary of responses from those respondents who indicated they live in the Adelaide Hills Council (AHC) Area (other than Mylor). These respondents made up 41% of the overall response numbers.

Q1. What year were you were born?

Knowing what age category completed the survey helps determine reach. In this case those born in the 70's were the highest responders.

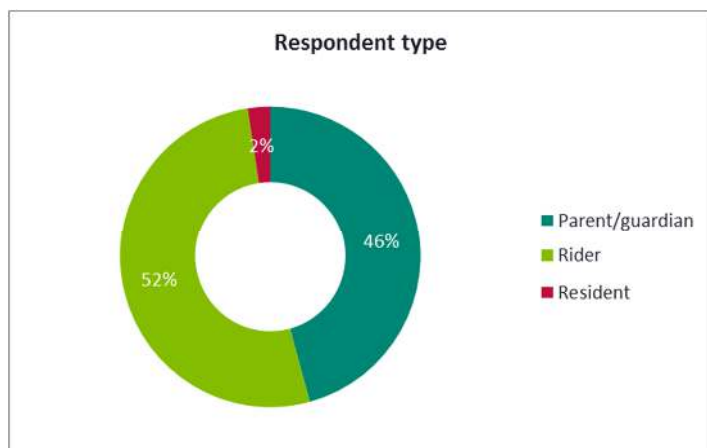
Table 2: AHC Respondent Ages

Year born	Response numbers
1940	0
1950	0
1960	4
1970	23
1980	16
1990	5
2000	12
2010	2
Total	62

Q2. Type of respondents

Respondents were asked to indicate who they represent. Most respondents said they were parents/guardians followed closely by riders.

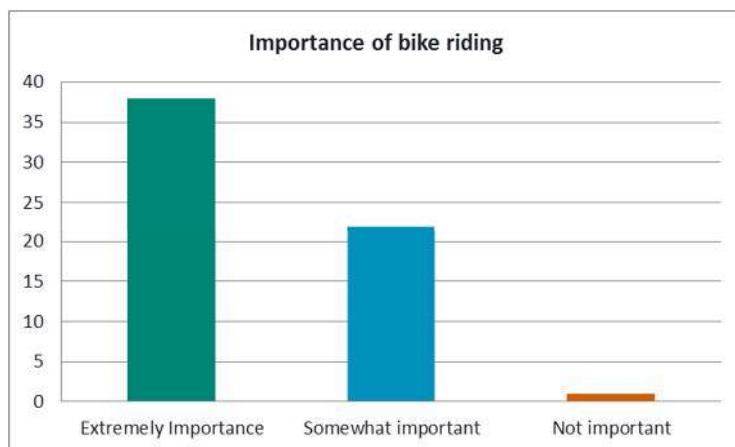
Figure 7 AHC Respondent Types



Q3. Importance of bike riding

Respondents were asked how important bike riding is to them on a scale from extremely important to not important. Of those who responded from AHC 62% said bike riding was extremely important to them.

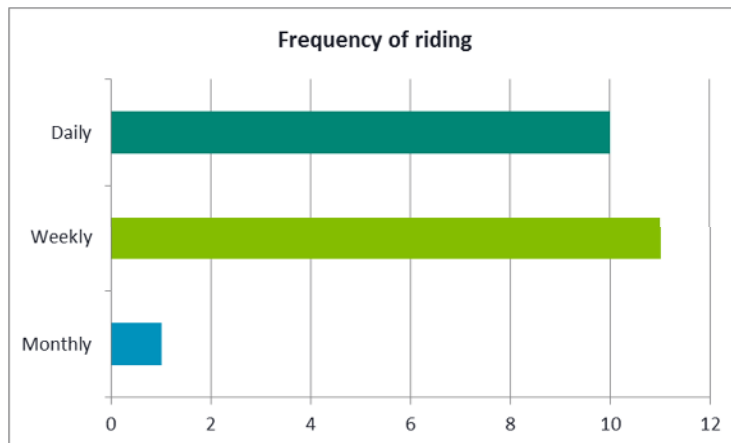
Figure 8 AHC Importance of Bike Riding



Q4. How often do you or members of your household ride?

When asked how often Mylor respondents ride 50% said weekly followed by 45% who said daily.

Figure 9 AHC Frequency of Riding



Q5. Where do you currently ride?

When asked where they currently ride, respondents stated:

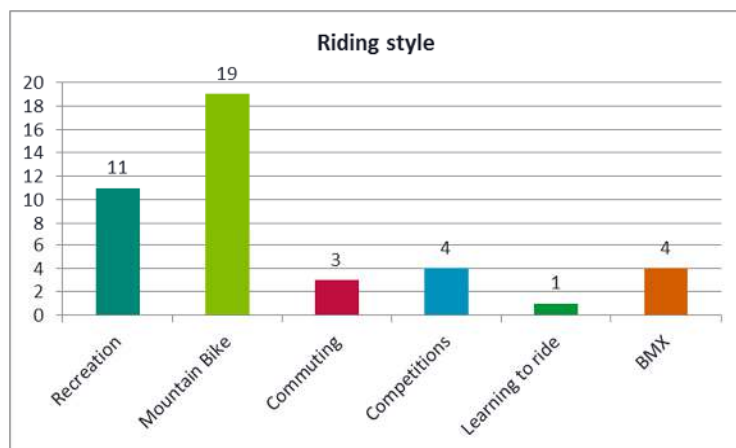
- Mylor loop
- Heathfield
- City bike park
- Uraidla
- Balhannah bmx track
- Amy Gillet path
- Keys room mountain bike tracks
- Mt Crawford forests
- Mylor oval
- Postie Track
- Warrawong single track
- Cleland
- Eagle on the hill
- Craigburn Farm
- Stirling
- Crafers
- Anstey hill
- O'halloran hill
- Kersbrook
- Fox Creek
- Mylor "postie" track (the walking trail along Strathalbyn Road)
- Aldgate to Mylor loop
- Aldgate quarry
- Pioneer woman's trail.
- Lynton
- Cobblers
- Ashton Hills
- Mt Barker
- Belair National Park
- Bridgewater

- Valley of the Bandicoots trail
- Stock Road trail
- Mount Osmond trails

Q6. Describe your riding style

Mylor residents who responded indicated their riding style is Mountain Bike riding followed by recreation.

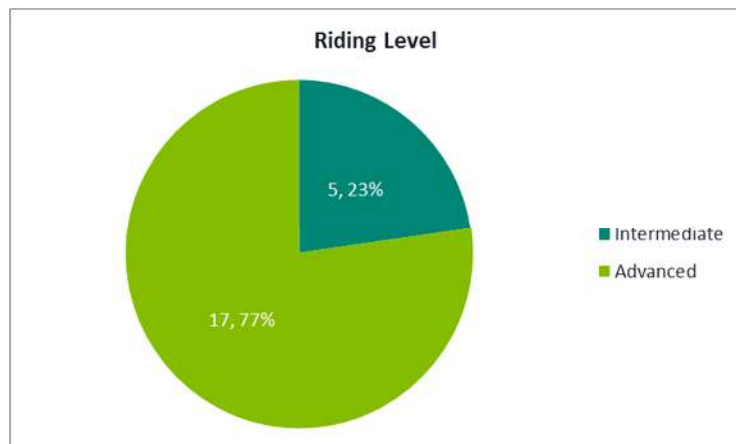
Figure 10 AHC Riding Style



Q7. Describe your riding level

Of those who ride, most consider themselves advanced (77%) followed by intermediate (23%), no one indicated they were beginners.

Figure 11 AHC Riding Level

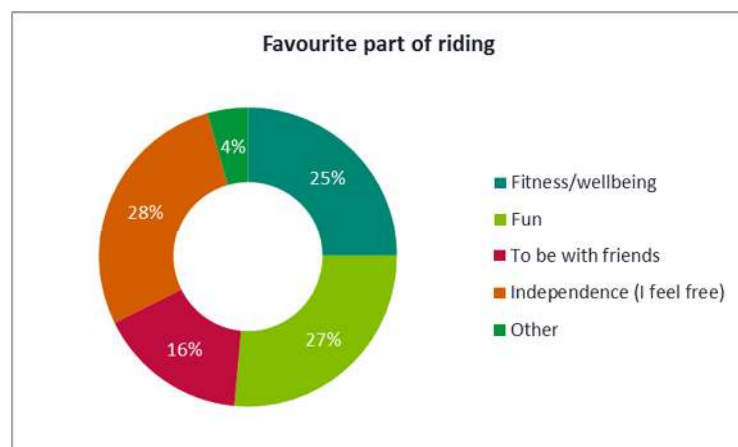


Q8. What's your favourite part of bike riding?

When asked what their favourite part of riding is, respondents indicated independence (to feel free) was their favourite followed closely by fun and fitness/wellbeing. Three respondents selected other and listed:

- Technical riding challenges, being in nature
- Getting out in nature
- Exploring in the natural environment

Figure 12 AHC Favourite Part of Riding



Q9. Describe your ideal riding place

When AHC respondents were asked to describe their idea riding place common responses were:

- In nature (amongst trees and bush)
- Trails (downhill and smooth flowy trail)
- Bush
- Hilly tracks
- Gravity oriented advanced trails
- Jumps and corners
- Separate from traffic
- Cross country trails through countryside
- A technical park to practise skills
- Pump track
- Enduro trails

"A place with a good range of Beginner, Intermediate and Advanced trails/Tracks with Great Facilities".

"I enjoy typical downhill style MTB riding that you get at MTB Parks like fox creek for example. Which have a variety of trails starting for beginners to experienced level. Something that has a variety of jumps, rock gardens, berms and other features is great."

"...somewhere with not many people and spread apart tracks similar to Craighburn farm"

Q10. Would you be willing to be involved in building a bike track?

14 respondents indicated they would like to be involved in building a bike track while 8 of the respondents said they would not be willing to be involved.

Q11. Do you have any other feedback you'd like the project team to consider about bike tracks in Mylor?

No.	Comments from participants
<i>Note: comments have been edited for grammatical reasons and all identifying data has been deleted and replaced with [...]</i>	
1.	Would love to help but with young kids it's tricky! Would love to see some options for families eg tracks for confident adults interspersed with easy tracks or pump tracks for kids
2.	Safety is important to me as a parent of two young boys who like to take risks on bikes. Bike parks are a great way to allow for risk within a controlled environment.
3.	Be awesome to see something that caters for all levels of riding from something for kids to some great cross country trails for competitive/recreational riders
4.	Ask the local riders to build it. As usually the council don't know what there doing. The Stirling jump park has worked out so well as the council dumped dirt and the people that knew what they wanted built it.
5.	Through consultation of riding communities
6.	Building dedicated facilities for young MTB riders means the less they try and build themselves in areas where they probably shouldn't. I would suggest that you develop more of these in other areas also making it more accessible to kids in the area, so us parents don't have to drive/ride them everywhere. One of these would be Aldgate quarry.
7.	Have fun 😊
8.	Please, more opportunities for people who ride mountain bikes to ride legal trails in the Adelaide Hills Council area.
9.	Look at derby Tasmania

Respondents living outside Adelaide Hills Council Area

Below is a summary of responses from those respondents who indicated they live in suburbs outside of the Adelaide Hills Council Area. These respondents made up 23% of the overall response numbers.

Q1. What year were you were born?

Knowing what age category completed the survey helps determine reach. In this case those born in the 70's were the highest responders.

Table 3: Non-AHC Respondent Ages

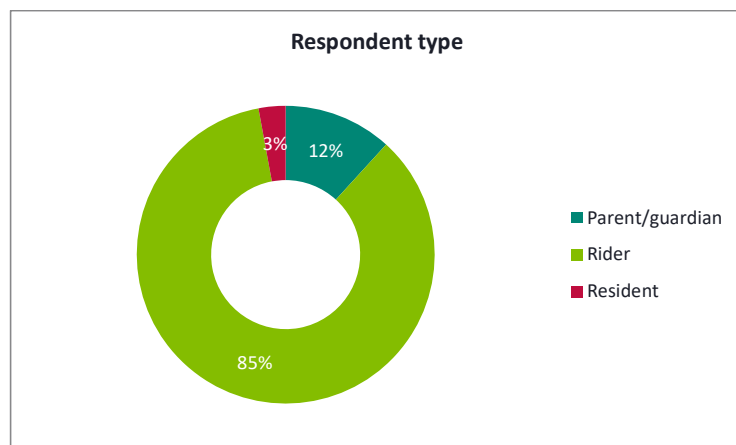
Year born	Response numbers
1940	0
1950	1
1960	2
1970	6
1980	12
1990	6
2000	7

2010	0
Total	34

Q2. Type of respondents

Respondents were asked to indicate who they represent. Most respondents said they were riders.

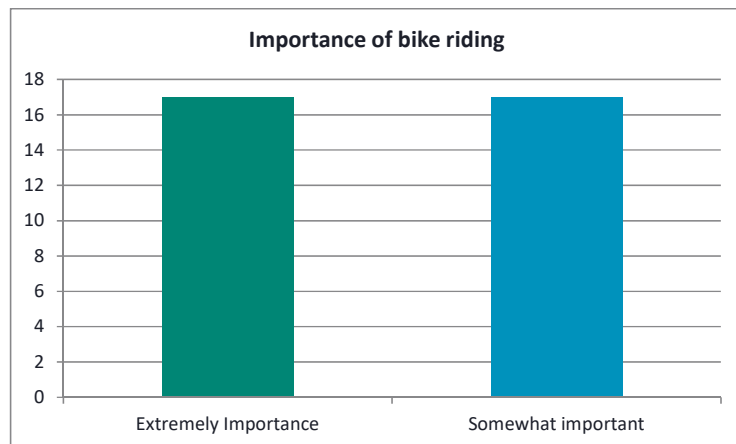
Figure 13 Non-AHC Respondent Types



Q3. Importance of bike riding

Respondents were asked how important bike riding is to them on a scale from extremely important to not important. Of those who responded from outside of AHC 50% said bike riding was extremely important to them and the other 50% said it was somewhat important to them.

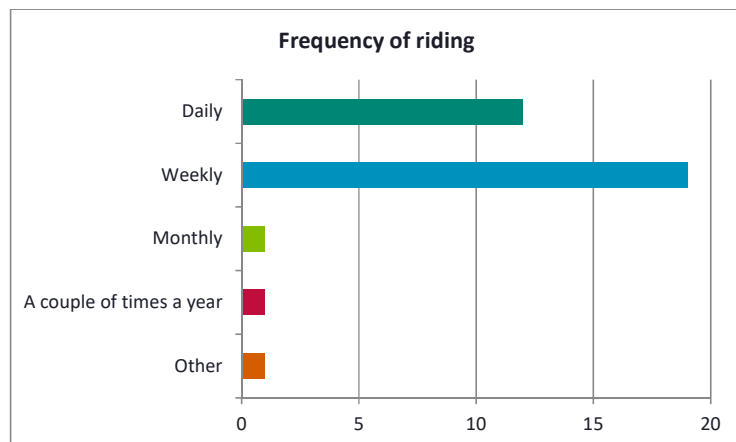
Figure 14 Non-AHC Importance of Bike Riding



Q4. How often do you or members of your household ride?

When asked how often Mylor respondents ride 56% said weekly followed by 33% who said daily.

Figure 15 Non-AHC Frequency of Riding



Q5. Where do you currently ride?

When asked where they currently ride, respondents stated:

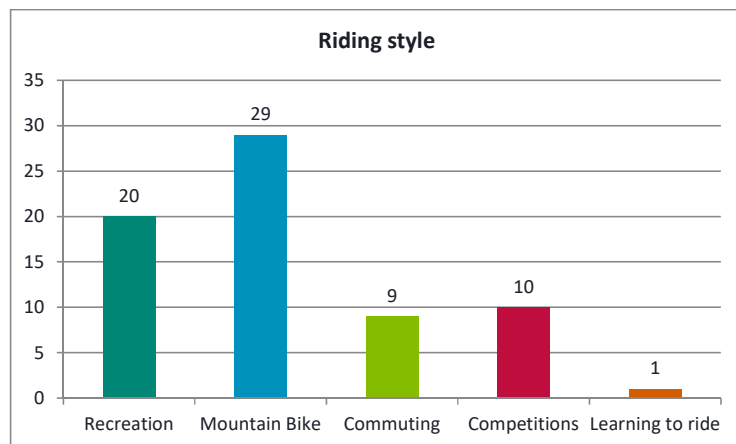
- Burnside parks/quarry
- Kuitpo
- Southern parklands
- Tea Tree Gully
- Cross Keys
- Belair
- Mount Barker
 - Paved areas
 - Walking/riding trails
 - Wetlands
 - Aston Hills
 - Skatepark
- In the city on allocated bike tracks
- Kersbrook
- Hahndorf
- Eagle park
- Totness
- Kuitpo
- Monarto
- Mt Crawford
- Prospect hill Kangarilla
- City dirt
- Apex park
- Shepherds Hill
- Mylor
- Aldgate
- Stirling
- Crafters
- Mt Lofty

- Fox creek
- O Halloran hill
- Waterfall gully
- Women's Pioneer
- Littlehampton
- Balhannah
- Cobblers Creek
- Anstey hill
- Murray Bridge
- Craighurn Farm
- Hahndorf
- Bike path to outer harbour McLaren Vale bile path
- Sturt Gorge
- Mitcham
- Kinchina
- Strath track
- Woodside

Q6. Describe your riding style

Non-AHC residents who responded indicated their riding style is Mountain Bike riding followed by recreation.

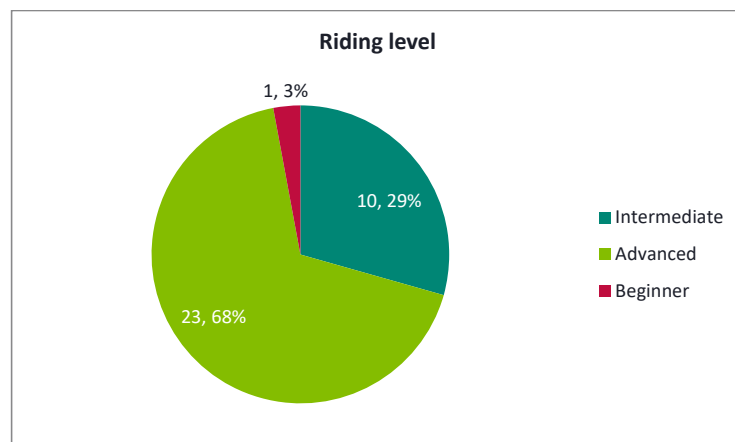
Figure 16 Non-AHC Riding Style



Q7. Describe your riding level

Of those who ride, most consider themselves advanced (68%) followed by intermediate (29%).

Figure 17 Non-AHC Riding Level

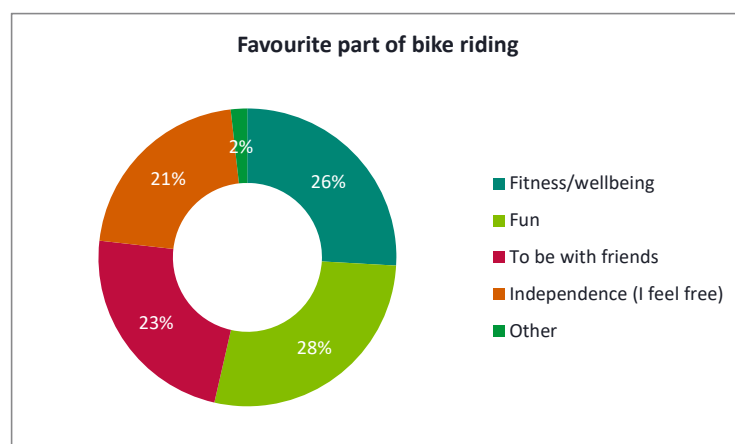


Q8. What's your favourite part of bike riding?

When asked what their favourite part of riding is, respondents indicated fun was their favourite followed closely by fitness/wellbeing. Two respondents selected other and listed:

- Training for competition.
- Physical and mental well-being, healthy eating and overall life style.

Figure 18 Non-AHC Favourite Part of Riding



Q9. Describe your ideal riding place

When non-AHC respondents were asked to describe their idea riding place common responses were:

- Wide bush tracks suitable for kids
- Hilly, with pump track section
- In bush and amongst trees
- Pump track and trails
- Trails for variety of riders
- Nice flowing trail with some jumps and drops
- Flowing downhill trails with some jumps and defined trails for riding back up
- Trails skateparks
- XC track (up and down trails)
- Hilly, flowy tracks with some challenging features through bush/ forest
- Shade for summer rides
- A quiet peaceful winding road with no pot holes
- Trails with technical features and jumps
- Mix of trails from easy to advanced with climbing tracks and descents
- Gravity fed mtb trails in bushland
- Somewhere with beautiful scenery, not too removed from nature. Birdsong preferred.
- Flowy mountain bike trails through scenic routes
- Variety of terrain, landscape left in its natural state

"Pump track and trails. If they are together it gives an amazing space for the whole family".

"Somewhere that has jumps some rocky trails but also some smooth flowy trails and a pump track. Maybe some bigger jumps so people can progress and some steep dirt jumps."

"An ideal MTB trail system would include trail features such as tech, berms, downhill lines and skinny wood features with plenty of flow and jumps."

"A place where there are decent sized trails, multiple jump lines for more advanced riders and intermediate ones which would include more tabletop jumps than doubles etc."

"Plenty of variations smooth big tracks maybe 2 or 3 different tracks with good decent size jumps built well and different types of jumps and something that flows well is important and bit of shade for summer rides."

"Hilly, long flow single trail mt bike trails, natural and man made features, pump track. Use the town of Derby in Tasmania as your guide and it'll be fantastic!"

"France, between villages! I am not a trail bike rider but I think the hills has a great opportunity to open up some terrific cycling options to recreational riders like the Riesling Trail in Clare."

Q10. Would you be willing to be involved in building a bike track?

28 respondents indicated they would like to be involved in building a bike track while 6 of the respondents said they would not be willing to be involved.

Q11. Do you have any other feedback you'd like the project team to consider about bike tracks in Mylor?

No.	Comments from participants
<i>Note: comments have been edited for grammatical reasons and all identifying data has been deleted and replaced with [...]</i>	
1.	I don't know the area well enough yet as we have just moved here this year from QLD. But trails and areas that a whole family can enjoy and use to learn and develop.
2.	It should be able to attract visitors - day and longer term and link up with tracks all through the Adelaide Hills. I would like to see tracks from the Barossa to McLaren Vale.
3.	Consult rider through the whole process of design and building
4.	Fixing jumps after lots of rain
5.	Theres lots of hills so use all the space you can for trails and make it legal for people to build their own trails in certain places.
6.	Maybe some dirt jumps as well as trails
7.	Bandicoot trail is good for bikes in most sections. However so sections are very badly designed for environmental sustainability...ie trail going straight down a hill which promotes erosion.
8.	Include toilet facilities please
9.	Recreation trails and conservation can work together when done properly and will be a fantastic way to bring communities together and be mutually beneficial to all. If people are able to use bush land and are educated about its value then they will want to protect and care for it.
10.	I raced bmx for 15 years all over Australia . At national and world levels . A well built track will benefit everyone not just straight away but for years to come . Bike riding is great from 2 yrs old up to grandparents it is a great for the community the offsets of a bmx pump track would be great. People would be putting money back in to the local community before or after the rides at cafes or shops for drinks etc coffee stops for the mum and dads But to get the kids outside riding there bikes is the main thing. the better the track is built the more the kids will keep coming back to it time and time again there are no down side to building a bike park
11.	Adelaide lacks trails with any real length. Long, flow trails is what Adelaide needs
12.	<p>I'd like for these initiatives to consider a more holistic approach to cycling, looking at the bigger picture within the Adelaide hills, rather than just a small, specific area. I think councils tend to forget or not realise that most cyclists don't just go to one spot and ride, they actually want to be able to be able to link up several areas as part of a continuous loop. The Adelaide hills has so much more opportunity for bike tourism, especially mountain biking, if only there was more effort put into promoting all the various offroad trails that can be used to link up one place to another, so as to allow people to actually ride from their homes, out to several good places and back with minimal exposure to roads, thus negating the need to drive to a spot in order to ride. Or having to ride on the road to then get to an offroad trail.</p> <p>A lot of obscure almost unknown trails exist that do actually make the above possible but currently it takes years and years to try and find them or learn them from other riders, mainly due to a lack of publicity, signage and mapping for them.</p> <p>I'd just like to see more effort put into promoting all these secret back trails that can already be used to link up lots of major offroad riding parks/areas, like Eagle, Lynton trails, Craigburn farm, Cleland etc etc.</p>
13.	Good signage is important.
14.	Think of the greater picture with potential to link mtb hubs and trail networks such as crafers (eagle on the hill) and Hahndorf trails currently in discussions.
15.	A skills park would be magnificent to see!
16.	The more that the public are able to utilise natural areas (in a controlled way), the more value they will place on preserving them
17.	Appropriate signage showing directions of tracks etc, safety feature, repair stations
18.	Would prefer that tracks are left unsealed, signage signalling relevant indigenous culture.

Commented [SH1]: Stacey do you consider this too identifying?

Online ideas tool

There three contributors to the ideas tool.

Idea	Votes
Downhill tracks pump tracks dirt jump tracks would be great I would love there to be wooden features rock grades and maybe a bike hire/bike shop too	4 votes
Love the idea of something for all ages	1 vote
Downhill trails would be a good idea, plenty of hills in the area. Area for cars to park and setup gear.	1 vote

School engagement

On Wednesday 5 August 2020 our Youth Development Officer met with representatives from years 5,6,7 at Mylor Primary School. We wanted to understand where they ride and what their aspirations for a bike rising space are.

All students indicated they knew about the current Mylor Bike Park consultation, but none of them had filled out the survey. The 11 students all ride bikes (some have more than one).

When asked what kind of bike they ride students indicated:

Type of bike	Number
BMX	3
Mountain bike	10
Downhill	2
Stunt bike	1
Mini-rocker	1

When asked where they ride students indicated:

Specific locations	General locations
Mylor (First St + Oval)	Beach trails
Around Mylor	Roads
Balhannah (Oval and Balhannah Bike track)	Playgrounds
The Waratinga Wetlands	Up and down my street
Woodside BMX	The city
Mount Barker wetlands	Bike park
Kuitpo Forest	Trails & jumps
Parklands in Adelaide	Not on roads
Mount Torrens	
Birdwood	
Cherry Gardens	
Noarlunga wetlands	

Heysen Trail
Stirling jumps
Belair trails
Around Meadows

When asked to describe what a good track looks like students indicated:

Description of a good track
Jumps; courses; trails; hills; sharp turns
Enclosed jumps; slope turn; natural resources; U-turn
Bushy land; berms; jumps; closish to town (Mylor); long track, and most of all FUN!!!
Big jumps; berms; small jumps; medium jumps; downhill tracks
Clean track, through forest; different levels like jumps/bumps, & family friendly. Easy access through different ways in.
Jumps, berms, rollers, doubles, step ups and in Mylor.
Jumps, berms, twisting, sting (Mdl: Stirling)
Hills, turns, dips; stuff for all ages; some dirt, some concrete; in an accessible area
Plank tracks
Jumps, berms, bumps, clean track. Out in the open; different levels; near the oval
Jumps; toilets; in the heart of Mylor; Steep start; berms; dirt; BBQ/shelter; drink fountain
Small bumps & mini jumps; different tracks: 8- (little kids), 9+ (big kids), 3-5 (babies too!); wide, small; in the town; little berms

Meetings with Mount Barker District Council

8 September 2020

Summary of meeting regarding Goyder Reserve:

- Mount Barker Council have been in discussions with some Mylor locals who were keen to explore options to activate land for the purposes of a bike track, mountain bike trails.
- A potential opportunity to establish a community management agreement approach where locals and user groups could take ownership over space with limited Council investment.
- Goyder Reserve while representing a Mount Barker District Council asset that could benefit from some activation, does present some issues with regard to location and ease of access (being on a Secondary Arterial Road) from Mylor. Any improvements would also sit in isolation from the Mylor township and any other community facility.
- A 'local' level biking facility would be better placed within close proximity to existing facilities within Mylor.
- There is a real opportunity to harness the community interest to the benefit of any future project.
- With regard to Goyder Reserve we have no current budget for this project and doesn't sit within any current works program.

Designs submitted by Raf Miller to Mount Barker District Council




Meetings with parents and young people

Meetings were held on 7 July, 15 July and 29 September and the key points raised were:


- Strong reminders not to ride and dig behind the CFS and in fact all of the Parklands, and an indication that for the duration of the process we would allow them to ride (but not dig or build) at Sherry Park.
- Some conversation around their wishes/needs for a local bike track. These were mainly around a combination of an entry level BMX track and an intermediate level jumps track.
- The most recent conversation was held to manage their understanding of what they were and were not allowed to do (including the swift removal of a constructed jump, which they did as discussed), and to manage their expectations of the process and encourage them to trust our process.

Social media posts and engagement

Social media posts had a high engagement. All comments made were other people being 'tagged'. There were no feedback comments.

 **Adelaide Hills Council**
10 July · 🌐


Calling all BMX, mountain bike, and recreational riders! We want to understand more about your aspirations for riding in Mylor. 🚴🚴🚴🚴
Have your say before 16 August: <https://engage.ahc.sa.gov.au/mylor-bike-track>




9,799
People reached


803
Engagements


Boost post


 59

18 comments 17 shares

 Like

 Comment

 Share





Adelaide Hills Council

2 August · 🌐

...

Thank you to everyone that has already shared their comments on bike riding in Mylor! If you haven't had your say yet you've got just two weeks left to join the conversation.



All details: <http://ow.ly/gGtN50AKSij>



2,079

People reached

170

Engagements

Boost post



14

5 shares





Adelaide Hills Council @AHCouncil

Calling all BMX, mountain bike, and recreational riders! We want to understand more about your aspirations for riding in Mylor. 🚲🚲🚲
Have your say before 16 August: <https://engage.ahc.sa.gov.au/mylor-bike-track> ... pic.twitter.com/cgndtkMXYX

Impressions

times people saw this Tweet on Twitter

249

Total engagements

times people interacted with this Tweet

3

October 2020

5. Conclusion and next steps

After analysing all feedback some strong themes emerged. Those who responded want a space to ride that is hills, has bush and trees, flowy trails, jumps, downhill, berms and caters for a variety of abilities. Respondents mentioned pump tracks but trails through nature came across more strongly.

Riders indicated they go all over the hills and neighbouring districts to ride, this includes Mylor residents. This infers there could be value in Council investing in a central hills bike 'hub' rather than multiple smaller bike parks.

Riders want to feel welcomed and conservationists want the local environment protected, so a balance needs to be found between the two when a site is chosen and developed. The majority of respondents support a space for young people to ride. Respondents acknowledge the immense health and wellbeing benefits of children being outdoors.

Another interesting finding was the interest from respondents to be involved in building the bike track/ park (68% said they would be interested). This lends itself to exploring a model for community and Council collaboration.

The next step is for this report to be presented at the 20 October 2020 Council meeting.

The intention is for this report to be shared with the wider community and anyone who participated in the consultation.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.4

Responsible Officer: Mike Carey
Manager Financial Services
Corporate Services

Subject: 2019-20 General Purpose Financial Statements

For: Decision

SUMMARY

This report presents the Adelaide Hills Council's 2019-20 General Purpose Financial Statements (**Appendix 1**) to Council for adoption and subsequent inclusion in the 2019-20 Annual Report.

The Audit Committee considered the 2019-20 General Purpose Financial Statements at its meeting on 19 October 2020 where it resolved to advise Council that it had reviewed the General Purpose Financial Statements and was satisfied that they presented fairly the state of affairs of the Council.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. That, in accordance with Section 127 of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999*, Council adopts the General Purpose Financial Statements for the financial year ended 30 June 2020.
 3. To authorise the Mayor and CEO to sign the General Purpose Financial Statements for the financial year ended 30 June 2020.
-

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective O3 Our organisation is financially sustainable for both current and future generations

Priority O3.1	Ensure the delivery of agreed strategic plan requirements whilst meeting endorsed long term targets for a sustainable operating surplus and level of debt
Objective O5	We are accountable, informed and make decisions in the best interests of the whole community
Priority O5.1	Enhance governance structure and systems to prudently adapt to changing circumstances and meet our legislative obligations
Priority O5.3	Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community

The Council is committed to open, participative and transparent decision-making and administrative processes. We diligently adhere to legislative requirements to ensure public accountability and exceed those requirements where possible.

➤ **Legal Implications**

Section 126 (4)(a) of the *Local Government Act 1999* required the Audit Committee to review the Financial Statements to ensure that they present fairly the state of affairs of the Council.

Section 127 of the *Local Government Act 1999* states that a council must prepare for each financial year financial statements and notes in accordance with standards prescribed by the regulations and that a copy of the audited statements be submitted by the council to the persons or bodies prescribed by the regulations on or before the day prescribed by the regulations.

➤ **Risk Management Implications**

Completing the year end general purpose financial statements in accordance with the timetable will assist in mitigating the risk of:

Loss of reputation as a result of not meeting legislative timelines for the delivery of Council's Annual Report.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

Council's Annual Report is required to be completed by 30 November each year. The adoption of the General Purpose Financial Statements at this meeting will assist in meeting this timeline.

➤ **Financial and Resource Implications**

The General Purpose Financial Statements (Financial Statements) are considered to be the most significant output from Council's financial management and reporting processes, and are required for inclusion in the Annual Report.

Funding and resources required to prepare the Financial Statements is provided for as part of the annual budget process.

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

It is important to the Community to be aware and understand Council's financial result for the year in the context of its longer term financial sustainability. Council's audited Financial Statements are provided to the community within the Annual Report.

➤ **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: Council's Financial Statements were considered by the Audit Committee at its meeting on 19 October 2020

Council Workshops: Not applicable

Advisory Groups: Not applicable

Administration: A 2019-20 Preliminary End of Year Financial Results and Carry Forwards report was presented to Council on 25 August 2020. As part of this report all budget holders reviewed the end of year financial position for their respective areas of responsibility to ensure variations were identified and explained and reviewed by the Executive Leadership Team

External Agencies: Not applicable

Community: Not applicable.

2. BACKGROUND

At its 28 February 2018 meeting, Council resolved to appoint Galpins Accountants, Advisers and Business Consultants (Galpins) for the provision of external audit services for a period of three (3) years commencing with the audit of the 2017-18 financial year.

The Annual Financial Statements (or General Purpose Financial Report) in **Appendix 1** have been prepared in accordance with Australian equivalents to international Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board and relevant South Australian local government legislation.

The Audit Committee considered the draft 2019-20 General Purpose Financial Statements at its meeting on 19 October 2020 where it resolved the following:

6. OFFICER REPORTS – DECISION ITEMS

6.1. 2019 – 2020 General Purpose Financial Statements

6.28pm - the meeting went in camera with members of the Administration leaving the room.

6.38pm - members of the Administration re-joined the meeting.

Moved Paula Davies

S/- Cr Leith Mudge

45/AC20

The Audit Committee resolves:

- 1. That the report be received and noted.**
- 2. That in accordance with Section 126(4)(a) of the Local Government (Financial Management) Regulations 1999, the Audit Committee advises Council that it has reviewed:**
 - a) the General Purpose Financial Statements of the Council for the financial year ended 30 June 2020 as contained in Appendix 1, and**
 - b) the External Auditor Galpins' Audit Clearance Report as contained in Appendix 2,**
 - c) and is satisfied that the 2019-20 financial statements present fairly the state of affairs of the Council.**
- 3. Considers that the Adelaide Hills Council 2019-20 General Purpose Financial Statements, contained in Appendix 1, may be certified by the Chief Executive Officer and the Mayor.**
- 4. That it notes the confirmation of Galpins Auditor Independence Statement provided as Appendix 3 and considers that the Certification of Auditor Independence statement contained in Appendix 4 can be certified by the Chief Executive Officer and the Presiding Member of the Audit Committee in accordance with the requirements of Regulation 22(3) of the Local Government (Financial Management) Regulations 2011.**

Carried Unanimously

3. ANALYSIS

The following sections provide a summary in relation to key sections of the General Purpose Financial Statements.

3.1 Statement of Comprehensive Income

The Statement of Comprehensive Income shows an overall operating deficit of \$2.542m for 2019-20 compared with a surplus of \$951k for the previous year.

Statement of Comprehensive Income	2019-20 \$000s	2018-19 \$000s	Movement \$000s
Council	(2,605)	819	(3,424)
Equity Result from Subsidiaries	63	132	(69)
Operating Surplus/(Deficit)	(2,542)	951	(3,493)

Overall, Council's operating revenue increased by \$1.1m (2.3%) with expenditure increasing by \$4.6m (10.2%).

Council's operating result was impacted on by a number of large one off items in 2019-20 resulting in a number of significant movement between the two years, including:

- Net impact of Cudlee Creek Bushfire Event and subsequent recovery where in summary:
 - Council spent nearly \$3.0m in roadside tree clean-up in the 2019-20 financial year as well as other costs including road repairs, fixing fences, repairing recreational trails, restoring fauna habitat and helping the community rebuild.
 - Council received \$1.225m in upfront Federal funding distributed through the State government
 - Council has submitted an application in June 2020 to claim \$1.550m in funding through the Local Government Disaster Recovery Assistance Arrangements to offset the recovery expenditure. However Council has yet to receive formal acknowledgement of Council's application and after discussion with Galpins, Council's Auditors, Council has not brought to account the \$1.550m funding in the 2019-20 financial year, notwithstanding that the application is in accordance with funding guidelines and it is considered that Council's application will be considered favourably

Overall, the net impact of the Cudlee Creek bushfire in terms of grants received and increase in expenditure resulted in a decrease of approximately \$2.128m to Council's 2019-20 net result.

- An adjustment of \$487k for PLEC relating to the undergrounding of power lines for the Gumeracha main street, which was budgeted under capital. Our year-end review indicates that from an accounting perspective, this should be disclosed as operating given that Council is contributing an amount to other infrastructure providers including SAPN.
- The additional provisioning of remediation and post closure costs of \$400k relating to closed landfills within the Council area.

- An increase in leave provisions of over \$500k, largely as a result of a reduction of leave taken in the period March to June 2020 due to the impact of Covid-19, work from home arrangements and closure of borders as well as the increase in the length of service profile of staff for long service leave.
- The impact of Council's COVID-19 response has resulted in a decrease of approximately \$112k net to Council's result including reduction in revenue, waiving of interest and fines for rates and additional costs including cleaning and health and safety requirements
- As a result of the focus on the Cudlee Creek bushfire recovery, some contractor expenditure was reduced in Council's normal operations and redirected towards the recovery effort resulting in a reduction in that expenditure line from the previous year

Other key movements from 2018-19 include:

- A rates increase of \$1.6m, reflecting the general rates increase of 3.3% and rates growth of 0.8%. (refer Note 2a in the Financial Statements).
- User charges of just over \$700k, were \$303k less than the previous year as a result of the following:
 - the sale of all but one of Council's retirement villages in October 2018
 - reduced rental income as a result of the divestment of the Adelaide Hills Business and Tourism Centre holdings in September 2018 and September 2019
- Operating Grants, Subsidies and Contributions increased by \$122k from the previous year including some offsets relating to timing of grants. These include:
 - Receipt of natural disaster funding from Federal and State Governments of \$1.225m as discussed above, compared to 393k in 2018-19
 - No receipt of Supplementary Local Roads Grants for 2019-20 given that these 2018-19, 2019-20 and 2020-21 road grants totalling \$1.035m were all paid in the 2018-19 financial year
 - An increase in Roads to Recovery grant funding of \$331k from 2018-19 as a result of increased road funding being paid in 2019-20 as the first year of a new five year funding agreement
- Employee Costs increased in line with:
 - Council's Enterprise Development Agreement increase for the year of 2.25% (\$360k)
 - Provisioning of leave as a result of the impact of Covid on leave taken and change in staff service profile as discussed above (\$515k)
 - Reduction in the number of vacancies in comparison to previous years, which is also reflected by an offset in a reduction in contract labour shown under Materials, Contracts & Other Expenses (\$427k).
 - changes from the previous year FTE complement for a number of new positions relating to Council approved initiatives including a biodiversity project officer, biodiversity team member, sport & recreation officer, building compliance officer in planning, FABRIK public program officer as well as CWMS Officer

- Materials, Contracts & Other Expenses increased from \$19.2m to \$21.9m in 2019-20, an increase of \$2.7m. Increases of \$3.7m are explained by the items mentioned above relating to the undergrounding contribution, Cudlee Creek Bushfire Recovery expenditure and landfill remediation. Other key movements offsetting these include:
 - Reduction in contract labour of \$427K from the previous year given less vacancies in 2019-20 as per above
 - Reduction of nearly \$500k in contractor payments of which:
 - \$230k related to redirection of some business as usual expenditure to Cudlee Creek Bushfire recovery including tree management, roadside reserves and biodiversity
 - \$73k reduction relates to divestment of retirement villages and AHBTC
 - the remainder is spread across a number of activities including reduction in training and program expenditure due to working from home and closure of council facilities as well as a reduction in sustainability initiatives compared to the previous year.
- Depreciation increased by \$381k from the previous year across a number of categories with the most significant increases occurring in the road assets due to the increase in revaluation at the end of June 2019 and depreciation on leased assets accounted for in previous years under Materials, Contracts & Other.
- Council's result from Equity Accounted Council Businesses was a net gain of \$63k in comparison to a net gain of \$132k for the previous year. This movement largely relates to the Adelaide Hills Regional Waste Management Authority where the significant increase in the solid waste levy in 2019-20 has had, in part, a greater impact on the operating surplus for the current year compared to the previous year.

3.2 Statement of Financial Position

Statement of Financial Position	2019-20 \$'000	2018-19 \$'000	Movement \$'000
Assets	427,533	431,566	(4,033)
Liabilities	23,101	19,954	3,147
Net Assets	404,432	411,612	(7,180)

The Statement of Financial Position shows the total assets and total liabilities held by Council. As at 30 June 2020, the overall net assets (total assets less total liabilities) held by Council was \$404.4m compared with \$411.6m for the previous year, representing a decrease in equity of \$7.2m. The decrease in equity is represented largely by a reduction in asset valuation of \$4.5m together with the Net Deficit of \$2.8m.

As highlighted in Note 7 Infrastructure, Property, Plant & Equipment, Kerb and Gutter and Guardrail Asset Categories were revalued using independent unit rates for 2019-20 resulting in a revaluation increment in the order of \$2.3m for Kerb & Gutter and a revaluation decrement of \$1.8m for Guardrails.

In addition, as highlighted in the Update on Asset Management Planning Committee Report to the Audit Committee meeting on 17 February 2020, Council undertook a review of its sealed road components in 2019-20 following an external review by Jeff Roorda, TechnologyOne, regarding components for road pavements. Given a useful life change, the sub-base was subsequently revalued from the asset construction date and hence the written down value of the road assets were adjusted downwards by \$3.7m during the 2019-20 financial year.

All other remaining infrastructure asset categories were cost indexed internally using ABS Construction data which resulting in a small revaluation increments in Buildings, Sport & Recreation, Street Furniture and Traffic Controls whereas a number of other infrastructure asset categories values were reduced as a result of some construction cost indices falling in the 2019-20 financial year.

In terms of Infrastructure Property Plant & Equipment it is also noted that whilst Council entered into a contract for the divestment of the Council's retirement village portfolio in August 2018, there were a number of contractual requirements to work through as part of the sale. As such, given that the definition of a non-current assets held for sale is highly restrictive, the sale of one remaining retirement village, Bridgewater is still conditional and as such has remained under land and buildings in the Statement for Financial Position as at 30 June 2020.

Excluding lease liabilities, borrowings at 30 June 2020 were \$12m including a short term draw down of \$2m being an increase of \$2.0m from the balances at 30 June 2019 of \$10.0m.

3.3 Cash Flow Statement

Statement of Cash Flows	2019-20 \$'000	2018-19 \$'000	Movement \$'000
Net cash from Operating Activities	6,790	10,341	(3,549)
Net cash from Investing Activities	(10,024)	(3,830)	(6,194)
Cash Flows from Financing Activities	(273)	(78)	(195)
Net Increase/(Decrease) in Cash Held	(3,507)	6,433	(9,938)
Cash & Cash Equivalents	(\$1,482)	\$2,025	(\$3,507)

Council generated \$6.8m from its Operating Activities during the financial year compared to \$10.3m during 2018-19. The reduction in net cash from operating activities from the previous year largely related to the cash impact of the Cudlee Creek bushfire where significant payments in the order of \$3m were expended during the year whereas \$1.55m of the Disaster Recovery funding from the State Government is still to be received at 30 June 2020.

In addition, the one off treatment of the contribution of \$487k to other infrastructure providers including SAPN for the undergrounding of power lines for the Gumeracha main street under operating also impacts on the comparison between years as it was budgeted as expenditure on new/upgraded assets under Investing Activities. Details of how the cash flow statement reconciles with the net surplus and changes in net assets are shown in Note 11 of the Financial Statements.

During the year, Council spent \$12.9m on the construction and purchase of renewal and new assets compared to \$14.0m in 2018-19. As noted above, the undergrounding of power lines contribution expenditure of \$487k was reallocated to Operating Activities as the transaction was considered operating in nature.

The resultant Cash Flow Statement shows a decrease in cash in the order of \$1.5m and the drawing down of Council's short-term borrowings to \$2.0m by year end as a result of the cash movements discussed above.

3.4 Financial Key Performance Indicators

These Financial Indicators have been calculated in accordance with Information Paper 9 – Local Government Financial Indicators and included as 'Note 15 Financial Indicators' within the Financial Statements.

Financial Indicators	2019-20	2018-19	2017-18
Operating Surplus	(5%)	2%	1%
Adjusted Operating Surplus Ratio *	(5%)	1%	1%
Net Financial Liabilities Ratio	43%	34%	55%
Adjusted Net Financial Liabilities Ratio *	42%	34%	55%
Asset Sustainability Ratio	106%	93%	121%

*The Adjusted Ratios removes the distortion of Federal Government advance payments in the 2018-19 and 2019-20 financial years.

In terms of the financial result, once the one off expenditure including the Cudlee Creek bushfire, additional provisioning of remediation and post closure costs and the undergrounding of power lines expenditure is taken into account the numbers reflect an underlying financially sustainable surplus into the future and strong alignment to the current LTFP. Council will continue to review and monitor future financial results and its financial position in conjunction with its Long Term Financial Plan (LTFP).

3.4.1 Operating Surplus Ratio

This ratio expresses the operating surplus/deficit as a percentage of total operating revenue.

As mentioned above, there are a number of one off items that have had a financial impact on the ratio for 2019-20. This has resulted in the ratio showing as negative for the 2019-20 financial year and hence outside Council's target range of 0% - 10%.

3.4.2 Adjusted Operating Surplus Ratio

This ratio removes the distortion of \$345k of 2019-20 Supplementary Local Roads Grants paid in advance in 2018-19 offsetting the Federal Government Financial Assistance Grant advance grant payment movement of \$76k. The combined impact reduces the Operating Deficit by \$269k and the resultant ratio by 0.7%.

The \$76k represents the advance payment of two quarters of the 2020-21 Federal Assistance Grant of \$912k in June 2020 offset by \$836k, also representing two quarters of the 2019-20 Grant received in June 2019.

3.4.3 Net Financial Liabilities Ratio

This ratio expresses the net financial liabilities as a percentage of total operating revenue with Council's target range being between 0% to 100%.

The Uniform Presentation of Finances as shown in Note 16 of the Financial Statements shows a net borrowing position of \$3.4m for 2019-20 in comparison to a budgeted borrowing position of \$4.4m. This net borrowing position has increased Council's unadjusted Net Financial Liabilities from 34% to 43% driven in part by the resultant operating deficit together with Council's net outlays on new and upgraded assets.

As per the previous year, this ratio is well within Council's target range and in alignment with the LTFP.

3.4.4 Adjusted Net Liabilities Ratio

Similar to the adjusted Operating Surplus Ratio, this ratio removes the distortion of Federal Government advance grant payments movement of \$76k increase and \$345k of 2019-20 Supplementary Local Roads Grants paid in advance in 2018-19, from the Operating Surplus, reducing the ratio by 1% to 42%.

3.4.5 The Asset Renewal Funding Ratio

This is a ratio that represents the amount of expenditure incurred in replacing Council's assets compared to the level of planned renewal expenditure as detailed in Council's infrastructure and asset management plans at the time of preparing Council's 2019-20 Budget. Council's target range is between 90% and 110%.

The 2019-20 ratio of 106% reflects an amount greater than 100% as a result of carrying forward of renewal expenditure from 2018-19 offset by capital expenditure carried forward to 2020-21. The ratio for 2019-20 is within Council's target range of 90% to 110%.

3.5 2019-20 Audit Clearance Report

The role of the external auditor is to provide an audit opinion to Council with respect to the General Purpose Financial Statements. In addition, Council's Auditor Galpins is required to provide an opinion on the compliance of the Adelaide Hills Council with the requirements of Section 125 of the *Local Government Act 1999* in relation to the Internal Controls established by the Council.

The Council is responsible for implementing and maintaining an adequate system of internal controls in accordance with Section 125 of the *Local Government Act 1999*.

The Auditor's responsibility is to express a conclusion on the Council's compliance with Section 125 of the *Local Government Act 1999* in relation only to the Internal Controls established by the Council for the period 1 July 2019 to 30 June 2020 to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities have been conducted properly and in accordance with law in all material respects.

The Auditors procedures included assessing the controls of Council based on the criteria in the *Better Practice Model—Internal Financial Controls*.

The External Auditors Galpins have provided their final Audit Completion Report on matters arising from the audit. This Audit Completion Report (see **Appendix 2**) indicates that Galpins intend to issue unmodified opinions in relation to the financial statements and internal controls.

3.6 Audit Committee Review

As part of the discussion with individual Audit Committee members and the Audit Committee's deliberation, a number of matters were raised and discussed. As a result, some formatting, nomenclature and other minor changes to the draft financial statements were made based on that feedback as follows:

- Note 1: Summary of Significant Accounting Policies:
 - (3) Income Recognition formatting change to table
 - (15) COVID-19 Pandemic minor wording change to reference Council's net result
- Note 2: Income:
 - further breakup of Sundry disclosed under (e) Reimbursements to separate out property reimbursements relating to Adelaide Hills Business and Tourism Centre (AHBTC) and Other Property
 - further breakup of Sundry disclosed under (f) Other income to separate out the Public Lighting Street lighting Use of System refund from SAPN as negotiated by LGA on behalf of Councils
 - further breakup of Sundry disclosed under (g) Grants, Subsidies, Contributions to separate out Community Wastewater Management Systems Contributions
- Note 9 (b) Other Reserves
 - Reallocation of Community Wastewater Management System movement for the year to transfer to reserve

4. OPTIONS

Council has the following options:

- I. To adopt the General Purpose Financial Statements as recommended by the Audit Committee; or
- II. To defer adoption of the General Purpose Financial Statements in order for further information to be provided.

5. APPENDICES

- (1) 2019-20 General Purpose Financial Statements
- (2) Galpins Final Audit Completion Report

Appendix 1

2019-20 General Purpose Financial Statements

Adelaide Hills Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2020



General Purpose Financial Statements

for the year ended 30 June 2020

Contents	Page
1. Council Certificate	2
2. Principal Financial Statements:	
Statement of Comprehensive Income	3
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
3. Notes to and forming part of the Principal Financial Statements	7
4. Independent Auditor's Report – Financial Statements	46
5. Independent Auditor's Report – Internal Controls	47
6. Certificates of Audit Independence	
Council Certificate of Audit Independence	48
Audit Certificate of Audit Independence	49

General Purpose Financial Statements

for the year ended 30 June 2020

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 2020 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.

Andrew Aitken
Chief Executive Officer

Nathan Daniell
Acting Mayor

Date

Statement of Comprehensive Income

for the year ended 30 June 2020

\$ '000	Notes	2020	2019
Income			
Rates	2a	38,547	36,915
Statutory Charges	2b	1,180	1,172
User Charges	2c	704	1,007
Grants, Subsidies and Contributions	2g	5,245	5,123
Investment Income	2d	42	41
Reimbursements	2e	228	516
Other income	2f	605	648
Net Gain - Equity Accounted Council Businesses	19	73	138
Total Income		46,624	45,560
Expenses			
Employee costs	3a	17,433	15,923
Materials, Contracts and Other Expenses	3b	21,927	19,231
Depreciation, Amortisation and Impairment	3c	9,207	8,826
Finance Costs	3d	589	623
Net loss - Equity Accounted Council Businesses	19	10	6
Total Expenses		49,166	44,609
Operating Surplus / (Deficit)		(2,542)	951
Physical Resources Received Free of Charge	2h	970	1,982
Asset Disposal & Fair Value Adjustments	4	(1,757)	(95)
Amounts Received Specifically for New or Upgraded Assets	2g	556	425
Net Surplus / (Deficit)		(2,773)	3,263
Other Comprehensive Income			
Amounts which will not be reclassified subsequently to operating result			
Changes in Revaluation Surplus - I,PP&E	9a	(4,485)	59,526
Share of Other Comprehensive Income - Equity Accounted Council Businesses	19	—	240
Impairment (Expense) / Recoupments Offset to Asset Revaluation Reserve	9a	—	(184)
Other Equity Adjustments - Equity Accounted Council Businesses		78	139
Total Amounts which will not be reclassified subsequently to operating result		(4,407)	59,721
Total Other Comprehensive Income		(4,407)	59,721
Total Comprehensive Income		(7,180)	62,984

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Statement of Financial Position

as at 30 June 2020

\$ '000	Notes	2020	2019
ASSETS			
Current assets			
Cash & Cash Equivalent Assets	5a	518	2,025
Trade & Other Receivables	5b	2,761	2,541
Inventories	5c	18	19
Non-Current Assets Held for Sale	20b(ii)	—	1,530
Total current assets		3,297	6,115
Non-current assets			
Equity Accounted Investments in Council Businesses	6	1,491	1,350
Infrastructure, Property, Plant & Equipment	7a	422,745	424,101
Total non-current assets		424,236	425,451
TOTAL ASSETS		427,533	431,566
LIABILITIES			
Current Liabilities			
Trade & Other Payables	8a	5,254	5,446
Borrowings	8b	7,285	62
Provisions	8c	3,588	3,048
Total Current Liabilities		16,127	8,556
Non-Current Liabilities			
Borrowings	8b	5,446	10,000
Provisions	8c	1,528	1,398
Total Non-Current Liabilities		6,974	11,398
TOTAL LIABILITIES		23,101	19,954
Net Assets		404,432	411,612
EQUITY			
Accumulated surplus		138,645	141,348
Asset revaluation reserves	9a	265,206	269,691
Other reserves	9b	581	573
Total Equity		404,432	411,612

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 2020

\$ '000	Notes	Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
2020					
Balance at the end of previous reporting period		141,348	269,691	573	411,612
Net Surplus / (Deficit) for Year		(2,773)	—	—	(2,773)
Other Comprehensive Income					
- Gain (Loss) on Revaluation of I,PP&E	7a	—	(4,485)	—	(4,485)
- IPP&E Impairment (Expense) / Recoupments Offset to ARR	7a	—	—	—	—
- Share of OCI - Equity Accounted Council Businesses	19	—	—	—	—
- Other Equity Adjustments - Equity Accounted Council Businesses	19	78	—	—	78
Other comprehensive income		78	(4,485)	—	(4,407)
Total comprehensive income		(2,695)	(4,485)	—	(7,180)
Transfers between Reserves		(8)	—	8	—
Balance at the end of period		138,645	265,206	581	404,432
2019					
Balance at the end of previous reporting period		137,081	210,121	1,426	348,628
Net Surplus / (Deficit) for Year		3,263	—	—	3,263
Other Comprehensive Income					
- Gain (Loss) on Revaluation of I,PP&E	7a	—	59,526	—	59,526
- IPP&E Impairment (Expense) / Recoupments Offset to ARR	7a	—	(184)	—	(184)
- Share of OCI - Equity Accounted Council Businesses	19	12	228	—	240
- Other Equity Adjustments - Equity Accounted Council Businesses	19	139	—	—	139
Other comprehensive income		151	59,570	—	59,721
Total comprehensive income		3,414	59,570	—	62,984
Transfers between Reserves		853	—	(853)	—
Balance at the end of period		141,348	269,691	573	411,612

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 2020

\$ '000	Notes	2020	2019
Cash flows from operating activities			
<u>Receipts</u>			
Rates Receipts		38,288	37,094
Statutory Charges		1,180	1,172
User Charges		704	1,007
Grants, Subsidies and Contributions (operating purpose)		5,121	5,183
Investment Receipts		42	41
Reimbursements		228	516
Other Receipts		929	622
<u>Payments</u>			
Finance Payments		(589)	(623)
Payments to Employees		(16,703)	(15,723)
Payments for Materials, Contracts & Other Expenses		(22,410)	(18,950)
Net cash provided by (or used in) Operating Activities	11b	<u>6,790</u>	<u>10,339</u>
Cash flows from investing activities			
Amounts Received Specifically for New/Upgraded Assets		556	425
Sale of Replaced Assets		714	497
Sale of Surplus Assets		117	7,942
Sale of Investment Property		1,530	1,204
Repayments of Loans by Community Groups		–	72
<u>Payments</u>			
Expenditure on Renewal/Replacement of Assets		(9,718)	(10,090)
Expenditure on New/Upgraded Assets		(3,223)	(3,877)
Net cash provided (or used in) investing activities		<u>(10,024)</u>	<u>(3,827)</u>
Cash flows from financing activities			
<u>Payments</u>			
Repayments of Borrowings		(62)	(77)
Repayment of Lease Liabilities		(211)	–
Repayment of Bonds & Deposits		–	(1)
Net Cash provided by (or used in) Financing Activities		<u>(273)</u>	<u>(78)</u>
Net Increase (Decrease) in Cash Held		<u>(3,507)</u>	<u>6,434</u>
plus: Cash & Cash Equivalents at beginning of period		2,025	(4,409)
Cash and cash equivalents held at end of period	11a	<u>(1,482)</u>	<u>2,025</u>
Additional Information:			
plus: Investments on hand – end of year	6b	–	–
Total Cash, Cash Equivalents & Investments		<u>(1,482)</u>	<u>2,025</u>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Notes to and forming part of the Principal Financial Statements

for the year ended 30 June 2020

Contents of the Notes accompanying the General Purpose Financial Statements

Note	Details	Page
1	Summary of Significant Accounting Policies	8
2	Income	16
3	Expenses	18
4	Asset Disposal & Fair Value Adjustments	20
5	Current Assets	21
6	Non-Current Assets	21
7	Infrastructure, Property, Plant & Equipment	22
8	Liabilities	26
9	Reserves	27
10	Assets Subject to Restrictions	28
11	Reconciliation to Statement of Cash Flows	28
12a	Functions	30
12b	Components of Functions	31
13	Financial Instruments	32
14	Capital Expenditure and Investment Property Commitments	36
15	Financial Indicators	37
16	Uniform Presentation of Finances	38
17	Leases	39
18	Superannuation	40
19	Interests in Other Entities	41
20	Non-Current Assets Held for Sale & Discontinued Operations	42
21	Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet	43
22	Events after the Balance Sheet Date	43
23	Related Party Transactions	44

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies

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 19.

(3) Income Recognition

Income Recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Council obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

The Council recognises revenue under *AASB 1058 Income of Not-for-Profit Entities* (AASB 1058) or *AASB 15 Revenue from Contracts with Customers* (AASB 15) when appropriate.

In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Council expects to be entitled in a contract with a customer.

In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the council to acquire or construct a recognisable non-financial asset that 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.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

In recent years the payment of untied financial assistance grants has varied from the annual allocation as shown in the table below:

	Cash Payment Received	Annual Allocation	Difference
2017/18	1,597,298	\$1,520,627	+ \$76,671
2018/19	\$1,526,078	\$1,537,852	- \$11,774
2019/20	\$1,640,046	\$1,564,152	+75,894

In addition, the 2019/20 and 2020/21 Supplementary Local Road Grants of \$690,138 was paid in advance in June 2019.

Because these grants are untied, the Australian Accounting Standards require that payments be recognised upon receipt. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The Operating Surplus Ratio disclosed in Note 15 has also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

Construction Contracts

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

For works undertaken on a fixed price contract basis, revenues are recognised over time using the input method, with costs incurred compared to total expected costs used as a measure of progress. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

(4) Cash, Cash Equivalents and other Financial Instruments

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the Local Government Act 1999. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

(5) Inventories

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

5.1 Real Estate Assets Developments

Real Estate Assets developments have been classified as Inventory in accordance with AASB 102 and are valued at the lower of cost or net realisable value. Cost includes the costs of acquisition, development, borrowing and other costs incurred on financing of that acquisition and up to the time of sale. Any amount by which cost exceeds the net realisable value has been recognised as an expense.

Revenues arising from the sale of property are recognised in the operating statement when settlement is completed.

Properties not acquired for development, but which Council has decided to sell as surplus to requirements, are recognised at the carrying value at the time of that decision.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

5.2 Other Real Estate Held for Resale

Properties not acquired for development, but which Council has decided to sell as surplus to requirements, are recognised at the carrying value at the time of that decision.

Certain properties, auctioned for non-payment of rates in accordance with the Local Government Act but which failed to meet the reserve set by Council and are available for sale by private treaty, are recorded at the lower of the unpaid rates and charges at the time of auction or the reserve set by Council. Holding costs in relation to these properties are recognised as an expense when incurred.

(6) Infrastructure, Property, Plant & 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 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 & Equipment	\$1,000
Other Plant & Equipment	\$1,000
Park & Playground Furniture & Equipment	\$2,000
Buildings - new construction/extension	\$5,000
CWMS extensions & household connections	\$5,000
Paving & footpaths, Kerb & Gutter	\$5,000
Road construction & reconstruction	\$5,000
Stormwater, gravity mains and culverts	\$5,000

Artworks	\$5,000
----------	---------

6.3 Subsequent Recognition

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

6.4 Depreciation of Non-Current Assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are listed below. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

Plant, Furniture & Equipment

Office Furniture and Equipment	5 to 10 years
Vehicles and Heavy Plant	5 to 10 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
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	80 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.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

7.2 Payments Received in Advance & Deposits

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

(8) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables"

(9) Employee Benefits

9.1 Salaries, Wages & Compensated Absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

9.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Statewide Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

(10) Provisions for Reinstatement, Restoration and Rehabilitation

Close down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation and rehabilitation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs and are carried at the net present value of estimated future costs.

Although estimated future costs are based on a closure plan, such plans are based on current environmental requirements which may change. Council's policy to maximise recycling is extending the operational life of these facilities, and significant uncertainty exists in the estimation of the future closure date.

(11) Leases

Accounting policy applicable from 01 July 2019

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

11.1 Council as a lessee

The Council recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

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

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

Computers & IT Equipment	3 to 5 years
Building Occupancy	Up to 3 years

The right-of-use assets are also subject to impairment. Refer to the accounting policies above - Impairment of non-financial assets.

ii) Lease Liabilities

At the commencement date of the lease, the Council recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Council uses its incremental borrowing rate or the interest rate implicit in the lease.

iii) Short-term leases and leases of low-value assets

The Council applies the short-term lease recognition exemption to its short-term leases of machinery and equipment (i.e., those leases that have a lease term of 12 months or less from the commencement date). It also applies the low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

(12) Equity Accounted Council Businesses

Council participates in cooperative arrangements with other Councils for the provision of services and facilities. Council's interests in cooperative arrangements, which are only recognised if material, are accounted for in accordance with AASB 128 and set out in detail in Note 19.

(13) GST Implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

(14) New accounting standards and UIG interpretations

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

Adelaide Hills Council has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective.

Adoption of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities

Adelaide Hills Council early adopted AASB 15 and AASB 1058, from the year ended 30 June 2018 and as such the application of these are included in the preparation of this financial report as well as that for the previous year.

AASB 16 Leases

The Council applied AASB 16 Leases, for the first time from 1 July 2019. This standard requires that the right of use conveyed by leasing contracts (except leases with a maximum term of 12 months and leases for low-value assets) be recognised as a form of Infrastructure, Property, Plant and Equipment, and that the lease liability be disclosed as a liability. At 30 June 2019, Council has no leases to which this treatment will need to be applied."

Adoption of AASB 16 Leases (AASB 16)

AASB 16 supersedes AASB 117 Leases, Interpretation 4 Determining whether an Arrangement contains a Lease and other related Interpretations. The standard sets out the principles for the recognition, measurement, presentation and disclosure of leases and requires lessees to recognise most leases on the balance sheet under a single on-balance sheet model. The

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

Council has lease contracts for various items of plant, equipment, and computers. Before the adoption of AASB 16, the Council classified each of its leases (as lessee) at the inception date as either a finance lease or an operating lease.

The Council adopted AASB 16 using the modified retrospective method of adoption. Under this method, the standard has been applied retrospectively with the cumulative effect of initially applying the standard recognised as at 1 July 2019 and comparatives have not been restated.

The Council recognised right-of-use assets and lease liabilities for those leases previously classified as operating leases, except for short-term leases with lease terms that end within 12 months of the date of initial application and leases of low-value assets. The right-of-use assets for all leases were recognised based on the amount equal to the lease liabilities. No adjustments were needed for any previously recognised prepaid or accrued lease expenses as there were none. Lease liabilities were recognised based on the present value of the remaining lease payments, discounted using the incremental borrowing rate at the date of initial application.

The effect of adoption AASB 16 as at 1 July 2019 (increase/(decrease)) is, as follows:

	\$'000
Assets	
Infrastructure, Property, Plant and Equip.	
- Right-of-Use-Assets	239
Total Assets	239
Liabilities	
Interest-bearing loans and borrowings	239
- Other	239

Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2020, these standards have not been adopted by Council and will be included in the financial statements on their effective date. Where the standard is expected to have a significant impact for Council then further information has been provided in this note.

The following list identifies all the new and amended Australian Accounting Standards, and Interpretation, that were issued but not yet effective at the time of compiling these illustrative statements that could be applicable to Councils.

The Standards are not expected to have a material impact upon Council's future financial statements

Effective for NFP annual reporting periods beginning on or after 1 January 2020

- AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-6 Amendments to Australia Accounting Standards – Definition of a Business
- AASB 2018-7 Amendments to Australian Accounting Standards – Definition of Material
- AASB 2019-3 Amendments to Australian Accounting Standards – Interest Rate Benchmark Reform

Effective for NFP annual reporting periods beginning on or after 1 January 2021

- AASB 17 Insurance Contracts

Effective for NFP annual reporting periods beginning on or after 1 January 2022

- AASB 2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture (amended by AASB 2015-10 and AASB 2017-5)

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Summary of Significant Accounting Policies (continued)

(15) COVID-19 Pandemic

The COVID-19 pandemic has impacted the 2019-20 financial statements, which may impact on the comparability of some line items and amounts reported in these financial statements and/or the notes. The financial impacts are a direct result of either Council's response to the pandemic or due to the mandatory shut downs as directed by the Australian Government and the advice from the Australian Government Department of Health and SA Health.

This included:

- Reduced revenue from Events and venue hire
- Waiving of outdoor dining fees
- Business support in the form of temporary suspension of:
 - Fines & Interest
 - Penalties
 - Debt recovery actions
- Additional costs for
 - Cleaning
 - Equipment hire to maintain social distancing
 - Health and Safety initiatives
 - Hibernation costs for Council Venues

COVID-19 is not expected to have a significant financial impact on Council. Council estimates that the reduction in revenue and the increase in expenditure resulted in a decrease of approximately \$112k in the 2019-20 net surplus. It is expected further financial impacts will flow into the 2020-21 financial year. However, Council had determined that there is no material uncertainty that casts doubt on Council's ability to continue as a going concern.

(16) Cudlee Creek Bushfire Impact

The Cudlee Creek Bushfire recovery effort undertaken by Council also has impacted the 2019-20 financial statements with the fire directly impacting some 30 per cent of the Adelaide Hills Council district.

Council infrastructure has had minimal damage, with the most serious impact to land including Lobethal Bushland Park.

As a result, Council has spent nearly \$3.0m in roadside tree clean-up in the 2019-20 financial year as well as other costs including road repairs, fixing fences, repairing recreational trails, restoring fauna habitat and helping the community rebuild.

To offset this Council received \$1.225m in upfront Federal funding and has put in an application to State Government to claim an additional \$1.550m through the Local Government Disaster Recovery Assistance Arrangements. These financial statements do not recognise the \$1.550m of funding as State Government confirmation has yet to be received.

Council estimates that the net impact of the Cudlee Creek bushfire in terms of grants received and increase in expenditure resulted in a decrease of approximately \$2.150m in the 2019-20 net result but anticipates that the 2020-21 surplus will be increased by the National Disaster Assistance funding once received.

In addition there is likely to be further costs incurred in relation to:

- tree management and further road tree works and debris clean up
- additional resources to manage the development applications the Council expects to receive over the next 2-3 years for people rebuilding destroyed assets.
- biodiversity protection and regeneration work over the next 3 years including managing weed incursion in places that were completely burnt through such as Lobethal Bushland Park and more than 70 significant roadside vegetation sites.

It is therefore expected that further financial costs, in the order of \$400k, will also flow into the 2020-21 and future financial years. However, Council has considered the consequences of this and similar events and conditions, and it has determined that they do not create a material uncertainty that casts significant doubt upon the Council's ability to continue as a going concern.

(17) 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.

(18) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 2. Income

\$ '000	2020	2019
(a) Rates		
General Rates		
General Rates	35,942	34,523
Less: Mandatory Rebates	(275)	(241)
Less: Discretionary Rebates, Remissions & Write Offs	(134)	(247)
Total General Rates	35,533	34,035
Other Rates (Including Service Charges)		
Natural Resource Management Levy	980	975
Community Wastewater Management Systems	1,730	1,646
Separate & Special Rates	6	4
Stirling Business Association Separate Rate	95	85
Total Other Rates (Including Service Charges)	2,811	2,710
Other Charges		
Penalties for Late Payment	150	106
Legal & Other Costs Recovered	53	64
Total Other Charges	203	170
Total Rates	38,547	36,915
(b) Statutory Charges		
Development Act Fees	559	526
Animal Registration Fees & Fines	428	407
Parking Fines / Expiation Fees	28	38
Other Licences, Fees & Fines	105	112
Searches	60	89
Total Statutory Charges	1,180	1,172
(c) User Charges		
Cemetery/Crematoria Fees	334	278
Community Centres	98	123
Sundry	73	82
Adelaide Hills Business and Tourism Centre (AHBTC)	162	397
Retirement Villages	37	127
Total User Charges	704	1,007
(d) Investment Income		
Interest on Investments		
- Local Government Finance Authority	7	6
- Banks & Other	35	33
- Loans to Community Groups	-	2
Total Investment Income	42	41

Notes to the Financial Statements

for the year ended 30 June 2020

Note 2. Income (continued)

\$ '000	2020	2019
(e) Reimbursements		
Private Works	10	15
Other	218	501
Total Reimbursements	228	516

(f) Other income

Insurance & Other Recoupments - Infrastructure, IPP&E	162	284
Sundry	443	364
Total Other income	605	648

(g) Grants, Subsidies, Contributions

Amounts Received Specifically for New or Upgraded Assets	556	425
Total Amounts Received Specifically for New or Upgraded Assets	556	425
Supplementary Local Roads Funding	–	1,035
Untied - Financial Assistance Grant	1,640	1,526
Roads to Recovery	699	368
Home and Community Care Grant	942	948
Library and Communications	292	283
Sundry	447	570
Natural Disaster Recovery Funding	1,225	393
Total Other Grants, Subsidies and Contributions	5,245	5,123
Total Grants, Subsidies, Contributions	5,801	5,548

The functions to which these grants relate are shown in Note 12.

(i) Sources of grants

Commonwealth Government	4,488	3,483
State Government	964	1,724
Other	349	341
Total	5,801	5,548

(ii) Individually Significant Items

Grant Commission (FAG) Grant Recognised as Income	912	836
Supplementary Local Roads Grants in Advance Recognised as Income	–	690

(h) Physical Resources Received Free of Charge

Land & Improvements	970	1,982
Total Physical Resources Received Free of Charge	970	1,982

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Expenses

\$ '000	Notes	2020	2019
(a) Employee costs			
Salaries and Wages		14,537	13,409
Employee Leave Expense		2,048	1,848
Superannuation - Defined Contribution Plan Contributions	18	1,244	1,156
Superannuation - Defined Benefit Plan Contributions	18	284	232
Workers' Compensation Insurance		405	374
Personal Income Protection Insurance		262	242
Other		69	112
Less: Capitalised and Distributed Costs		(1,416)	(1,450)
Total Operating Employee Costs		17,433	15,923
Total Number of Employees (full time equivalent at end of reporting period)		194	183
(b) Materials, Contracts and Other Expenses			
(i) Prescribed Expenses			
Auditor's Remuneration			
- Auditing the Financial Reports		24	25
- Other Auditors		13	—
Elected Members' Expenses		421	417
Election Expenses		13	59
Lease Expense - Low Value Assets / Short Term Leases		308	299
Subtotal - Prescribed Expenses		779	800
(ii) Other Materials, Contracts and Expenses			
Bank Fees		88	84
Contractors		5,047	5,648
Contractors - Bushfire Recovery		3,038	—
Contract Labour		556	982
Contributions & Donations		1,211	710
Energy		554	710
Insurance		605	580
Landfill Remediation		442	170
Legal Expenses		198	278
Levies - Other		579	559
Levies Paid to Government - NRM levy		972	966
Licencing - ICT		100	108
Parts, Accessories & Consumables		2,605	2,737
Professional Services		60	106
Sundry		544	424
Telephone (incl data)		266	228
Waste		4,283	4,076
Work-in-Progress Write-off		—	65
Subtotal - Other Material, Contracts & Expenses		21,148	18,431
Total Materials, Contracts and Other Expenses		21,927	19,231

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Expenses (continued)

\$ '000	2020	2019
(c) Depreciation, Amortisation and Impairment		
(i) Depreciation and Amortisation		
Buildings	1,148	1,242
Infrastructure		
- Stormwater	454	482
- Community Wastewater Management Systems	413	398
- Roads	4,197	3,803
- Bridges	291	284
- Footpaths	312	403
- Retaining Walls	169	146
- Guardrails	146	140
- Kerb & Gutter	327	396
- Traffic Controls	25	41
- Street Furniture	71	83
- Sport & Recreation	326	337
- Playgrounds	69	83
- Cemeteries	31	35
Right-of-use Assets	214	—
Plant & Equipment	943	870
Furniture & Fittings	71	83
Subtotal	9,207	8,826
Total Depreciation, Amortisation and Impairment	9,207	8,826
(d) Finance Costs		
Interest on Overdraft and Short-Term Drawdown	10	50
Interest on Loans	568	573
Charges on Finance Leases	11	—
Total Finance Costs	589	623

Notes to the Financial Statements

for the year ended 30 June 2020

Note 4. Asset Disposal & Fair Value Adjustments

\$ '000	2020	2019
Infrastructure, Property, Plant & Equipment		
(i) Assets Renewed or Directly Replaced		
Proceeds from Disposal	714	497
Less: Carrying Amount of Assets Sold	(2,380)	(1,719)
Gain (Loss) on Disposal	(1,666)	(1,222)
(ii) Assets Surplus to Requirements		
Proceeds from Disposal	117	11,235
Less: Carrying Amount of Assets Sold	(138)	(7,994)
Less: Other Amounts Relating to the Sale of Surplus Assets	(70)	(2,059)
Gain (Loss) on Disposal	(91)	1,182
Non-Current Assets Held for Sale		
Proceeds from Disposal	1,530	1,204
Less: Carrying Amount of Assets Sold	(1,530)	(1,259)
Gain (Loss) on Disposal	–	(55)
Net Gain (Loss) on Disposal or Revaluation of Assets	(1,757)	(95)

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Current Assets

\$ '000	2020	2019
(a) Cash & Cash Equivalent Assets		
Cash on Hand at Bank	143	1,651
Short Term Deposits & Bills, etc.	375	374
<u>Total Cash & Cash Equivalent Assets</u>	<u>518</u>	<u>2,025</u>

(b) Trade & Other Receivables

Rates - General & Other	1,503	1,278
Council Rates Postponement Scheme	129	95
Accrued Revenues	540	577
Debtors - General	253	363
Other Levels of Government	196	72
Prepayments	140	156
<u>Subtotal</u>	<u>2,761</u>	<u>2,541</u>
<u>Total Trade & Other Receivables</u>	<u>2,761</u>	<u>2,541</u>

(c) Inventories

Stores & Materials	18	19
<u>Total Inventories</u>	<u>18</u>	<u>19</u>

Note 6. Non-Current Assets

\$ '000	Notes	2020	2019
Equity Accounted Investments in Council Businesses			
Gawler River Floodplain Management Authority (GRFMA)	19i	937	878
Eastern Waste Management Authority (EWMA)	19i	138	101
Adelaide Hills Regional Waste Management Authority (AHRWMA)	19i	416	371
<u>Total Equity Accounted Investments in Council Businesses</u>		<u>1,491</u>	<u>1,350</u>

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7. Infrastructure, Property, Plant & Equipment (continued)

(a) Infrastructure, Property, Plant & Equipment

\$ '000	Fair Value Level	as at 30/06/19				Asset movements during the reporting period													as at 30/06/20			
		At Fair Value	At Cost	Accumulated Depreciation	Carrying amount	Transition adjustment - AASB 16	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	Tfrs from/to "Held for Sale" category	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		–	2,997	–	2,997	–	3,223	9,718	–	–	–	(12,389)	–	–	–	–	–	–	–	3,550	–	3,550
Land - Community	3	88,615	–	–	88,615	–	–	–	(138)	–	–	–	–	–	–	–	(1,386)	–	87,091	–	–	87,091
Buildings		65,282	–	(24,777)	40,505	–	–	–	(198)	(1,148)	–	224	–	–	–	–	–	223	65,187	–	(25,581)	39,606
Infrastructure																						
- Stormwater	3	39,600	–	(11,348)	28,252	–	–	–	–	(454)	–	901	–	285	–	–	(359)	–	40,097	–	(11,472)	28,625
- Community Wastewater Management Systems	3	20,253	–	(6,298)	13,955	–	–	–	(28)	(413)	–	166	–	–	–	–	(139)	–	20,191	–	(6,650)	13,541
- Roads	3	285,788	–	(103,271)	182,517	–	–	–	(1,170)	(4,197)	–	4,773	–	267	–	–	(3,701)	–	264,156	–	(85,667)	178,489
- Bridges	3	18,210	–	(8,320)	9,890	–	–	–	(4)	(291)	–	255	–	–	–	–	(101)	–	18,239	–	(8,490)	9,749
- Footpaths	3	14,828	–	(6,794)	8,034	–	–	–	(41)	(312)	–	934	–	127	–	–	–	91	15,131	–	(6,298)	8,833
- Retaining Walls	3	11,275	–	(3,588)	7,687	–	–	–	(120)	(169)	–	175	–	–	–	–	–	259	11,421	–	(3,589)	7,832
- Guardrails	3	6,564	–	(1,339)	5,225	–	–	–	(30)	(146)	–	164	–	–	–	–	(1,770)	–	4,316	–	(873)	3,443
- Kerb & Gutter	3	32,728	–	(17,472)	15,256	–	–	–	(19)	(327)	–	534	–	291	–	–	–	2,344	40,381	–	(22,302)	18,079
- Traffic Controls	3	2,124	–	(806)	1,318	–	–	–	(63)	(25)	–	54	–	–	–	–	–	7	1,848	–	(557)	1,291
- Street Furniture	3	2,446	–	(956)	1,490	–	–	–	(8)	(71)	–	618	–	–	–	–	–	5	3,026	–	(992)	2,034
- Sport & Recreation	3	17,496	–	(9,911)	7,585	–	–	–	(26)	(326)	–	417	–	–	–	–	–	28	16,597	–	(8,919)	7,678
- Playgrounds	3	1,753	–	(683)	1,070	–	–	–	–	(69)	–	467	–	–	–	–	–	5	2,229	–	(756)	1,473
- Cemeteries	3	2,041	–	(1,306)	735	–	–	–	–	(31)	–	95	–	–	–	–	–	9	1,699	–	(891)	808
- Other Infrastructure	3	–	2,196	(628)	1,568	–	–	–	–	–	–	–	–	–	–	–	–	–	–	2,196	(628)	1,568
Right-of-Use Assets		–	–	–	–	239	–	–	–	(214)	–	–	–	–	703	–	–	–	–	942	(214)	728
Plant & Equipment		–	12,543	(5,556)	6,987	–	–	–	(673)	(943)	–	2,508	–	–	–	–	–	–	–	13,700	(5,821)	7,879
Furniture & Fittings		–	2,748	(2,333)	415	–	–	–	–	(71)	–	104	–	–	–	–	–	–	–	2,851	(2,403)	448
Total Infrastructure, Property, Plant & Equipment		609,003	20,484	(205,386)	424,101	239	3,223	9,718	(2,518)	(9,207)	–	–	–	970	703	–	(7,456)	2,971	591,609	23,239	(192,103)	422,745
Comparatives		532,392	18,288	(179,865)	370,815	–	3,877	10,090	(11,772)	(8,826)	(184)	–	123	1,982	–	(1,530)	(419)	59,945	609,003	20,484	(205,386)	424,101

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7. Infrastructure, Property, Plant & Equipment (continued)

(b) 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 7a for the disclosure of the Fair Value Levels of Infrastructure, Property, Plant and Equipment Assets.

Information on Valuations

Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

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 the Financial Statements

for the year ended 30 June 2020

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 2: The majority of land is based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset. Land assets revaluation was undertaken by Council officers based on the Valuer General's site values as at 1 January 2018.

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 2018 less allowances for the restriction on sale (requiring Ministerial consent) which are unobservable inputs that have a significant effect on valuation.

Buildings & Other Structures

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2017.
- Valuer: APV Valuers & Asset Management
- Council discloses Buildings as a 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.
- There were no Assets Valued where it was considered that the highest and best use was other than its current use.
- Since the detailed valuation undertaken at 1 July 2017, valuations have been updated annually by Council Officers at depreciated current replacement cost based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) movements specific to Adelaide for the period since valuation to June 2020

Infrastructure

- Council discloses each of the above as an individual 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.
- There were no Assets Valued where it was considered that the highest and best use was other than its current use.

Roads

- Valuations were derived as at June 2019 referencing individual rates in Rawlinsons and Council Contracts to determine an overall rate for Council assets including road seal and road pavement by Steve Walker, Principal, Asset Engineering.
- Road Seals rates were established by using Council's recent contract rates for resealing which includes profiling, raising top stones, supply and laying of asphaltic concrete and supply and laying of spray seal
- Road Pavement rates were established by using rates from Rawlinsons applicable to the reconstruction of road pavements and compared against Council's actual costs
- During 2019-20 Council undertook a review of its sealed road components following an external review by Jeff Roorda, TechnologyOne, regarding components for road pavements. The assessment resulted in road pavement being componentised into a pavement base-course (layer immediately under the seal component) and a sub-base (bottom layer of road pavement). The base course layer retained the same useful life and the sub-base useful life was increased based on industry knowledge and standards. Given this useful life change, the sub-base was subsequently revalued from the asset construction date and hence the written down value of the assets adjusted downwards. As part of this process, the overall unit rate was also reallocated between the base-course and sub-base components.
- Since the detailed valuation using unit rates undertaken at June 2019, valuations have been updated by Council Officers at depreciated current replacement cost based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) movements specific to Adelaide for the period since valuation to June 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7. Infrastructure, Property, Plant & Equipment (continued)

Footpaths & Retaining Walls

- Valuations were derived as at June 2019 referencing individual rates in Rawlinsons and Council Contracts to determine an overall rate for Council assets including footpaths and retaining walls by Steve Walker, Principal, Asset Engineering.
- Footpath rates were established by using rates from Council's schedule of rates contract to establish rates for brick paved, asphaltic concrete and concrete.
- Retaining Wall rates were established by using rates from Rawlinsons for retaining walls on a square metre basis for differing heights and referenced against Council's actual constructions in previous years
- Since the detailed valuation undertaken at June 2019, valuations have been updated by Council Officers at depreciated current replacement cost based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) movements specific to Adelaide for the period since valuation to June 2020

Kerb & Gutter and Guardrails (safety barriers)

- Valuations were derived as at June 2020 referencing individual rates in Rawlinsons and Council Contracts to determine an overall rate for Council assets for kerb & gutter and safety barriers including guard rails by Steve Walker, Principal, Asset Engineering.
- Rates from Councils 2018 schedule of rates contract have been used to establish rates for barrier kerb, semi mountable, pinned semi mountable mountable kerb with stone inlay. A BPI rate of 1.06 has been used to adjust rates from 2018 to 2020.
- Rates from Rawlinsons (2020), have been used to establish rates for safety barriers and terminal treatments. These estimated rates have been adjusted and checked against Councils recent actual costs and relate well.

Stormwater, Bridges, Traffic Controls, Street Furniture, Sport and Recreation Facilities (S&R), Playgrounds and Cemeteries

- Valuations were performed by Council Officers at depreciated current replacement cost at at 30 June 2020 based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) specific to Adelaide for June 2020.

Community Wastewater Management Systems (CWMS)

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2017 noting that effective date of valuation as per APV Valuers is 30 June 2017
- Valuer: APV Valuers & Asset Management
- Since the detailed valuation undertaken at 1 July 2017, valuations have been updated annually by Council Officers at depreciated current replacement cost based on Australia Bureau of Statistics Time Series data, Tables 17 (Construction Industries) movements specific to Adelaide for the period since valuation to June 2020

Plant & Equipment

- Basis of valuation: Historic Cost

Furniture & Fittings

- Basis of valuation: Historic Cost

All Other Assets

- Basis of valuation: Deemed Cost

Notes to the Financial Statements

for the year ended 30 June 2020

Note 8. Liabilities

\$ '000	2020 Current	2020 Non Current	2019 Current	2019 Non Current
(a) Trade and Other Payables				
Goods & Services	2,624	—	3,351	—
Payments Received in Advance	799	—	622	—
Accrued Expenses - Employee Entitlements	711	—	425	—
Accrued Expenses - Other	331	—	197	—
Aged Care Facility Deposits	782	—	782	—
Deposits, Retentions & Bonds	4	—	4	—
Other	3	—	65	—
<u>TOTAL Trade and Other Payables</u>	<u>5,254</u>	<u>—</u>	<u>5,446</u>	<u>—</u>

\$ '000	Notes	2020 Current	2020 Non Current	2019 Current	2019 Non Current
(b) Borrowings					
Bank Overdraft		2,000	—	—	—
Loans		5,000	5,000	62	10,000
Lease Liabilities	17	285	446	—	—
<u>TOTAL Borrowings</u>		<u>7,285</u>	<u>5,446</u>	<u>62</u>	<u>10,000</u>

All interest bearing liabilities are secured over the future revenues of the Council

(c) Provisions

Employee Entitlements (including oncosts)	3,338	129	2,843	109
Future Reinstatement / Restoration, etc	250	1,399	205	1,289
<u>TOTAL Provisions</u>	<u>3,588</u>	<u>1,528</u>	<u>3,048</u>	<u>1,398</u>

Notes to the Financial Statements

for the year ended 30 June 2020

Note 9. Reserves

	as at 30/06/19				as at 30/06/20
\$ '000	Opening Balance	Increments (Decrements)	Transfers	Impairments	Closing Balance
(a) Asset Revaluation Reserve					
Land - Community	61,264	(1,386)	—	—	59,878
Buildings	32,055	223	—	—	32,278
Infrastructure					
- Stormwater	19,476	(359)	—	—	19,117
- Community Wastewater Management Systems	5,626	(139)	—	—	5,487
- Roads	117,794	(3,701)	—	—	114,093
- Bridges	4,393	(101)	—	—	4,292
- Footpaths	114	91	—	—	205
- Retaining Walls	4,511	259	—	—	4,770
- Guardrails	3,105	(1,770)	—	—	1,335
- Kerb & Gutter	14,044	2,344	—	—	16,388
- Traffic Controls	564	7	—	—	571
- Street Furniture	1,235	5	—	—	1,240
- Sport & Recreation	2,941	28	—	—	2,969
- Playgrounds	108	5	—	—	113
- Cemeteries	2,233	9	—	—	2,242
JV's / Associates - Other Comprehensive Income	228	—	—	—	228
<u>Total Asset Revaluation Reserve</u>	<u>269,691</u>	<u>(4,485)</u>	<u>—</u>	<u>—</u>	<u>265,206</u>
Comparatives	210,121	59,754	—	(184)	269,691

	as at 30/06/19				as at 30/06/20
\$ '000	Opening Balance	Tfrs to Reserve	Tfrs from Reserve	Other Movements	Closing Balance
(b) Other Reserves					
Community Wastewater Management Systems	188	—	107	—	295
Torrens Valley Community Centre	137	—	(36)	—	101
Library	1	—	—	—	1
Scott Creek Progress Association	6	—	—	—	6
Environmental Fund Reserve	232	—	(54)	—	178
Significant Trees Reserve	9	—	(9)	—	—
<u>Total Other Reserves</u>	<u>573</u>	<u>—</u>	<u>8</u>	<u>—</u>	<u>581</u>
Comparatives	1,426	2	(200)	(655)	573

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 the Financial Statements

for the year ended 30 June 2020

Note 10. Assets Subject to Restrictions

\$ '000	2020	2019
---------	------	------

The uses of the following assets are restricted, wholly or partially, by legislation or other externally imposed requirements. The assets are required to be utilised for the purposes for which control was transferred to Council, or for which the revenues were originally obtained.

Cash & Financial Assets**Unexpended amounts received from Federal Government**

Community Wastewater Management Systems Investigations	354	351
--	-----	-----

Total Cash & Financial Assets	354	351
--	------------	------------

Total Assets Subject to Externally Imposed Restrictions	354	351
--	------------	------------

Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2020	2019
---------	-------	------	------

(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 Balance Sheet as follows:

Total Cash & Equivalent Assets	5	518	2,025
Less: Short-Term Borrowings	8	(2,000)	—
Balances per Statement of Cash Flows		(1,482)	2,025

Notes to the Financial Statements

for the year ended 30 June 2020

Note 11. Reconciliation to Statement of Cash Flows (continued)

\$ '000	2020	2019
---------	------	------

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus/(Deficit)	(2,773)	3,263
Non-Cash Items in Income Statements		
Depreciation, Amortisation & Impairment	9,207	8,826
Equity Movements in Equity Accounted Investments (Increase)/Decrease	(63)	(132)
Non-Cash Asset Acquisitions	(970)	(1,982)
Grants for capital acquisitions treated as Investing Activity	(556)	(425)
Net (Gain) Loss on Disposals	1,757	95
Other	(71)	–
	6,531	9,645
Add (Less): Changes in Net Current Assets		
Net (Increase)/Decrease in Receivables	(220)	292
Net (Increase)/Decrease in Inventories	1	(6)
Net (Increase)/Decrease in Other Assets	–	(2)
Net Increase/(Decrease) in Trade & Other Payables	(192)	96
Net Increase/(Decrease) in Unpaid Employee Benefits	515	168
Net Increase/(Decrease) in Other Provisions	155	149
Net Increase/(Decrease) in Other Liabilities	–	(3)
Net Cash provided by (or used in) operations	6,790	10,339

\$ '000	Notes	2020	2019
---------	-------	------	------

(c) Non-Cash Financing and Investing Activities

Acquisition of assets by means of:

Physical Resources Received Free of Charge	2h	970	1,982
Amounts recognised in Income Statement		970	1,982
Total Non-Cash Financing and Investing Activities		970	1,982

(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	10,200	10,200

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 12a. Functions

Income, Expenses and Assets have been directly attributed to the following Functions / Activities.
Details of these Functions/Activities are provided in Note 12b.

\$ '000	2020	INCOME	2020	EXPENSES	OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
		2019		2019	2020	2019	2020	2019	2020	2019
Functions/Activities										
Business Undertakings	—	—	—	—	—	—	—	—	427,533	431,566
Community Capacity	1,768	1,727	6,851	6,755	(5,083)	(5,028)	1,472	1,440	—	—
Corporate Services	40,155	38,089	12,153	9,664	28,002	28,425	839	817	—	—
Infrastructure & Operations	3,453	4,537	26,608	24,712	(23,155)	(20,175)	2,850	2,783	—	—
Development & Regulatory Services	1,248	1,207	3,554	3,478	(2,306)	(2,271)	84	83	—	—
Total Functions/Activities	46,624	45,560	49,166	44,609	(2,542)	951	5,245	5,123	427,533	431,566

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 the Financial Statements

for the year ended 30 June 2020

Note 12b. Components of Functions

The activities relating to Council functions are as follows:

COMMUNITY CAPACITY

Communications, Engagement & Events, Community Capacity Director's Office, Community Development (Management & Partnerships), Community Grants, Community Programs, Cultural Development, Customer Service, Economic Development, FABRIK Arts and Heritage Hub, Library Services, Positive Ageing (Home and Social Support), Positive Ageing Project (Collaborative), Service Strategy & Innovation, The Summit Community Centre, Torrens Valley Community Centre, Volunteering and Youth Development.

CORPORATE SERVICES

Adelaide Hills Business Tourism Centre, Cemeteries, Corporate Services Director's Office, Financial Services, Governance & CEO Office, ICT, Information Management, Organisational Development & Work Health & Safety, Property Management and Retirement Villages.

INFRASTRUCTURE & OPERATIONS

Civil Services, Community Wastewater Management System (CWMS), Emergency Management, Infrastructure & Operations Director's Office, Open Space Biodiversity, Open Space Operations, Open Space - Sport & Recreation Planning, Sustainability, Sustainable Assets and Waste.

DEVELOPMENT & REGULATORY SERVICES

Animal Management, Development & Regulatory Services Director's Office, Fire Prevention, Mt Lofty Waste Control Project, Parking and By-Laws, Planning & Development, Policy Planning and Public Health.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 13. Financial Instruments

Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits

Accounting Policy:

Initially recognised at fair value and subsequently measured at amortised cost; interest is recognised when earned.

Terms & Conditions:

Deposits are returning fixed interest rates between 0.45% and 0.75% (2019: 1.25% and 1.75%).

Carrying Amount:

Approximates fair value due to the short term to maturity.

Receivables - Rates & 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 5.2% (2019: 6.6%). 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 & 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 the Financial Statements

for the year ended 30 June 2020

Note 13. Financial Instruments (continued)

Receivables - Retirement Home Contributions

Accounting Policy:

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

Terms & Conditions:

Amounts due have been calculated in accordance with the terms and conditions of the respective legislation.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Liabilities - Creditors and Accruals

Accounting Policy:

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

Terms & Conditions:

Liabilities are normally settled on 30 day terms.

Carrying Amount:

Approximates fair value.

Liabilities - Retirement Home Contributions

Accounting Policy:

To avoid inconvenience when complying with the separate audit requirements imposed by the relevant legislation, amounts are carried at nominal values.

Terms & Conditions:

Pursuant to Commonwealth legislation certain intending residents are required to contribute amounts on an interest free basis. The amounts are subject to certain deductions as prescribed by the legislation, the balance being repaid on termination of tenancy.

Carrying Amount:

Approximates fair value for short tenancies; may be non-materially overstated for longer tenancies.

Liabilities - Interest Bearing Borrowings

Accounting Policy:

Initially recognised at fair value and subsequently at amortised cost using the effective interest rate.

Terms & Conditions:

Secured over future revenues, borrowings are repayable (describe basis); interest is charged at fixed (or variable - describe) rates between **4.6%** and 6.75% (2019: **4.6%** and **6.75%**).

Carrying Amount:

Approximates fair value.

Liabilities - Leases

Accounting Policy:

Accounted for in accordance with AASB 16 as stated in Note 17.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 13. Financial Instruments (continued)

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
2020					
Financial Assets					
Cash & Equivalents	518	—	—	518	518
Receivables	2,621	—	—	2,621	2,621
Total Financial Assets	3,139	—	—	3,139	3,139
Financial Liabilities					
Payables	3,744	—	—	3,744	3,744
Current Borrowings	7,636	—	—	7,636	7,285
Non-Current Borrowings	230	6,380	—	6,610	5,446
Total Financial Liabilities	11,610	6,380	—	17,990	16,475
2019					
Cash & Equivalents	2,024	—	—	2,024	2,025
Receivables	2,385	—	—	2,385	2,385
Total Financial Assets	4,409	—	—	4,409	4,410
Financial Liabilities					
Payables	4,401	—	—	4,401	4,399
Current Borrowings	65	—	—	65	62
Non-Current Borrowings	568	6,257	5,230	12,055	10,000
Total Financial Liabilities	5,034	6,257	5,230	16,521	14,461

The following interest rates were applicable to Council's Borrowings at balance date:

\$ '000	2020		2019	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Overdraft	2.20%	(2,000)	3.35%	—
Fixed Interest Rates	5.68%	12,731	5.68%	10,062
		10,731		10,062

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 the Financial Statements

for the year ended 30 June 2020

Note 13. 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 are guaranteed by the SA Government. 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 the Financial Statements

for the year ended 30 June 2020

Note 14. Capital Expenditure and Investment Property Commitments

\$ '000	2020	2019
---------	------	------

(a) Capital Commitments

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Infrastructure	1,900	1,750
Plant & Equipment	94	304
	<u>1,994</u>	<u>2,054</u>

These expenditures are payable:

Not later than one year	1,994	2,054
	<u>1,994</u>	<u>2,054</u>

(b) Other Expenditure Commitments

Other non-capital expenditure commitments in relation to investment properties at the reporting date but not recognised in the financial statements as liabilities:

Audit Services	—	24
	<u>—</u>	<u>24</u>

These expenditures are payable:

Not later than one year	—	24
	<u>—</u>	<u>24</u>

Notes to the Financial Statements

for the year ended 30 June 2020

Note 15. Financial Indicators

\$ '000	Amounts 2020	Indicator 2020	Prior periods	
			2019	2018

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.

1. Operating Surplus Ratio

Operating Surplus	(2,542)	(5.5)%	2.1%	1.0%
Total Operating Income	46,624			

This ratio expresses the operating surplus as a percentage of total operating revenue.

2. Net Financial Liabilities Ratio

Net Financial Liabilities	19,822	43%	34%	55%
Total Operating Income	46,624			

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.

Adjustments to Ratios

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.

Adjusted Operating Surplus Ratio

Operating Surplus	(2,273)	(4.8)%	0.6%	1.0%
Total Operating Income	46,893			

Adjusted Net Financial Liabilities Ratio

Net Financial Liabilities	19,553	42%	34%	55%
Total Operating Income	46,893			

3. Asset Renewal Funding Ratio

Net Asset Renewals	9,718	106%	93%	128%
Infrastructure & Asset Management Plan required expenditure	9,207			

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 16. Uniform Presentation of Finances

\$ '000	2020	2019
<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>		
Income	46,624	45,560
less Expenses	(49,166)	(44,609)
Operating Surplus / (Deficit)	(2,542)	951
Net Outlays on Existing Assets		
Capital Expenditure on Renewal and Replacement of Existing Assets	(9,718)	(10,090)
add back Depreciation, Amortisation and Impairment	9,207	8,826
add back Proceeds from Sale of Replaced Assets	714	497
	203	(767)
Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	(3,223)	(3,877)
add back Amounts Received Specifically for New and Upgraded Assets	556	425
add back Proceeds from Sale of Surplus Assets (including investment property, real estate developments & non-current assets held for resale)	1,647	9,146
	(1,020)	5,694
Net Lending / (Borrowing) for Financial Year	(3,359)	5,878

Notes to the Financial Statements

for the year ended 30 June 2020

Note 17. Leases

(i) Council as a lessee

Set out below are the carrying amounts of right-of-use assets recognised within Infrastructure, Property, Plant and Equipment and the movements during the period:

Right of use assets

\$ '000	Right of Use	Total
2020		
Adoption of AASB 16 at 1 July 2019	239	239
Additions to right-of-use assets	703	703
Depreciation charge	(214)	(214)
Balance at 30 June 2020	728	728

Set out below are the carrying amounts of lease liabilities (included under interest-bearing loans and borrowings) and the movements during the period:

\$ '000	2020	2019
Balance at 1 July	239	—
Additions	703	—
Accretion of interest	11	—
Payments	(221)	—
Balance at 30 June	732	—
Classified as:		
Current	286	—
Non Current	446	—

The maturity analysis of lease liabilities is included in Note 13.

Council had total cash outflows for leases of \$529k.

The following are the amounts recognised in profit or loss:

Depreciation expense of Right-of-Use Assets	214	—
Interest expense on lease liabilities	11	—
Expense relating to short term leases	308	—
Total amount recognised in profit or loss	533	—

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Superannuation

The Council makes employer superannuation contributions in respect of its employees to Statewide Super (formerly Local Government Superannuation Scheme). 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 (9.50% in 2019/20; 9.50% in 2018/19). 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 2018/19) 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 119.32(b), 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 Willie Towers Watson as at 30 June 2017. 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 the Financial Statements

for the year ended 30 June 2020

Note 19. Interests in Other Entities

All joint ventures and associates are required to prepare Annual Financial Statements that comply with the SA Local Government Model Financial Statements.

\$ '000	Council's Share of Net Income		Council's Share of Net Assets	
	2020	2019	2020	2019
Council's Share of Net Income				
Joint Ventures	63	132	1,491	1,350
Total Council's Share of Net Income	63	132	1,491	1,350

(i) Joint Ventures, Associates and Joint Operations

(a) Carrying Amounts

\$ '000	Principal Activity	2020	2019
Eastern Waste Management Authority	Waste Management	138	101
Gawler River Floodplain Management Authority	Floodplain Management	937	878
Adelaide Hills Regional Waste Management Authority	Waste Management	416	371
Total Carrying Amounts - Joint Ventures & Associates		1,491	1,350

Eastern Waste Management Authority

Eastern Waste is a regional subsidiary pursuant to S.43 of the Local Government Act 1999. Council has an interest in the assets and liabilities of Eastern Waste. The other member Councils are Norwood, Payneham & St. Peters, Burnside, Mitcham, Campbelltown and Walkerville.

Gawler River Floodplain Management Authority

Gawler River Floodplain Management Authority is a regional subsidiary pursuant to S.43 of the Local Government Act 1999. Council has an interest in the assets and liabilities of Gawler River Floodplain Management Authority. Other members are Barossa, Gawler, Light, Adelaide Plains and Playford Councils.

Adelaide Hills Regional Waste Management Authority

Adelaide Hills Regional Waste Management Authority is a regional subsidiary pursuant to S.43 of the Local Government Act 1999. Council has an interest in the assets and liabilities of Adelaide Hills Regional Waste Management Authority. Other members are Alexandrina, Mt. Barker and Murray Bridge Councils.

(b) Relevant Interests

\$ '000	Interest in Operating Result		Ownership Share of Equity		Proportion of Voting Power	
	2020	2019	2020	2019	2020	2019
Eastern Waste Management Authority	14.29%	14.29%	14.29%	14.29%	14.29%	14.29%
Gawler River Floodplain Management Authority	4.23%	3.92%	4.23%	3.92%	16.67%	16.67%
Adelaide Hills Regional Waste Management Authority	34.40%	33.10%	40.52%	41.41%	25.00%	25.00%

Notes to the Financial Statements

for the year ended 30 June 2020

Note 19. Interests in Other Entities (continued)

(c) Movement in Investment in Joint Venture or Associate

\$ '000	Eastern Waste Management Authority		Gawler River Floodplain Management Authority		Adelaide Hills Regional Waste Management Authority	
	2020	2019	2020	2019	2020	2019
Opening Balance	101	69	878	600	371	169
Share in Operating Result	28	19	(10)	(6)	45	119
Share in Other Comprehensive Income	—	5	—	229	—	7
Adjustments to Equity	9	8	69	55	—	76
Council's Equity Share in the Joint Venture or Associate	138	101	937	878	416	371

Note 20. Non-Current Assets Held for Sale & Discontinued Operations

\$ '000	2020	2019
---------	------	------

Carrying Amounts of Assets and Liabilities

Assets

Infrastructure, Property, Plant & Equipment (Northern side of AHBTC)	—	1,530
Total Assets	—	1,530
Net Assets	—	1,530

Notes to the Financial Statements

for the year ended 30 June 2020

Note 21. Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet

The following assets and liabilities do not qualify for recognition in the Balance Sheet, 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

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 4 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Note 22. Events after the Balance Sheet Date

Events that occur after the reporting date of 30 June 2020, 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.

COVID-19 has been classified as a global pandemic by the World Health Organisation and has developed rapidly in 2020. Measures taken by the Federal and State governments have affected South Australia's economic activity and Council's operations.

At this stage, the financial impacts on Council's operations have not been significant and Council expects that further impacts on Council's operations to flow into the 2020/21 financial year will not be significant. We refer to Note 1.15 providing details of the financial impacts caused by COVID-19 during the 2019/20 financial year.

Council is aware of the following "non adjusting event" that merit disclosure;

Retirement Villages

In August 2018, Council resolved to sell its Retirement Village portfolio to Clayton Church Homes (CCH). As a result of contract negotiations and due diligence it was discovered that a portion of the Bridgewater Village is the subject of an unregistered charitable trust and is Community Land. As such, it was necessary to excise the Bridgewater village from the transaction at that time. However, Council has provided CCH with a first right of refusal to purchase the Bridgewater Village if the Trust is able to be varied and the community land classification revoked.

As a result, there is a number of contractual conditions precedent still to be fulfilled prior to the sale of Bridgewater Village being unconditional. Given the highly restrictive definition of a non-current assets held for resale these assets have remained within the land and buildings categories under Infrastructure, Property Plant & Equipment in the Statement for Financial Position.

Notes to the Financial Statements

for the year ended 30 June 2020

Note 23. 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, 20 persons were paid the following total compensation.

\$ '000	2020	2019
The compensation paid to Key Management Personnel comprises:		
Short-Term Employee Benefits	1,590	1,544
Long-Term Benefits	116	112
Total	1,706	1,656

Amounts paid as direct reimbursement of expenses incurred on behalf of Council have not been included above.

Receipts from Key Management Personnel comprise:

Other than amounts paid as ratepayers or residents (e.g. rates, swimming pool entry fees, etc.), Council received the following amounts in total:

Planning and Building Application Fees	1	—
Total	1	—

Five Key Management Personnel are a Board Members/Deputy Board Members of entities, namely the State Libraries Board, Local Government Association of SA, Local Government Professionals SA, Adelaide Hills Regional Waste Management Authority and The Hutt Community Centre respectively, which have had some dealings with Council but it is not considered that those members control or jointly control those organisations.

During the financial year the Adelaide Hills Council:

- received grants for materials of \$159,756 and operating \$131,827 from Arts SA for a Public Libraries Grant and paid \$13,830 for library management software
- paid to LGA of SA an amount of \$56,928 for Membership and \$21,132 for Training, Seminar/Forum and Tenders & Contracts
- paid an amount of \$5,254 to LG Professionals SA for bronze memberships and \$8,716 for conferences and training
- paid to AHRWMA \$1.3m for collection and disposal of waste and associated services

One Key Management Person received salary and wages from the Hut Community Centre Inc. During the 2019-20 financial year, Council paid \$186,055 to The Hut Community Centre relating to the following:

- Funding for Provision of Community Home Support Program of \$12,650
- Funding \$167,890
- Reimbursement of volunteer expenses of \$ 4,823
- Reimbursement of 80% electricity \$692

Five Key Management Personnel received income from five entities, namely Summit Health, University of SA, Ecodynamics, Electoral Commission and Gawler River Flood Plain Management during the 2019-20 financial year.

During the financial year Council paid:

- \$1,100 in a Grant contribution to Summit Health
- \$2,200 for Library review to University of SA
- \$314 to Ecodynamics for the supply of plants
- \$14,331 to the Electoral Commission for Roll maintenance costs
- \$28,206 to the Gawler River Flood Plain Management Authority, being a Council subsidiary for 19/20 Subscription

Notes to the Financial Statements

for the year ended 30 June 2020

Note 23. Related Party Transactions (continued)

Five Key Management Personnel are members on six management committees of groups that received contributions from Adelaide Hills Council. Details of those contributions are as follows:

- Birdwood High School, \$150 donation
- Kersbrook Public Hall Inc, who received:
 - \$6,551 relating to a contribution for public toilet maintenance
 - \$1,382 as a rate rebate
 - \$992 Community Development Grant
- RSL Gumeracha Sub branch who received a minor grant of \$300
- Woodside Hall who received \$1,905 for reimbursement of insurance
- Old School Community Garden who received a \$2,500 grant
- Adelaide Hills (War Memorial) Swimming Centre Inc who received a Maintenance Grant of \$93,404

General Purpose Financial Statements
for the year ended 30 June 2020

Independent Auditor's Report - Financial Statements

To be included

General Purpose Financial Statements
for the year ended 30 June 2020

Independent Auditor's Report - Internal Controls

To be included

General Purpose Financial Statements

for the year ended 30 June 2020

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 2020, the Council's Auditor, Galpins 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*.

Andrew Aitken
Chief Executive Officer

Malcolm Herrmann
Presiding Member, Audit Committee

Date:

General Purpose Financial Statements

for the year ended 30 June 2020

Statement by Auditor

I confirm that, for the audit of the financial statements of Adelaide Hills Council for the year ended 30 June 2020, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, 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*.

Auditor's Name

Audit Firm Name

Date: dd MMMM yyyy

Appendix 2

Galpins Final Audit Completion Report

Galpins

Accountants, Auditors & Business Consultants

2019/20 Audit Completion Report

Adelaide Hills Council



Mount Gambier

233 Commercial Street West
PO Box 246, Mount Gambier SA 5290
DX 29044
P: (08) 8725 3068
F: (08) 8724 9553
E: admin@galpins.com.au

Stirling

Unit 4, 3-5 Mount Barker Road
PO Box 727, Stirling SA 5152
P: (08) 8339 1255
F: (08) 8339 1266
E: stirling@galpins.com.au

Norwood

3 Kensington Road, Norwood SA 5067
PO Box 4067, Norwood South SA 5067
P: (08) 8332 3433
F: (08) 8332 3466
E: norwood@galpins.com.au

www.galpins.com.au

Table of Contents

EXECUTIVE SUMMARY.....	3
1. Status of Our Audit Work	4
2. Summary of Audit Risks and Overall Responses	5
3. Key Audit Matters	7
3.1 Valuation of Infrastructure assets.....	7
3.2 Valuation of Land and Buildings	8
3.3 Accounting treatment of capitalisation of assets	9
3.4 Accounting for non-current assets held for sale	9
3.5 Revenue Recognition	10
3.6 Adoption of AASB 16 Leases	10
3.7 Management Override of Controls	11
3.8 Other High Risk Areas	11
4. Internal Controls Opinion and Recommendations	13
5. Final Management Letter	14
6. Corrected Adjustments	15
7. Immaterial Uncorrected Misstatements.....	15
8. Contact Details.....	16
Appendix 1 – Proposed Independent Auditor’s Report on the Financial Report.....	17
Appendix 2 – Proposed Independent Auditor’s Report on the Internal Controls	19
Appendix 3 – Statement by Auditor	21
Appendix 4 – Better Practice Model (BPM) Risks	22
Appendix 5 – Risk Ratings	25

EXECUTIVE SUMMARY

To the members of the audit committee of Adelaide Hills Council

We are pleased to present our Audit Completion Report for the financial year ended 30 June 2020. The purpose of this document is to summarise the key accounting and audit matters that have arisen during the engagement and our audit conclusions.

We intend to issue the following opinions (subject to the satisfactory completion of the items described in section 1 – *Status of our Audit Work* of this document):

Intended opinions	Type of opinion	Proposed Auditor's Report
Opinion on the Financial Statements	Unmodified	Refer to the Appendix 1 of this report.
Controls Opinion	Unmodified	Refer to the Appendix 2 of this report.

We have included in this report the following information to ensure that councillors, management and audit committee members are aware of all significant matters relating to the audit.

Matters	Sections
Status of our audit work	Section 1
Summary of Audit Risks and Overall Responses	Section 2
Key Audit Matters	Section 3
Internal Controls Opinion and Recommendations	Section 4
Final Management Letter	Section 5
Corrected Adjustments	Section 6
Immaterial Uncorrected Misstatements	Section 7
Proposed Independent Auditor's Report on the Financial Report	Appendix 1
Proposed Independent Auditor's Report on the Internal Controls	Appendix 2
Draft Statement by Auditor	Appendix 3
Better Practice Model (BPM) Risks	Appendix 4
Risk Ratings	Appendix 5

We also confirm our intention to sign the statement by auditor regarding our independence, and confirm that for the audit of the year ended 30 June 2020 we have maintained our independence in accordance with the requirements of APES 110 – *Code of Ethics for Professional Accountants (including Independence Standards)*, 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.

Yours faithfully



Tim Muhlhausler CA Registered Company Auditor

Date: 14 October 2020

1. Status of Our Audit Work

Below a summary of the status of audit activities and key documents related to the completion of our final audit.

Activities/Documents	Responsibility	Status
Final draft of the financial report	Management	Completed
Final audit visit	Audit	Completed
Final substantive procedures	Audit	Completed
Audit verification of the final draft of the financial report	Audit	Completed
Final draft of the financial report after audit verification	Management	Completed
Audit Completion Report	Audit	Completed
Final financial report after considerations from the audit committee	Management	To be completed
Signed certification of financial statements	Management	To be completed
Signed certification of auditor independence	Management	To be completed
Signed management representation letter	Management	To be completed
Signed statement by auditor	Audit	To be completed
Review of the subsequent events up to the date of the auditor's report.	Audit	To be completed
Final Independent Auditor's Report on the Internal Controls	Audit	To be completed
Final Independent Auditor's Report on the Financial Report	Audit	To be completed

Our final independent auditor's reports on the internal controls and on the financial report will be issued upon receipt of the final financial report (containing the signed certification of financial statements and the signed certification of auditor independence) and the signed management representation letter.

2. Summary of Audit Risks and Overall Responses

Below, a summary of our initial audit risks identified in our audit plan presented to the audit committee, the audit approach and responses to address these risks and the final audit risks (residual risks) after the execution of our audit procedures.

Statement of Comprehensive Income – Income

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Rates and charges	High	38,547	RA1/RA2/RA3/RA4/RE1/RE2	Controls and substantive tests	Low	Fairly presented
Statutory charges	Moderate	1,180	US1/US2/US3/RE1/RE2	Substantive tests	Low	Fairly presented
User charges	Moderate	704	US1/US2/US3/RE1/RE2	Substantive tests	Low	Fairly presented
Grants	Moderate	5,245	GR1/GR2/GR3/RE1/RE2	Substantive tests	Low	Fairly presented
Investment Income	Low	42	II1	Substantive tests	Low	Fairly presented
Reimbursements	Low	228	OR1	Substantive tests	Low	Fairly presented
Other Income	Low	605	OR1	Substantive tests	Low	Fairly presented
Equity Accounted Businesses	Low	73	OR1/OE1	Substantive tests	Low	Fairly presented

Statement of Comprehensive Income - Expenses

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Employee costs	High	17,433	PA1/PA2/PA3/PA4/PA5/PA6	Controls and substantive tests	Low	Fairly presented
Materials / Contracts / Other Expenses	High	21,927	PP1/PP2/PP3/PP4/PP5/PP6 CO1/CO2/CO3 CC1/CC2/CC3	Controls and substantive tests	Low	Fairly presented
Depreciation and amortisation	High	9,207	FI4	Controls and substantive tests	Low	Fairly presented
Finance Costs	Low	589	BO1	Substantive tests	Low	Fairly presented
Equity Accounted Businesses	Low	10	OR1/OE1	Substantive tests	Low	Fairly presented

Statement of Comprehensive Income – Other Comprehensive Income

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Asset Disposals & FV Adjust	High	(1,757)	FI1/FI3	Controls and substantive tests	Low	Fairly presented
Amounts Received Specifically for New or Upgraded Assets	Moderate	556	GR1/GR2/GR3/RE1/RE2	Substantive tests	Low	Fairly presented
Physical Resources Received Free of Charge	Low	970	FI1	Substantive tests	Low	Fairly presented

Statement of Financial Position – Assets

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Cash and cash equivalents	High	518	BA1/BA2/IN1/IN2/IN3	Controls and substantive tests	Low	Fairly presented
Trade and other receivables	Moderate	2,761	DE1/DE2/DE3/DE4/DE5/PR1	Controls and substantive tests	Low	Fairly presented
Inventories	Low	18	STK1	Substantive tests	Low	Fairly presented
Non-current assets held for sale	High	-	OTH1	Substantive tests	Low	Fairly presented
Financial Assets – NC	Low	-	LO1	Substantive tests	Low	Fairly presented
Equity Accounted Businesses	Low	1,491	OR1/OE1	Substantive tests	Low	Fairly presented
IPPE	High	422,745	FI1/FI2/FI3/FI4/FI5	Controls and substantive tests	Low	Fairly presented

Statement of Financial Position – Liabilities

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Trade and other payables	High	5,254	AP1/AP2/AP3/AP4/AP5/TA1/AE1	Controls and substantive tests	Low	Fairly presented
Borrowings	Low	7,285	BO1/BO2/BO3/BO4	Substantive tests	Low	Fairly presented
Provisions	Moderate	3,588	EP1	Substantive tests	Low	Fairly presented
Borrowings - NC	Low	5,446	BO1/BO2/BO3/BO4	Substantive tests	Low	Fairly presented
Provisions - NC	Moderate	1,528	EP1	Substantive tests	Low	Fairly presented

Statement of Financial Position – Equity

Accounts	Initial Audit Risk	\$ '000	Risks as per BPM – REF*	Audit Response	Residual Risk	Results
Accumulated Surplus	Low	138,645	N/A	Substantive tests	Low	Fairly presented
Asset Revaluation Reserves	High	265,206	FI3	Controls and substantive tests	Low	Fairly presented
Other Reserves	Low	581	N/A	Substantive tests	Low	Fairly presented

Intended Audit Opinion

In our opinion, subject to the satisfactory completion of the items described in section 1 of this report, the financial report prepared by the Council presents fairly, in all material respects, the Council's financial position as at 30 June 2020 and its financial performance for the year ended on that date.

* A list of the main risks as per the Better Practice Model (BPM) addressed during our audit and related risk references is provided in Appendix 4.

3. Key Audit Matters

Key audit matters are those matters that, in the auditor's professional judgement, were of most significance in the audit of the financial report. We address these matters in the context of our audit of the financial report as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on these matters.

3.1 Valuation of Infrastructure assets

Why the matter is significant	How the matter was addressed
<p>Infrastructure assets are valued at fair value. The fair values of these assets were based on depreciated current replacement costs which is comprised by the gross replacement cost less accumulated depreciation.</p> <p>Council values the gross replacement cost using the estimated average cost (unit cost) at which it could construct a substitute asset of comparable quality in the normal course of business. There was inherent subjectivity involved in making judgments in relation to assumptions used to estimate unit rates which also involved determining the:</p> <ul style="list-style-type: none"> ▪ components of assets that are replaced at different times in the asset lifecycle ▪ costs required to replace these components using current prices for materials, labour, and plant costs ▪ indices for measuring subsequent changes in unit rates. <p>The useful lives of assets and the measurement of accumulated depreciation are determined by external valuers. Significant judgement is used to determine the different useful lives for different components of assets and to calculate the depreciation that would have accumulated since original construction using these estimated useful lives.</p> <p>The significant professional judgments used to estimate the gross replacement cost and the accumulated depreciation are also relevant to the calculation of the annual depreciation expense of these assets.</p>	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> ▪ reconciled closing balances to the asset registers ▪ reconciled the movements in note 7 to the asset register ▪ reviewed the basis for valuation used by external valuers ▪ assessed the competence of external valuers (experts) in accordance with Australian Accounting Standards ▪ reviewed the fair value hierarchy provided in note 7 for each category of asset ▪ reconciled the useful lives used to calculate the accumulated depreciation and the depreciation for the period to the revaluation reports ▪ reviewed the useful lives mentioned above for different components and compared them to other local government entities ▪ performed a recalculation of depreciation ▪ reviewed the methodology used by Council to perform componentisation of infrastructure assets and compared the methodology used to Council's actual asset management practices and to other local government entities ▪ reconciled the unit rates used for different components of infrastructure assets to the unit rates provided in the revaluation report ▪ reviewed the unit rates mentioned above and compared them to different local government entities ▪ assessed the adequacy of disclosures in the financial report.

3.2 Valuation of Land and Buildings

Why the matter is significant	How the matter was addressed
<p>Land and buildings are valued at fair value. The basis of valuation to be used for these assets depends on a number of factors such as the nature of the asset, purpose of their use, the highest and best use of the asset, potential restrictions to the disposal of these assets among other factors.</p> <p>Valuation of land depends on whether the land is classified as Crown land or community land. Community land and Crown land are valued using unobservable (level 3) inputs as the allowance for the restriction on sale (requiring Ministerial consent) is usually an unobservable input, and is likely to have a significant effect on valuation.</p> <p>Land, where Council has an unfettered right to sell them, is usually valued at current market value based on their highest and best use. Level 2 inputs are primarily used for land during the valuation process.</p> <p>Valuation of buildings depends on the nature of these assets. Some Council buildings have no active market due to the specialised nature of the assets and the services they provide. For such buildings fair value is usually determined on the basis of replacement with a new building having similar service potential. Valuation techniques used to measure fair value of these buildings include significant unobservable inputs (level 3).</p> <p>For buildings that have an active market, buildings are assessed on market value principles which is deemed to be their fair value based on level 2 inputs. The most significant input into this valuation approach is sales transactions of comparable properties within the City, adjusted for any pertinent differences.</p> <p>The significant professional judgments used to estimate the value of land and buildings are also relevant to the calculation of the annual depreciation expense of these assets.</p>	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> reconciled closing balances to the asset registers reconciled the movements in note 7 to the asset registers reviewed the basis for valuation used by external valuers assessed the competence of external valuers (experts) in accordance with Australian Accounting Standards analysed the nature of the land building assets and concluded whether the fair value hierarchy provided in note 7 for each category of asset was reasonable reconciled the useful lives used to calculate the accumulated depreciation and the depreciation for the period to the revaluation reports reviewed the useful lives mentioned above for different components and compared them to other local government entities performed a recalculation of depreciation; and assessed the adequacy of disclosures in the financial report.

3.3 Accounting treatment of capitalisation of assets

Why the matter is significant	How the matter was addressed
<p>Councils are asset intensive and highly dependent on multiple assets to deliver services to customers. Hence, there is a high volume of transactions and significant amounts involved in relation to capitalisation of assets.</p> <p>Due to the unique characteristics of Council's assets a number of considerations are taken into account when an expenditure is capitalised which include:</p> <ul style="list-style-type: none"> whether Council is incurring capital expenditure to physical resources that are controlled by Council. Control is the most difficult of the characteristics of an asset to be defined as this usually goes beyond the legal ownership; Inclusions and exclusions of costs at initial recognition of an assets in accordance with AASB 116; Cost involved in dismantling and removing the asset and/or restoring the site under AASB 137; Borrowing costs to be capitalised into the cost of IPPE where the asset is a "qualifying asset" as per AASB 123; and accounting for subsequent costs and defining the nature of these costs as being capital or maintenance expenditure. 	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> performed analytical procedures to define whether the amounts capitalised for the FY was in accordance with our expectation and our understanding of the entity; reviewed internal controls in place for capitalisation of assets; selected a sample of additions and performed an assessment of the nature of the addition and concluded whether the addition was recognised in accordance with Australian Accounting Standards; reviewed the WIP schedule and selected a sample of transfers out to ensure that the asset was appropriately valued and capitalised in the right account; and reviewed the WIP schedule in order to identify projects that should have been capitalised but were not.

3.4 Accounting for non-current assets held for sale

Why the matter is significant	How the matter was addressed
<p>Accounting for sales of non-current assets and liabilities and presentation of discontinued operations contain several judgements that affect timing, presentation of the statement of comprehensive income and the statement of financial position.</p> <p>The definition of a non-current asset (or disposal group) as held for sale is highly restrictive. The asset must:</p> <ul style="list-style-type: none"> be available for immediate sale in its present condition (subject only to terms that are usual and customary for sales of such assets); and its sale must be highly probable. <p>Australian Accounting Standards provide a number of criterion that an entity must meet to classify an asset as held for sale.</p> <p>Council shall present and disclose information that enables users of the financial statements to evaluate the financial effects of discontinued operations and disposals of non current assets and liabilities.</p>	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> reviewed the criterion used to classify the asset as held for sale reviewed council minutes verified sales agreements in place (if any) inspected settlement agreements (if any) compared the value agreed between the parties to the WDV of the asset reviewed the related note disclosures.

3.5 Revenue Recognition

Why the matter is significant	How the matter was addressed
<p>AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities commenced from 1 January 2019 – effectively 1 July 2019 for SA Councils. Council early adopted AASB 15 and AASB 1058 during the 2017/18 financial year.</p> <p>The main change for Councils is that income from capital and other specific purpose grants previously recognised on receipt may be recognised over time as performance obligations are met (where these obligations are sufficiently specific and rise from enforceable contracts) and a liability recognised for unspent monies.</p> <p>We focussed on this area as recognition of revenue involves some degree of professional judgement from Management in identifying sufficiently specific performance obligations in a grant agreement, determining whether a grant agreement can be classified as a capital grant and concluding on the most appropriate method for recognition of revenue for different types of grant agreements.</p>	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> evaluated Council's work to implement AASB 15 and AASB 1058 and assessed whether Council's accounting practices comply with Australian Accounting Standards performed analytical procedures to identify any variance that would represent a risk or incorrect application of AASB 15 and AASB 1058 reviewed a sample of grant agreements and assessed whether agreements contain sufficiently specific performance obligations evaluated the accounting treatment used by Council to account for the existing grant agreements in place selected for our tests tested a sample of financial transactions for compliance with Australian Accounting Standards.

3.6 Adoption of AASB 16 Leases

Why the matter is significant	How the matter was addressed
<p>The new lease standard – AASB 16, with effective date of 1 January 2019, has brought significant changes to the way Councils report leases.</p> <p>The previous accounting treatment for a lessee under AASB 117 was based on the classification of a lease agreement either as a finance or an operating lease. A finance lease was a lease that transfer substantially all the risks and rewards of ownership to the lessee. An operating lease was a lease that does not transfer substantially all risks and rewards incidental to ownership. Under AASB 117, operating leases were not recorded in the Statement of Financial Position.</p> <p>AASB 16 – Leases is eliminating the distinction between operating and finance leases. The accounting treatment is based on the 'right-of-use' of an asset rather than 'risks and rewards' incidental to the ownership. The new standard requires Councils to recognise right-of-use assets and lease liabilities in the Statement of Financial Position related to current lease agreements.</p> <p>The completeness and accuracy of the lease amounts recorded in the statement of financial position and related note disclosures relating to the transition to AASB 16 was a key audit matter.</p>	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> assessed the design and implementation of the key controls relating to the implementation of AASB 16 reviewed a sample of lease agreements to determine the appropriate accounting treatment for these lease agreements assessed the discount rate used to calculate the lease obligations performed a recalculation of the lease liability and right-of-use assets for a sample of leases reviewed a register of lease agreements to ensure the completeness of the right-of-use assets and lease liabilities record in the statement of financial position reconciled the lease liabilities as at 1 July 2019 to the operating lease commitments as of 30 June 2020

3.7 Management Override of Controls

Why the matter is significant	How the matter was addressed
Management is in a unique position to perpetrate fraud because of management's inherent ability to manipulate accounting records and prepare a fraudulent report by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur, the risk of material misstatement due to fraud is always considered a significant risk for audit purposes.	<p>Our audit included but was not limited to the following activities:</p> <ul style="list-style-type: none"> ▪ tested the appropriateness of journal entries recorded in the general ledger ▪ reviewed accounting estimates for biases ▪ performed final analytical procedures to conclude as to whether the financial report is consistent with our understanding of the entity ▪ requested written representation from Management ▪ reviewed IT access controls rights processes in place ▪ reviewed processes in place to ensure independent reviews of exception reports generated by Council ▪ reviewed processes in place to ensure independent reviews of audit trails of changes to master files.

3.8 Other High Risk Areas

The other high risk areas described in this section are account balances and/or audit areas that are not subject to a high degree of professional judgement, however we assessed their inherent risks as being high due to the materiality of the account balances, the high volume of transactions involved and other reasons outlined below:

Account balance	Why the risk is High	Overall audit response
Rates and charges	<ul style="list-style-type: none"> - largest revenue item - it is usually used as a reference point for analysing expenditure decisions - politically sensitive – reputational risk involved if rates are raised incorrectly. 	<ul style="list-style-type: none"> - walkthroughs and tests of effectiveness of controls from the Better Practice Model - analytical procedures - comparison of total capital values from the VG report to the total capital value recorded in the rates system - reconciliation of the rates modelling to the rates system and to the general ledger - recalculation of rates for a sample of rate payers
Employee costs	<ul style="list-style-type: none"> - one of the largest expense items - high volume of transactions / data – subject to error. - errors impact individuals financially. 	<ul style="list-style-type: none"> - walkthroughs and tests of effectiveness of controls from the Better Practice Model - analytical procedures - inspection of employee files (contracts, awards, EBs) - inspection of timesheets - recalculation of a sample of individual payments.
Materials, Contracts & Other expenses	<ul style="list-style-type: none"> - one of the largest expense items - High volume of transactions / date – subject to error - fraud risk area (procurement, payments and credit cards) - procurement and contracting are key focus areas for ICAC and the Auditor-General's Department. 	<ul style="list-style-type: none"> - walkthroughs and tests of effectiveness of controls from the Better Practice Model - analytical procedures - inspection of supporting documents (contracts, invoices, purchase orders, subsequent payments, etc) for a sample of expenses

Account balance	Why the risk is High	Overall audit response
Cash and cash equivalents	<ul style="list-style-type: none"> - material balance - fraud risk - if there is any instance of errors and/or fraud it will be indicative of broader errors - Poor attitude to cash controls may be indicative of overall culture related to the entity's controls environment - public money 	<ul style="list-style-type: none"> - walkthroughs and tests of effectiveness of controls from the Better Practice Model - analytical procedures - bank confirmation - inspection of bank statements - verification of outstanding reconciling items - reperformance of bank reconciliations.
Trade and other payables	<ul style="list-style-type: none"> - one of the largest liabilities - material balance - opportunity for understatements - if there is a poor use of accrual basis of accounting it will be indicative of poor culture - payments represent an opportunity for fraud 	<ul style="list-style-type: none"> - walkthroughs and tests of effectiveness of controls from the Better Practice Model - analytical procedures - reconciliation between subsidiary ledgers and the general ledger - inspection of subsequent payments for a sample of creditors - inspection of a sample of subsequent payments for completeness test.

4. Internal Controls Opinion and Recommendations

We have performed an extensive review of the Council's financial controls for the purpose of forming our control opinion as required by section 129 of the *Local Government Act 1999* based on council's obligations under s125 of that Act.

Our controls opinion is restricted per s129 of the Act to the application of s125 as it relates to financial internal controls, specifically the controls exercised by the Council during the relevant financial year in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities.

A summary of the results of our review is provided in the table below:

Business cycles	Controls Reviewed	Operating Effectively			2020 Findings			
		2020	2019	2018	H	M	L	BP
Purchasing & Procurement/Contracting	10	8	7	4	-	2	-	-
Fixed Assets	16	13	13	11	-	2	1	-
General Ledger	11	9	8	8	-	1	1	-
Accounts Payable	13	13	11	10	-	-	-	-
Rates / Rates Rebates	10	10	10	7	-	-	-	-
Payroll	19	19	18	16	-	-	-	-
Receipting	5	5	4	3	-	-	-	-
Credit Cards	5	5	5	5	-	-	-	-
Banking	5	5	5	5	-	-	-	-
Debtors	6	6	6	6	-	-	-	-
Total	100	93	87	75	-	5	2	-

Overall the Council demonstrated a high level of compliance with the implementation of an internal control framework consistent with the principles within the Better Practice Model.

During our interim audit visit we found that the majority of key internal controls reviewed were in place and were operating effectively (93 out of 100 core controls reviewed). Risks were rated based on an assessment of the risk of non-compliance with s125 of the Local Government Act 1999 as described in the Appendix 5 – Risk Ratings.

An **interim audit management letter** was issued and presented to the audit committee containing our overall assessment of the council's internal controls and all the controls weaknesses identified during our review of the Council's financial controls.

We recommended that Council prioritises the moderate risk findings, as failure in compensating controls addressing the same risk or existence of multiple moderate weakness within the same business cycle may lead to a material weakness and non-compliance with s125 of the Local Government Act.

In our opinion, subject to the satisfactory completion of the items described in the section 1 of this report, the **Council has complied, in all material aspects, with Section 125 of the Local Government Act 1999** in relation to Internal Controls established by the Council in relation to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities.

5. Final Management Letter

We have identified the following additional performance improvement observations when performing our substantive procedures during our final audit:

		Risk
1. Manual spreadsheets being used as asset registers		Low
Finding	Financial Management uses manual spreadsheets as asset registers for plant and equipment.	
Risk	Risk of errors in the asset registers and, consequently, risk of the financial statements being misstated.	
Recommendation	Management to consider inclusion of all classes of assets in Confirm or another electronic asset register.	

		Risk
2. Plant hire rates are not reviewed on a regular basis		Low
Finding	Audit noted an absence of formal processes to ensure that plant hire rates (rates used to calculate the cost of usage of plant items) are reviewed on a regular basis.	
Risk	Risk of capitalised values in internal management reporting and external financial statements being misstated.	
Recommendation	Management determines an appropriate frequency for review of the plant hires rates, and conducts reviews in accordance with this determination.	

		Risk
3. Employees with excessive annual leave balances		Low
Finding	Audit identified fourteen employees with annual leave balances in excess of 300 hours.	
Risk	Leave balances exceeding the allowable balances under the relevant EB. Staff not taking leave has financial implications as leave is paid at higher rates than it was accrued, and may lead to health safety and welfare issues.	
Recommendation	Implement strategies to systematically reduce excessive leave balances, and review monitoring procedures to ensure that employees do not accumulate excessive annual leave balances.	

Risks were rated based on an assessment of the risk of non-compliance with s125 of the Local Government Act 1999 as described in Appendix 5 – Risk Ratings.

6. Corrected Adjustments

Adjustment 1 – Implementation of AASB 16 - Leases					
D/C	Account at FS level	Assets	Liabilities	Surplus/Deficit	Other Comprehensive Income
		Increase/ (decrease) \$'000	(Increase)/ decrease \$'000	(Increase)/ decrease \$'000	(Increase)/ decrease) \$'000
D	IPPE – Right-of-Use Assets	728	-	-	-
D	Depreciation, Amortisation and Impairment	-	-	214	-
D	Finance Costs	-	-	10	-
C	Borrowings	-	(731)	-	-
C	Materials, Contracts and Other Expenses	-	-	(221)	-
Description: Amounts related to the adoption of AASB 16.					

Adjustment 2 – Reversal of revenue related to grants not yet approved by the grantor					
D/C	Account at FS level	Assets	Liabilities	Surplus/Deficit	Other Comprehensive Income
		Increase/ (decrease) \$'000	(Increase)/ decrease \$'000	(Increase)/ decrease \$'000	(Increase)/ decrease) \$'000
D	Grants, Subsidies and Contributions	-	-	1,550	-
C	Trade & Other Receivables	(1,550)	-	-	-
Description: Council claimed \$1.550m in support through the Local Government Disaster Recovery Assistance Arrangements (State and Federal funding) during the 2019/20 financial and recorded this amount as accrued income. At the time of our final audit the claim had not yet been approved by the grantor. Audit recommends Council to record the amount as revenue after the approval of the grant.					

7. Immaterial Uncorrected Misstatements

No Immaterial Uncorrected Misstatements to be reported. All misstatements identified by audit were adjusted by Council.

8. Contact Details



Tim Muhlhausler CA, B Comm, Grad Dip. (ICAA),
Registered Company Auditor, MIIA (Aust), Registered SMSF Auditor
Partner

 (08) 8332 3433
 (08) 8332 3466
 www.galpins.com.au

 3 Kensington Road Norwood SA 5067
PO Box 4067 Norwood South SA 5067





Juliano Freitas CA, B Acc, Registered Company Auditor
Audit Manager

 (08) 8332 3433
 (08) 8332 3466
 www.galpins.com.au

 3 Kensington Road Norwood SA 5067
PO Box 4067 Norwood South SA 5067



Appendix 1 – Proposed Independent Auditor’s Report on the Financial Report

To the members of Adelaide Hills Council

Opinion

We have audited the accompanying financial report of Adelaide Hills Council (the Council), which comprises the statement of financial position as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and cash flow statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Council Certificate of Adelaide Hills Council.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of the Council as at 30 June 2020, and its financial performance and its cash flow for the year then ended in accordance with the Australia Accounting Standards, *Local Government Act 1999* and *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 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 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.

Council’s Responsibility for the Financial Report

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* and for such internal control as Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, Council 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 Council 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 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 misstatements, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level 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 decision of users taken on the basis of this financial report.

As part of an audit of the financial report in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risk 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, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit of the financial report in order to design procedures that are appropriate in the circumstances, but for the purpose of expressing an opinion on the effectiveness of the Council'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 Council'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 Council's ability 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 those charged with governance 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

Tim Muhlhausler CA Registered Company Auditor
Partner

Date:

Appendix 2 – Proposed Independent Auditor’s Report on the Internal Controls

To the members of Adelaide Hills Council

Independent Assurance Report on the Internal Controls of Adelaide Hills Council

Opinion

We have audited the compliance of Adelaide Hills Council (the Council) with the requirements of Section 125 of the *Local Government Act 1999* in relation only to the internal controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2019 to 30 June 2020 have been conducted properly and in accordance with the law.

In our opinion, Adelaide Hills Council has complied, in all material respects, with Section 125 of the *Local Government Act 1999* in relation to internal controls established by the Council in relation to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2019 to 30 June 2020.

Basis for Opinion

We conducted our engagement in accordance with applicable Australian Standards on Assurance Engagement ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* and ASAE 3150 *Assurance Engagement on Controls*, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with Section 125 of the *Local Government Act 1999* in relation only to the internal controls specified above for the period 1 July 2019 to 30 June 2020. ASAE 3000 also requires us to comply with the relevant ethical requirements of the Australian professional accounting bodies.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The Council’s Responsibility for Internal Controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with Section 125 of the *Local Government Act 1999* to ensure that the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities have been conducted properly and in accordance with law.

Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and applied Auditing Standard ASQC 1 *Quality Control for Firms that Performs Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement.

Auditor's responsibility

Our responsibility is to express an opinion on the Council's compliance with Section 125 of the *Local Government Act 1999* in relation only to the internal controls established by the Council to ensure that financial transactions relating to receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures. Our engagement has been conducted in accordance with applicable Australian Standards on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Information* and ASAE 3150 *Assurance Engagements on Controls*, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with Section 125 of the *Local Government Act 1999* in relation only to the internal controls specified above for the period 1 July 2019 to 30 June 2020. ASAE 3000 also requires us to comply with the relevant ethical requirements for the Australian professional accounting bodies.

Limitations of Controls

Because of the inherent limitations of 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 so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on 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.

Limitation of Use

This report has been prepared for the members of the Council in accordance with section 129 of the *Local Government Act 1999* in relation to the internal controls specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than that for which it was prepared.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA Registered Company Auditor
Partner

Date:

Appendix 3 – Statement by Auditor

I confirm that, for the audit of the financial statements of Adelaide Hills Council for the year ended 30 June 2020, I have maintained my independence in accordance with the requirements of APES 110 – *Code of Ethics for Professional Accountants (including Independence Standards)*, 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*.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA Registered Company Auditor
Partner

Date:

Appendix 4 – Better Practice Model (BPM) Risks

The risks outlined below are the main BPM risks addressed when determining our audit approach / response as described in section 2 of this report.

Business Cycles	Risk REF	Risks
Rates	RA1	Council does not raise the correct level of rate income
	RA2	Rates and rate rebates are either inaccurately recorded or not recorded at all
	RA3	The property master file data does not remain pertinent
	RA4	Rates are not collected on a timely basis
User Pay Income / Fee for services	US1	The fee charged does not reasonably reflect the value of the services provided
	US2	Council does not apply User Pay principles consistently
	US3	User pay income is either inaccurately recorded or not recorded at all
Investment / Interest Income	II1	Investment income is either inaccurately recorded or not recorded at all
Other Revenue	OR1	Other revenue is either inaccurately recorded or not recorded at all
Grants	GR1	Council loses recurrent grant funding to provide existing services
	GR2	Grant funding is not claimed by Council on a timely basis or not claimed at all
	GR3	Grants are either inaccurately recorded or not recorded at all
Receipting	RE1	Receipts are either inaccurately recorded or not recorded at all
	RE2	Receipts are not deposited at the bank on a timely basis
Purchasing & Procurement	PP1	Council does not obtain value for money in its purchasing and procurement
	PP2	Purchase of goods and services are made from non-preferred suppliers
	PP3	Purchase orders are either recorded inaccurately or not recorded at all
	PP4	Purchase orders are made for unapproved goods and services
	PP5	Supplier master file data does not remain pertinent and/or unauthorised changes are made to the supplier master file
Payroll	PA1	Payroll expense is inaccurately calculated
	PA2	Payroll disbursements are made to incorrect or fictitious employees
	PA3	Time and/or attendance data is either invalid, inaccurately recorded or not recorded at all
	PA4	Payroll master file does not remain pertinent and/or unauthorised changes are made to the payroll master file.
	PA5	Voluntary and statutory payroll deductions are inaccurately processed or without authorisation
	PA6	Employees termination payments are not in accordance with statutory and enterprise agreements
Credit cards	CC1	Credit cards are issued to unauthorised employees
	CC2	Credit cards are used for purchases of a personal nature
	CC3	Credit card limits are set at inappropriate levels

Business Cycles	Risk REF	Risks
Other Expenses	OE1	Other expenses are invalid, inaccurately recorded or not recorded at all
Contracting	CO1	Council is not able to demonstrate that all probity issues have been addressed in the Contracting process
	CO2	Council does not obtain value for money in relation to its Contracting
	CO3	Commitments are made for unapproved goods and services
Banking	BA1	Banking transactions are either inaccurately recorded or not recorded at all
	BA2	Fraud (i.e. misappropriation of funds)
Investments	IN1	Council makes poor investment decisions
	IN2	Investment transactions are either not recorded or are recorded inaccurately
	IN3	Investment income is inaccurately calculated or not recorded in the appropriate period
Debtors	DE1	Debtors are either inaccurately recorded or not recorded at all
	DE2	Rebates and credit notes to debtors are either inaccurately recorded or not recorded at all
	DE3	An appropriate provision for doubtful debts is not recorded
	DE4	Debtors are either not collected on a timely basis or not collected at all
	DE5	The Debtors master file data does not remain pertinent.
Fixed Assets	FI1	Fixed asset acquisitions, disposals and write-offs are fictitious, inaccurately recorded or not recorded at all. Fixed Asset Register (FAR) does not remain pertinent
	FI2	Fixed assets are inadequately safeguarded
	FI3	Fixed assets are not valued correctly initially or on subsequent revaluation
	FI4	Depreciation charges are either invalid, not recorded at all or are inaccurately recorded which includes inappropriate useful lives and residuals
	FI5	Fixed asset maintenance and/or renewals are inadequately planned
Prepayments	PR1	Prepayments are either inaccurately recorded or not recorded at all
Loans to Community groups	LO1	Loans to community groups are inaccurately recorded or not recorded at all
Accounts Payable	AP1	Accounts payable amounts and disbursements are either inaccurately recorded or not recorded at all
	AP2	Credit notes and other adjustments to accounts payable are either inaccurately recorded or not recorded at all
	AP3	Disbursements are not authorised properly
	AP4	Accounts are not paid on a timely basis
	AP5	Supplier master file data does not remain pertinent and/or unauthorised changes are made to the supplier master file
Accrued Expenses	AE1	Accrued Expenses are either inaccurately recorded or not recorded at all
Borrowings	BO1	Borrowings are either not recorded or are recorded inaccurately
	BO2	Loans are taken out without appropriate approval

Business Cycles	Risk REF	Risks
	BO3	Loans are not repaid in accordance with agreed terms
	BO4	Loan repayments are not recorded at all or are recorded inaccurately
Employee Provisions	EP1	Employee provisions are either inaccurately recorded or not recorded at all
Taxation	TA1	Tax liabilities are either inaccurately recorded or not recorded at all
Inventories	STK1	Inventory received is either recorded inaccurately or not recorded at all.
Other	OTH1	Other accounts at risk of either recorded inaccurately or not recorded at all.

Appendix 5 – Risk Ratings

The audit findings identified during our interim audit documented in our interim management letter and in section 4 of this report were rated as follows:

Category	Description
Potential Material Weaknesses	The issue described could lead to a material weakness in the council's internal controls and non-compliance with s125 of the Local Government Act.
Moderate Weaknesses	The issue described does not represent a material weakness due to the existence of compensating controls. However, the failure of the compensating controls or the existence of any other moderate weakness within the same business cycle may lead to a material weakness in the council's internal controls and non-compliance with s125 of the Local Government Act.
Low Risk Weaknesses	The issue described is a low risk weakness due to the existence of compensating controls and/or the failure or absence of the internal controls does not impact significantly on the council's financial risk. However, multiple low-level risk weakness within the same business cycle may lead to a material weakness in the council's internal controls and non-compliance with s125 of the Local Government Act.
Better Practice Weaknesses	The issue described has been included in this report as an opportunity for better practice.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item:	12.5
Responsible Officer:	David Collins Manager Strategic Assets Infrastructure & Operations
Subject:	Draft Road, Footpath and Kerb Asset Management Plan 2020
For:	Decision

SUMMARY

Significant work has been undertaken recently within the Asset Management Department including condition assessments, implementing a new Enterprise Asset Management System, cleansing and revaluing transportation assets and implementing a rolling capital renewal program that incorporates or feeds into the Asset Management Planning Process.

In 2018-19 large changes in asset base and re-valuation occurred as part of Council's asset management planning process. In response to these changes Council undertook a high level external peer review of the asset management planning process, strategies and assumptions to ensure that these projections and impacts are in line with current industry asset management practice.

The high level review found that the overall asset management strategy of Council is sound and provides for a medium to long term financially sustainable position. Along with the internal data review and data validation there are a number of scenario suggestions from the external peer review in relation to renewal asset management strategies. These considerations, as well as an in-depth review of the pavement and seal assets, have been undertaken in formulation of the draft Road, Footpath and Kerb Asset Management Plan (refer **Appendix 1**).

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. That the Draft Road, Footpath and Kerb Asset Management Plan 2020 as contained in (*Appendix 1*) be released for community consultation.**
 - 3. That the CEO be authorised to to determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy**
-

1. GOVERNANCE

➤ 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
Priority 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
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

Council's Asset Management Plans are underpinned by Asset Management Policy – INF-03 (refer **Appendix 2**).

The Asset Management Plan and associated process have a direct linkage into providing assets and services to the community by appropriately funding and planning sustainable renewals over the period of the document.

➤ Legal Implications

The *Local Government Act 1999* S122 (1a)(b) requires Council's to develop and adopt Asset Management Plans relating to the management and development of infrastructure and major assets for a period of at least ten years. Asset Management Plans should detail the proposed management, development and required expenditure relating to infrastructure and major assets.

Local Government Act 1999

Part 1 – Strategic Management Plans

Section 122,

- (1a) A council must, in conjunction with the plans required under subsection (1), develop and adopt—*
- (b) an infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years*

➤ Risk Management Implications

The update of the Asset Management Plans and linking to the Long Term Financial Plan (LTFP) will assist in mitigating the risk of:

Insufficient long term funding allocations that may lead to a future reduction of services and/or lack of financial sustainability

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Medium (3C)	Medium (3C)

➤ Financial and Resource Implications

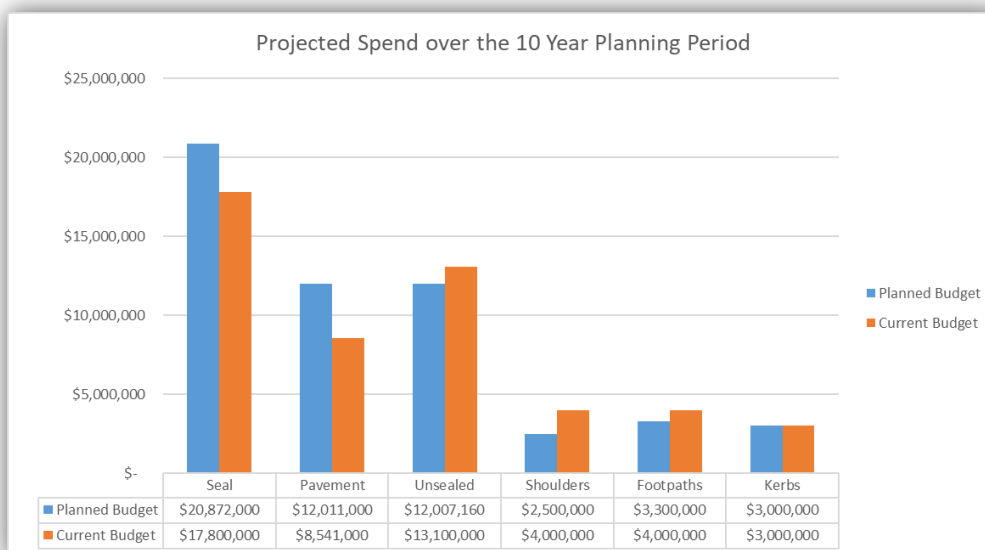
The asset management planning process directly informs the LTFP of Council and must be considered in the development of the LTFP.

The current proposed asset management plan proposes an increase of approximately \$3.25 million (2020) dollars over the ten year lifecycle or \$325k per year on average than currently proposed in the LTFP.

This increase is primarily based on the age of the sealed road network and the need to have a sustained increase in network coverage to ensure on-going lowest cost intervention for the sealed road network.

Council previously undertook an extensive high speed data survey in 2015 and the proposed plan identifies a new high speed data survey. The financial implications of a new high speed data survey will be in the the order of \$ 80 – 100k additional expenditure in the operating component of the plan. This additional expenditure is proposed in 2021/22.

The chart below shows the proposed change in expenditure for asset type renewal over the ten year life of the plan.



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

Recommending to Council that the Draft Road, Footpath and Kerb Asset Management Plan be released for community consultation ensures there is opportunity for the community to provide feedback on the draft plan.

➤ **Sustainability Implications**

It is acknowledged that assets and in particular road assets can be impacted by a scenario of a warmer climate. This may reduce the ultimate economic life of road seals as the road binder may not last as long in future years.

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

Any proposed Asset Management Plan will be subject to community consultation once endorsed by Council. Community feedback would be considered in the final plan recommendations to Council.

Consultation on the development of this report was as follows:

Council Committees: Update on Asset Management Planning – Audit Committee February 2020
Draft Asset Management Plan – Audit Committee October 2020

Council Workshops: AMP workshops in July 2017, September 2017 and January 2018
AMP Overview and Footpath Process (New/ Upgrade/ Renewal and Policy) – August 2019
Seal and Road Pavement Workshop – September 2019
AMP Draft Overview and Planning Process – October 2019
Valuation Update November 2019
AMP Draft Review – September 2020
EngagementHQ – Elected Member – September 2020
Council Member Workshop – October 2020

Advisory Groups: Not Applicable

Administration: Acting Director Infrastructure & Operations
Director Corporate Services
Manager Financial Services
Senior Infrastructure Planner
Manager Civil Services
Coordinator Civil Operations

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

Asset Management Plans are a means for documenting management, financial, engineering and technical practices to ensure that the level of service required by the community for a class of infrastructure assets is provided at the lowest long term cost.

The identification of future needs, management options and cash flows provides the ability to even out peak funding demands. In order to allocate resources the Asset Management Plans provides a long term direction and provides for communication that informs the public.

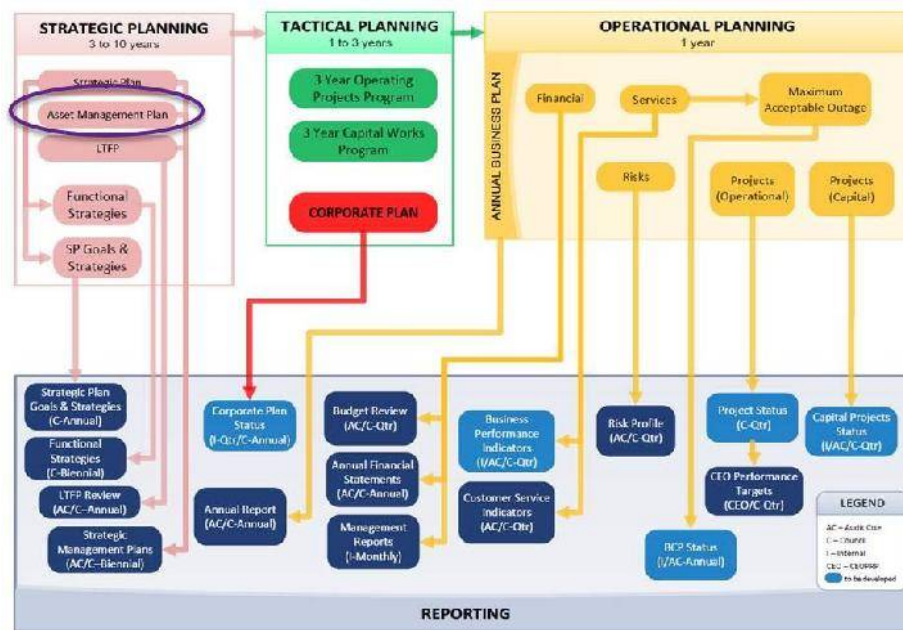
The key elements of this plan are:

- Levels of service – specifies the types and levels of service the Council provides
- Future demand – how this will impact on future service delivery and how this is to be met
- Life cycle management – how Council will manage its existing and future assets to provide the required services
- Risk management – identification of risks, how these can be defined in a risk register and summarised in a risk management plan
- Financial summary – what funds are required to provide the required services that meet both technical standards and community expectations
- Monitoring – how the plan will be monitored to ensure it is meeting Council's objectives
- Asset Management Improvement Plan

Previously, in 2012 Council endorsed its *Infrastructure Asset Management Plan*. The following assets and infrastructure categories are considered in Council's *Infrastructure and Asset Management Plan*.

- Seal and Pavement
- Unsealed Roads
- Footpaths
- Bridges
- Drainage and Stormwater
- CWMS Infrastructure
- Buildings
- Community Facilities

An Asset Management Plan is a key strategic planning driver to assist Council in considering the long term requirements to maintain, renew, dispose, upgrade or acquire infrastructure assets to meet projected community requirements and expectations. The following graphic shows where the Asset Management Plan fits into the overall Council Corporate Planning & Reporting Framework.



A high level review of the Transportation assets (including roads, footpaths and kerbs) was undertaken in the second half of 2017 and the findings of that review were workshopped with Council Members in January 2018. That review and information subsequently was updated and adopted in the LTFP.

The data cleansing and transition of asset information from various sources into the Enterprise Asset Management System has been complicated and required additional time and resources over the past three years to structure and validate the asset base of Council. This process has identified a reasonable number of assets not previously accounted for in the registers to be added, as well as disposal of assets identified as not under the care and control of Council. Examples include pedestrian crossing in Stirling Main Street and Albert Street, Gumeracha road seal and pavement. Also, as part of the on-going financial requirements to regularly review valuations, a number of the transportation assets were revalued in the 2018/2019 financial year. This included road seals, road pavements, unsealed roads and footpaths. This resulted in a large increase to the replacement value of transportation assets.

Given this change in valuation and extensive work undertaken on data cleansing Council undertook an external review of its asset management process and strategies towards the end of 2019 and this review was used as an input to developing its draft Road, Footpath and Kerb Asset Management Plan.

The Draft Road Footpath and Kerb Asset Management Plan 2020 was presented to the Audit Committee Meeting on 19/10/2020. The following resolution of the Audit Committee is attached where they recommend to Council that the Draft Road Footpath and Kerb Asset Management Plan 2020 be released for community consultation.

6.2. Draft Road Footpath and Kerb Asset Management Plans 2020

Moved Peter Brass
S/- Paula Davies

46/AC20

The Audit Committee resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council that the Draft Road, Footpath and Kerb Asset Management Plan 2020 as contained in (Appendix 1) be released for community consultation.**

Carried Unanimously

3. ANALYSIS

As part of the update of Council's Road, Footpath and Kerb Asset Management Plans the following processes and practices have been undertaken.

- Comprehensive high speed data collection across the entire sealed network providing point data for analysis, condition, maintenance and renewal review and modelling into capital works and LTFP provisions
- Field inspections and validation of technical data across numerous asset classes including the development of a three year rolling renewal program and introduction of additional treatment types using a hierarchical based policy approach where available
- Review of hierarchy for unsealed roads, to provide the basis for maintenance planning for patrol grading, re-sheeting and unit rates for appropriate services
- Review of current operation practices and highlighted areas to build improvement plan across the life of the Asset Management Plan
- Highlighting of risks across the network and applying measures to mitigate, and develop models to counteract impacts
- Assess climate change impacts and plan for increased resilience across the network.
- Review of unit rates and useful lives of assets and applied to valuations
- Highlight demands being placed across the transportation network and suggested treatments
- Reviewed and provided customer values, customer levels of service and technical levels of service within the framework
- Developed Asset Management Plan based on the latest NAMS 3+ (*National Asset Management Strategy*) framework released in August 2019
- External Peer Review by TechnologyOne (refer **Appendix 3**)
- Internal Pavement and Seal Review 2020 (refer **Appendix 4**)

Key Plan Drivers

The majority of the work throughout the planning process has focussed on the seal and pavement asset classes as they hold a substantial portion of the valuation and provide a high level of service to the community.

The current asset register information highlights that 70% of all sealed surface assets will reach end of life over the next ten years. This is based on the current useful life in registers of 17-20 years for spray sealed surfaces and 25 years for asphalt surfaces.

However, the detailed pavement and seal review undertaken has highlighted that at least 40% of the network will need to be renewed over the next ten years. Whilst 70% of the network is identified as coming to the end of its life in the register we have assumed longer lives in our current modelling. We have assumed 22 years for spray sealed road and 30 years for asphalt roads. This assumption has been made from site inspection and random auditing of road segments at the end of life. In addition, we have reviewed and utilised our current condition data information including a review of the 2015 high speed data collection.

In 2015 Council collected high speed condition data (65,000 data point records) for its entire sealed road network. The proposed plan includes the provision of \$100,000 in the operating budget to undertake a new high speed data collection in 2021/2022. This will provide Council with greater clarity of the sealed road performance over the past 7–8 years and allow further refinement of future investment.

Given that Council has 600 kilometres of sealed road it is important that we continue to get realistic coverage on average of our sealed road network over the long term. We have assessed existing end of economic life assets through this process as per the seal and pavement review (refer **Appendix 4**). The additional coverage of our sealed road network and subsequent increase of expenditure against this asset class is envisaged to continue beyond the ten years of this plan.

In balancing out the improvement in targeting the failing sections of pavement for renewals we will see benefit in reducing a high cost and increasingly failing network for future generations and engaging in an optimised approach to seal and pavement renewals.

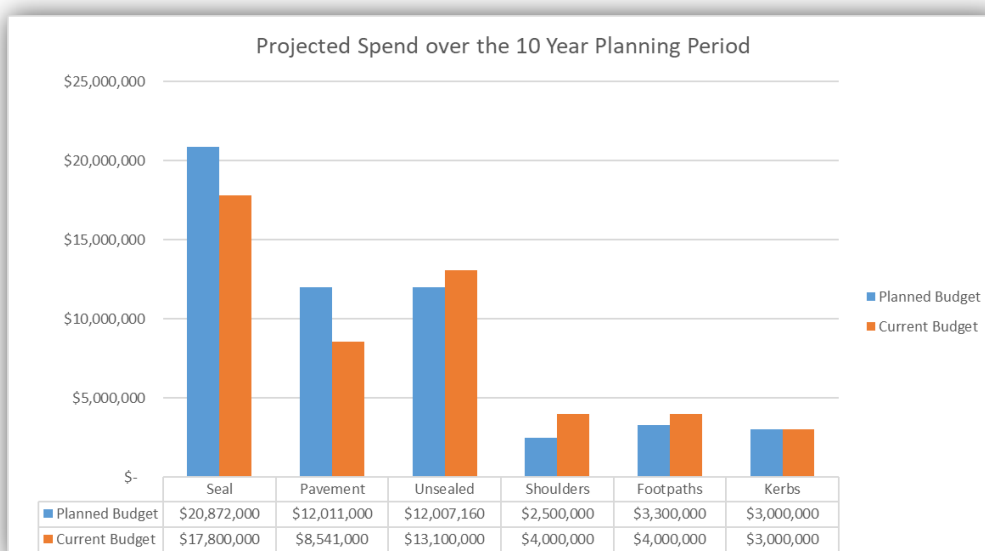
There has been significant investment in the past five years in unsealed road assets which has seen the unsealed roads level of service improve overall. Part of this outcome has been driven by the accelerated investment but Council also commenced using a different quarry product across its network. This new limestone quarry product appears to be performing much better than material previously used. Operational knowledge would suggest that the deterioration of the unsealed road network is at a lower rate than previously. This has allowed us to modify the strategy for the unsealed roads that reduces the re-sheeting extent and ensure that the operational teams can increase patrol grading and maintenance activities to maximise the significant investment in good quality material. This strategy will be continually monitored on a yearly basis moving forward.

Footpath renewal funding has been reduced over the life of the proposed plan. Whilst the footpath network is old, further assessment of the remaining useful life is required to determine the life of these footpath assets (predominately asphalt footpaths). In addition an assessment of the asset class identified rubble footpaths with a relatively short useful life. The useful life of fifteen years is not considered realistic in relation to how the asset is consumed. Noting these footpaths often need some additional maintenance effort due to greater impact from environment damage, for example storms, the full renewal of these rubble assets could be debated and simply managed operationally via a maintenance program. Further consideration on the footpath investment going forward will be undertaken following a full condition assessment to be undertaken over the next eighteen months and a footpath policy review has been conducted.

The capital investment in road shoulder asset has been reduced in consideration of taking a targeted approach to road sections in the future and greater use of routine grader maintenance where practical.

The kerb asset has remained unchanged. This asset class is undergoing a data transition from 11,000 individual assets to approximately 2,500 new assets in the Enterprise Asset Management System (Confirm). Once the data is transitioned into Confirm an updated assessment of condition and defect data will be collected. This may have an impact on the required expenditure in a future update of the plan.

Below (and as provided in the financial implications section of this report) is the projected increase/decrease across the asset classes for the ten year period.



Consideration of External Peer Review

Council commissioned Mr Jeff Roorda of TechnologyOne to undertake a peer review of Council's asset management system, process and assumption in light of the large change in the value of the road assets following a re-valuation process at the end of the 2018/2019 financial year. This revaluation was undertaken by an external party and met Council's stated obligation and timing as communicated to Council's auditor. The report, Asset Management and Valuation Review by Jeff Roorda of TechnologyOne January 2019 (*Roorda Report*), is provided in **Appendix 3**.

The high level review found that the overall asset management strategy of Council is sound and provides for a medium to long term financially sustainable position. The high level review highlighted a number of scenarios for detailed reviews of depreciation and valuation inputs associated with different asset strategies.

The external peer review identified a number of suggestions regarding potential renewal asset management treatments and strategies. These strategies consider the lifecycle interventions, and how Council commits resourcing to maintain and renew its various asset classes to align with asset lives.

Footpath Renewal – Whole of Lifecycle Example and Impact on the Plan

For example, renewing existing asphalt footpaths with concrete whilst requiring additional up-front capital investment may offer material life cycle savings as the life of a concrete footpath will be substantially longer. This is based on the consideration of costs associated with asphalt replacement with say a 30–40 year life against a higher cost to install concrete with a longer life of 80–100 years. This footpath renewal strategy example below of lifecycle capital costs is based on first principle unit rates as supplied by Council's external revaluation process.

Table 5: Path Life Cycle Cost (Capital)

AC Footpath - Useful Life = 30 years				
Rate Description	Rate		Cost	Proportion of Total
Excavate & dispose existing AC path surface & base	40	m2	53,940	50%
AC Footpath	36	m2	48,546	45%
Reinstate resident SW pipes	57	item	812	1%
Reinstate commercial SW pipes	114	item	86	0%
Construct pram ramps	1300	item	3,900	4%
Total Cost per 1000m of footpath			107,284	100%
Rate per linear metre AC Footpath			107	Depreciation
Rate per square metre AC Paved Footpath			89	\$2.98 / yr.

Source: Unit Rates AHC First Principles Rates July 2018_V5

Table 6: Road Hierarchy Unit Cost

Concrete Footpath - Useful Life = 100 years with partial renewal				
Rate Description	Rate		Cost	
Existing footpath, removal & disposal	45	m2	53,940	36%
Supply & installation of concrete footpath	65	m2	70,980	47%
Supply and installation of concrete to all crossing places	75	m2	19,238	13%
Reinstate resident SW pipes	57	item	812	1%
Reinstate commercial SW pipes	114	item	86	0%
Reconstruct pram ramps	1300	item	5,200	3%
Total Cost per 1000m of footpath			150,255	100%
Rate per lineal metre Concrete Footpath			150	Depreciation
Rate per square metre Concrete Footpath			125	\$1.25 / yr.

Source: Unit Rates AHC First Principles Rates July 2018_V5

The life cycle cost impact of asphalt for paths and the impact on depreciation is more than double for asphalt than for concrete, assuming that the asphalt cannot be recycled. Changing the renewal strategy of existing AC paths by partial renewal will change both unit costs and life in the immediate term. This enables a review of the longer term renewal strategy of asphalt or concrete.

Source: *Roorda Report*

In the above example to replace the same section of footpath Council would need to commit an additional \$40,000 up-front capital to renew the footpath from Asphalt to Concrete, however given the longer assumed life of the concrete the cost per year of that investment is less than half of the asphalt footpath.

Council Response to Footpath Whole of Lifecycle

Based on the initial assessment there appears to be merit in the use of concrete footpaths as part of the renewal approach by Council. The Adelaide Hills environment creates unique circumstances and various practical implications to implementing a strategy of concrete footpath replacement for all footpaths. In some situations the replacement with asphalt may still be the most practical and cost effective way to continue the service. This outcome may occur due to site specific access issues, the surrounding environment and how the infrastructure fits within this local environment.

Council is proposing to undertake a review of footpath condition across its network over the next eighteen months and consideration will be included for the suitability for replacement with concrete. This will further inform the extent at which the long term strategy to replace asphalt footpath with concrete footpaths can be implemented. Therefore, it is suggested that additional funding of \$50,000 per annum be made available with the plan to accommodate replacement of asphalt with concrete where appropriate noting that this component of the plan may need to be updated.

Road Pavement Useful Life and Renewal

Previously Council assumed that full pavement depth will require renewal and hence the unit rates reflect these valuations. One scenario suggested by the review was to assume that the pavement has two components to it. The pavement is divided into a base layer and sub base layer. For low volume traffic roads it is assumed that the asset strategy is such that only the base layer is replaced to maintain service levels and manage risk on this low traffic volume road network. That is, the sub base layer is potentially never replaced and is therefore not depreciated or the sub base is only renewed every second or third time that the pavement asset is renewed.

This strategy can only be considered reasonable if the strategy includes the protection of the underlying pavements by ensuring that the surface is treated before it starts to allow water to enter and damage the underlying pavements. As stated in the *Roorda Report*; 'This strategy can be difficult for the community to understand since the low-cost treatment must be applied before the surface starts to allow water to enter and the seal deterioration is not visible.' The level of ongoing maintenance and partial renewal of pavement including major patch works may also be required before resurfacing.

The intention of all these scenarios and asset strategies suggested in the report is to find the best long term value for dollars invested that reduce lifecycle costs but maintain the level of service across the entire network.

Council Response to Road Pavement Useful Life

Council officers have reviewed the pavement useful lives and concluded that it is reasonable to split the pavement assets into two components, that is a base-course (upper layer of road pavement immediately below the seal) and sub-base component (lower level of road pavement). The life of the sub-base has been reasonably assumed to be twice the life of the base-course component. These assumption were made following a review of available and historic road pavement reports from across the road district. One of the assumptions for the longer useful life of the road pavement is that Council is ensuring that the seal surface is being appropriately maintained. The current Asset Management Plan and associated additional investment in the sealed surface and partial renewal of road

pavements (base course layer) incorporates this review and extended life for the road pavements.

4. OPTIONS

Council has the following options:

- I. To endorse the draft Asset Management Plan for community consultation. This option is recommended as it allows community members to provide feedback on the draft plan. (Recommended)
- II. Not endorse the plan for community consultation (Not Recommended).

5. APPENDICES

- (1) Draft Road, Footpath and Kerb Asset Management Plan 2020
- (2) Asset Management Policy
- (3) AHC Infrastructure Valuation Review Report (TechnologyOne)
- (4) Summary of Road Sealed Surface and Pavement Review Process

Appendix 1

*Draft Road, Footpath and Kerb Asset Management Plan
2020*



Adelaide Hills
COUNCIL

ASSET MANAGEMENT PLAN

Road, Footpath and Kerb



Document Control		Asset Management Plan			
Document ID :					
Rev No	Date	Revision Details	Author	Reviewer	Approver
1	Nov 2018	Draft Document Review	CM		
2	April 2019	Initial Data Loaded to NAMS	CM		
3	June 2019	Draft Document for Review by Peer – Asset Engineering	CM	AE	
4	Sep 2019	Transfer to New IPWEA AMP Template	CM		
5	July 2020	Rebuild into 2021 timeline	CM	DC	
6	September 2020	Internal Draft for Consultation	CM	DC	
7	October 2020	Draft for Community Consultation	CM	DC	DC

The entity can choose either template to write/update their plan regardless of their level of asset management maturity and in some cases may even choose to use only the Executive Summary.

The illustrated content is suggested only and users should feel free to omit content as preferred (e.g. where info not currently available).

This Asset Management Plan may be used as a supporting document to inform an overarching Strategic Asset Management Plan.

DISCLAIMER: This draft report has been prepared for educational purposes only as part of undertaking a Professional Certificate in Asset Management Planning. The data and conclusions have not been reviewed for accuracy nor endorsed or adopted by the organisation.

© Copyright 2019 – All rights reserved
The Institute of Public Works Engineering Australasia

Contents

1.0	EXECUTIVE SUMMARY	5
1.1	The Purpose of the Plan.....	5
1.2	Asset Description	5
1.3	Levels of Service.....	5
1.4	Future Demand	6
1.5	Lifecycle Management Plan	6
1.6	Financial Summary	6
1.7	Asset Management Practices	8
1.8	Monitoring and Improvement Program	9
2.0	Introduction	10
2.1	Background	10
2.2	Goals and Objectives of Asset Ownership	28
3.0	LEVELS OF SERVICE	31
3.1	Customer Research and Expectations	31
3.2	Strategic and Corporate Goals	31
3.3	Legislative Requirements	31
3.4	Customer Values	32
3.5	Customer Levels of Service	33
3.6	Technical Levels of Service	37
4.0	FUTURE DEMAND	43
4.1	Demand Drivers	43
4.2	Demand Forecasts	43
4.3	Demand Impact and Demand Management Plan	43
4.4	Asset Programs to meet Demand	44
4.5	Climate Change and Adaption	45
5.0	LIFECYCLE MANAGEMENT PLAN	46
5.1	Background Data	46
5.2	Operations and Maintenance Plan	53
5.3	Renewal Plan	58
5.4	Summary of future renewal costs.....	60
5.5	Acquisition Plan	64
5.6	Disposal Plan	67
6.0	RISK MANAGEMENT PLANNING	68

6.1	Critical Assets.....	68
6.2	Risk Assessment.....	68
6.3	Infrastructure Resilience Approach	70
6.4	Service and Risk Trade-Offs	70
7.0	FINANCIAL SUMMARY	72
7.1	Financial Statements and Projections.....	72
7.2	Funding Strategy.....	73
7.3	Valuation Forecasts	73
7.4	Key Assumptions Made in Financial Forecasts	73
7.5	Forecast Reliability and Confidence.....	74
8.0	PLAN IMPROVEMENT AND MONITORING	75
8.1	Status of Asset Management Practices	75
8.2	Improvement Plan	75
8.3	Monitoring and Review Procedures	76
8.4	Performance Measures	76
9.0	REFERENCES	77
10.0	APPENDICES	78
Appendix A	Acquisition Forecast.....	78
Appendix B	Operation Forecast	79
Appendix C	Maintenance Forecast	80
Appendix D	Renewal Forecast Summary	81
Appendix E	Disposal Summary.....	82
Appendix F	Budget Summary by Lifecycle Activity	83

1.0 EXECUTIVE SUMMARY

1.1 The Purpose of the Plan

Asset management planning is a comprehensive process to ensure delivery of services from infrastructure is provided in a financially sustainable manner.

This asset management plan details information about infrastructure assets including actions required to provide an agreed level of service in the most cost-effective manner while outlining associated risks. The plan defines the services to be provided, how the services are provided and what funds are required to provide the services generally over a 10-year planning period.

This plan covers the infrastructure assets that provide services across the Roads, Footpath and Kerb network.

1.2 Asset Description

These assets include:

The Road, Footpath and Kerb network comprises:

Asset Category	Dimensions	Replacement Value
Sealed Road Surface Network	608 kilometres network length	\$36,866,799 Valued – 30/6/2020
Pavement Road Network	608 kilometres network length	\$158,758,870 Valued – 30/6/2020
Unsealed Surface Road Network	401 kilometres network length	\$24,832,163 Valued – 30/6/2020
Footpath Network	115 kilometres network length	\$14,840,674 Valued – 30/6/2020
Kerb and Water Table	253.4 kilometres network length	\$40,379,263 Valued – 30/6/2020
Sealed Road Surface Shoulders	561,161 m2	\$19,424,817 Valued – 30/6/2020
Totals		\$295,102,586

1.3 Levels of Service

The plan acknowledges that in general residents and the community value their road and footpath networks as a key service to go about their daily lives.

Our present projected funding levels are insufficient to continue to provide existing services at current service levels in the next ten years.

The main service consequences of the Planned Budget (currently funded in the 2020/21 Long Term Financial Plan) are:

- The extent of road pavement deteriorating over time to condition 5 will likely increase.
- On-going community expectation to provide more footpath sealed network
- Current levels of shoulder maintenance inadequate

1.4 Future Demand

The main demands for new services are created by:

- Increased recreation with the provision to access paths and trails that include links within our footpath network
- Increased tourism in line with projects such as Fabrik.
- Community requests for new footpaths and sealing of unsealed roads.
- Residential and Industrial development within rural areas

1.5 Lifecycle Management Plan

1.5.1 What does it Cost?

The forecast lifecycle costs necessary to provide the services covered by this Road Footpath and Kerb Asset Management Plan (AM Plan) including operation, maintenance, renewal, acquisition, and disposal of assets over the 10-year planning period is \$90,476,938 or \$9,047,694 on average per year.

1.6 Financial Summary

1.6.1 What we will do

Estimated available funding for this period is \$87,217,534 or \$8,721,753 on average per year as per the Long Term Financial Plan or budget forecast.

The reality is that only what is funded in the long term financial plan can be provided. The emphasis of the Asset Management Plan is to communicate the consequences that this will have on the service provided and risks, so that decision making is informed.

The anticipated planned budget leaves a shortfall of \$ 325,941 on average per year of the forecast lifecycle costs required to provide services in the AM Plan compared with planned budget currently included in the Long Term Financial Plan. This is shown in the figure below.

This additional required funding is primarily driven by the renewal requirement of our sealed road network. The current proposed asset strategy is to ensure the long life of our sealed road pavements requires additional investment in the road sealed surface. This will also require increase targeted pavement works including about 5% of the area on average within resurfaced areas to address the pavement distress and failure that are evident right across the network. This investment approach will lower the cost per annum of the life of these long lived assets of providing the sealed road service to the community.

Forecast Lifecycle Costs and Planned Budget

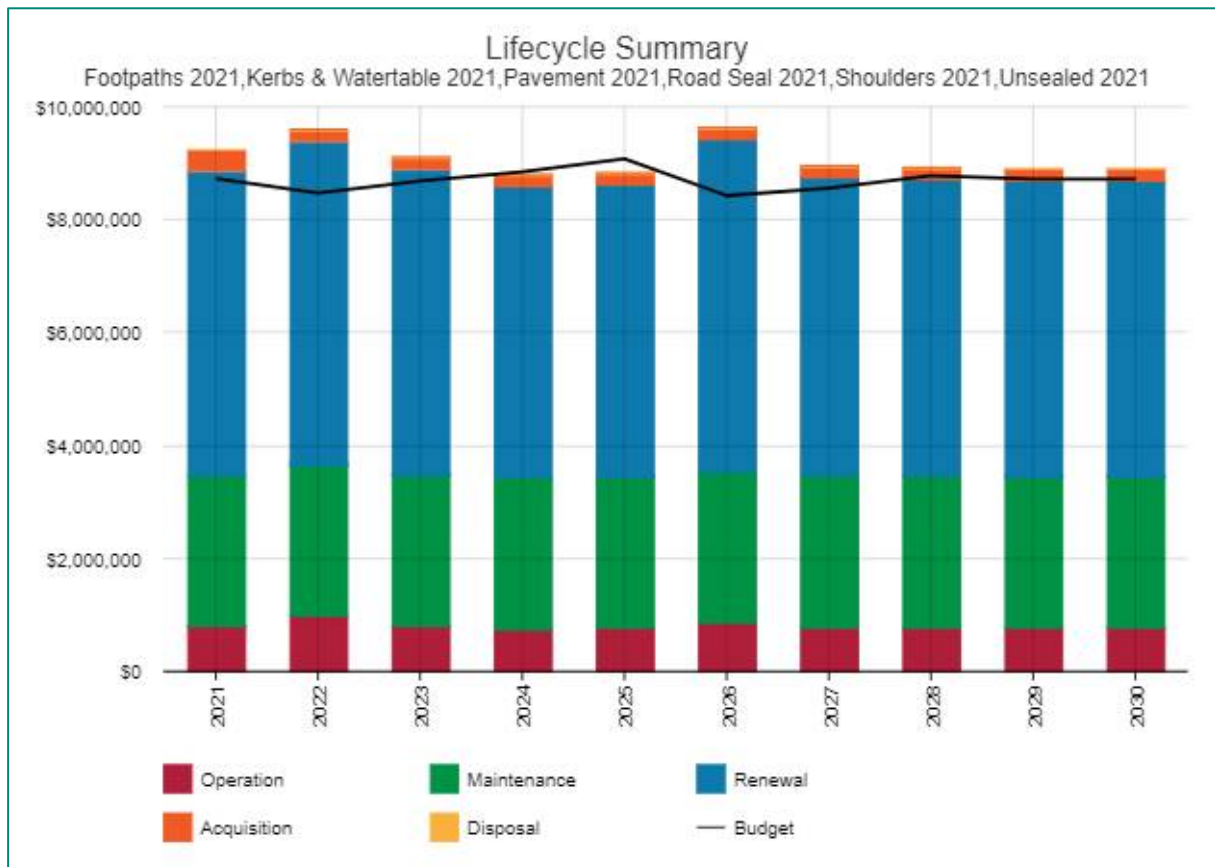


Figure Values are in current 2020 dollars.

We plan to provide across the Road, Footpath and Kerb network the services for the following:

- Operation, maintenance, renewal and upgrade of Roads, Footpath and Kerb assets to meet service levels set by in annual budgets including;
 - Extension of the footpath network by about 1km per annum
 - Grading of at least 75% of the unsealed road network at least once per annum
 - Re-Sealing of the sealed surface road network at a rate of greater than 20km per annum
 - Re-sheet about 20 to 25km of the unsealed road network per annum
- Improve footpath network for High to Very High usage areas, improve unsealed road practices and manage shoulders more sustainably within the 10-year planning period.

1.6.2 What we cannot do

We currently do **not** allocate enough budget to sustain these services at the current standard or to provide all new services being sought. Works and services that cannot be provided under present funding levels are:

- We will not be able to seal a sufficient amount of the sealed road surface to ensure protection of the underlying pavement structures.
- We will not be able to maintain seal road pavements at the present funding levels – that is, it is anticipated an increasing amount of our network will show signs of distress and failures.
- We will not be able to provide new and upgraded footpaths to a level that the community is expecting.

1.6.3 Managing the Risks

Our present budget levels contained in the LTFP (2020) are insufficient to continue to manage risks in the medium term.

The main risk consequences are:

- Our sealed road network will deteriorate and there is a risk of future generations needing to pay more for the services.
- Seal & Pavement will potentially pose a higher road safety risk
- Footpath renewal v new/upgrade is competing for funding
- Shoulder network is receiving minimal maintenance, increasing edge breaks and loss of seal
- The existing processes for identifying asset defects for footpath, kerb and seal is generally via Customer complaints.

We will endeavour to manage these risks within available funding by:

- Work to proactively identify road, kerb & footpath defects sooner to intervene and rectify faults through the roll out of additional field devices as part of the Confirm Enterprise Asset Management System
- Implement systems to work towards increased planned maintenance versus reactive maintenance
- Ensure that High Use & Medium use Roads/Footpaths are a priority over lower usage assets

1.7 Asset Management Practices

Our systems to manage assets include:

- Open Office Finesse
- Confirm Enterprise Asset Management System

Assets requiring renewal/replacement are identified from either the asset register or an alternative method. These methods are part of the Lifecycle Model.

- If Asset Register data is used to forecast the renewal costs this is done using the acquisition year and the useful life,
- Alternatively, an estimate of renewal lifecycle costs is projected from external condition modelling systems (such as Pavement Management Systems) and may be supplemented with, or based on, expert knowledge.

The Alternate Method was used to forecast the renewal life cycle costs for this asset management plan.

1.8 Monitoring and Improvement Program

The next steps resulting from this asset management plan to improve asset management practices are:

- Review and revise customer values for these asset and level of service measures
- Improve condition information across footpath, shoulder, kerb & water table and unsealed roads through internal and external audits.
- Undertake a full detailed sealed road network high speed data collection to correlate against 2015 metrics to review network deterioration.
- Review and update useful lives for sealed surfaces, shoulders and kerb & water table

Community Consultation DRAFT

2.0 Introduction

2.1 Background

1. Introduction

The Adelaide Hills Council delivers services to our residents, visitors and businesses that support the distinctive culture, creativity and accessibility of our community and region, and the transportation network includes footpaths, kerbs, unsealed and sealed roads that provide functionality and an appropriate quality that enables us to utilise these assets to deliver a wider range of services to our community.

This asset management plan communicates the actions required for the responsive management of these assets and services, compliance with regulatory requirements, and funding needed to provide the levels of service over a 10-year planning period, and the value of these assets is approximately \$295 million.

The Road, Footpath and kerb AMP is a projection of the likely future funding requirements over the next 10 years, considering the state of our current assets, the community values and outcomes contained in the Strategic Plan 2020 – 2024. The document is not a detailed budget, but a key strategic document that informs the Long Term Financial Plan and hence the financial sustainability of Council over the long term.

The asset management plan is to be read with the Adelaide Hills Council planning documents. This should include the Asset Management Policy and developed along with other key planning documents:

- Adelaide Hills Council 2020-2024 Strategic Plan
- Adelaide Hills Council 2020-2021 Annual Business Plan
- Adelaide Hills Council 2020-2021 Long Term Financial Plan

The asset management plan outlines the responsibilities and management of assets to maximise their value to deliver the services to the community and to meet our obligations under the Local Government Act 1999 in preparation of asset management plans.

Throughout this journey we review the lifecycle of our assets, develop renewal strategies and analyse risks through condition audits, customer feedback, forecasting and integration into existing strategic documents to provide confidence that the community's asset base is sustainably funded and allows for minor or major challenges across the network. Minor impacts recently have included changes in operations for the Cuddle Creek Bushfire and also adaptation in providing services through the Covid-19 phase.

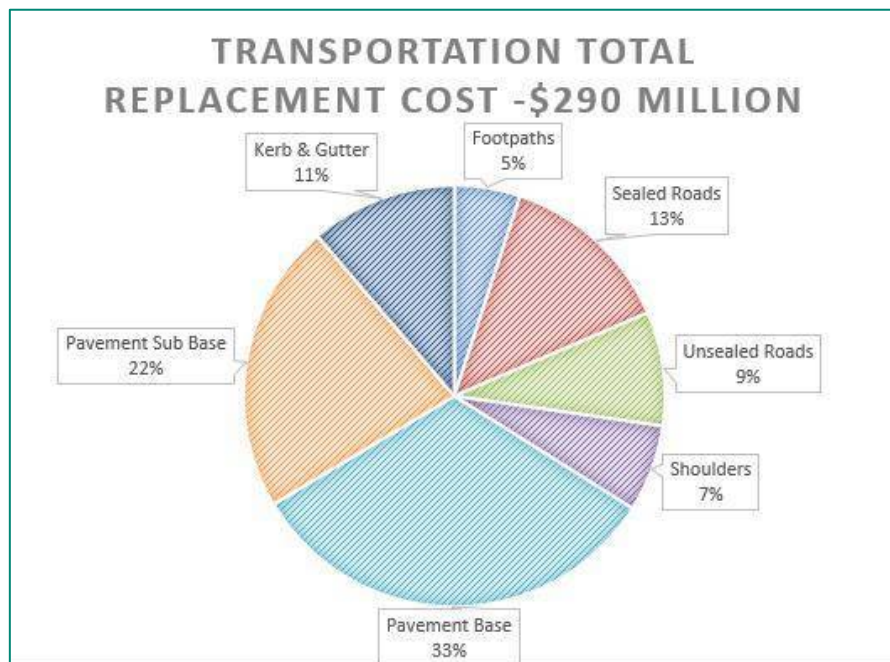
A changing climate and implementing sustainable products including recycled asphalt for road sealing, rejuvenation and recycled plastics for roads, as well as consideration of priorities for age friendly access, whilst still keeping the Adelaide Hills lifestyle at heart are what fundamentally drives the resilience of the asset management plan.

The asset management plan is to be reviewed on a regular basis and provides the detail for services levels, and the levels of funding that drive the renewal strategies for Adelaide Hills Councils Road, Footpath and Kerb assets.

The AMP is a projection of the likely future funding requirements over the next 10 years, considering the age and state of the current assets, the community values and outcomes contained in the Strategic Plan 2020 – 2024. The document is not a detailed budget, but a key strategic document that informs the Long Term Financial Plan and hence the financial sustainability of Council over the long term.

2. Our Road, Footpath and Kerb assets: what do we own?

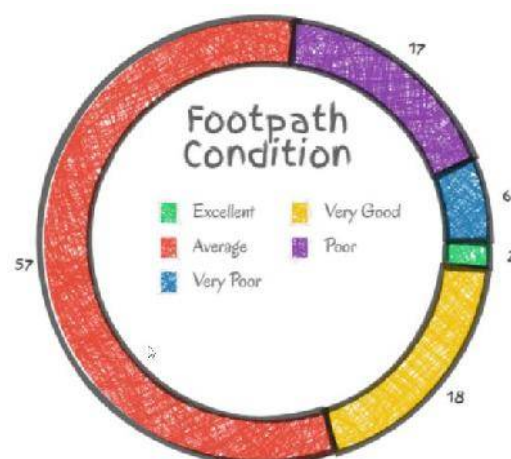
Here is a snapshot of the Road, Footpath and Kerb assets and their value that provide services to the community.



What assets do we own, what are they worth and what services do they provide?

Footpaths

Councils footpath network consists of over 115km of footpath that provides pedestrian access across a broad range of terrain, central business districts and key priority areas, focusing on schools, aged friendly destinations, recreation areas and encompasses a combination of rubble/natural surface that is amenable to Adelaide Hills terrain, durable asphalt paths and paving around towns and villages.



Road Seals and Pavement

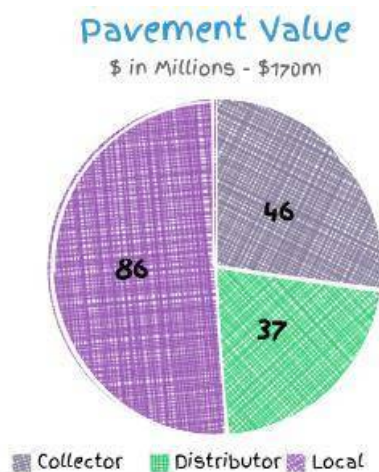
We have over 608kms of sealed road within the district and the two key components are the seal, which is the road surface (black stuff) that protects the underlying road pavement which provides the strength for all roads around the globe. Adelaide Hills Council receives its fair share of rain and it is the role of the road seal to protect the pavement underneath, this is why Council has a strong focus on ensuring roads are sealed at the optimum time to ensure the life of both assets (the road surface and the road pavement) .

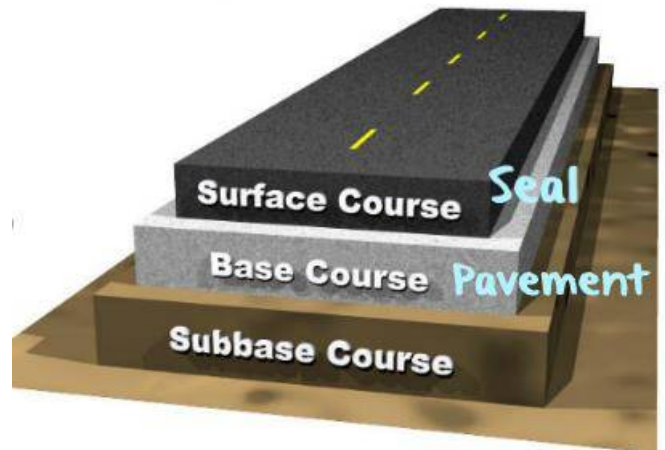
Regular sealing of the surface is very important to ensure that the underlying pavement last as long as it possible can. Water is one of the main enemies of a road pavement and the sealing of the surface keeps water from getting to the road pavement. Reconstruction of the road pavement is very expensive and impacts residents and businesses during the period that the roadworks are occurring.

Therefore, quite often you will ask the question of the Council as to why are you sealing my road? It looks in good condition? Council has a specialised assessment process that surveys the entire 608kms of road that detects minute cracks, service trenches, bitumen deterioration, and over 20 types of defects and anomalies.

This information allows us to prioritise and intervene at the correct time before the pavement below is damaged but is the optimum time to reseal the road. Council has approximately \$37 million dollars' worth of seal and \$160 million dollar investment into the pavement, so it is important that this pavement is protected.

Council currently utilises a range of strategies across the sealing of roads that includes sustainable options including RAP – Recycled Asphalt (reused toner cartridges, plastics, glass and recyclable materials), rejuvenation treatments to extend the life of seals, and a combination of fit for purpose seals to mitigate skidding, noise and durability across its network.





Unsealed Roads

Across the region our unsealed roads distribute a variety of terrain, rainfall, and the services, including local traffic through to light/medium and heavy freight for fruit production. Grape harvesting and distribution, through to sport and recreation for tourists and locals as they access parks and sporting facilities or undertake gravel cycling, all these services need to be considered.

Council has over 400kms of unsealed roads to manage and the priorities consist on meeting demands and the uses mentioned whilst providing a safe smooth ride where possible, keeping dust to a minimum and implementing grading practices that are optimum for prolonging the life of the unsealed road. It is best practice to facilitate patrol grading to utilise the existing material within the road corridor and continue this process until we undertake regular surveys and the unsealed road requires a re-sheeting to restore it to its former serviceability.



Kerb & Watertable

The purpose of the kerb and watertable (or gutter) is to channel water to the stormwater network, or redirect away from other infrastructure, and remove water from the seal whilst also protecting the seal edge.

There is approximately 115km of kerb, comprising of generally concrete kerbs worth an estimate \$40 million dollars across the network. A portion of kerb is currently asphalt that whilst serves the purpose of usually mitigating driveway/resident flooding it is an option that is not sustainable and Council will be working towards reducing the maintenance required across these kerbs in the future.

Street sweeping is an example of an operational activity undertaken as a component of our road, footpath and kerb asset management to capture leaves and the build-up of sediment that impacts the function of the kerb and this is increased in the autumn months as appropriate. This also has a dual impact on the amount of debris that gets into our stormwater systems and how these systems function.



Hillside Road, Longwood

Prior – Cracked, retaining water and causing bitumen to break away

After – Clean kerb that allows the flow of water to the stormwater network

Road Shoulders



Shoulders are important in providing integrity to the seal, and as you can see above once the shoulder begins to fail it impacts the seal of the road. The shoulder is constructed as part of the road and provides protection to the seal, improves drainage and can be formed of natural material, cement treated or sealed depending on the intended purpose.

Sealed shoulders generally are extended out past the original seal to provide additional structure to the seal as well as safety. Cement treated shoulders whilst a cheaper method are generally used to improve drainage and funnel water away, and natural shoulders like the image above require additional maintenance to keep the rubble against the seal for additional protection. Overall each road throughout the hills has a variety of treatments depending on traffic conditions, volumes and usages.

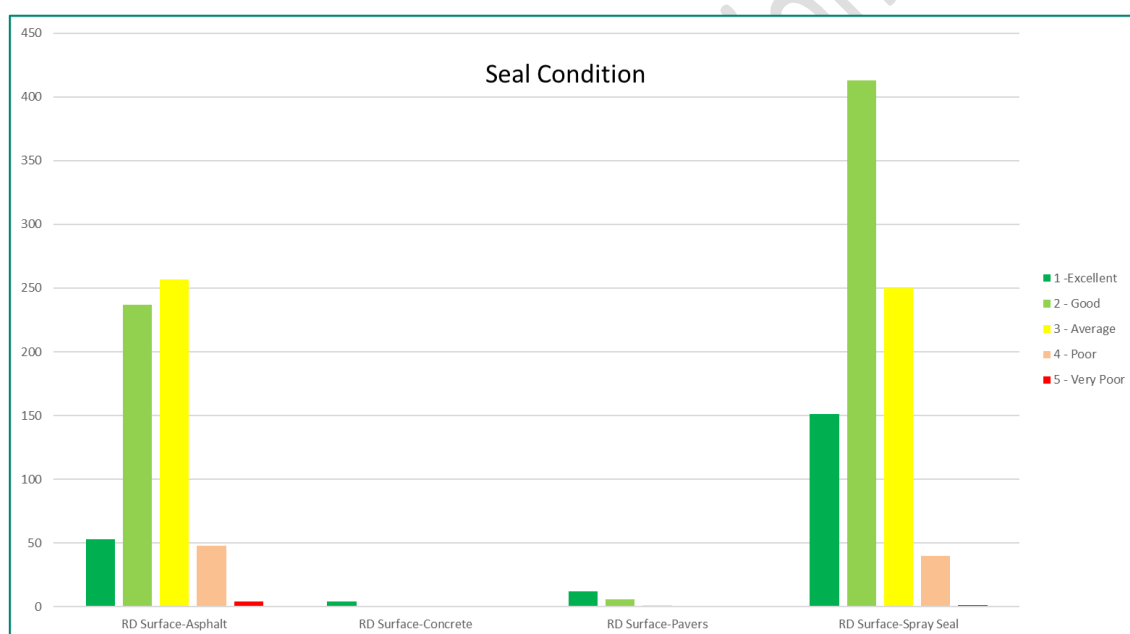
Adelaide Hills Council is responsible for over 560,000 square metres of shoulders across the district and is proactively looking at ways to increase the maintenance of these assets. Council needs to prioritise through its maintenance programs an increased level of shoulder maintenance in the future to continue to protect the road seal and reduce edge break and loss of the seal asset.

3. How healthy are our assets?

How do we keep track of the condition of our assets?

Council regularly assesses the condition of their assets utilising different techniques, depending on the different types of assets, which may consist of a visual inspections, technically driven assessments, or understanding the age of the infrastructure and/or utilising existing knowledge of staff or systems. This information is utilised in the effective management of our assets and the condition assessment methodology is broken down into a simple 1 to 5 condition rating:

Condition Grading	Description of Condition
1	Very Good: only planned maintenance required
2	Good: minor maintenance required plus planned maintenance
3	Fair: significant maintenance required or renewal intervention
4	Poor: significant renewal/rehabilitation required
5	Very Poor: physically unsound and/or beyond rehabilitation



*Seal Condition across various seal types
(Note: Condition data from 2015)*

In general, condition assessments are undertaken depending on the asset class (and generally based on risk – a bridge audit takes precedent over a kerb audit) every four to six years depending on the requirements and level of detail.

Utilising the 1 to 5 methodology above the process applied to footpaths condition assessment is outlined below to provide ratings and examples of where the footpath is in its lifecycle or effectively how long before it needs to be replaced (its remaining life)



Footpaths

Our footpath network is generally in good condition, though the asphalt paths previously utilised bitumen in the past and the longevity of current asphalt treatments is not as superior, and does not generally perform as well and thus have a shorter overall life. The asphalt footpaths are a good mix for the terrain types across the district involving quite often steep sections and are fit for purpose across the Adelaide Hills.

Council is always looking for alternatives, or sustainable treatments to integrate into various footpath networks across the region, and has implemented a priority based system that takes numerous factors into account (schools, aged friendly, CBD), condition and age, to determine renewal and upgrade strategies.

Kerb & Watertable

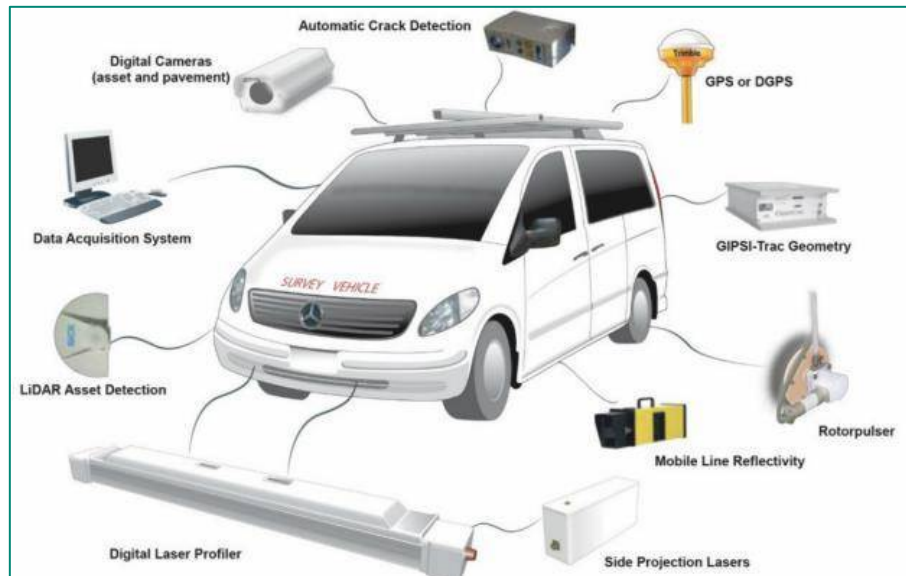
The overall condition of the concrete kerb network and this is the majority of the network is in good shape. A condition assessment is due to be undertaken and considerable work in simplifying the management of the assets in various systems has been completed to improve the renewal strategies going forward. The lifecycle of the asphalt kerbs has been highlighted for review in order to provide additional maintenance strategies to integrate these asset types into future planned works.

Concrete kerbs are a long lived asset, generally lasting between 60-100 years depending on the location and impact from trees and traffic factors so a long term approach in managing the condition is warranted.

Seal (Asphalt, Spray Seal & Rejuvenation Treatments)

Council undertakes an internationally recognised method of assessing the road network using High Speed Data which involves a vehicle that collects over 20 different data sets at 10 metre intervals for every sealed road in the district. This information provides a SCI (Seal Condition Index) as a measure to determine the condition of the road and where it is in its life and indicatively indicates whether it should technically be renewed.

The overall condition of Council's seal is above average but with roughly 5% of the network in bad shape that equates to over 20kms per year that requires resealing to ensure the seal is renewed and protects the underlying pavement. Utilising improved measures and treatment types Council, moving forward, has increased the number of segments being resealed from 35-40 to 40-45 over the next four year asset management plan lifecycle.



High Speed Data Vehicle – Provides detailed information about the seal condition



Lobethal – Seal Condition across each road based on the High Speed Data Collection.

Pavement (Below the seal)

Undertaking the condition of the road pavement below the surface of the seal is akin to trying to establish how a piece of wood is holding up under a coat of paint. How can this be achieved? There are several options, you can dig up the road, take a core sample, utilise some technology that thumps the road at intervals, but these are all expensive or unpractical options.

The High Speed Data process outlined above provides some key assumptions as to the quality and or the condition of the pavement based on key failures or tell-tale defects including extended sections of crocodile cracking, indicating water has penetrated the seal, seeped into the pavement and over time it had deteriorated into a pothole, or large depression. Similar to how the paint on wood will bubble, go brittle or water has allowed the wood to rot underneath, the same issues are indicative of the pavement.

Utilising these defects software, engineering expertise and site inspections provide Council with a Pavement Condition Index along the road sections that fundamentally highlight failed pavement. Whilst this may affect a small section of the road it is practical and economic to replace the sections that have failed.

So the overall condition of Council's pavement is above average, there are over 33,000 square metres of failed sections identified which is around 5% of the network. Pavement renewal is expensive due to its nature, and Council has taken an approach to targeting sections for renewal rather than investing in full construction of individual roads as this is an optimised approach and can be undertaken in advance, or during the resealing process.

In addition to the targeted major road patching program, over the next 10 years Longwood Road (Stirling), Tiers Road (Lenswood), Carey Gully Road (Mt George), Miller Road (Lobethal) are highlighted as requiring extended treatments or full reconstructions of the pavement and seal.

In both the resealing and the pavement renewal process there are several other factors taken into consideration including asset age, seal type, field inspections, customer requests, internal field staff input, treatment and optimum time to intervene in the assets life.

Please refer to the Pavement and Seal Review Appendix 1 that has been compiled by the Strategic Assets Team.



Woodside – Targeted Pavement Works – Before and After

Unsealed Roads

Councils unsealed road network is in above average condition and this has been attributed to regular inspections across the district each year prior to prioritising the re-sheeting program, distribution of improved material (wet conditioned from supplier – reducing water cartage, moisture control) and implementation of unsealed road hierarchy moving forward.

There has been significant investment in the road surface of the unsealed network in the past several years. However, to ensure that this investment reaches its full potential additional resource is required to patch and grade these roads to ensure maximum life of the unsealed surfaces. Given that Council internal resources undertake both the re-sheeting program and the maintenance a good operational understanding of the condition and performance exists in the team. This has driven our decision to reduce the capital expenditure to allow additional resource time to maintain the previous increase investment undertaken.

It is recognised that a reduction in the budget for this asset class will not overall effect the condition of the asset class or reduce the level of service as it has been of a high standard for a number of years.

Shoulders

Our overall shoulder condition is average to poor, and edge breaks identified need to be addressed through increased maintenance that is currently being investigated by the Infrastructure and Operations directorate.

Shoulders play an underestimated role in both providing structural support for the sealed road edge but also assist with road safety by providing an area for vehicles to recover.

Shoulders in their nature can be subject to changing conditions from storm events or overrun of vegetation, and it is recognised that further work is required increasing the maintenance of these assets.

Key Findings

Assets within Adelaide Hills Council are in a reasonable condition based on last audits conducted, though the network is old and ongoing high levels investment is required particularly in the sealed road network.

A decrease in the overall spending on unsealed roads will have minimal impact on the condition, and targeted pavement works will not generally improve the condition but extend the life of the asset.

Community Consultation DRAFT

4. Levels of service: what do we provide and how well are we doing it?

By developing performance measures around services, we can establish the expectations that we deliver to the community. We do this in two ways: customer levels of service and technical levels of service.

Customer levels of service are derived from what aspects of the service is important to the customer (is the ride bumpy), whether they see value in the service being provided (the road I traverse every day is not potholed or sections missing), and what is the likely trend over time based on the current budget (this road is getting bumpier, and the potholes have increased – or – the road has been resealed and I have a smooth journey).

We generally engage the community and undertake review of the customer request system to monitor the customer's expectation. We need to improve our engagement with the community to further understand their expectations.

Technical levels of service are performance measures relating to how Road, Footpath and Kerb assets are managed to deliver customer services. They are linked to activities covering the operation, maintenance and renewal of existing assets, and the upgrade or acquisition of new assets to deliver new services.

Technical levels of service generally refer to technical specifications, establishing the end of life for a footpath would utilise existing technical specifications or publications recognised as industry standard. For footpath condition assessments the IPWEA Footpath Condition Assessment Guidelines 2018 would be the technical reference for defining condition and intervention levels.

What are we doing well?

- Implementing corporate wide asset system to provide a repository for condition, construction dates, imagery, documentation and mobile collection and assessment across a broad range of Road, Footpath and Kerb assets.
- Improved the overall function of delivering unsealed roads to the broader community.
- Transitioned to a rolling capital works program for Roads, Footpath and Kerb assets to incorporate road, footpath and kerb works into co-ordinated process.
- Targeted approach to pavement works.
- Increased inspections around road seal and pavement works.
- Implemented prioritised footpath renewal and upgrade system with endorsement from Council.

Where can we improve?

- Identify and implement long term renewal for pavement works.
- Review missing key footpath linkages across the network in conjunction with trail strategies.
- Improve maintenance practices across the shoulder assets.
- Practical approach to minimising the practice of asphalt rollover kerb usage.

What is planned?

- Undertake condition assessments across key Road, Footpath and Kerb assets.
- Maximise usage of mobile asset system for data collection and maintenance activities.
- Identify key pavement and structural patching requirements for distributor and collector roads.
- Implement unsealed road hierarchy into maintenance and renewal activities.

5. Future Demands:

Council gets in the order of 15 - 20 requests for footpath each year and currently many of these are unable to be funded. It is expected that customers will continue to request more sealed footpaths across the Council area.

6. Lifecycle Management: how much do the services cost to deliver?

To deliver the recognised services, resourcing is allocated across the following four areas:

- **Operations/Maintenance:** regular activities to provide services. Examples of typical operational activities include patrol grading, project management, street sweeping, asset inspection, plant & fleet, and utility costs.
- **Renewal/Replacement:** major works to restore, rehabilitate, replace or renew an existing asset to its original service intention. Changes to its intent or improvement on design or capacity is classed as an upgrade/enhancement.
- **Upgrades/New Works:** improving or creating a new asset, increasing its capacity to provide an additional service has an impact on operations and maintenance, and broader implications for long term renewal and budgeting strategies.
- **Acquisition:** Usually gifted or handed over from developers or government agencies, inherited assets require eventual renewal and operations and maintenance in order to deliver services at existing levels additional resourcing is required.

7. Financial: How will we pay for these services?

This section contains the financial requirements from the previous sections in this document, and sourced from the Road, Footpath and Kerb Asset Management Plan (TAMP). The detailed information within the TAMP ultimately provides options for delivery of assets and services to the community with a sustainable funding strategy at the forefront.

What does this mean? Council funds the renewal of existing assets by determining where the asset is within its lifecycle. As an asset approaches the end of its useful life funding is allocated through the TAMP and the Long Term Financial Plan to ensure that adequate funds are available to renew the asset. As assets are inspected on a regular basis quite often the asset may be performing better than anticipated, or may have deteriorated quicker than expected so assets fluctuate and this is adjusted for both in the annual budget, the TAMP and this flows through to the Long Term Financial Plan.

So in order to provide serviceable assets that meet the community's expectation whilst performing within their as technical design, funding is allocated through the Long Term Financial Plan and these amounts fluctuate over its 10 years cycle, and this is where a portion of rates, grants, businesses and co-contributions pay to provide these assets to the community.

Risk Management and Critical Assets

As part of the risk assessment, we identify critical risks that will result in significant loss, financial shock or a reduction in service. The critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings.

Adelaide Hills Council has identified through the risk assessment process that are deemed 'High' impact to either services or assets, and appropriate action plans would be required.

A potential high risk service impact identified is a Major Bushfire where severe impact on the road network could impede traffic flow and access to transportation services. The recommended proactive measures is a Bushfire Action Plan which may provide mitigation strategies across the network.

Critical assets identified throughout the Road, Footpath and Kerb Asset Management Plan include major roads that may deteriorate or 'sudden' failures may result in unplanned budget allocation or reduced access to locations within the hills and extended delays. The strategy to tackle these failures is target treatments and regular inspections.

8. Key Take Aways

The key take aways are summarised below that have been the primary drivers of the Roads, Footpath and Kerb Asset Management Plan

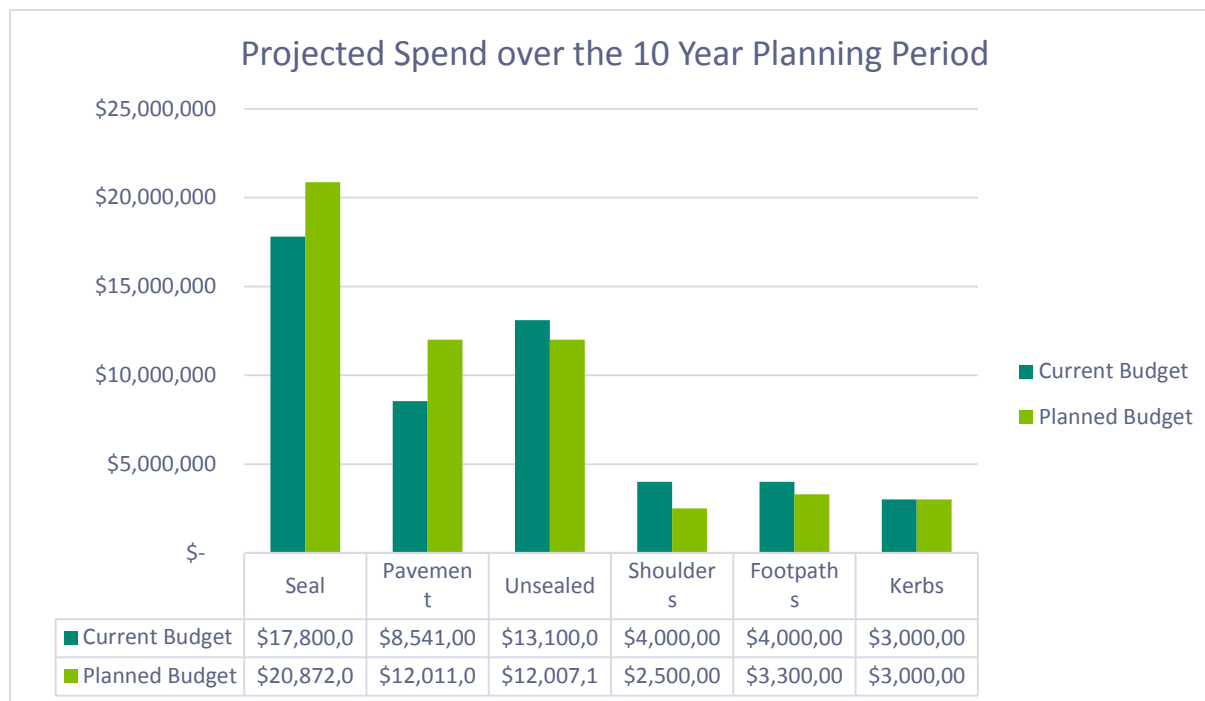
- **What we own:** Adelaide Hills Council has a broad range of assets, spread across various terrain types, extensive number of towns or villages (52 in total) and provide a sustainably funded distribution of Roads, Footpath and Kerb assets to its community.
- **Condition**
 - Councils asset base is currently in a reasonable condition and now requires further investment to ensure these assets are replaced at their optimum time. Further work is required and condition may decrease as further audits across the road, kerb and footpath asset classes are undertaken.
 - The pavement which is a long lived asset, but expensive to renew has provided challenges in the strategy for delivering the level of service with the current model of renewal. Recent changes in the targeted approach to patching and pre-planning has increased the volume of work being undertaken for this asset class. The plan continues this strategy over the 10 years.
- **Service Levels**
 - We understand that the community generally value their road and footpath network and our assumption is that they wish to have the service provided at the lowest long term costs. We assume that this is what our customers would expect us to do and we should.
 - The levels of service across the network are considered reasonable for the majority of asset classes, and further refinement is required on how we report, gather and understand to how we respond and engage has been highlighted through the AMP process.
 - The community has a high level of expectation on delivering new assets especially footpaths which in turn increase the overall asset base and adversely effects depreciation, operation and maintenance costs, and the eventual renewal of assets for future generations.
- **Lifecycle and Funding**
 - Whilst additional funding has been identified for seal and pavement in this AMP, further work is required in understanding the criticality of key assets, fine tuning intervention points and improved reporting of maintenance activities. These issues have been identified in the improvement plan and Council is actively working towards these goals.

9. Improvement Planning

Throughout the asset management planning process the key areas which require improvement, data is immature, or resources have not been allocated are built into the framework for delivery into the next phase of the AMP process. Where we believe we need to work towards is listed below:

Task	Task	Responsibility	Resources Required	Timeline
1	Redevelop footpath hierarchy model to include new drivers within existing network	Sustainable Assets	Sustainable Assets/Infrastructure Operations	2020/21
2	Seal – Review Hierarchy	Sustainable Assets/Infrastructure Operations		2021/22
3	Unsealed – Review Hierarchy	Sustainable Assets/Infrastructure Operations	Sustainable Assets/Infrastructure Operations	2020/21
4	Undertake Customer Satisfaction Surveys across asset classes	Sustainable Assets/Communications	Internal	2020/21
5	Undertake Condition Assessments – Seal & Pavement	Sustainable Assets	External	2021/22
7	Undertake Condition Assessments - Kerb & Footpath – Migrate Ramps from Kerbs to Footpaths	Sustainable Assets	Internal	2020/21
8	Maintenance Guidelines – Roads, Kerb & Footpath	Sustainable Assets/Infrastructure Operations	Internal	2021/22
9	New Assets Priority Ranking Criteria	Sustainable Assets	Internal	2022/23
10	Shoulder and Pavement Data Cleanse and Migrate Shoulders into Pavement and revalue	Sustainable Assets	Internal	2022/23
11	Intervention Analysis & Predictive Modelling	Sustainable Assets	Internal/External	2023/24
12	Undertake review of re-sheeting, patrol grading and shoulder strategies across the network to improve efficiencies within the existing constraints.	Sustainable Assets/Infrastructure Operations	Internal	2022/23
13	Capture relevant maintenance data across asset classes to understand where, when, how and how much we spend on assets	Sustainable Assets/Infrastructure Operations	Internal	2022/23

10. Forecast Spending and where is it being allocated?



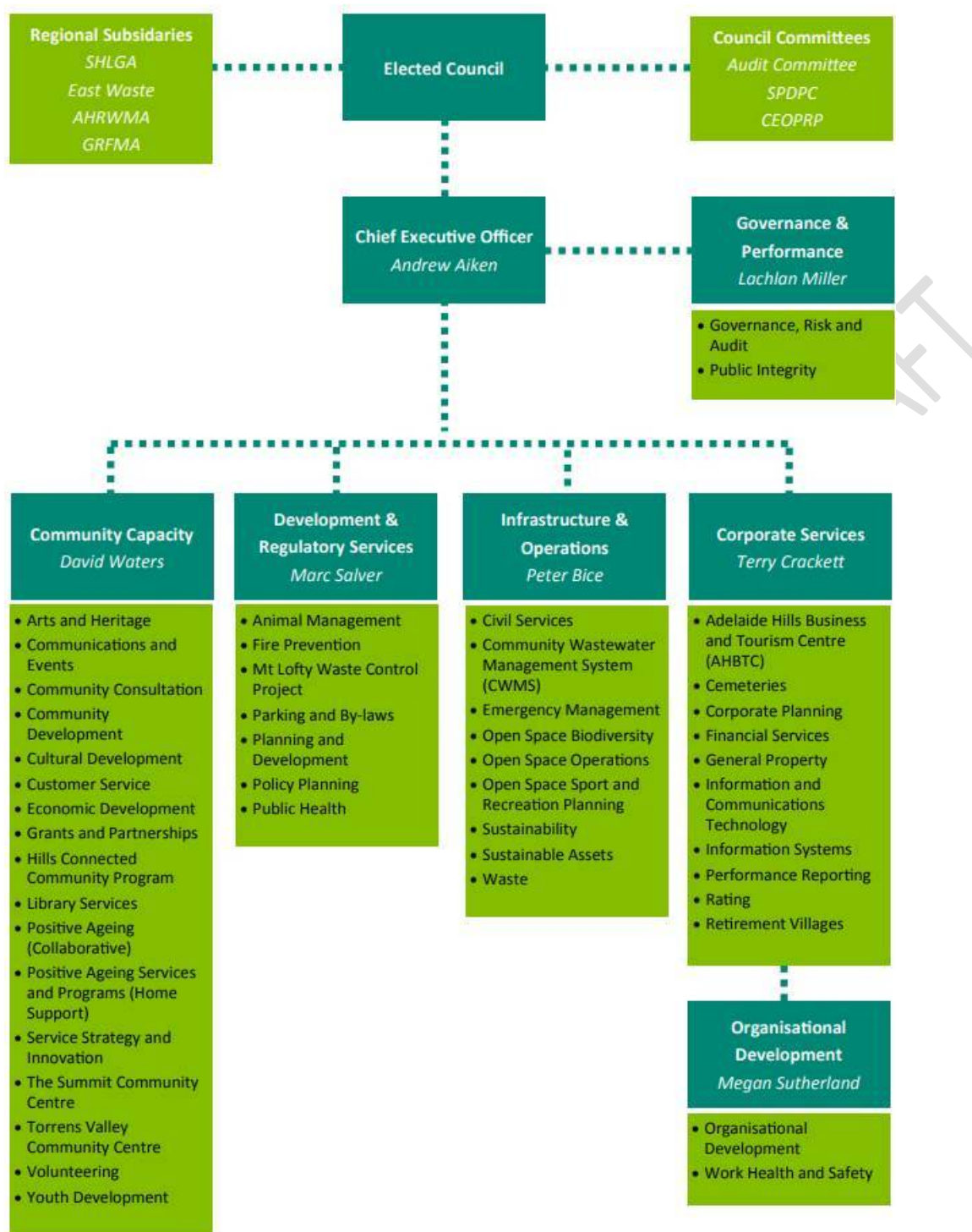
The infrastructure assets included in this plan have a total replacement value of \$295,102,586

Key stakeholders in the preparation and implementation of this asset management plan are shown in Table 2.1.

Table 2.1: Key Stakeholders in the AM Plan

Key Stakeholder	Role in Asset Management Plan
Councillors	<ul style="list-style-type: none"> Represent needs of community/shareholders, Establish the strategic vision and budget Allocate resources to meet the organisation's objectives in providing services while managing risks, Ensure organisation is financial sustainable.
CEO/Directors	<ul style="list-style-type: none"> Implement the strategic vision and budget set out by the elected Council Establish the operational vision and policy Oversee delivery of services
Engineering and Sustainable Assets Department	<ul style="list-style-type: none"> Development of delivery of the Transport Asset Management Plan through the Infrastructure & Operations Directorate
Community	<ul style="list-style-type: none"> Service levels through consultation, representation and expectation and the customer request system.

Our organisational structure for service delivery from infrastructure assets is detailed below,



2.2 Goals and Objectives of Asset Ownership

Our goal in managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,

- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,
- Identifying, assessing and appropriately controlling risks, and
- Linking to a long-term financial plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are

- Levels of service – specifies the levels of service to be provided,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 ¹
- ISO 55000²

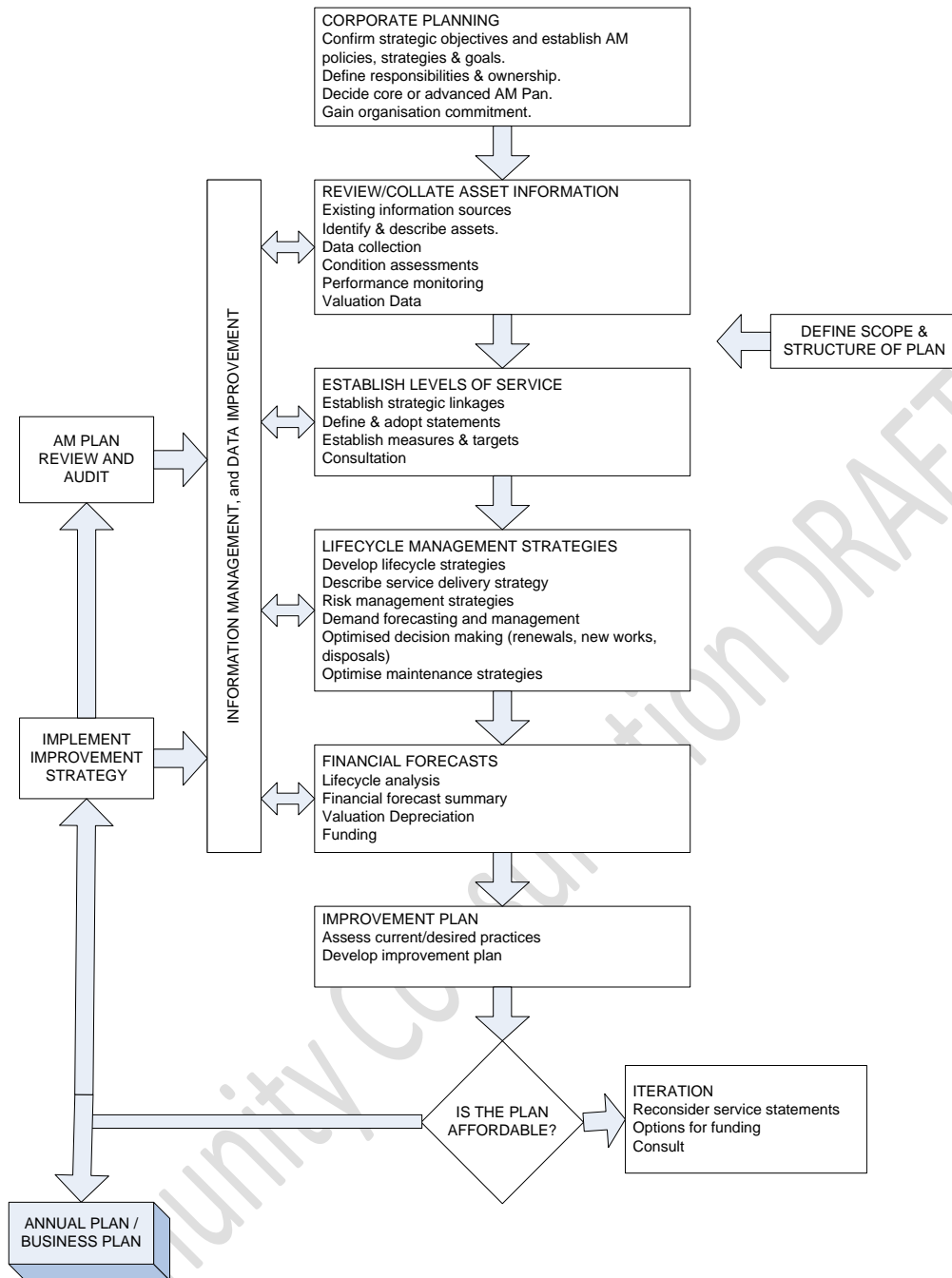
A road map for preparing an asset management plan is shown below.

Road Map for preparing an Asset Management Plan

Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11

¹ Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

² ISO 55000 Overview, principles and terminology



3.0 LEVELS OF SERVICE

3.1 Customer Research and Expectations

This asset management plan is prepared to facilitate consultation prior to adoption of levels of service by the Adelaide Hills Council. Future revisions of the asset management plan will incorporate customer consultation on service levels and costs of providing the service. This will assist the Adelaide Hills Council and stakeholders in matching the level of service required, service risks and consequences with the customer's ability and willingness to pay for the service.

We currently have no research on customer expectations. This will be investigated for future updates of the asset management plan. Currently we extrapolate data from the Customer Request System to provide an indicative expectations and requests from the community.

3.2 Strategic and Corporate Goals

This asset management plan is prepared under the direction of the Adelaide Hills Council vision, mission, goals and objectives.

Our goal is:

A functional built environment.

- Consider external influences in our long term asset management and adaptation planning
- Sustainable management of our built assets ensures a safe, functional and well serviced community

Strategic goals have been set by the Adelaide Hills Council. The relevant goals and objectives and how these are addressed in this asset management plan are summarised in Table 3.2.

Table 3.2: Goals and how these are addressed in this Plan

Goal	Objective	How Goal and Objectives are addressed in the AM Plan
1B1.5	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	Providing funding and fit for purpose assets that are well serviced and responsive to the changing needs of the community.
1B3.2	Aim to achieve 100% renewable energy use for our corporate operations and strive towards carbon neutrality	Continue to investigate carbon reducing initiatives in usage of Recycled Asphalt surfacing
1B3.3	Investigate and source recyclable materials for asset renewal projects wherever practical and in doing so promote the circular economy.	Reuse of materials in capital works projects in conjunction with the Circular Economy Investment

3.3 Legislative Requirements

There are many legislative requirements relating to the management of assets. Legislative requirements that impact the delivery of the Roads, Footpath and Kerb service are outlined in Table 3.3.

Table 3.3: Legislative Requirements

Legislation	Requirement
Local Government Act (1999)	Sets out the role, responsibilities and powers of local governments including the preparation of long term financial plan supported by infrastructure and asset management plans for sustainable service delivery
Road Traffic Act (1961)	The act provides legislative requirements on the use of roads by vehicles and other road users.
Australian Road Rules	Requirements for users of the roads to obey
Australian Standards	Various standards that provide guidance and specifications for the management of transport assets
Native Vegetation Act (1991)	Management of the roadside will require an understanding of this act.
Australian Accounting Standards	Sets out the requirements to sustainably protect the environment during both the construction and life of the asset.

3.4 Customer Values

Service levels are defined in three ways, customer values, customer levels of service and technical levels of service.

Customer Values indicate:

- what aspects of the service is important to the customer,
- whether they see value in what is currently provided and
- the likely trend over time based on the current budget provision

Table 3.4: Customer Values

Service Objective:			
Customer Values	Customer Satisfaction Measure	Current Feedback	Expected Trend Based on Planned Budget
Safe & traversable footpaths	Customer Surveys & Complaints	Average of 146 requests per year via CRM's	Increase as footpath renewals are pushed out and network increased through new or upgrades
Seal ride quality	Customer Surveys & Complaints	Moderate number of complaints relating to failures and potholing	With the current budget and deterioration in pavement there is likely to be an increase in complaints
Kerb & Water Table functionality	Customer Complaints	Moderate requests for asphalt kerbing to mitigate water damage into property	Likely to increase due to removal of service moving forward
Unsealed Roads Surface and Ride	Customer Complaints	Moderate number of requests for grading	Likely to reduce the number of complaints if increase in patrol grading undertaken as recommended. Less capital and re-sheeting may result in greater deterioration in the outer years as corrugations etc develop more readily on an older network

3.5 Customer Levels of Service

The Customer Levels of Service are considered in terms of:

Quality How good is the service ... what is the condition or quality of the service?

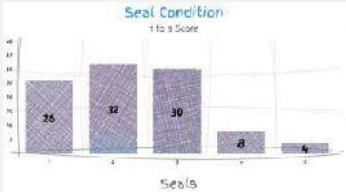
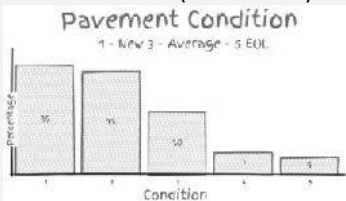
Function Is it suitable for its intended purpose Is it the right service?

Capacity/Use Is the service over or under used ... do we need more or less of these assets?


In Table 3.5 under each of the service measures types (Quality, Function, Capacity/Use) there is a summary of the performance measure being used, the current performance, and the expected performance based on the current funding level.

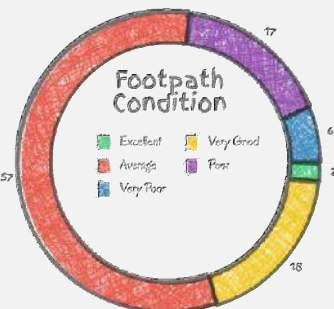
These are measures of fact related to the service delivery outcome e.g. number of occasions when service is not available, condition %'s of Very Poor, Poor/Average/Good, Very Good and provide a balance in comparison to the customer perception that may be more subjective.

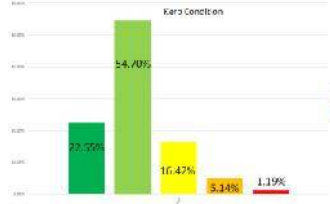
Table 3.5: Customer Level of Service Measures

Asset Class	Type of Measure	Level of Service	Performance Measure	Current Performance	Expected Trend Based on Planned Budget
Seal & Pavement	Condition	Condition of Seal & Pavement Provides a smooth ride.	Undertake High Speed Data Assessment Utilising SCI & PCI	<p>Seal – SCI (2015)</p>  <p>Pavement – PCI (Audit 2015)</p>  <p>Condition 5 consists of approximately 33km of the network.</p>	<p>Seal – In the short term the seal requires additional funding to mitigate deterioration the aged spray seal network</p> <p>Pavement – Appropriate levels of funding have been forecast through the plan including targeted patching programs and selective treatments of failed sections to prolong the life of the overall asset base.</p> <p>The extent of failures are likely to increase and overall the life of the road pavement may be reduced if additional funding is not provided.</p>

		Confidence levels		<p>High-Medium</p> <p>High (Professional Judgement supported by extensive data) Medium (Professional judgement supported by data sampling and field testing)</p> <p>Data set is getting towards end of life and is planned to be recollected in 21/22</p>	<p>Medium</p> <p>Medium (Professional judgement supported by data sampling and field testing)</p>
	Function	Measure of the asset is appropriate for its intended use.	Road Hierarchy	<p>Breakdown of current hierarchy</p> <p>Distributor –19% Collector – 7% Local – 73% Other-1%</p>	<p>Seal – Trend may see an increase the amount of coverage of the network, economic value and sustainability outcomes.</p> <p>Pavement – Minimal impact on heavy vehicle movements increasing or expected volumes due to population increase.</p>
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement supported by data sampling)</p>	<p>Medium</p> <p>Medium (Professional judgement and an industry push towards sustainable practices)</p>
	Capacity	Whether the capacity of the assets are sufficient	Traffic Count averages for vehicle types reflect the capacity designated for that road type – Distributor, Collector or Local	Traffic Counts across network averages for each road class	Minimal impact on capacity, and likely planned budget will not be effected until additional road data sampling undertaken in 21/22
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement supported by data sampling) Council has reasonably good data for traffic counts across its network.</p>	<p>Medium</p> <p>Medium (Professional judgement supported by data sampling)</p>

Asset Class	Type of Measure	Level of Service	Performance Measure	Current Performance	Expected Trend Based on Planned Budget
Unsealed Roads	Condition	Condition of unsealed network	Condition rating of asset class Patrol Grading	Unsealed roads are currently performing well across the network  <p>Audit 2015 Current maintenance for patrol grading is around 55% of the network</p>	Transition from reduction in Renewal to Maintenance will increase asset lifecycle. Increase in patrol grading to 75% of the network per year is envisaged. Increase in budget maintenance expected, reduction in capital re-sheeting for the next 10 years
		Confidence levels		Medium Medium (Professional judgement supported by field supervisor input and annual inspections)	Medium Medium (Professional judgement supported by field supervisor input and annual inspections)
	Function	Measure of the asset is appropriate for its intended use.	Road Hierarchy	Majority of assets are fit for purpose.	Existing budget will reduce over time and stabilise based on new hierarchy
		Confidence levels		Medium (Professional judgement supported by field supervisor input and annual inspections)	Medium (Professional judgement supported by field supervisor input and annual inspections)
	Capacity	Whether the capacity of the assets are sufficient	Traffic volumes	Unsealed network is in good condition and is well funded.	No changes or impact on budget in relation to capacity. No major industries identified that will impact network capacity.
		Confidence levels		Medium Medium (Professional judgement supported by data sampling) Council has reasonably good data for traffic counts across its network, indicating the types of vehicles access its unsealed network.	Medium Medium (Professional judgement and existing growth)
Asset Class	Type of Measure	Level of Service	Performance Measure	Current Performance	Expected Trend Based on Planned Budget

Footpaths	Condition	Condition of Footpath Network	Condition rating of asset class	<p>Nearly 25% of the network is heading towards end of life</p>  <p>Audit 2015</p>	<p>The footpath network is expanding at roughly 2% per year, and the existing renewal level has been reduced due to the extended life of the asphalt treatments within the Council network.</p> <p>This planned amount may change once a condition assessment is undertaken in 22/23</p>
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement supported by data sampling and field inspections)</p> <p>Data set is due for recollection</p>	<p>Medium</p> <p>Medium (Professional judgement supported by data sampling and field inspections)</p> <p>Existing budget is supporting new assets</p>
	Function	Measure of the asset is appropriate for its intended use.	Footpath Priority Zoning	Majority of assets are fit for purpose, however there is an increasing proportion not meeting expectations	<p>The pressure to install additional footpaths is recognised and a system is being reviewed to reprioritise the network.</p> <p>There is an increase in requests for dual usage cycle/walkway/footpaths so the intended use will need to be linked to existing strategies and trail studies.</p>
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement)</p>	<p>Medium</p> <p>Medium (Professional judgement)</p>
	Capacity	Whether the capacity of the assets are sufficient	Footpath widths measured against priority zones	No analysis has been undertaken across capacity, where possible assets are delivered to standard or to suit location	Slight impact on budget as capacity is likely to be increased to meet community expectations.
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement supported by data sampling) Council has reasonably good data for traffic counts across its network.</p>	<p>Medium</p> <p>Medium (Professional judgement supported by data sampling)</p>
Asset Class	Type of Measure	Level of Service	Performance Measure	Current Performance	Expected Trend Based on Planned Budget

Kerb & Water table	Condition	Condition of Kerb & Water Table Network	Condition rating of asset class	<p>Small section of network is in poor or end of life scenario</p> 	Slight increase as asset delivered to higher standard as a reduction in treatment type, and allowance may be required if the asphalt assets are to be renewed through renewal budgets.
		Confidence levels		<p>Low</p> <p>Low (Professional judgement with no data evidence)</p> <p>Data set is due for recollection</p>	<p>Low</p> <p>Low (Professional judgement with no data evidence)</p> <p>Data set is due for recollection</p>
	Function	Measure of the asset is appropriate for its intended use.	Condition rating of the asset class	Majority of assets are fit for purpose.	Increased level of targeted replacement with seal and footpath works
		Confidence levels		<p>Medium</p> <p>Medium (Professional judgement supported by data sampling)</p>	<p>Medium</p> <p>Medium (Professional judgement supported by data sampling)</p>
	Capacity	Whether the capacity of the assets are sufficient	Ensure that kerb is appropriate to manage drainage to the stormwater system	<p>No analysis has been undertaken across capacity.</p> <p>Local operational knowledge is used to determine where kerb and gutter may create drainage issues that may be from kerb and gutter capacity.</p>	No capacity assessment undertaken
		Confidence levels		<p>Medium</p> <p>Medium Professional judgement and operational knowledge</p>	<p>Medium</p> <p>Medium Professional judgement and operational knowledge</p>

3.6 Technical Levels of Service

Technical Levels of Service – To deliver the customer values, and impact the achieved Customer Levels of Service, are operational or technical measures of performance. These technical measures relate to the activities and allocation of resources to best achieve the desired customer outcomes and demonstrate effective performance.

Technical service measures are linked to the activities and annual budgets covering:

- **Acquisition** – the activities to provide a higher level of service (e.g. widening a road, sealing an unsealed road, replacing a pipeline with a larger size) or a new service that did not exist previously (e.g. a new library).

- **Operation** – the regular activities to provide services (e.g. opening hours, cleansing, mowing grass, energy, inspections, etc.
- **Maintenance** – the activities necessary to retain an asset as near as practicable to an appropriate service condition. Maintenance activities enable an asset to provide service for its planned life (e.g. road patching, unsealed road grading, building and structure repairs),
- **Renewal** – the activities that return the service capability of an asset up to that which it had originally provided (e.g. road resurfacing and pavement reconstruction, pipeline replacement and building component replacement),

Service and asset managers plan, implement and control technical service levels to influence the service outcomes.³

Table 3.6 shows the activities expected to be provided under the current Planned Budget allocation, and the Forecast activity requirements being recommended in this AM Plan.

Table 3.6: Technical Levels of Service

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
TECHNICAL LEVELS OF SERVICE -Pavement, Sealed & Unsealed Roads				
Acquisition	New or Gifted assets fit for purpose (sealed subdivisions)	Condition assessed at time of acquisition	No planned maintenance for early life cycle	Ensure appropriate resources are supported operationally to derive asset condition at acquisition. Various assets gifted for The Crest at Inverbrackie & Woodforde Estates
		Acquisition Budget	<i>\$0.00</i>	<i>\$860,000 increase to asset base</i>
Operation	Project Management Support in Delivering Seal Renewals, Pavement & Unsealed Roads	Pavement, Seal and Unsealed renewed at optimum time Pavement Investigation	Internal Project Management Cost – Linked to Seal, Pavement & Unsealed delivery PM Costs - \$607k per annum on average across the 10 year period Pavement Investigation \$30k per annum	Detailed Support in Project Delivery – Intervention, Treatment Types & ROI. PM Costs - \$607k per annum on average across the 10 year period Pavement Investigation \$30k per annum
		Operations Budget	<i>\$637,000k per annum</i>	<i>\$637,000 per annum No change to budget as recommended change is linked to a % of delivery</i>

³ IPWEA, 2015, IIMM, p 2|28.

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
Maintenance	Maintain Unsealed Road Surfaces	Length of network Patrol Graded (km)	240kms Annually	Increase to 340 km's due to minimising re-sheeting practices and reduction in capital program over 10 year program.
	Maintain Sealed Surfaces (Seal & Pavement)	Patching(Pavement) Crack Sealing(Seal)	<i>\$45,000 Per Year</i> <i>\$0.00</i>	<i>Suggest removal due to increase in patching across network through Capital Pavement Budget</i> <i>\$25,000 Crack Sealing Per annum proposed (potentially funded from operations budget)</i>
		Maintenance Budget	<i>Unsealed - \$10,800,000 for the Total 10 Years</i> <i>Sealed - \$10,300,000 for the Total 10 Years</i> <i>Pavement - \$2,100,000 for the Total 10 Years</i>	<i>Unsealed - \$10,800,000 Total for the 10 Years – (An increase is suggested and should be undertaken after maintenance review)</i> <i>Sealed - \$10,300,000 for the Total 10 Years</i> <i>Pavement - \$2,150,000 for the Total 10 Years</i>
Renewal	Sealed Surfaces	Condition Assessment Based	Numerous seals are beyond their useful life across asphalt and spray seal network.	Increased spending required to address aging assets and spray seal binder condition
	Pavement	Condition Assessment Based	Currently identified 33,000 square metres of pavement that is in poor condition.	Increased funding required to address targeted pavement failures
	Unsealed Surfaces	Re-sheeting	Currently re-sheeting 5-6% per year of the network	Reduced budget to transfer to increase maintenance practices
		Budget	<i>Unsealed - \$13,100,000 for the Total 10 Years</i> <i>Sealed - \$17,800,000 for</i>	<i>Unsealed - \$12,000,000 Total for the 10 Years (A suggested reduction should be undertaken after maintenance review)</i> <i>Sealed - \$20,872,000 for the Total 10 Years</i>

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
			<i>the Total 10 Years</i> <i>Pavement - \$8,541,000 for the Total 10 Years</i>	<i>Pavement - \$12,011,000 for the Total 10 Years</i>
Disposal	Unsealed & Sealed Roads	Nil	No disposals planned	No disposals planned
	Sealed Roads	Boundary Realignment	608kms	Potential Removal of 26kms of seal from network
		Budget	Nil	Reduced seal network & budget

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
TECHNICAL LEVELS OF SERVICE - Shoulders, Footpaths & Kerb/Water Table				
Acquisition	New or Gifted assets fit for purpose (sealed subdivisions)	Condition assessed at time of acquisition	No planned maintenance for early life cycle	Ensure appropriate resources are supported operationally to derive asset condition at acquisition. Various assets gifted for The Crest at Inverbrackie & Woodforde Estates
		Acquisition Budget	<i>\$0.00</i>	<i>\$200k Footpaths per annum</i> <i>\$1.9million projected gifted over 10 years</i>
Operation	Project Management Support in Delivering Shoulders, Kerb & Footpaths Renewals	Footpaths, Shoulders & Kerb renewed at optimum time	Internal Project Management Cost – Linked to Footpath, Kerb & Shoulder delivery PM Costs - \$153k per annum on average across the 10 year period Condition Assessment (21/22) - \$0	Support for various audits and proactive programs to maximise renewal and linked maintenance strategies PM Costs - \$153k per annum on average across the 10 year period Approx \$50k for Condition Assessment
		Operations Budget	<i>\$153,000</i>	<i>\$1,583,000 Total for the 10 Years</i>
Maintenance	Maintain Footpath Network	Maintenance activity requests	150 request (CRMS) per year	Performance Review after 21/22 Condition Assessment undertaken –

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
		undertaken		No changes proposed
	Maintain Kerb & Water Table Network	Maintenance Activities	No performance measures available	Performance Review after 20/21 Condition Assessment undertaken – No changes proposed
	Maintain Shoulder Network	Maintenance Activities	No performance measures available	Increase in maintenance practices to improve overall shoulder maintenance strategy to minimise edge breaks and planned maintenance across the network
		Maintenance Budget	<p><i>Footpaths - \$810,000 for the Total 10 Years</i></p> <p><i>Kerb & Water Table - \$620,000 for the Total 10 Years</i></p> <p><i>Shoulders - \$2,100,000 for the Total 10 Years</i></p>	<p><i>Footpaths - \$810,000 for the Total 10 Years</i></p> <p><i>Kerb & Water Table - \$620,000 for the Total 10 Years (To be realigned after Condition Assessment)</i></p> <p><i>Shoulders - \$2,100,000 for the Total 10 Years (increase based on capital reduction)</i></p>
Renewal	Footpaths	Condition Assessment Based	Based on age, condition and priority	Renewal strategy to be developed to link renewal and maintenance planning to improve lifecycle.
	Kerb & Water Table	Condition Assessment Based	<p>Currently undertake visual and professional judgement across network to define renewals</p> <p>Existing renewal works general undertaken in conjunction with seal and footpath program renewals.</p>	<p>Renewal strategy to be developed once condition assessment undertaken.</p> <p>Increased targeted replacement</p>
	Shoulders	Condition Assessment Based	ARRB (2015) 5-7% Network Edgebreaks 10% Grading Required 3% Network Breakthrough	Reduced capital expenditure and increase operational effort into Shoulder Maintenance

Lifecycle Activity	Purpose of Activity	Activity Measure	Current Performance*	Recommended Performance **
			> 20%	
		Renewal Budget	<i>Footpaths - \$4,180,000 for the Total 10 Years</i> <i>Kerb & WT - \$3,000,000 for the Total 10 Years</i> <i>Shoulders - \$4,000,000 for the Total 10 Years</i>	<i>Footpaths - \$3,300,000 Total for the 10 Years</i> <i>Kerb & WT - \$3,000,000 for the Total 10 Years (Condition Assessment may change renewal targets)</i> <i>Shoulders - \$2,500,000 for the Total 10 Years</i>
Disposal	Footpaths Kerb & Water Table Shoulders	Nil Nil Nil Budget	No disposals planned No disposals planned No disposals planned Nil	No disposals planned No disposals planned No disposals planned Nil

Note: * Current activities related to planned budget.

** Forecast required performance related to forecast lifecycle costs.

It is important to monitor the service levels provided regularly as these will change. The current performance is influenced by work efficiencies and technology, and customer priorities will change over time.

4.0 FUTURE DEMAND

4.1 Demand Drivers

Drivers affecting demand include things such as population change, regulations, changes in demographics, seasonal factors, vehicle ownership rates, consumer preferences and expectations, technological changes, economic factors, agricultural practices, environmental awareness, etc.

4.2 Demand Forecasts

The present position and projections for demand drivers that may impact future service delivery and use of assets have been identified and documented.

4.3 Demand Impact and Demand Management Plan

The impact of demand drivers that may affect future service delivery and use of assets are shown in Table 4.3.

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices can include non-asset solutions, insuring against risks and managing failures.

Opportunities identified to date for demand management are shown in Table 4.3. Further opportunities will be developed in future revisions of this asset management plan.

Table 4.3: Demand Management Plan

Demand driver	Current position	Projection	Impact on services	Demand Management Plan
Increased Heavy Vehicle Movements	Monitor via Traffic Count and Hierarchy of Network	Increased load on the transport network testing capacity	Reduced life of seal and pavement, thus increased cost	<ul style="list-style-type: none"> - Continually assess network capacity and traffic flows. Address network capacity issues with improved capacity - Improve design standards to provide longer lasting pavements to cope with increased capacity and provide longevity
Provision of Footpaths	Priority Based System based on Key Drivers	Increases in request for footpaths across the network to improve linkages to key facilities	Construction of new footpaths increases pressure on renewals of existing network.	<ul style="list-style-type: none"> - Continue to provide new footpaths in keeping with the current policy and expenditure levels
Boundary Realignment	Council has a known position on its asset network, income and renewal budgets	Potential for LGA Boundary Realignment imposed by the State Government, decreasing rate revenue.	Impact on numerous asset classes and reduction of service to compensate for loss of income	<ul style="list-style-type: none"> - Scenarios developed to provide scoping around impacted areas.
Sealing Unsealed Roads	Clear Policy defining criteria for sealing	Increased community requests or policy changes to seal township or freight routes	Increase in seal asset base, but reduced maintenance for unsealed	<ul style="list-style-type: none"> - Analysis across potential routes or upgrades to determine benefit from upgrade. - Review of existing policy to focus on increased service for residential and hard to maintain areas.

4.4 Asset Programs to meet Demand

The new assets required to meet demand may be acquired, donated or constructed. Additional assets are discussed in Section 5.4.

Acquiring new assets will commit the Adelaide Hills Council to ongoing operations, maintenance and renewal costs for the period that the service provided from the assets is required. These future costs are identified and considered in developing forecasts of future operations, maintenance and renewal costs for inclusion in the long term financial plan (Refer to Section 5).

4.5 Climate Change and Adaption

The impacts of climate change can have a significant impact on the assets we manage and the services they provide. In the context of the Asset Management Planning process climate change can be considered as both a future demand and a risk.

How climate change will impact on assets can vary significantly depending on the location and the type of services provided, as will the way in which we respond and manage those impacts.

As a minimum we should consider both how to manage our existing assets given the potential climate change impacts, and then also how to create resilience to climate change in any new works or acquisitions.

Opportunities identified to date for management of climate change impacts on existing assets are shown in Table 4.4. Table 4.4 Managing the Impact of Climate Change on Assets

Climate Change Description	Projected Change	Potential Impact on Assets and Services	Management
Storm Intensity	More extreme weather events	Potentially more localised flooding Unsealed road side drain impacted	Ensure table drains are well maintenance for the sealed and unsealed network Kerb & Water table audits drive maintenance to reduce premature pavement failure
Rainfall	A drier climate is anticipated	Cost of water will increase Seal life reduced due to drier climate and impact from sun & temperature rise	Budget for increased cost of water supply. Plan for reduction in useful lives of asset base and increased cost of delivery

Additionally, the way in which we construct new assets should recognise that there is opportunity to build in resilience to climate change impacts. Buildings resilience will have benefits:

- Assets will withstand the impacts of climate change
- Services can be sustained
- Assets that can endure may potentially lower the lifecycle cost and reduce their carbon footprint

Table 4.5 summarises some asset climate change resilience opportunities.

Table 4.5 Building Asset Resilience to Climate Change

New Asset Description	Climate Change impact These assets?	Build Resilience in New Works
Sealed Network	Increased heat – cracking, and reduced life	Activating circular economy and investigation into suitable materials
All water usage	By nature treatments are water intensive	Use water reuse where available, or reduction at site to minimise cartage.
Asset Design	Fit for purpose	Building resilience into assets at design will increase the asset life based on climate impacts, and also lower the carbon impact due to longer lasting assets if built with resilience in mind.

The impact of climate change on assets is a new and complex discussion and further opportunities will be developed in future revisions of this asset management plan.

5.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Adelaide Hills Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 3) while managing life cycle costs.

5.1 Background Data

5.1.1 Physical parameters

The assets covered by this asset management plan are shown in Table 5.1.1.

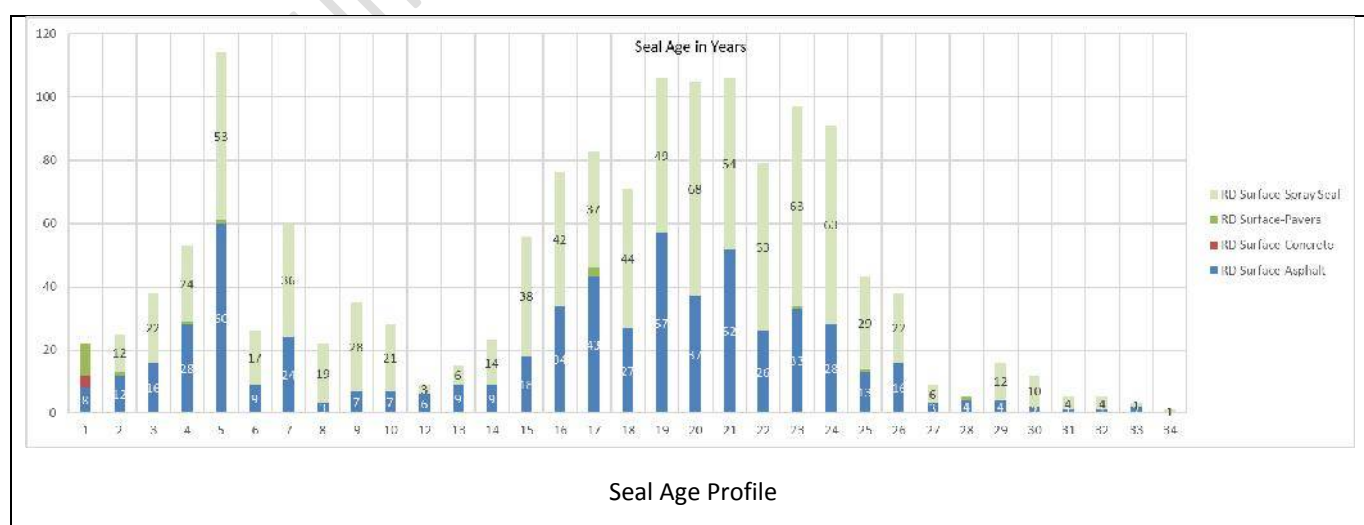
These assets include sealed, pavement, unsealed, footpath, kerb & water table and shoulders

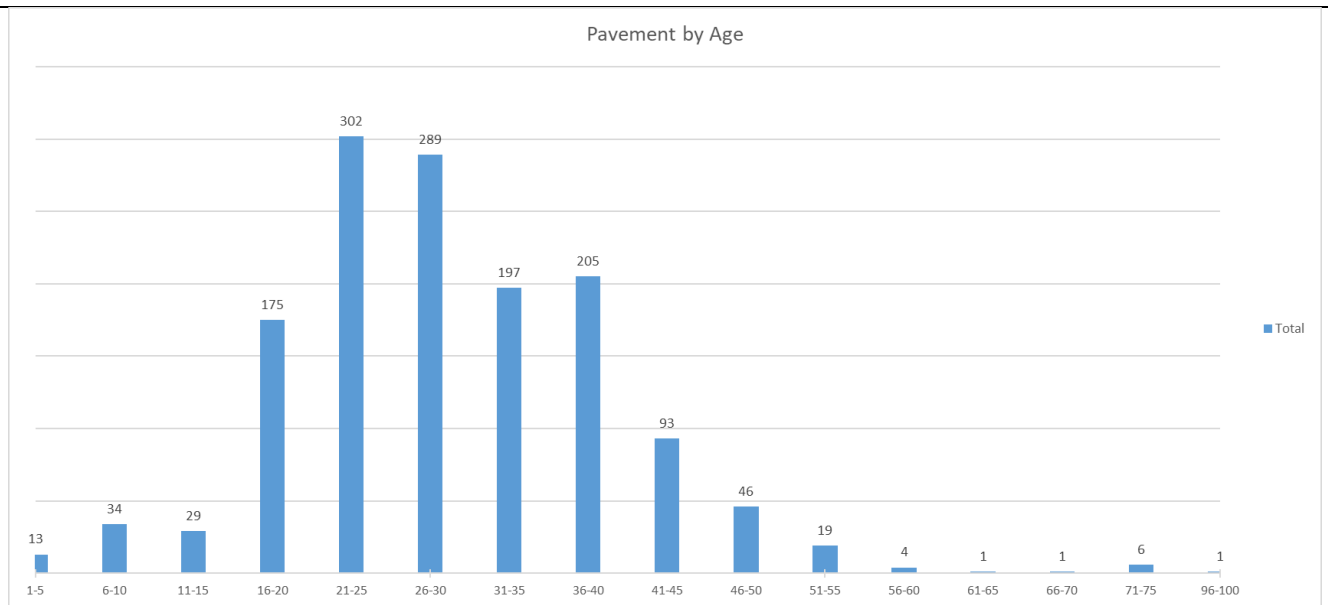
The age profile of the assets included in this AM Plan are shown in Figure 5.1.1.

Table 5.1.1: Assets covered by this Plan

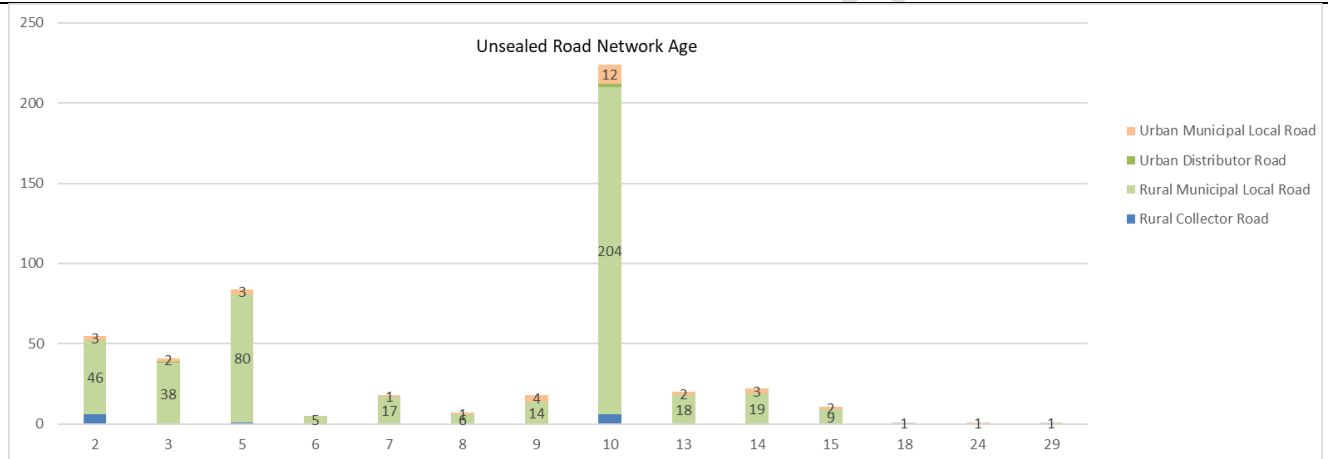
Asset Category	Dimensions	Replacement Value
Sealed Road Surface Network	608 kilometres network length	\$36,866,799 Valued – 30/6/2020
Pavement Road Network	608 kilometres network length	\$158,758,870 Valued – 30/6/2020
Unsealed Surface Road Network	401 kilometres network length	\$24,832,163 Valued – 30/6/2020
Footpath Network	115 kilometres network length	\$14,840,674 Valued – 30/6/2020
Kerb and Water Table	253.4 kilometres network length	\$40,379,263 Valued – 30/6/2020
Sealed Road Surface Shoulders	561,161 m2	\$19,424,817 Valued – 30/6/2020
Totals		\$295,102,586

Figure 5.1.1: Asset Age Profile

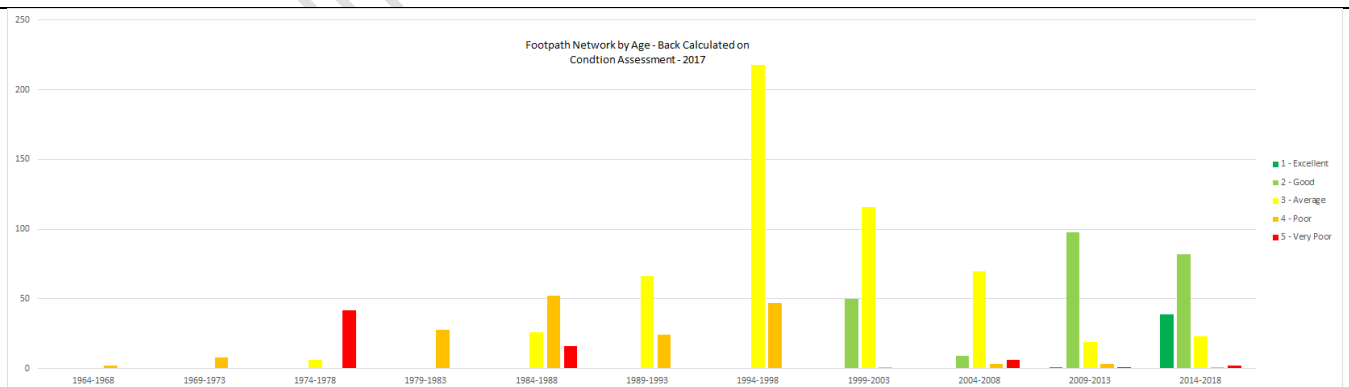




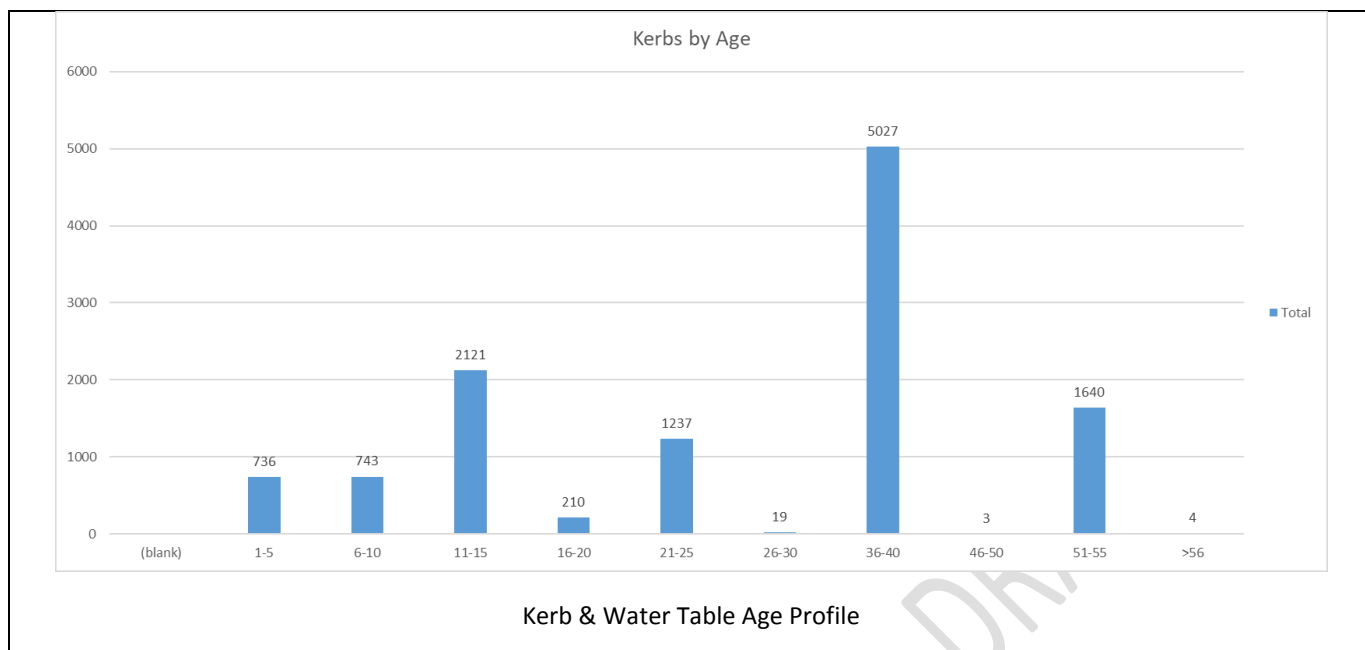
Pavement Age Profile/Shoulders (Tied to Pavement Profile)



Unsealed Age Profile



Footpath Age Profile



All figure values are shown in current (real) dollars.

Adelaide Hills Council has an aging asset profile across its Sealed Roads and Footpath network, and useful lives are relatively realistic to what is on the ground, and assets have outperformed their useful lives or previous construction dates have been re-aligned to fit the condition of the asset base. Having an aging asset base and continuing to construct new infrastructure or extend useful lives leads to major peaks in the future and require careful management and intervention to avoid impacts on the future.

It is important to recognise that robust condition assessments drive key intervention points where early intervention with maintenance can reduce significant investment in the future. Understanding the age profile is a key driver for planning over the long term and the impacts on new investment over renewal are a challenge that is to be considered to remain sustainable.

5.1.2 Asset capacity and performance

Assets are generally provided to meet design standards where these are available. However, there is insufficient resources to address all known deficiencies. Locations where deficiencies in service performance are known are detailed in Table 5.1.2.

Table 5.1.2: Known Service Performance Deficiencies

Location	Service Deficiency
Seal	Known portion of network has dead binder identified
Seal	Identified segments of edge break not being maintained
Pavement	Identified segments of failure
Kerb & Water Table	Existing asphalt rollover kerb
Maintenance Recording	Numerous asset classes within this plan do not have maintenance information this reduces the confidence in planning and maintenance forecasting and reliably understanding how, when & where maintenance is undertaken

The above service deficiencies were identified from ARRB Condition Assessment 2015 (Seal & Pavement), Kerb & Water Table – Internal Decision to minimise asphalt kerb renewals/maintenance.

5.1.3 Asset condition

Condition is currently monitored through a combination of external and internal condition assessments. The list below identifies where the last full condition audit of the Roads, Footpath and Kerb asset classes were undertaken.

- Seal & Pavement – ARRB 2015 – Planned 21/22
- Unsealed – 2014 – Yearly inspections being undertaken
- Footpath Network – 2014 – Planned 21/22
- Kerb & Water Table – 2009 – Planned 20/21
- Shoulders – ARRB 2015 – Planned 21/22

Condition is measured using a 1 – 5 grading system⁴ as detailed in Table 5.1.3. It is important that consistent condition grades be used in reporting various assets across an organisation. This supports effective communication. At the detailed level assets may be measured utilising different condition scales, however, for reporting in the AM plan they are all translated to the 1 – 5 grading scale.

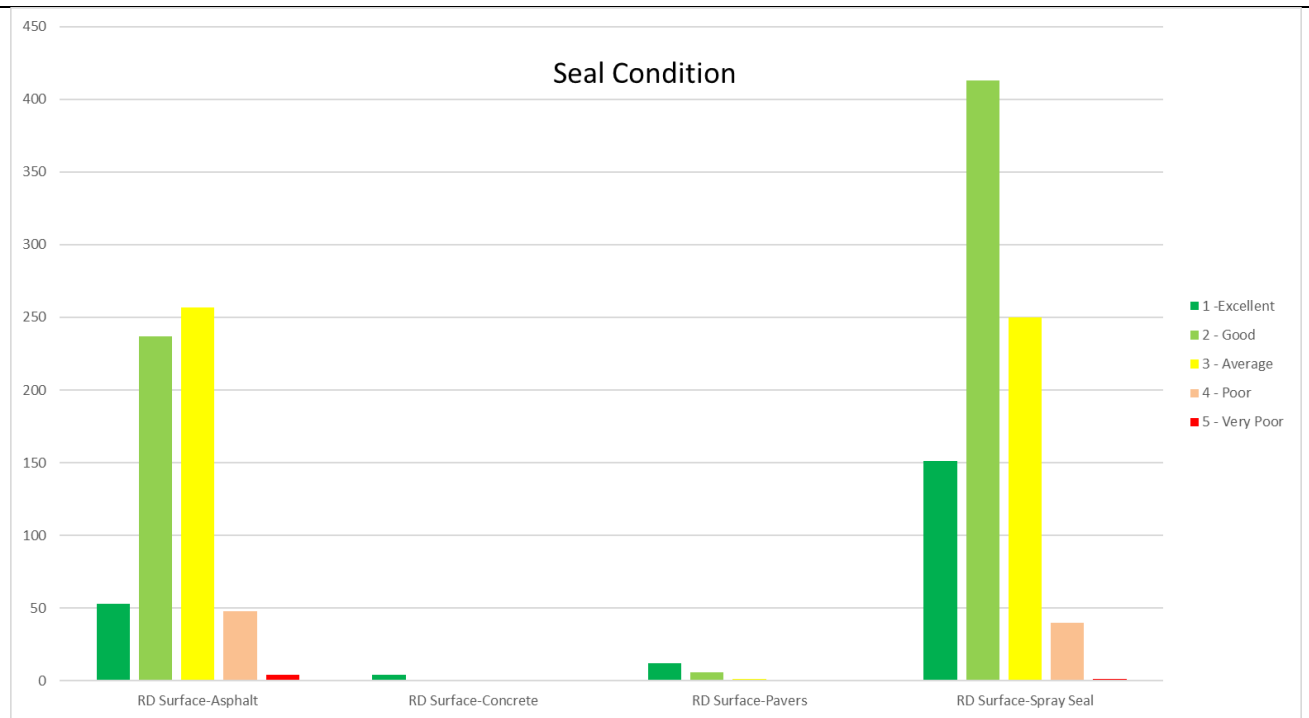
Table 5.1.3: Simple Condition Grading Model

Condition Grading	Description of Condition
1	Very Good: only planned maintenance required
2	Good: minor maintenance required plus planned maintenance
3	Fair: significant maintenance required or renewal intervention
4	Poor: significant renewal/rehabilitation required
5	Very Poor: physically unsound and/or beyond rehabilitation

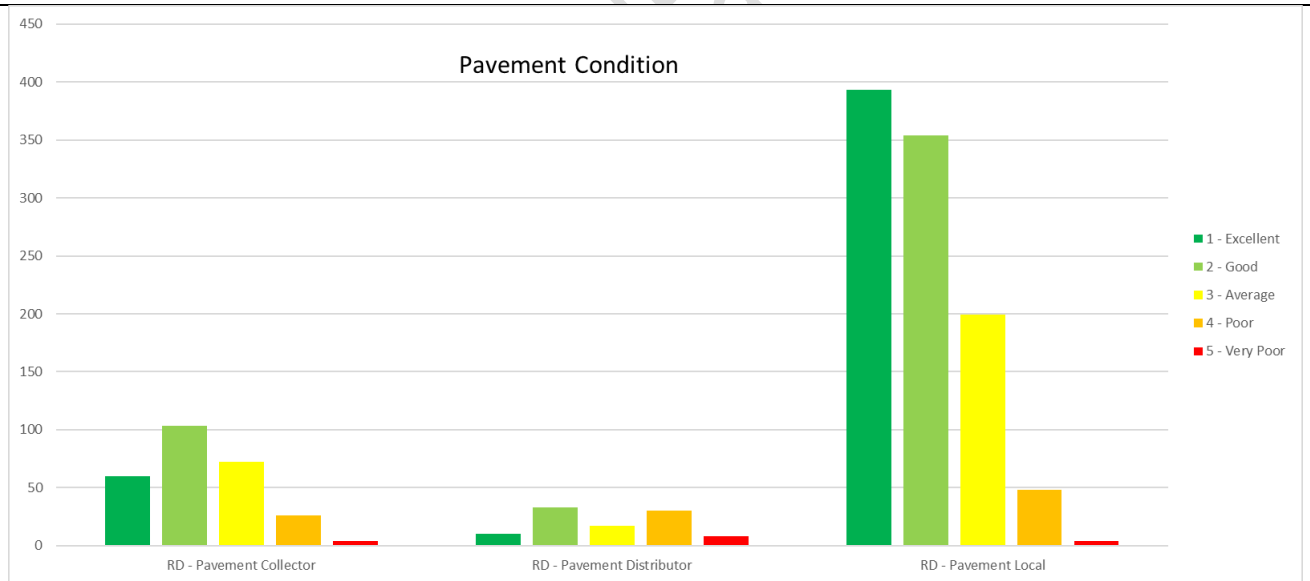
The condition profile of our assets is shown in Figure 5.1.3.

Figure 5.1.3: Asset Condition Profile

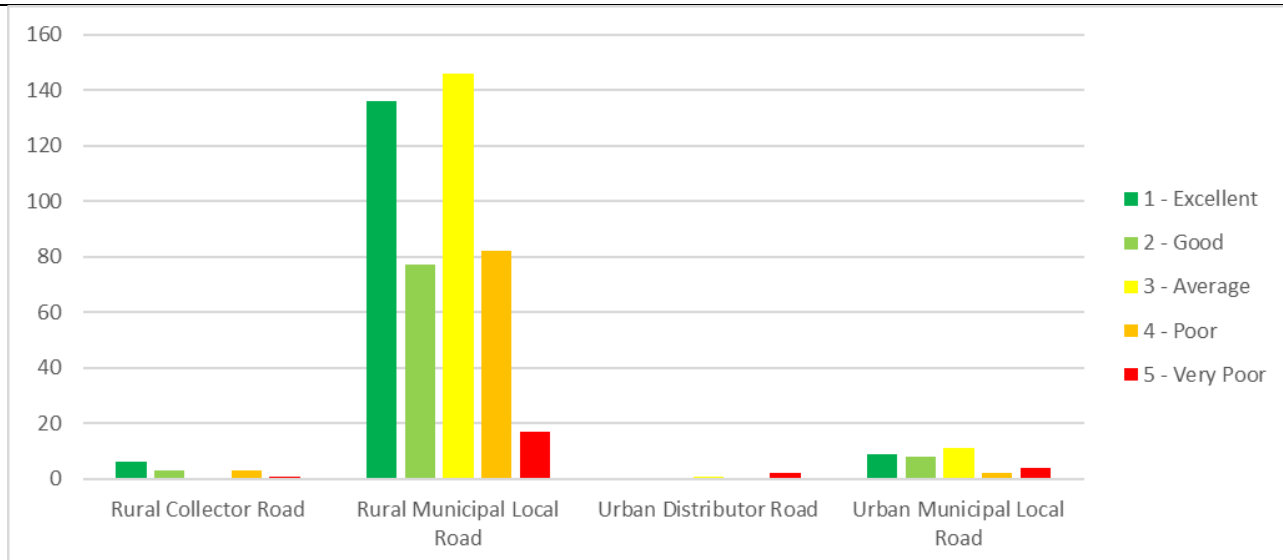
⁴ IPWEA, 2015, IIMM, Sec 2.5.4, p 2|80.



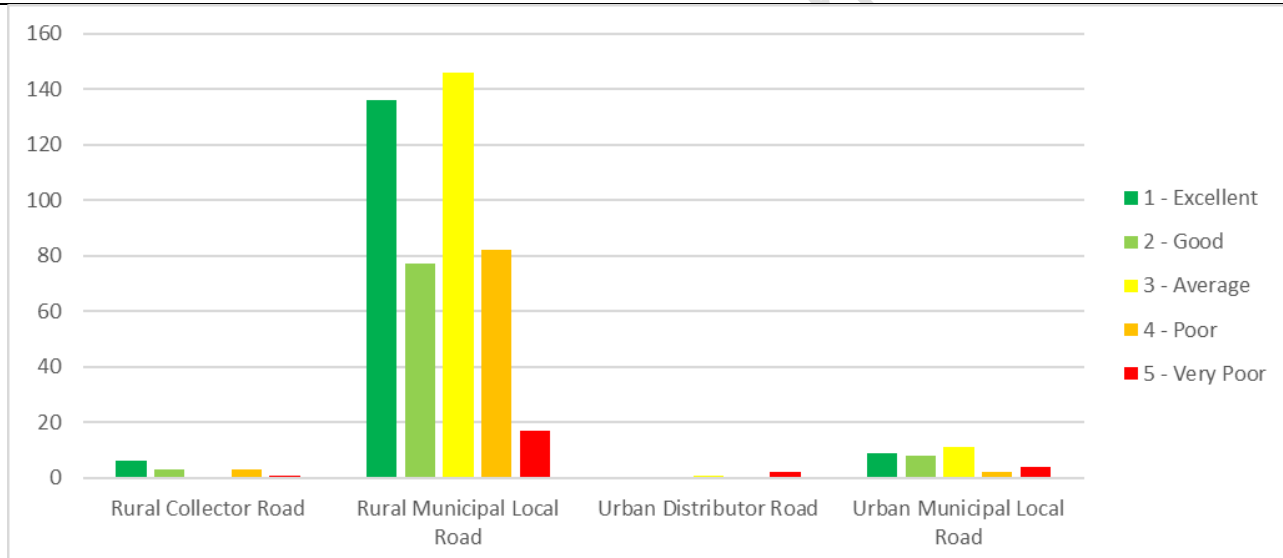
Seal Condition Profile
(2015 Condition Data)



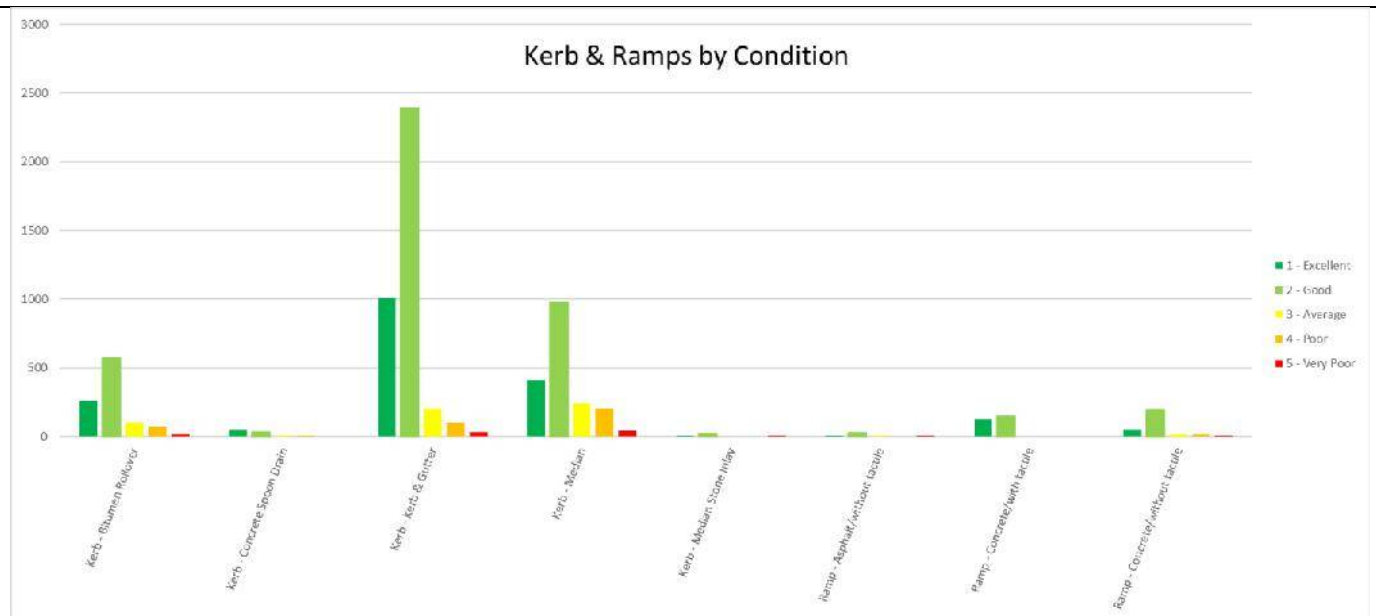
Pavement Condition Profile
(2015 Condition Data)



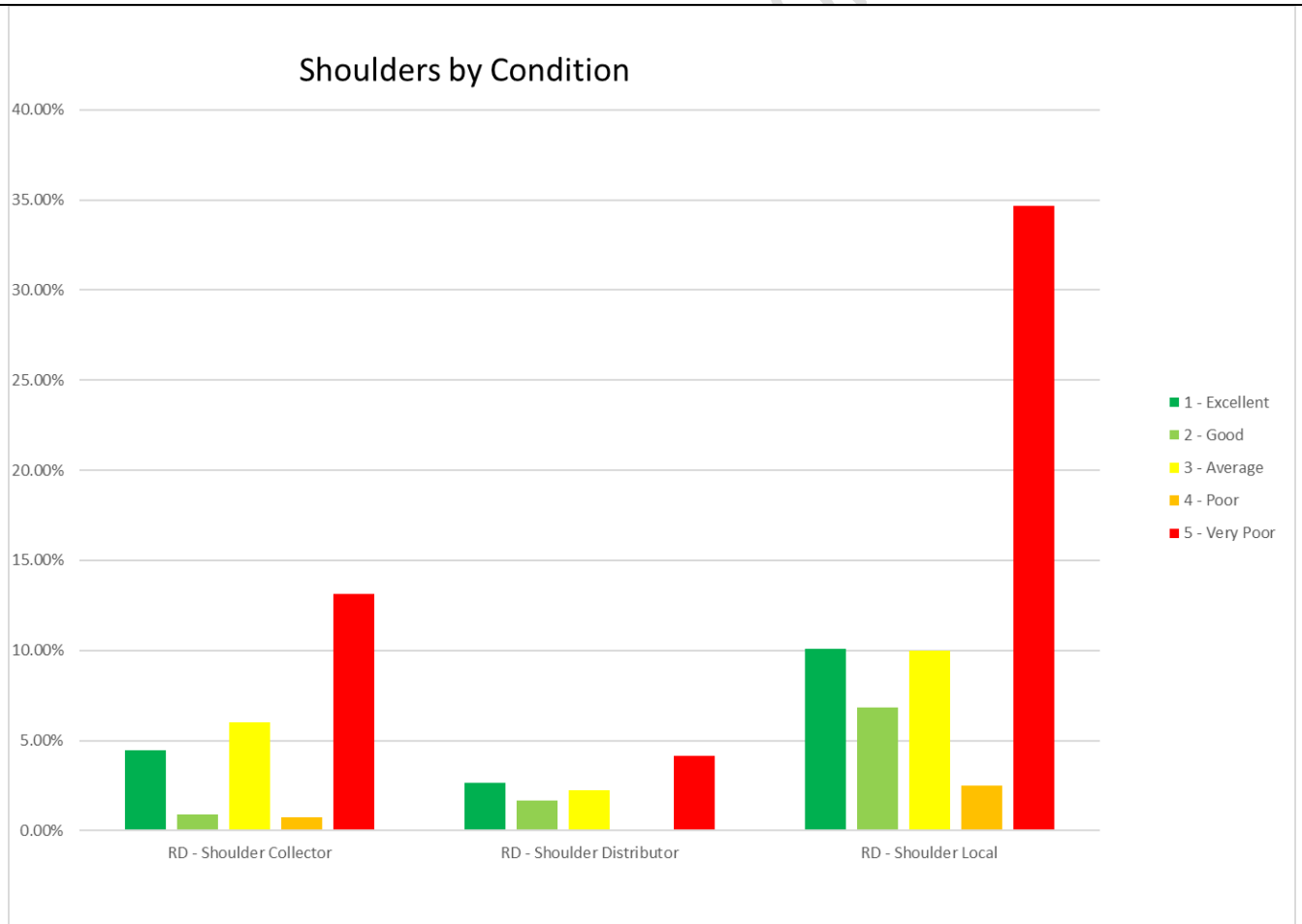
Unsealed Condition Profile
(2014 Condition Data)



Footpath Condition Profile
(2014 Condition Data)



Kerb & Water Table Condition Profile
(2009 Condition Data)



Shoulders Condition Profile
(2015 Condition Data)

The condition of Councils Road, Footpath and Kerb assets range from a high level of confidence through to low, and where a low condition of confidence is highlighted, professional judgement is the overriding factor in determining condition.

Footpath, Kerb & Shoulder condition all require revalidating through the condition assessment process and is included in the improvement plan in section 8.

5.2 Operations and Maintenance Plan

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs, asphalt patching, and equipment repairs.

The trend in maintenance budgets are shown in Table 5.2.1.

Table 5.2.1: Maintenance Budget Trends

Year	Maintenance Budget \$
19/20 Financial Year	\$2,547,000
20/21 Financial Year	\$2,592,460
21/22 Financial Year	\$2,766,716

Maintenance budget levels are considered adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

Assessment and priority of reactive maintenance is undertaken by staff using experience and judgement.

Asset hierarchy

An asset hierarchy provides a framework for structuring data in an information system to assist in collection of data, reporting information and making decisions. The hierarchy includes the asset class and component used for asset planning and financial reporting and service level hierarchy used for service planning and delivery.

The service hierarchy is shown in Table 5.2.2.

Table 5.2.2: Asset Service Hierarchy

Service Hierarchy		Service Level Objective
Road Seal/Pavement/Unsealed	Urban Distributor	Urban Distributor Roads are roads that link suburbs, towns or areas that provide a direct link through a town or area or act as a bypass route around a town or urban area.
	Urban Collector	Urban Collector roads collect traffic from suburban areas and channel traffic directly to town centres or major points of activity. They may also link suburbs or towns directly to distributor

		roads. Urban Collector roads are appropriate for heavy vehicle traffic but B-Double and heavy transport movements are generally restricted.
	Urban Local	Urban Local roads carry low traffic volumes and provide access within an urban area or town and should not be thoroughfares and should be designed with traffic calming features to discourage through traffic and high speed traffic.
	Rural Distributor	Rural Distributors are roads that directly link rural areas and/or towns. They are bitumen sealed and carry large medium to volumes of traffic and are designed as freight routes.
	Rural Collector	Rural Collector roads collect traffic from rural areas and channel traffic to rural towns or to Rural Distributor roads. Rural Collector roads are suitable for heavy vehicles and farm machinery and are generally bitumen sealed but may be unsealed.
	Rural Local	Rural Local roads have low traffic volumes and link rural properties and areas to Rural Distributor and Rural Collector roads. Rural Local roads are generally unsealed and require a regular grading or maintenance program, unsealed roads policy derives the criteria for upgrading these to seal.
Footpath	Priority Zone 1	Highly trafficked footpaths, such as the Central Business Districts
	Priority Zone 2	Footpaths with medium levels of pedestrian traffic and/or those that are located near vulnerable users, such as: <ul style="list-style-type: none"> • Aged care centres • Senior citizen centres • Schools • Car parks • Doctors surgeries
	Priority Zone 3	Footpaths in local access streets
	Priority Zone 4	Footpaths with low levels of pedestrian traffic in cul-de-sacs
	Priority Zone 5	Unformed, minimal access or inaccessible/unfeasible location for installation
Kerb & Watertable	Linked to Road Hierarchy	
Shoulders	Linked to Road Hierarchy	

Community Consultation DRAFT

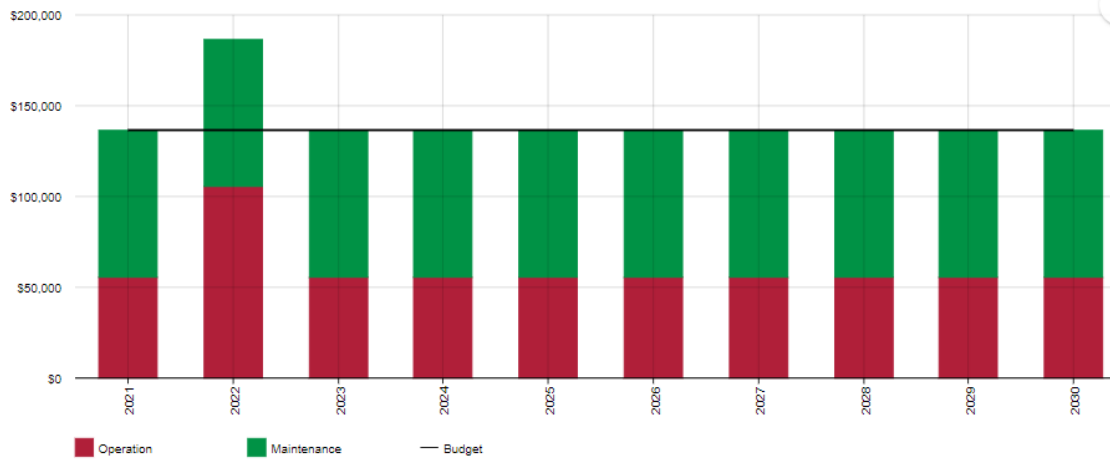
Summary of forecast operations and maintenance costs

Forecast operations and maintenance costs are expected to vary in relation to the total value of the asset stock. If additional assets are acquired, the future operations and maintenance costs are forecast to increase. If assets are disposed of the forecast operation and maintenance costs are expected to decrease. Figure 5.2 shows the forecast operations and maintenance costs relative to the proposed operations and maintenance planned budget.

Figure 5.2: Operations and Maintenance Summary

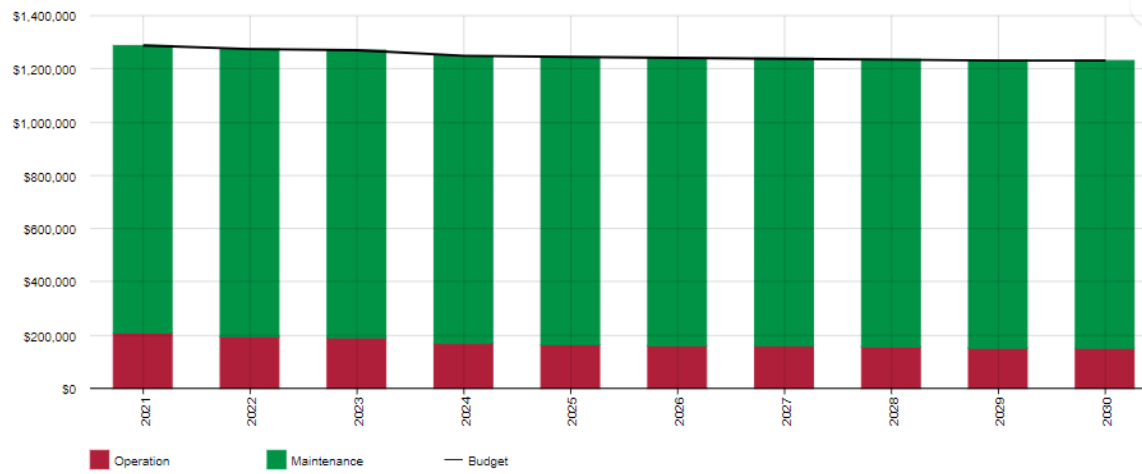


Operation and Maintenance Summary



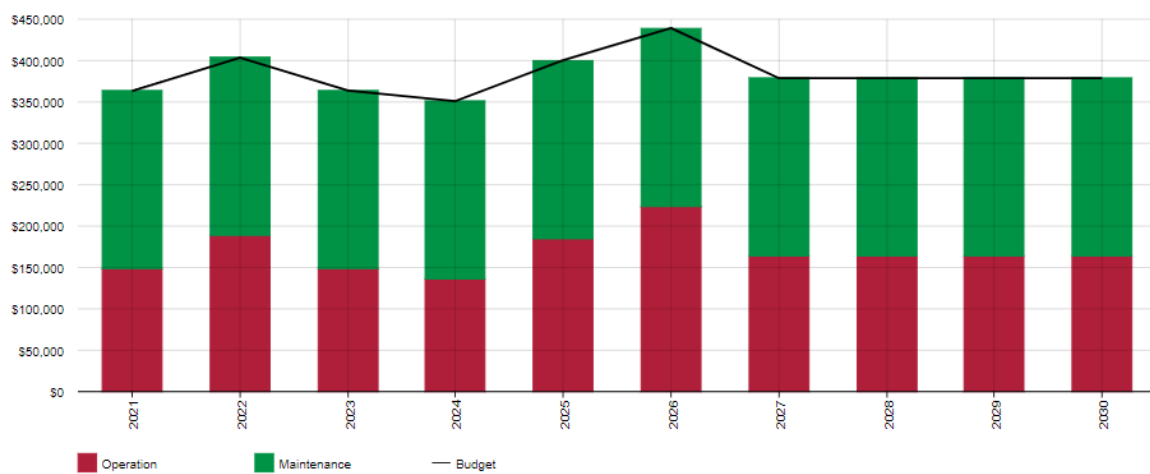
Footpaths

Operation and Maintenance Summary

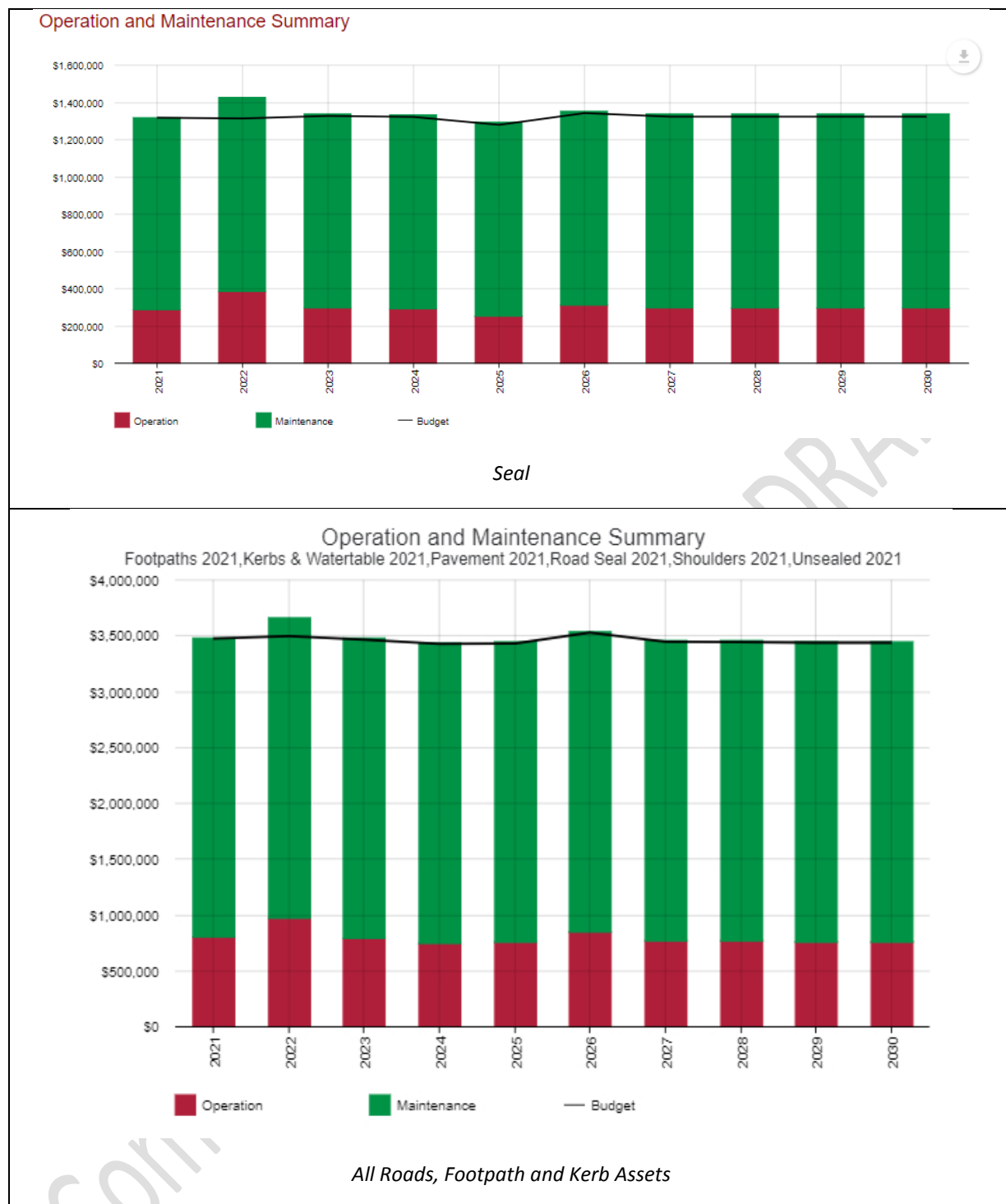


Unsealed

Operation and Maintenance Summary



Pavement



All figure values are shown in current (real) 2020 dollars.

Increased maintenance is expected across the seal, pavement and footpath networks in areas already identified.

Unsealed road maintenance increase is expected whilst a reduction in renewal is also planned.

5.3 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and

above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 5.3. Asset useful lives were last reviewed on February 2019

Table 5.3: Useful Lives of Assets

Asset (Sub)Category		Useful life	
Road Seal	Distributor - Spray Seal	20	\$10.36 m2
	Local Collector – Spray Seal	20	\$7.03 m2
	Distributor – Asphalt	30	\$28.61 m2
	Local Collector – Asphalt	30	\$15.89 m2
	Pavers	50	\$28.61 m2 **
	Concrete	60	\$28.61 m2 **
Road Pavement	Pavement Base Local	95	\$27.24 m2
	Pavement Base Collector	80	\$27.24 m2
	Pavement Base Distributor	65	\$27.90 m2
	Pavement Sub-Base Local	190	\$14.01 m2
	Pavement Sub-Base Collector	160	\$21.01 m2
	Pavement Sub-Base Distributor	130	\$38.52 m2
Unsealed Road	Rural/Urban	15-20	\$11.68 m2
Footpath	Brick Paved	50	\$124.14 m2
	Asphalt	30	\$89.40 m2
	Concrete	80-100	\$125.21 m2
	Rubble	50	\$19.84 m2
	Pram Ramps	60	\$1250 each
Kerb & Water Table	Upright Kerb	100	\$195.00 m2
	Semi Mountable	100	\$150.10 m2
	Mountable - Stone Inlay	100	\$251.38 m2
Shoulders	Distributor, Collector & Local	65-95	\$31.00 m2

** Note that Council currently has about 5,000m² out of 3,600,000 m² of road seal that is concrete or pavers. Council has assumed that the rate for these assets are the same as for Distributor – Asphalt.

The estimates for renewals in this asset management plan were based on the asset register or an alternate Method.

5.3.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).⁵

It is possible to prioritise renewals by identifying assets or asset groups that:

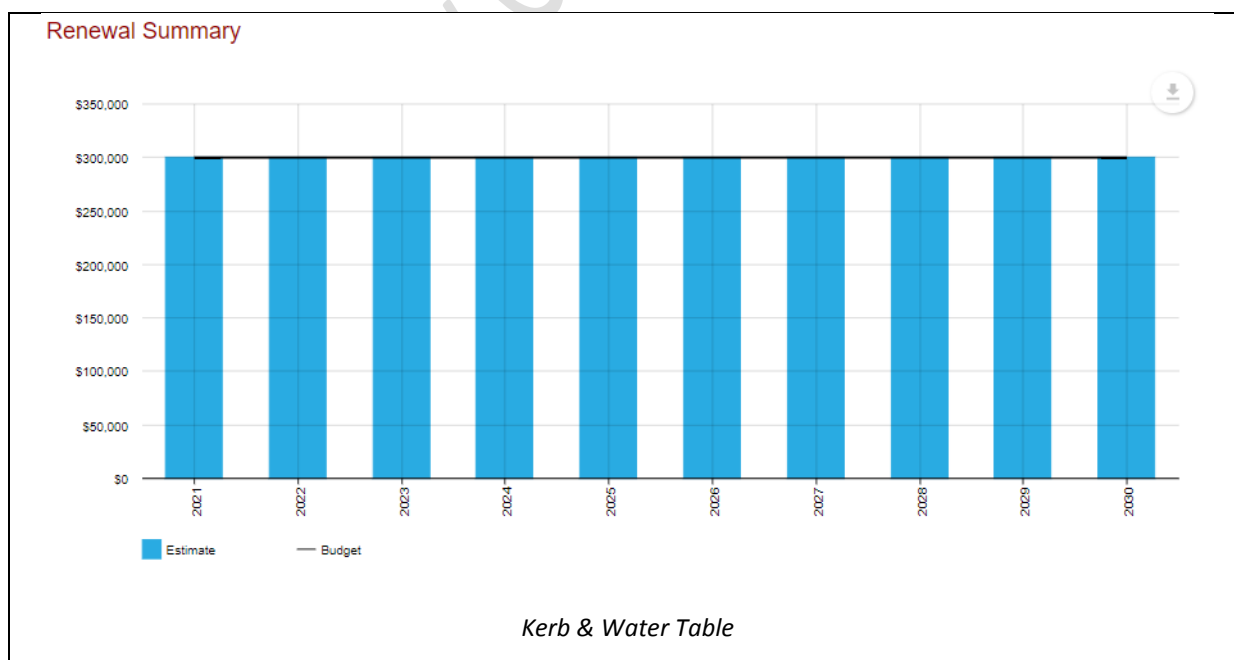
- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.⁶

This renewal ranking criteria is to be reviewed through the improvement plan,

5.4 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 5.3.2. A detailed summary of the forecast renewal costs is shown in Appendix A.

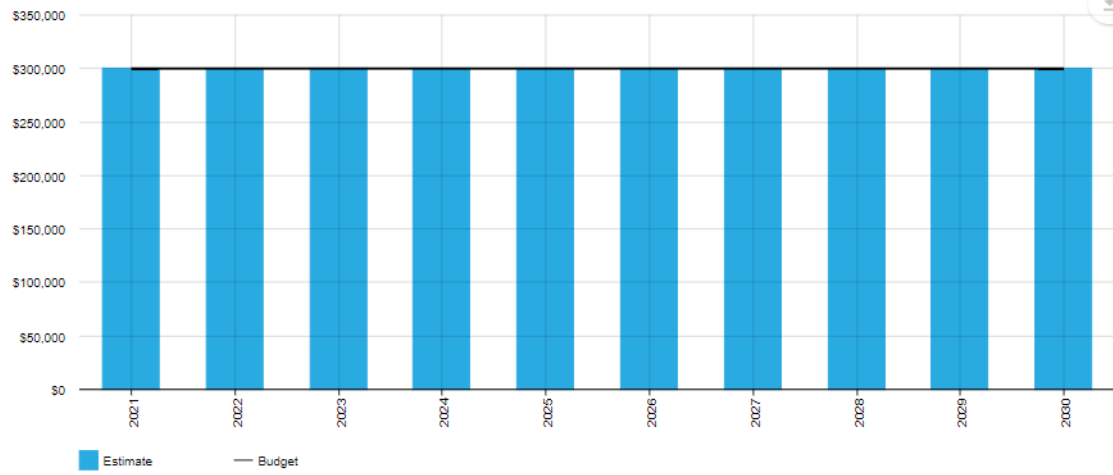
Figure 5.3.2: Forecast Renewal Costs



⁵ IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

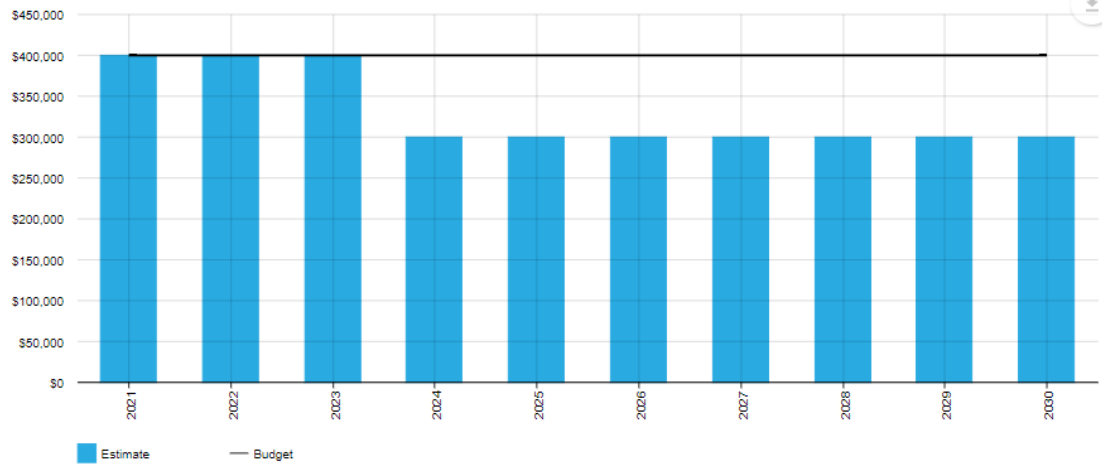
⁶ Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.

Renewal Summary



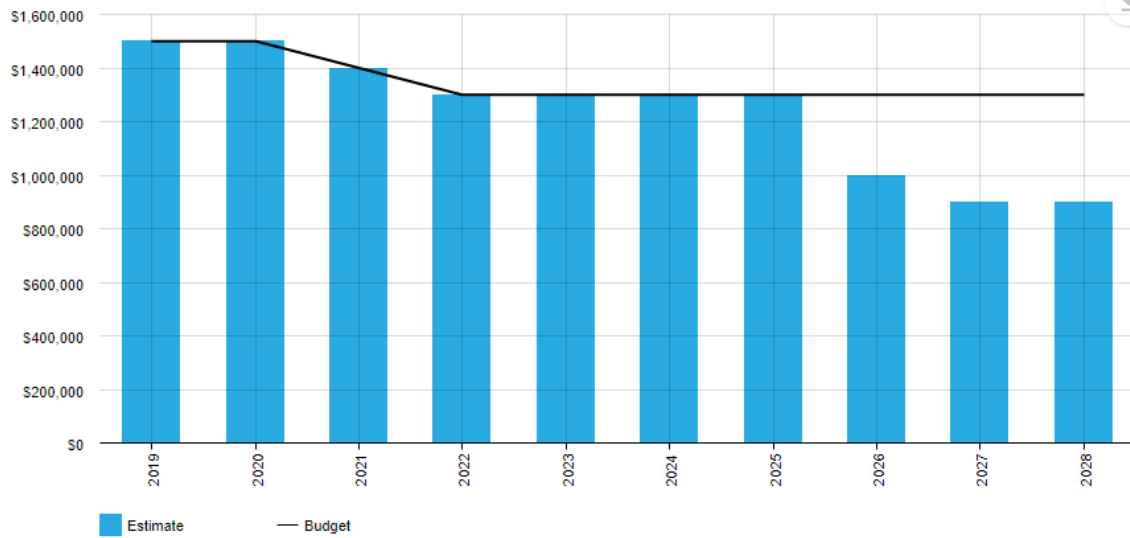
Shoulders

Renewal Summary



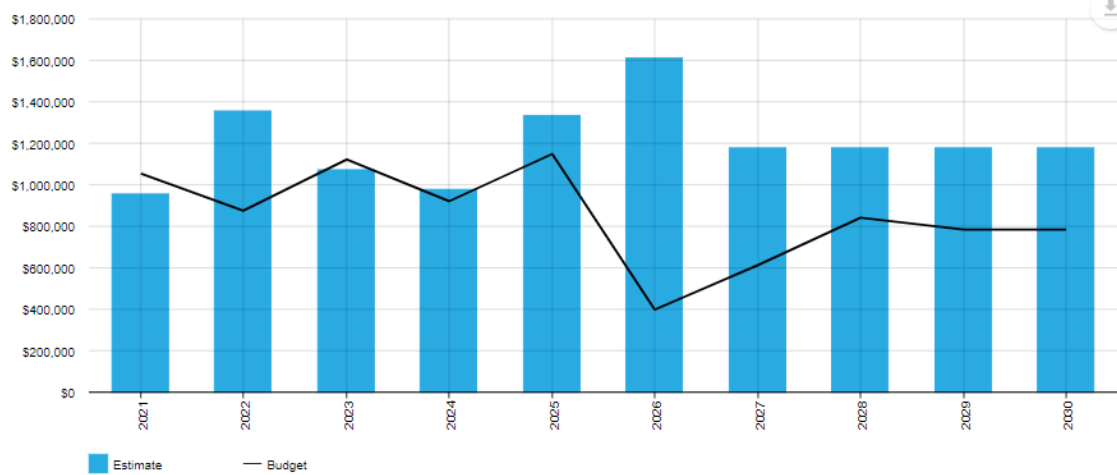
Footpaths

Renewal Summary



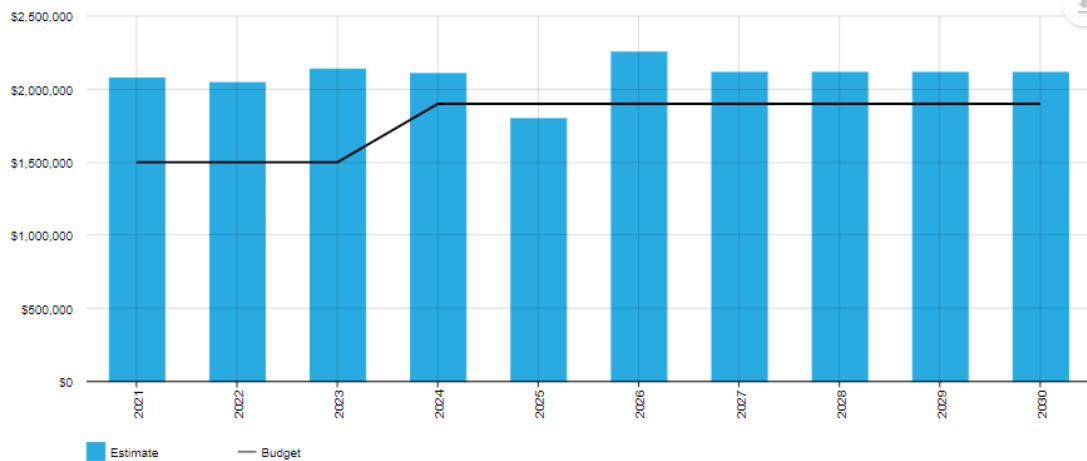
Unsealed

Renewal Summary

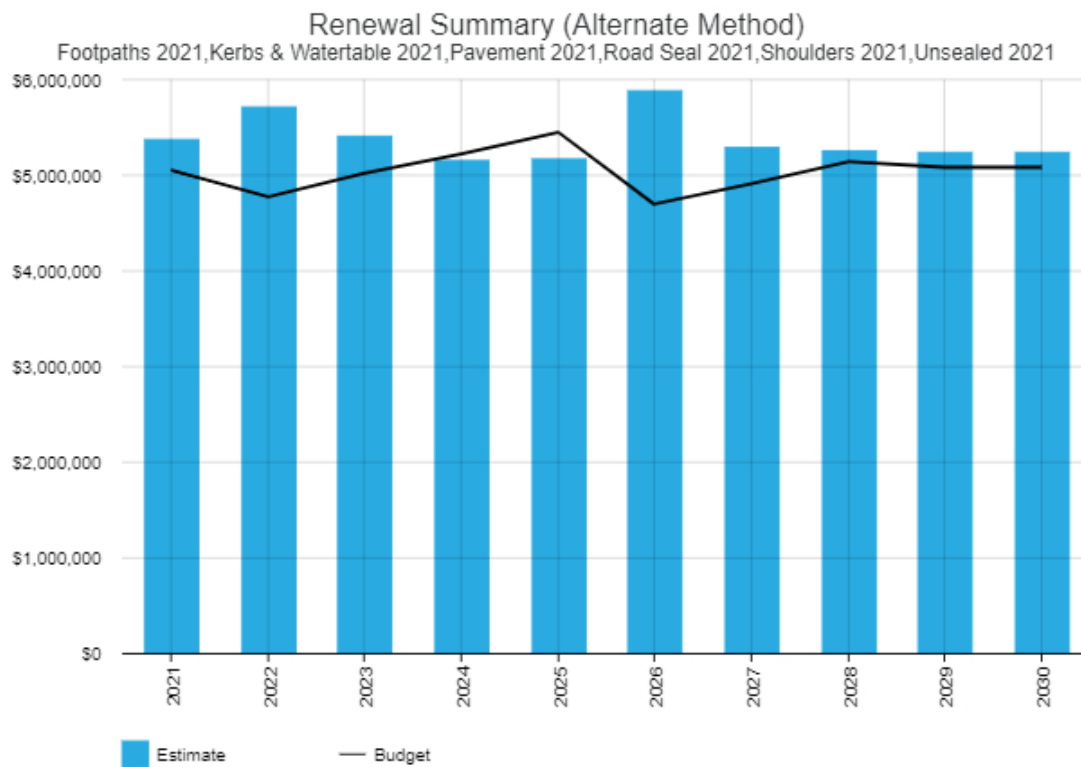


Pavement

Renewal Summary



Seal



All Roads, Footpath and Kerb Assets

All figure values are shown in current (real) dollars.

Notes:

Kerb & Water Table – Renewals likely to change based on condition assessment being undertaken and amalgamation of assets within existing database – new renewal model after 2020

Shoulders – Reduction in shoulder capital renewal and a move to a maintenance based approach is reviewed

Unsealed Roads – Reduction in renewals over time to increase the focus on patrol grading to extend the life of existing assets and promote best practice across network.

Seal – Forecast likely to change from 2021/22 when road condition assessment is undertaken to provide new renewal strategy. Currently shows overfunding but underfunded existing for portions of the network across spray seal and aging seal.

Pavement - Significant work has been undertaken to strengthen the parity between the pavement and seal in terms of aligning the preparation work required prior to sealing being funded from the pavement budget which in turn reduces the overall cost of the unit rate of the seal work being undertaken, but also provides planning opportunities to target failed pavement prior to reseal.

There are recognised sections of pavement reconstruction across the network including Tiers Road (Lenswood), Longwood Road (Heathfield), Pfeiffer Road (Woodside), Carey Gully Road (Mt George) and Sturt Valley Road (Stirling). The approach to these sections is to deliver the work over numerous years to place minimal impact on the budget.

5.5 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated to the Adelaide Hills Council.

5.5.1 Selection criteria

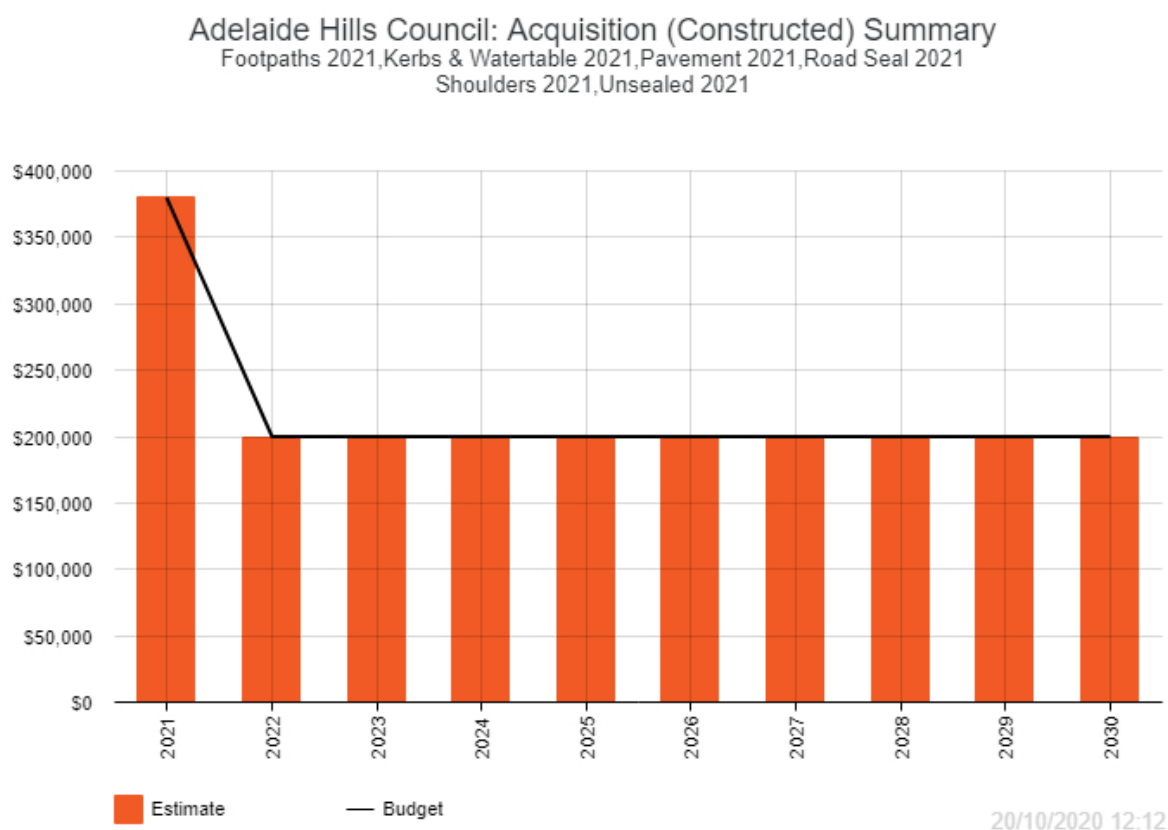
Proposed upgrade of existing assets, and new assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes.

The Priority Ranking Criteria has been added to the improvement plan in section 8.

Summary of future asset acquisition costs

Forecast acquisition asset costs are summarised / summarised in Figure 5.4.1 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix B.

Figure 5.4.1: Acquisition (Constructed) Summary



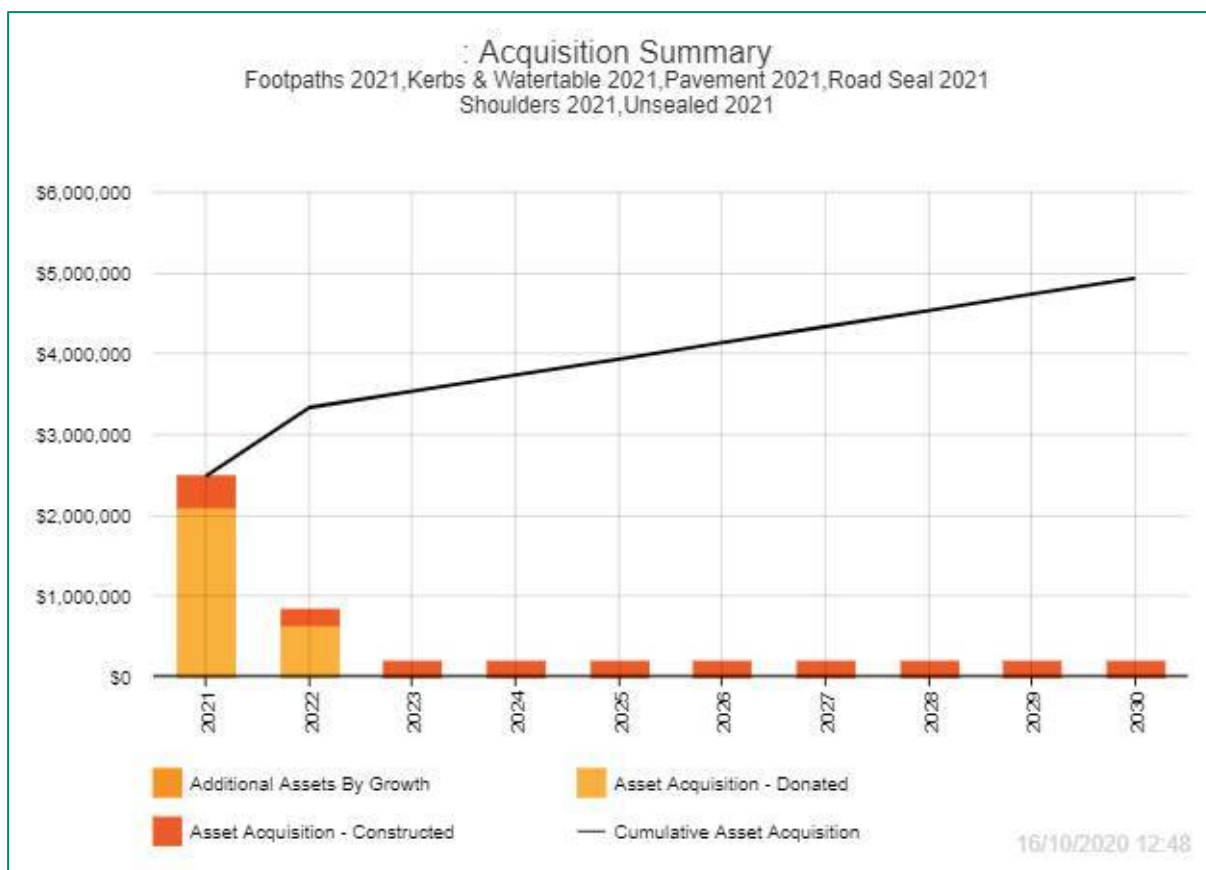
All Roads, Footpath and Kerb Assets (2020 increase – New Footpath Initiatives, Woodforde Estate and The Crest at Inverbrackie

Inverbrackie, an old army base within the Adelaide Hills Council will be gifted to the Council in 2020 and comes with a significant existing asset base consisting pavement, seal, kerb and water table, stormwater and footpath assets that will be added to the register once values are established and ownership is transferred and these assets will be included in forth coming revaluations.

All figure values are shown in current (real) dollars.

When an Adelaide Hills Council commits to new assets, they must be prepared to fund future operations, maintenance and renewal costs. They must also account for future depreciation when reviewing long term sustainability. When reviewing the long-term impacts of asset acquisition, it is useful to consider the cumulative value of the acquired assets being taken on by the Entity. The cumulative value of all acquisition work, including assets that are constructed and contributed shown in Figure 5.4.2.

Figure 5.4.2: Acquisition Summary



All Road, Footpath and Kerb Assets

All figure values are shown in current (real) dollars.

Expenditure on new assets and services in the capital works program will be accommodated in the long term financial plan, but only to the extent that there is available funding.

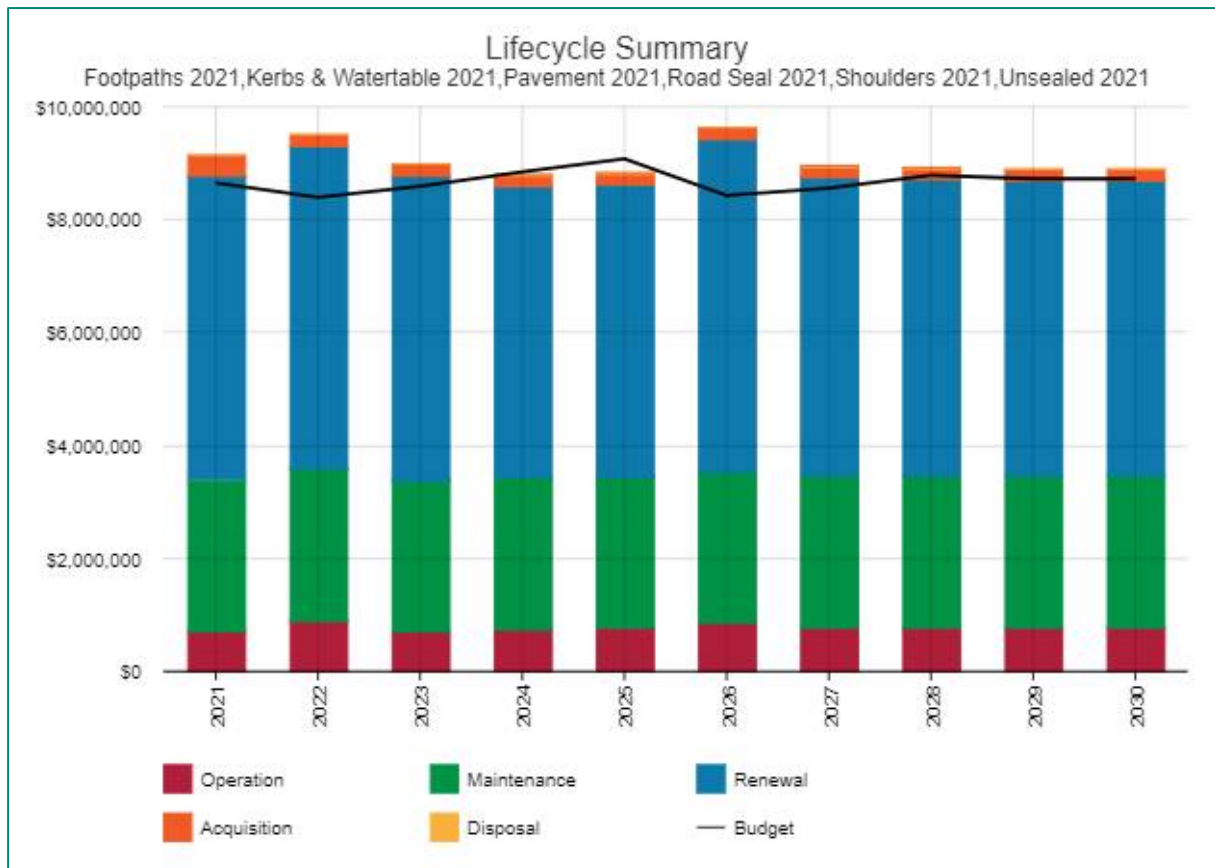
Council currently has committed to new assets in high priority areas across its footpath network. There are minimal upgrades or new assets planned across the other asset classes as its key focus is on renewal.

Summary of asset forecast costs

The financial projections from this asset plan are shown in Figure 5.4.3. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

The bars in the graphs represent the forecast costs needed to minimise the life cycle costs associated with the service provision. The proposed budget line indicates the estimate of available funding. The gap between the forecast work and the proposed budget is the basis of the discussion on achieving balance between costs, levels of service and risk to achieve the best value outcome.

Figure 5.4.3: Lifecycle Summary



All Roads, Footpath and Kerb Assets

5.6 Disposal Plan

Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 5.6. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 5.6. Any costs or revenue gained from asset disposals is included in the long term financial plan.

Table 5.6: Assets Identified for Disposal

Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
-------	---------------------	--------	----------------	---

No Assets Identified

6.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’⁷.

An assessment of risks⁸ associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

6.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 6.1. Failure modes may include physical failure, collapse or essential service interruption.

Table 6.1 Critical Assets

Critical Asset(s)	Failure Mode	Impact
Beyond useful life asphalt footpaths in high pedestrian areas or high risk areas	Degradation through age to the extent that they pose a potential danger to the walking public	Maintenance inspections to proactively identify risks and defects. Patching where required to provide a safe surface
Distributor roads	‘Sudden’ failure of pavement base within condition assessment periods resulting in unplanned budget allocation/and/or reduce access to locations within the hills with lengthy detours	Regular inspection of distributor roads within condition assessment periods.

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

6.2 Risk Assessment

The risk management process used is shown in Figure 6.2 below.

It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

⁷ ISO 31000:2009, p 2

⁸ REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

The process is based on the fundamentals of International Standard ISO 31000:2018.

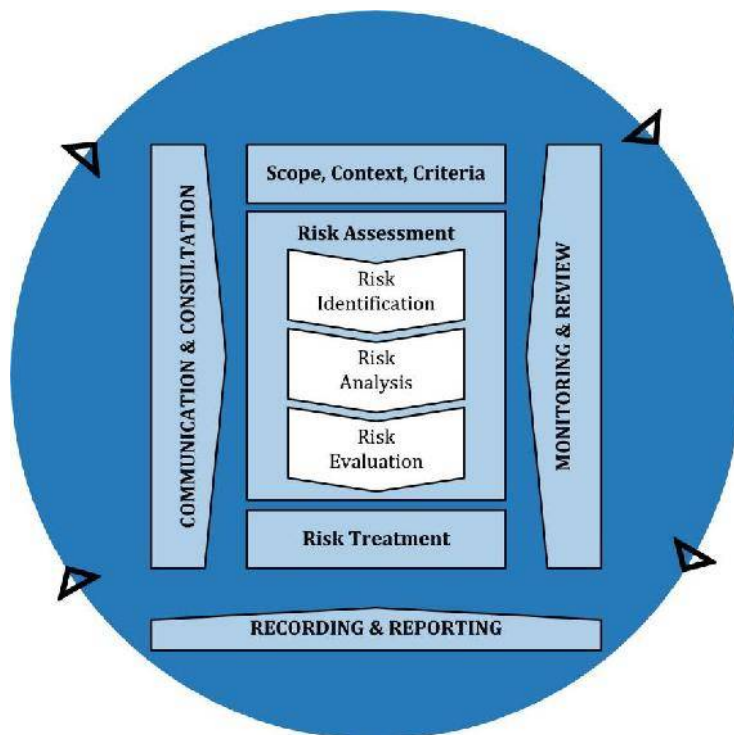


Fig 6.2 Risk Management Process – Abridged
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks⁹ associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences.

Critical risks are those assessed with ‘Very High’ (requiring immediate corrective action) and ‘High’ (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 6.2. It is essential that these critical risks and costs are reported to management and the Elected Members

Table 6.2: Risks and Treatment Plans

⁹ REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

Note * The residual risk is the risk remaining after the selected risk treatment plan is implemented.

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Sealed Network	Defect or Failures not identified before intervention	High	Undertake Planned Audits or High Speed Data Acquisition	Medium	\$100,000
Transportation	Major Bushfire	High	Bushfire Action Plan	Medium	\$50,000
Shoulders/Unsealed	Significant Storm Event	High	System Config. to capture defects, cost and claim	Low	\$20,000
Climate Change Impacts	Asset Lives Reduced	Medium	Produce plan on predicted impacts on Transport Assets	Medium	\$20,000

6.3 Infrastructure Resilience Approach

The resilience of our critical infrastructure is vital to the ongoing provision of services to customers. To adapt to changing conditions we need to understand our capacity to 'withstand a given level of stress or demand', 1 and to respond to possible disruptions to ensure continuity of service.

Resilience is built on aspects such as response and recovery planning, financial capacity, climate change and crisis leadership.

Our current measure of resilience is shown in Table 6.3 which includes the type of threats and hazards and the current measures that the organisation takes to ensure service delivery resilience.

Table 6.3: Resilience

We do not currently measure our resilience in service delivery. This will be included in future iterations of the asset management plan.

6.4 Service and Risk Trade-Offs

The decisions made in adopting this AM Plan are based on the objective to achieve the optimum benefits from the available resources.

6.4.1 What we cannot do

There are some operations and maintenance activities and capital projects that are unable to be undertaken within the next 10 years. These include:

- Provide sealed footpaths to all areas of the network – increase in spending to deliver service to a minimum of Priority 3 upgrades exceeds \$3.2 million.
- Current budget does not allow for service improvement to footpaths
- Fund all pavement renewals at the current funding level, so a targeted approach at known defect locations will be employed.

6.4.2 Service trade-off

If there is forecast work (operations, maintenance, renewal, acquisition or disposal) that cannot be undertaken due to available resources, then this will result in service consequences for users. These service consequences include:

- Perceived reduction in service for footpaths where Council has not funded new or upgraded footpath service
- Reduced service across footpath network
- Underfunded pavement renewals will reduce service, rideability, ponding and increased cost to the business in the long term.

6.4.3 Risk trade-off

The operations and maintenance activities and capital projects that cannot be undertaken may sustain or create risk consequences. These risk consequences include:

- Increase in footpath complaints and or injury
- Pavement failures increase to public safety

These actions and expenditures are considered and included in the forecast costs, and where developed, the Risk Management Plan.

7.0 FINANCIAL SUMMARY

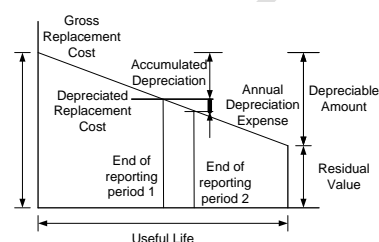
This section contains the financial requirements resulting from the information presented in the previous sections of this asset management plan. The financial projections will be improved as the discussion on desired levels of service and asset performance matures.

7.1 Financial Statements and Projections

7.1.1 Asset valuations

The best available estimate of the value of assets included in this Asset Management Plan are shown below. The assets are valued at fair value.

Current (Gross) Replacement Cost	\$ 295,102,592
Depreciable Amount	\$ 295,102,592
Depreciated Replacement Cost ¹⁰	\$ 176,254,448
Depreciation	\$ 5,069,743



7.1.2 Sustainability of service delivery

There are two key indicators of sustainable service delivery that are considered in the asset management plan for this service area. The two indicators are the:

- asset renewal funding ratio (proposed renewal budget for the next 10 years / forecast renewal costs for next 10 years), and
- medium term forecast costs/proposed budget (over 10 years of the planning period).

Asset Renewal Funding Ratio

Asset Renewal Funding Ratio¹¹ 104.25%

The Asset Renewal Funding Ratio is an important indicator and illustrates that over the next 10 years we expect to have 104.25% of the funds required for the optimal renewal of assets.

The forecast renewal work along with the proposed renewal budget, and the cumulative shortfall, is illustrated in Appendix D.

Medium term – 10 year financial planning period

This asset management plan identifies the forecast operations, maintenance, renewal and new/upgrade costs required to provide an agreed level of service to the community over a 10 year period. This provides input into 10 year financial and funding plans aimed at providing the required services in a sustainable manner.

This forecast work can be compared to the proposed budget over the 10 year period to identify any funding shortfall.

The forecast operations, maintenance, renewal and upgraded/ new project costs over the 10 year planning period is \$9,047,694, on average per year.

Estimated available funding with the LTFP for this period is \$87,217,534 or \$8,721,753 on average per year as per the Long Term Financial Plan or budget.

The current planned budget leaves a shortfall of \$ 325,941 on average per year of the forecast lifecycle costs required to provide services in the AM Plan compared with planned budget currently included in the Long Term Financial Plan. This is shown in the figure below.

¹⁰ Also reported as Written Down Value, Carrying or Net Book Value.

¹¹ AIFMM, 2015, Version 1.0, Financial Sustainability Indicator 3, Sec 2.6, p 9.

Providing sustainable services from infrastructure requires the management of service levels, risks, forecast costs and financing to achieve a financial indicator of approximately 1.0 for the first years of the asset management plan and ideally over the 10-year life of the Long Term Financial Plan.

7.1.3 Forecast costs for long term financial plan

Table 7.1.3 shows the forecast costs for the 10 year long term financial plan.

Forecast costs are shown in 2019 real values.

Table 7.1.3: Forecast Costs for Long Term Financial Plan

Year	Forecast Acquisition	Forecast Operation	Forecast Maintenance	Forecast Renewal	Forecast Disposal
2021	\$ 380,000	\$ 797,393	\$ 2,678,000	\$ 5,376,000	\$ -
2022	\$ 200,000	\$ 969,507	\$ 2,687,436	\$ 5,718,193	\$ -
2023	\$ 200,000	\$ 789,054	\$ 2,688,244	\$ 5,403,417	\$ -
2024	\$ 200,000	\$ 749,702	\$ 2,688,244	\$ 5,146,056	\$ -
2025	\$ 200,000	\$ 753,242	\$ 2,688,244	\$ 5,171,296	\$ -
2026	\$ 200,000	\$ 851,295	\$ 2,688,244	\$ 5,877,126	\$ -
2027	\$ 200,000	\$ 768,393	\$ 2,688,244	\$ 5,280,532	\$ -
2028	\$ 200,000	\$ 764,916	\$ 2,688,244	\$ 5,255,500	\$ -
2029	\$ 200,000	\$ 761,516	\$ 2,688,244	\$ 5,231,020	\$ -
2030	\$ 200,000	\$ 761,516	\$ 2,688,244	\$ 5,231,020	\$ -

7.2 Funding Strategy

The proposed funding for assets is outlined in the Entity's budget and long term financial plan.

The financial strategy of the entity determines how funding will be provided, whereas the asset management plan communicates how and when this will be spent, along with the service and risk consequences of various service alternatives.

7.3 Valuation Forecasts

Asset values are forecast to increase as additional assets are added to the network

Additional assets will generally add to the operations and maintenance needs in the longer term. Additional assets will also require additional costs due to future renewals. Any additional assets will also add to future depreciation forecasts.

Increase in valuations will be due to acquisition for Woodforde Estate and potentially Inverbrackie. Further increase in valuations will be incurred as the footpath and kerb networks are condition assessed and revalued.

7.4 Key Assumptions Made in Financial Forecasts

In compiling this asset management plan, it was necessary to make some assumptions. This section details the key assumptions made in the development of this AM plan and should provide readers with an understanding of the level of confidence in the data behind the financial forecasts.

Key assumptions made in this asset management plan are:

- Renewal forecasts have been made by professional judgement, condition assessments & existing datasets
- No % uplift has been included for maintenance, operations or renewal over the long term forecast.
- Current day dollars

7.5 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale¹² in accordance with Table 7.5.1.

Table 7.5.1: Data Confidence Grading System

Confidence Grade	Description
A. Highly reliable	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B. Reliable	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Uncertain	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Very Uncertain	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Unknown	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 6.5.1.

Table 7.5.1: Data Confidence Assessment for Data used in AM Plan

Data	Confidence Assessment	Comment
Demand drivers	C	Professional Judgement
Growth projections	B	Strategic Plan
Acquisition forecast	B	Minimal assets recognised as being acquired (known subdivisions, excluded DPTI targets)
Operation forecast	B	Included in the long term financial plan
Maintenance forecast	C	Included in the long term financial plan, targeted approach to capturing maintenance information
Renewal forecast	B-C	Professional Judgement
- Asset values		
- Asset useful lives	B	Professional Judgement
- Condition modelling	C	Professional Judgement
Disposal forecast	B	Included in the long term financial plan

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Medium-Low

¹² IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

8.0 PLAN IMPROVEMENT AND MONITORING

8.1 Status of Asset Management Practices¹³

8.1.1 Accounting and financial data sources

This asset management plan utilises accounting and financial data. The source of the data is Finesse Financial Suite

8.1.2 Asset management data sources

This asset management plan also utilises asset management data. The source of the data is Confirm Asset Management System

8.2 Improvement Plan

It is important that an entity recognise areas of their asset management plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this asset management plan is shown in Table 8.2.

Table 8.2: Improvement Plan

Task	Task	Responsibility	Resources Required	Timeline
1	Redevelop footpath hierarchy model to include new drivers within existing network	Sustainable Assets	Sustainable Assets/Infrastructure Operations	2020/21
2	Seal – Review Hierarchy	Sustainable Assets/Infrastructure Operations		2021/22
3	Unsealed – Review Hierarchy	Sustainable Assets/Infrastructure Operations	Sustainable Assets/Infrastructure Operations	2020/21
4	Undertake Customer Satisfaction Surveys across asset classes	Sustainable Assets/Communications	Internal	2020/21
5	Undertake Condition Assessments – Seal & Pavement	Sustainable Assets	External	2021/22
7	Undertake Condition Assessments - Kerb & Footpath – Migrate Ramps from Kerbs to Footpaths	Sustainable Assets	Internal	2020/21
8	Maintenance Guidelines – Roads, Kerb & Footpath	Sustainable Assets/Infrastructure Operations	Internal	2021/22
9	New Assets Priority Ranking Criteria	Sustainable Assets	Internal	2022/23
10	Shoulder and Pavement Data Cleanse and Migrate Shoulders into Pavement and revalue	Sustainable Assets	Internal	2022/23
11	Intervention Analysis & Predictive Modelling	Sustainable Assets	Internal/External	2023/24
12	Undertake review of re-sheeting, patrol grading and shoulder strategies across the network to improve efficiencies	Sustainable Assets/Infrastructure Operations	Internal	2022/23

¹³ ISO 55000 Refers to this the Asset Management System

	within the existing constraints.			
13	Capture relevant maintenance data across asset classes to understand where, when, how and how much we spend on assets	Sustainable Assets/Infrastructure Operations	Internal	2022/23

8.3 Monitoring and Review Procedures

This asset management plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, upgrade/new and asset disposal costs and proposed budgets. These forecast costs and proposed budget are incorporated into the long-term financial plan or will be incorporated into the long-term financial plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating 1 year within a Council Election.

The effectiveness of this asset management plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this asset management plan are incorporated into the long term financial plan,
- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures take into account the 'global' works program trends provided by the asset management plan,
- The degree to which the existing and projected service levels and service consequences, risks and residual risks are incorporated into the Strategic Plan and associated plans,
- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 1.0).

9.0 REFERENCES

- IPWEA, 2006, 'International Infrastructure Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/IIMM
- IPWEA, 2008, 'NAMS.PLUS Asset Management', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/namsplus.
- IPWEA, 2015, 2nd edn., 'Australian Infrastructure Financial Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/AIFMM.
- IPWEA, 2015, 3rd edn., 'International Infrastructure Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/IIMM
- IPWEA, 2012 LTFP Practice Note 6 PN Long Term Financial Plan, Institute of Public Works Engineering Australasia, Sydney
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Annual Business Plan, Budget and Long Term Financial Plan
- Adelaide Hills Strategic Plan - A brighter future: Strategic Plan 2020-24
- Adelaide Hills Annual Business Plan – 2019 & 2020
- Adelaide Hills District Master Plan – 2015
- Albert Street Gumeracha Main Street Masterplan 2019

10.0 APPENDICES

Appendix A Acquisition Forecast

Acquisition forecast includes contributed assets from Woodforde estate and newly constructed footpath program.

Table A1 - Acquisition Forecast Summary

Year	Constructed	Contributed	Growth
2021	\$ 380,000	\$ 2,106,268	\$ -
2022	\$ 200,000	\$ 650,838	\$ -
2023	\$ 200,000	\$ -	\$ -
2024	\$ 200,000	\$ -	\$ -
2025	\$ 200,000	\$ -	\$ -
2026	\$ 200,000	\$ -	\$ -
2027	\$ 200,000	\$ -	\$ -
2028	\$ 200,000	\$ -	\$ -
2029	\$ 200,000	\$ -	\$ -
2030	\$ 200,000	\$ -	\$ -

Appendix B Operation Forecast

Planned audits including road seal/pavement, kerb & water table and footpaths

Table B1 - Operation Forecast Summary

Year	Operation Forecast	Additional Operation Forecast	Total Operation Forecast
2021	\$ 797,393	\$ -	\$ 797,393
2022	\$ 969,507	\$ -	\$ 969,507
2023	\$ 789,054	\$ -	\$ 789,054
2024	\$ 749,702	\$ -	\$ 749,702
2025	\$ 753,242	\$ -	\$ 753,242
2026	\$ 851,295	\$ -	\$ 851,295
2027	\$ 768,393	\$ -	\$ 768,393
2028	\$ 764,916	\$ -	\$ 764,916
2029	\$ 761,516	\$ -	\$ 761,516
2030	\$ 761,516	\$ -	\$ 761,516

Appendix C Maintenance Forecast

Table C1 - Maintenance Forecast Summary

Year	Maintenance Forecast	Additional Maintenance Forecast	Total Maintenance Forecast
2021	\$ 2,678,000	\$ 9,436	\$ 2,678,000
2022	\$ 2,687,436	\$ 809	\$ 2,687,436
2023	\$ 2,688,244	\$ -	\$ 2,688,244
2024	\$ 2,688,244	\$ -	\$ 2,688,244
2025	\$ 2,688,244	\$ -	\$ 2,688,244
2026	\$ 2,688,244	\$ -	\$ 2,688,244
2027	\$ 2,688,244	\$ -	\$ 2,688,244
2028	\$ 2,688,244	\$ -	\$ 2,688,244
2029	\$ 2,688,244	\$ -	\$ 2,688,244
2030	\$ 2,688,244	\$ -	\$ 2,688,244

Appendix D Renewal Forecast Summary

Table D1 - Renewal Forecast Summary

Year	Renewal Forecast	Renewal Budget
2021	\$ 5,376,000	\$ 5,054,000
2022	\$ 5,718,193	\$ 4,775,000
2023	\$ 5,403,417	\$ 5,022,000
2024	\$ 5,146,056	\$ 5,221,000
2025	\$ 5,171,296	\$ 5,449,000
2026	\$ 5,877,126	\$ 4,698,000
2027	\$ 5,280,532	\$ 4,913,000
2028	\$ 5,255,500	\$ 5,141,000
2029	\$ 5,231,020	\$ 5,084,000
2030	\$ 5,231,020	\$ 5,084,000

Table E1 – Disposal Activity Summary

Year	Disposal Forecast	Disposal Budget
2021	\$ -	\$ -
2022	\$ -	\$ -
2023	\$ -	\$ -
2024	\$ -	\$ -
2025	\$ -	\$ -
2026	\$ -	\$ -
2027	\$ -	\$ -
2028	\$ -	\$ -
2029	\$ -	\$ -
2030	\$ -	\$ -

Community Consultation

Appendix F Budget Summary by Lifecycle Activity

Table F1 – Budget Summary by Lifecycle Activity

Year	Acquisition	Operation	Maintenance	Renewal	Disposal	Total
2021	\$ 200,000	\$ 797,393	\$ 2,678,000	\$ 5,054,000		\$ 8,729,393
2022	\$ 200,000	\$ 819,507	\$ 2,678,000	\$ 4,775,000		\$ 8,472,507
2023	\$ 200,000	\$ 789,054	\$ 2,678,000	\$ 5,022,000		\$ 8,689,054
2024	\$ 200,000	\$ 749,702	\$ 2,678,000	\$ 5,221,000		\$ 8,848,702
2025	\$ 200,000	\$ 753,242	\$ 2,678,000	\$ 5,449,000		\$ 9,080,242
2026	\$ 200,000	\$ 851,295	\$ 2,678,000	\$ 4,698,000		\$ 8,427,295
2027	\$ 200,000	\$ 768,393	\$ 2,678,000	\$ 4,913,000		\$ 8,559,393
2028	\$ 200,000	\$ 764,916	\$ 2,678,000	\$ 5,141,000		\$ 8,783,916
2029	\$ 200,000	\$ 761,516	\$ 2,678,000	\$ 5,084,000		\$ 8,723,516
2030	\$ 200,000	\$ 761,516	\$ 2,678,000	\$ 5,084,000		\$ 8,723,516

Appendix 2

Asset Management Policy

Council Policy

Asset Management



COUNCIL POLICY

 Adelaide Hills COUNCIL	ASSET MANAGEMENT
---	-------------------------

Policy Number:	INF-03
Responsible Department(s):	Engineering and Asset Management
Other Relevant Policies:	None
Relevant Procedure(s):	None
Relevant Legislation:	Local Government Act 1999
Policies and Procedures Superseded by this policy on its Adoption:	Asset Management, 22 September 2009, Item 3.1, 322
Adoption Authority:	Council
Date of Adoption:	26 September 2017
Effective From:	10 October 2017
Minute Reference for Adoption:	Item 12.6, 211/17
Next Review:	June 2020 or as required by legislation

ASSET MANAGEMENT POLICY

1. INTRODUCTION

The attached policy provides Council and its administration with principles and guidelines for implementing asset management processes throughout the Adelaide Hills Council.

2. OBJECTIVES

The objectives of this policy are to ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the Council.
- Meeting legislative requirements for asset management including appropriate capitalisation of assets on an annual basis in line with required accounting standards.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

3. DEFINITIONS

"Asset Management System" includes the enterprise wide systems and process that support and deliver the outcomes of the policy setting. This will include but not limited to the identified asset classes, asset register, plans, functions, procedures and processes that support asset management implementation across the organisation.

"Asset Management Plans" means the adopted plans of Council that identify the future works to be undertaken to ensure that the asset classes continue to provide the level of service identified.

4. POLICY STATEMENT

Background

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

Council owns and uses approximately \$480 million of non-current assets to support its core business of delivery of service to the community.

Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist Council in achieving its Strategic Plan and Long Term Financial objectives. In particular, Council has identified under Goal Area 3 Places for people and nature – Strategy 3.5 ‘We will take a proactive approach, and long term view, to infrastructure maintenance and renewal’ within its current Strategic Plan adopted in October 2016.

A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Council’s financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

Principles

1. A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.
2. All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
3. Asset management principles will be integrated within existing planning and operational processes.
4. An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
5. Asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long term financial plans will be fully funded in the annual budget estimates.
6. Service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be fully funded in the annual budget estimates.
7. Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
8. Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
9. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
10. Future service levels will be determined in consultation with the community.
11. Asset capitalisation will occur on a yearly basis to ensure the capture and accounting of all asset classes that have been renewed or added to. The capitalisation of assets will be supported by an internal procedure that ensures compliance with current accounting standards and other legislative requirements.

Responsibility

Councillors are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of the organisation's asset management strategy and plan and maintaining accountability mechanisms to ensure that organisational resources are appropriately utilized to address the organisation's strategic plans and priorities.

The Chief Executive Officer has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

5. DELEGATION

The Chief Executive Officer has the delegation to:

- Approve, amend and review any procedures that shall be consistent with this Policy; and
- Make any formatting, nomenclature or other minor changes to the Policy during the period of its currency.

6. AVAILABILITY OF THE POLICY

This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website www.ahc.sa.gov.au. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Appendix 3

AHC Infrastructure Valuation Review Report (TechnologyOne)

ASSET MANAGEMENT AND VALUATION REVIEW



technologyone
Transforming business, making life simple

Prepared by Jeff Roorda BE (Hons) CPEng.

January 2019

Table of Contents

1.	Recommendations.....	5
2.	Introduction	6
3.	Review of Key Input Assumptions	7
4.	Aligning Depreciation Inputs with Actual Current Practice	9
5.	Aligning Renewal Strategy with Optimised Life Cycle Cost	11
6.	An Evidence Based Approach to Useful Life.....	13
7.	Confidence Levels of Inputs	14
8.	Asset Management System.....	15
9.	Opportunities for Improvement.....	16
10.	Appendix 1 – High Level Review of Revaluation Inputs.....	17
11.	Appendix 2 – Improvement Plan	18
12.	References	19

List of Figures

Figure 1: Road Pavement Renewal for Light Traffic Pavements (sub base is never renewed) 10

Figure 2: Road Pavement Renewal for Heavy Traffic..... 10

Figure 3: Review Useful Lives based on Age + Actual Remaining Life 13

Figure 4: Study Showing Life of Concrete Stormwater Pipes 14

List of Tables

Table 1: Road Hierarchy and Assumed Pavement Depth.....	7
Table 2: Road Hierarchy Proportions	8
Table 3: Road Hierarchy Unit Cost.....	8
Table 4: Stormwater Conduit Unit Cost.....	9
Table 5: Path Life Cycle Cost (Capital)	12
Table 6: Road Hierarchy Unit Cost.....	12

1. Recommendations

Council wishes to ensure that asset management processes are robust, and the outcomes are appropriate to ensure the long term management of assets, whilst considering appropriate and sustainable approaches (Including any policy strategy) to funding necessary investment, and timeframes over which this may be achieved. Key inputs to asset management planning such as asset values, asset lives, risk and service levels determine outputs such as sustainability reporting, asset valuations and works programs.

There has been identified a significant increase in Road Asset Valuation (Particularly Pavements – from \$110m to \$170m) and subsequent Depreciation (\$1.2m in Road Assets) which has significantly impacted on the LTFP forecasts.

Recognising the significant financial impact on Councils, the review has assessed whether any opportunities exist to minimise the impact currently being forecast.

A high level review in a few key areas relating to Asset Management has found that the overall asset management strategy is sound and indicates a medium to long term financially sustainable position. A more detailed review of depreciation and valuation inputs is likely to result in a reduction in depreciation in the order of 10% or more as set out in the report and summarised in appendices 1 and 2. Key observations and recommendations are listed below.

1. There should be a review of the assumptions behind revaluation inputs.

- The revaluation inputs should be reviewed in more detail. The road asset revaluation assumes all pavement is at the desired design thickness and this is unlikely based on experience with other Councils and preliminary discussions with Council officers.
- It is assumed that paths and kerb are renewed separately and in total rather than partial renewal resulting in more than 50% of the cost due to disposal and adjustment to ancillary assets and services.
- Useful lives appear to be generally assumed and should be updated in line with section 6 of this report.
- Sporting field surfaces (grass) appear to be depreciated and this should be reviewed and checked.

2. Components should be reviewed to align with asset management plan renewal strategies

Align investment strategies with asset service level and risk strategies which includes the following:

- Pavements should be separated into base and sub base with sub base being non depreciable for lightly trafficked pavements with adequate sub base. If no sub base exists, then only a base layer should be valued and depreciated. Under this approach, road resurfacing is done on time to manage the financial risk of damaging underlying pavement.
- Road shoulders should be combined with pavement base.
- Stormwater pits and conduits should be separated into long life and short life components to align with current and expected renewal strategies considering current modern equivalent renewal cost such as pipe relining and pit lid renewal.

3. Unit costs should be reviewed to align with asset management plan renewal strategies

- Kerb and path rates are high and duplicate ancillary work such as adjusting stormwater connections. A review of renewal strategy such as renew kerb, path and base at the same time would result in reduced unit rates. Partial renewal strategies should also be reviewed to align unit rate and depreciation assumptions with actual renewal strategies set out in the asset management plan.
- The strategy to renew all Asphalt Paths every 30 years results in an annual depreciation and life cycle cost that is more than double the cost of Concrete. Partial renewal of failed sections near large trees rather than removal and renewal of all path also enables substantial savings. Useful

lives should be reviewed based on age plus remaining life to renewal based on affordable service levels set in the strategic planning documents

- Low risk assets such as kerb can have very long lives and renewal can then align with pavement renewal. Footpaths can be managed by partial renewal until a complete block renewal of road, kerb, stormwater and path is warranted. The increasing cost of disposal of old infrastructure makes it essential to explore a combination of partial renewal strategies and lower overall levels of service, resulting in substantially longer lives for infrastructure.
- Depreciation for long life building asset are likely to be materially overstated and this is shown in section 6 of the report.

4. Data Alignment

- Data alignment is an essential element to ensure there is a single source of valuation inputs. Asset age, condition, unit cost, quantity, risk profile and renewal strategy are all essential elements to asset management and financial reporting. Alignment between Confirm (AMS) and the Finance System will enable Council to refine Capitalisation/Reporting processes.

5. Communication Strategy

- Council needs to develop an ongoing communication strategy to better inform and educate the community on the asset management strategy. AHC, like most councils with large road networks and low populations are continuing to struggle to maintain their networks. When funding is limited protecting the good pavements over reconstructing failed pavements is an essential long-term strategy. This is difficult to communicate to the community that perceived money is being spend on “good” roads while the “bad” roads are ignored. During long dry periods, road networks can appear to be in good condition because the underlying pavement remains dry even if the seal “leaks” or lets water in. When rain comes networks that have not been resealed in time can deteriorate very quickly because the leaking seal allows water into the pavement which then will need high cost reconstruction.

2. Introduction

Management of infrastructure remains a fundamental challenge for the local government sector. Of the three levels of government, local government has the largest relative infrastructure task in terms of asset management and the smallest relative revenue base.¹ A key responsibility of local government in Australia is to provide, develop and maintain infrastructure necessary to provide communities with access to safe and sustainable economic and social services. This task has increased over recent decades with local government not only providing traditional core services such as roads, buildings, stormwater drainage, water supply and wastewater treatment, parks, airports and aerodromes, and waste disposal but also an increasing range of new services in the areas of recreation, health, environment, and welfare services.

The Local Government Act 1999 (the Act) sets the standards for councils’ administrative and financial accountability, largely in Chapter 8 of the Act. This framework reflects the broader local government policy that has been in place for South Australia for some time, that is, that councils have a responsibility to abide by the statutory framework, and are accountable to their communities for doing so, without detailed compliance oversight from the State Government.

The council audit process in most interstate jurisdictions has developed in recent years into a mechanism for addressing and improving financial and asset management. This covered in Chapter 8 of the Local Government Act 1999 (The Act) in South Australia. External audits in the South Australian local government sector have traditionally been focused on an independent assurance that a council’s annual financial statements present a true and fair view of the financial position of the council and comply with

¹ Australian Local Government Association, *Submission to Infrastructure Australia responding to the Infrastructure Australia Audit 2015*

prescribed requirements. These audits now also examine and report on the adequacy of a council's internal controls, which are the measures put in place by councils to ensure that a council's resources, operations and risk exposures are effectively managed.²

The strategic management plans in The Act require the alignment of long term financial plans, asset management plans and annual reporting. This report recommends improvements that result from this alignment to ensure:

- (i) the sustainability of the council's financial performance and position; and
- (ii) the extent or levels of services that will be required to be provided by the council to achieve its objectives; and
- (iii) the extent to which any infrastructure will need to be maintained, replaced or developed by the council;³

3. Review of Key Input Assumptions

Valuation and depreciation inputs are based on assumptions. Some of the assumptions inherent in the current revaluation methodology should be reviewed. Appendix 2 shows a list of assumptions, their likely impact on depreciation and a recommended improvement plan. Some examples are discussed below.

Roads

There are 2 key assumptions in current revaluation for roads that should be reviewed.

1. **Pavement Assumption 1.** There is an assumption that pavement in situ aligns with the design requirement. This results in pavement thickness of 280 – 475 mm depending on road hierarchy as shown in table 1. Experience with other councils and telephone interviews with Council staff indicates that this design aspiration is unlikely to exist in the current network. Valuation should be based on actual in situ depth and it is likely that a material quantity of the network is not at the assumed design requirement.

Table 1: Road Hierarchy and Assumed Pavement Depth

Hierarchy	Total Pavement Depth (mm)
Rural Municipal Local (RML)	280
Rural Collector (RC)	330
Rural Distributor (RD)	475
Urban Municipal Local (UML)	280
Urban Collector (UC)	330
Urban Distributor (UD)	475

Source: Unit Rates AHC First Principles Rates July 2018_V5

² *Reforming Local Government in South Australia Discussion Paper, August 2019, Department of Planning, Transport and Infrastructure.*

³ *Local Government Act South Australia 1999 Section 8*

Table 2: Road Hierarchy Proportions

Road Hierarchy	Replacement Value	Percent of Network
RD - Pavement Distributor	\$ 74,823,796,458.90	19%
RD - Pavement Collector	\$ 113,262,582,247.80	28%
RD - Pavement Local	\$ 211,624,177,668.67	53%
	\$ 399,710,556,375.37	100%

Source: Confirm Prod Revaluation 2019

Table 3 shows the impact on road hierarchy on unit cost. Approximately 28% of the network is assumed to have a pavement thickness of 330mm and 19% assumed to have a pavement thickness of 475mm.

Table 3: Road Hierarchy Unit Cost

Pavement Type	Rate \$/m2
Rural Collector	\$ 48.25
Rural Distributor	\$ 66.42
Rural Municipal Local	\$ 41.25
Urban Municipal Local	\$ 41.25
Urban Distributor	\$ 48.25
Urban Collector	\$ 66.42

Source: June 2019 Unit Rate Derivations, **Asset Engineering**

2. **Pavement Assumption 2.** There is an assumption that the full assumed design pavement thickness will be renewed. This is unlikely and more common practice is to only treat the top 100 – 150 mm of the pavement by partial or full renewal. This is the base layer as discussed in the next section. This means that the lower portion of the pavement (if it exists) has a much longer or indefinite life. It should be noted that this is dependent on protecting the pavement by ensuring that no water enters the pavement. Table 2 shows the proportion of local roads is over 50% which means a significant proportion of the road network is likely to be lightly trafficked and have non depreciable sub base or alternatively not have 280mm of pavement.

Stormwater

1. **Stormwater Assumption 1.** There is an assumption that stormwater conduits will be renewed by excavation of the existing pipe and replacement with a new pipe. This is unlikely based on practice at other Councils and initial discussion with Council officers. Pipe relining is now economically viable for diameters of 375 mm and less and additional investigation may result in splitting the stormwater drainage pipes into the non-depreciable trench and the depreciable conduit.

Table 4: Stormwater Conduit Unit Cost

Stormwater Conduit Diameter	Replacement Value	Network Proportion	Value Quantity	Average Unit Cost (Calculated)
SW Pipe 225mm - Concrete	45,101,976	23%	224,148	201
SW Pipe 300mm - Concrete	103,972,143	53%	569,561	183
SW Pipe 375mm - Concrete	17,556,360	9%	109,849	160
SW Pipe 450mm - Concrete	28,374,439	15%	155,135	183
	195,004,918	100%	1,058,694	

Source: Confirm Prod Revaluation 2019

2. **Stormwater Assumption 2.** There is an assumption that stormwater pits will be renewed as a single component. This is unlikely. Below ground concrete chambers rarely fail. The less expensive lids may fail by structural damage and pits should be split into components.

Kerb and Paths

There is an assumption that kerb and paths will be renewed independently with a total renewal treatment. Partial renewal is both more likely and this will have a lower life cycle cost with both lower unit cost and longer life.

4. Aligning Depreciation Inputs with Actual Current Practice

Roads

Depreciation inputs need to align with actual renewal strategies on site and should be documented in the asset management plan. The alignment of renewal strategy with lowest life cycle cost is likely to reduce the overstatement of depreciation because there are assumptions about renewal treatments that do not align with actual or best practice for reducing life cycle costs.

An example of this for roads is to protect the underlying pavement by treating the surface before it starts to allow water to enter and damage the underlying pavement. At the same time Council strategy is gradually addressing the high cost renewal in poor condition. This strategy can be difficult for the community to understand since the low-cost treatment must be applied before the surface starts to allow water to enter and the seal deterioration is not visible. This example shows the benefits that can be obtained by aligning treatment strategies with depreciation inputs such as useful life and unit costs. This is shown in more detail in the figures on the following page.

The current valuation methodology treats the pavement as a single asset. It is recommended that:

- pavement be separated into the base and sub base and sub base is not depreciable for lightly trafficked pavements.
- If no sub base exists, then there should be no value or depreciation.
- Kerb and path should align with a base renewal generation to reduce the unit cost and duplication of work associated with renewing base, kerb and path independently. Risk can be managed by partial renewal to extend life of kerb and path where needed.

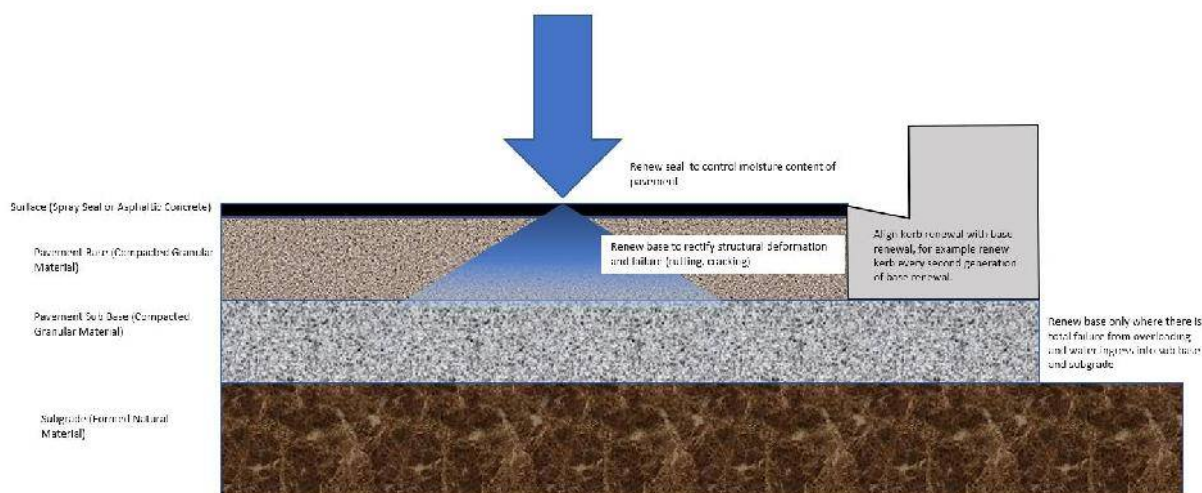


Figure 1: Road Pavement Renewal for Light Traffic Pavements (sub base is never renewed)

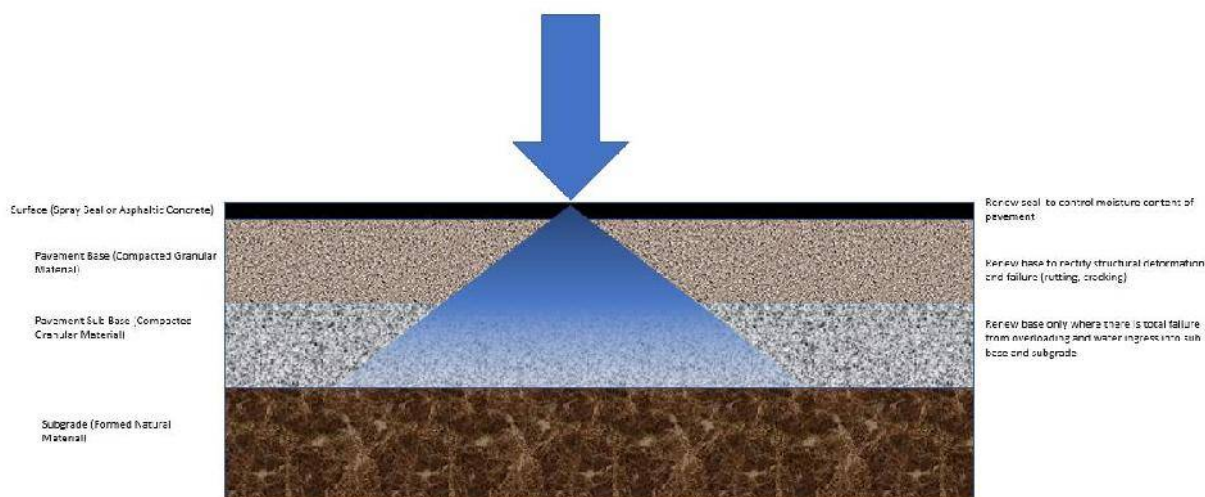


Figure 2: Road Pavement Renewal for Heavy Traffic

Figures 1 and 2 also show the function of the road seal. In figure 2, pavements with weak subgrade and heavy traffic may need sub base renewal. Sub base is renewed every second or third generation of base renewal. If the seal is not renewed in time small cracks will allow water to penetrate the underlying pavement and sub grade resulting in damage requiring more expensive reconstruction. These small cracks are often not visible in the early stages. Once deterioration is visible by defects like potholes it is often too late, and the underlying pavement has already been damaged.

When funding is limited priority should be given to preserving undamaged pavements in the same way that if there are 2 houses, one with a leaking roof and contents damaged and one with the roof about to leak, then undamaged roof should be repaired first before the contents are also damaged.

Buildings

A significant proportion of Council buildings are not able to be sold and there is therefore no active market for these assets. Renewal and useful lives apply to some components like Fitout and services (mechanical, electrical, hydraulic) but not to structure and sub-structure. The replacement of roof sheeting only renews the sheeting and not the underlying sub structure frame. This impacts both the useful life and unit costs and together provide a material impact on depreciation. The useful life impact is shown in more detail in section 5 of this report.

Kerb, Paths and Stormwater

A significant proportion kerb, paths and stormwater have partial renewal as the primary intervention strategy. Kerb and paths have localised failure caused by trees or vehicles rather than deterioration over time. Partial renewal treatments are more expensive and should not be extrapolated to the complete network without supporting evidence and an adopted strategy in the asset management plan. This can be dealt with either by additional componentisation as discussed for stormwater pits and conduits or by using a weighted average technique that considers the proportion of an asset class treated by partial renewal and the long life proportion that may eventually require full renewal at a lower unit cost.

5. Aligning Renewal Strategy with Optimised Life Cycle Cost

The primary objective of asset management is to achieve the lowest possible life cycle cost to achieve affordable service levels within the adopted risk tolerance. The asset management policy, strategy and plans should identify optimised, affordable treatments and align with assumptions about depreciation inputs.

Road Pavement and Shoulders

Optimum life cycle cost is achieved by preventing ingress of water by renewal of seal before failure as discussed in the previous section. The corresponding optimum renewal strategy for lightly trafficked local roads is then to only renew local base failures when resealing. Full base renewal may be needed in some cases for heavy traffic roads or roads with low CBR⁴ subgrade. This strategy changes the assumption for the renewal of pavements, making sub base not depreciable for lightly trafficked pavements and very long lives for heavily trafficked pavements. Optimum life cycle cost for road shoulders is achieved by aligning shoulder treatments with base and surface where the shoulder is sealed.

Paths

Life cycle cost is the annual average maintenance and operating plus annual average capital consumption (depreciation). Maintenance costs are outside the scope of this review, however it can be assumed that the maintenance costs for AC and Concrete are the same for this level of analysis.

Table 1 shows the depreciation per square metre of AC path is \$2.98 /year, which is more than double the rate for concrete.

⁴ The Californian Bearing Ratio (CBR) test is a penetration test used to evaluate the subgrade strength of roads and pavements.

Table 5: Path Life Cycle Cost (Capital)**AC Footpath - Useful Life = 30 years**

Rate Description	Rate		Cost	Proportion of Total
Excavate & dispose existing AC path surface & base	40	m2	53,940	50%
AC Footpath	36	m2	48,546	45%
Reinstate resident SW pipes	57	item	812	1%
Reinstate commercial SW pipes	114	item	86	0%
Construct pram ramps	1300	item	3,900	4%
Total Cost per 1000m of footpath			107,284	100%
Rate per linear metre AC Footpath			107	Depreciation
Rate per square metre AC Paved Footpath			89	\$2.98 / yr.

Source: Unit Rates AHC First Principles Rates July 2018_V5

Table 6: Road Hierarchy Unit Cost**Concrete Footpath - Useful Life = 100 years with partial renewal**

Rate Description	Rate		Cost	
Existing footpath, removal & disposal	45	m2	53,940	36%
Supply & installation of concrete footpath	65	m2	70,980	47%
Supply and installation of concrete to all crossing places	75	m2	19,238	13%
Reinstate resident SW pipes	57	item	812	1%
Reinstate commercial SW pipes	114	item	86	0%
Reconstruct pram ramps	1300	item	5,200	3%
Total Cost per 1000m of footpath			150,255	100%
Rate per lineal metre Concrete Footpath			150	Depreciation
Rate per square metre Concrete Footpath			125	\$1.25 / yr.

Source: Unit Rates AHC First Principles Rates July 2018_V5

The life cycle cost impact of asphalt for paths and the impact on depreciation is more than double for asphalt than for concrete, assuming that the asphalt cannot be recycled. Changing the renewal strategy of existing AC paths by partial renewal will change both unit costs and life in the immediate term. This enables a review of the longer term renewal strategy of asphalt or concrete.

Kerb

Kerb renewal should be based on partial renewal until the next cycle of base renewal. A review of service levels should also be carried out. In most cases, kerb in poor condition has minimal risk impact and very long lives are common for councils with old kerb networks.

6. An Evidence Based Approach to Useful Life

An evidence based approach is recommended for useful life based on adding the age of every asset to the in service remaining life. In service remaining life is the period from now until when the asset will be renewed considering Council's risk tolerance and affordable service level targets set out in the asset management plan. This approach can use samples for assets for confidence level C or a more complete data analysis for confidence levels B or A described in [section 6](#). This approach should be applied to all asset classes together with the confidence level. It should be noted that without supporting evidence the current useful life used for current depreciation is likely to be D or E, particularly for long life assets (greater than 50-100 years).

Roads

Recording or estimating the age of the surface, base and sub base and adding this to remaining useful life will assist with improving the reliability of determining useful life and depreciation.

Buildings

This approach is likely to result in a longer life for assets and a high level estimate is shown in appendix 1 based on an analysis of Adelaide Hills Council data and the experience of other Councils. An example of this approach using Adelaide Hills Council is shown in Figure 3 for Buildings. The graph shown in figure 3 is confidence level B, based on complete data per asset but reliability of age or remaining life not confirmed.

Figure 3 shows that the evidence based useful life for sub structure and structure ranges from 80- 240 years.

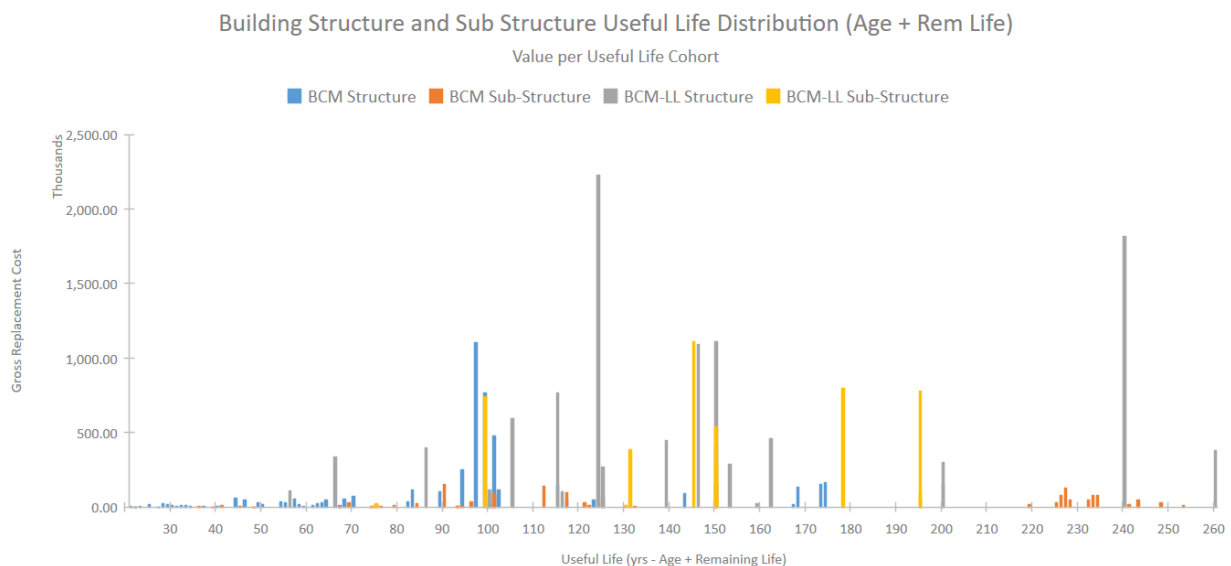


Figure 3: Review Useful Lives based on Age + Actual Remaining Life

Source: Confirm Prod Revaluation 2019

Stormwater Drainage

Concrete generally grows stronger with age provided that there are no chemical attack agents in the soil. There is growing evidence that concrete pipes and pits that are correctly laid and not subject to ground movement have very long lives as shown in figure 4. Estimates of stormwater age can be made and combined with sample estimates for remaining life to provide an evidence based assessment of useful life.

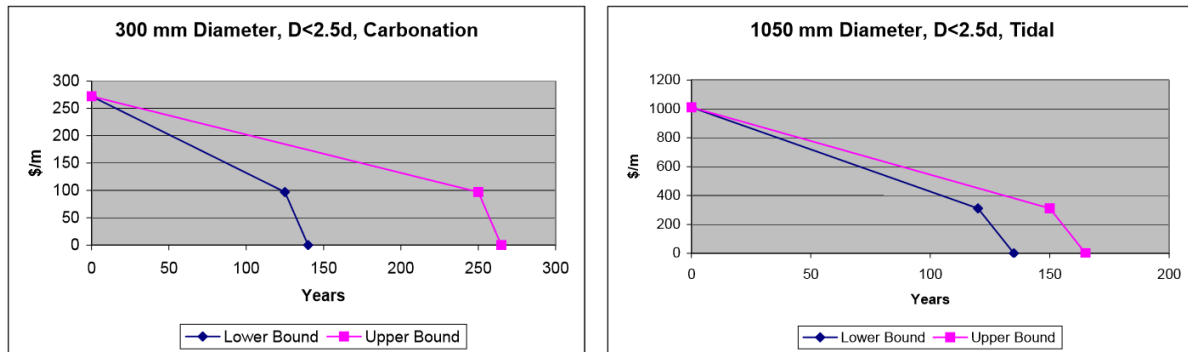


Figure 4: Study Showing Life of Concrete Stormwater Pipes

Source: Infrastructure Manager, Logan City Council, Rod Kennedy
Manager - Asset Management, GHD, Ross McPherson

7. Confidence Levels of Inputs

The expenditure and valuations projections are based on best available data. Currency and accuracy of data is critical to effective asset and financial management. Data reliability can be classified on a 5 level in accordance with the following table. Appendix 2 shows the confidence levels of inputs and potential improvement.

Confidence Grade	Description
A	Data based on sound records, procedures, investigations and analysis, documented properly and recognised as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E	None or very little data held.

5

⁵IPWEA, 2015, IIMM, Table 2.4.6, p 2/71

8. Asset Management System

A system should be implemented that can predict the future costs of alternate treatment strategies to help communicate the cumulative consequences of alternate strategies.

IIMM⁶ and the ISO 555000 series refer to a “system” as the combination of governance, planning, reporting and risk and service level management. It is not just software and data. Software and data are important tools and need to be appropriate to the risk and complexity of the asset portfolio.

Continuous improvement of the asset management system as defined above will assist Council to:

- Continue to strengthen its strategic asset management capacity;
- Identifies infrastructure future scenarios and report on a consistent basis the condition, function, and capacity of such assets;
- Maintain and implement life cycle asset management plans tied to an affordable service delivery model;
- Effectively engage with its customers on affordable levels of service and optimum treatment strategies such as reseal roads before any failure is evident; and
- Provide adequate funding to plan for, maintain and renew what are in effect the community’s greatest financial assets with highest potential risk.

A strategic asset management system should be implemented that can manage the network and clearly show the life cycle costs and future condition profiles of alternate treatment scenarios to demonstrate to the community the cumulative consequences of alternate treatment strategies and funding levels. The system should include the following capability.

Single asset register

- Store and update all asset details in a single enterprise asset register.
- Seamlessly share asset information across the asset lifecycle including works programming, work management, statutory reporting and asset valuations.
- Remove the need to manage multiple asset data sets and external data processing.
- Easily link asset work history, costs and risk to long term planning strategies.

Predict lifecycle costs

- Report on the lifecycle costs of AHC assets including renewal costs, maintenance, upgrades and operating costs.
- Predict long term asset costs based on required service levels and risk management strategies and link this to a range of funding model scenarios.
- Use lifecycle cost predictions to derive the optimum works program for a range of long term financial plan scenarios.

Maintain and Predict level of service

- Report on maintenance costs for AHC assets and treatments required to achieve required level of service.
- Calculate affordable and target service levels for each funding model scenario and the corresponding risk register.
- Easily group service level reporting by condition, function, capacity, utilisation or quality with multivariable parameters.

⁶ IPWEA, 2015, 3rd edn., ‘International Infrastructure Management Manual’, Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/IIMM

- Predict service levels for any future period for each funding model scenario.

Asset network level analysis

- Analyse AHC asset network levels to understand the level of service and risk for different levels of funding, to achieve optimum lifecycle cost for the network.
- Set lifecycle profiles for each network group covering risk, asset deterioration, maintenance costs, renewal costs and asset life.
- Lifecycle analysis should be broken down into various component levels for complex assets such as road surface and pavement, with each component following a different degradation path. This allows for more accurate funding scenarios to be modelled and works plans to be produced and communicated to the community.

9. Opportunities for Improvement

There has been a long term and consistent reduction in depreciation for local government infrastructure over the past 20 year in line with improvements to data and asset management maturity. Depreciation as a percentage of gross replacement cost has moved from 1.7- 2.2% 20 years ago to 1.1 – 1.5%. This trend is likely to continue as depreciation inputs align with affordable asset management plans balanced to long term financial plans. The revaluation review for AHC has identified improvements that are evidence based and would bring the depreciation as a proportion of gross replacement cost to around 1.3-1.4% of gross replacement cost.

Section 1 shows the recommendations.

Appendix 1 shows high level review comments per asset class and indicative impact of applying improvements.

Appendix 2 shows a draft improvement plan and indicative resources.

10. Appendix 1 – High Level Review of Revaluation Inputs

Asset Class	Gross Replacement Cost at 30/6/19	Annual Depreciation	Depreciation Rate 18/19	Weighted Average Useful Life	Comments	New Weighted Average Life	New Depr	Likely Impact
Buildings	\$ 65,282.00	\$ 1,242	1.7%	59	Increase Life especially for structure/substructure - review partial renewal.	65	\$ 1,004.34	-\$ 237.66
Infrastructure		\$ -						\$ -
- Stormwater	\$ 39,600.00	\$ 482	1.3%	77	Increase Life, separate pits and conduits into long and short life	120	\$ 330.00	-\$ 152.00
- Community Wastewater Management Systems	\$ 20,253.00	\$ 398	2.1%	48	Increase life for concrete/structural components	50	\$ 405.06	\$ 7.06
- Roads	\$ 285,788.00	\$ 3,803	1.8%	56	Separate Base and Sub Base, Increase Life and sub base not depreciable for light traffic roads	80	\$ 3,572.35	-\$ 230.65
- Bridges	\$ 18,210.00	\$ 284	1.6%	61	Increase life and review partial renewal	80	\$ 227.63	-\$ 56.38
- Footpaths	\$ 14,828.00	\$ 403	3.1%	33	Increase Life - review partial renewal. Combined Renewal of Kerb, Path and Road would reduce duplication of ancilliary work	90	\$ 164.76	-\$ 238.24
- Retaining Walls	\$ 11,275.00	\$ 146	1.9%	54	Increase life	80	\$ 140.94	-\$ 5.06
- Guardrails	\$ 6,564.00	\$ 140	2.2%	45	OK	45	\$ -	\$ -
- Kerb & Gutter	\$ 32,728.00	\$ 396	1.3%	79	Increase Life - review partial renewal. Unit Rates are High. Combined Renewal of Kerb, Path and Road would reduce duplication of ancilliary work	90	\$ 363.64	-\$ 32.36
- Traffic Controls	\$ 2,124.00	\$ 41	2.0%	51	Increase Life - review partial renewal. Most of depreciation is from Roundabout Pavement, Kerb	70	\$ 30.34	-\$ 10.66
- Street Furniture	\$ 2,446.00	\$ 83	2.6%	39	Review treating signs as an operating expense	39	\$ 62.72	-\$ 20.28
- Sport & Recreation	\$ 17,496.00	\$ 337	2.0%	49	Are playing surfaces being depreciated? (\$41 K for football grounds)	49	\$ 357.06	\$ 20.06
- Playgrounds	\$ 1,753.00	\$ 83	4.8%	21	OK	21	\$ -	\$ -
- Cemeteries	\$ 2,041.00	\$ 35	1.8%	55	OK	55	\$ -	\$ -
Plant & Equipment	\$ 2,196.00	\$ 870	7.9%	13	Not Reviewed	13	\$ -	\$ -
Furniture & Fittings	\$ 12,543.00	\$ 83	2.3%	44	Not Reviewed	44	\$ -	\$ -
Public Artworks	\$ 2,748.00	\$ -	0.0%		Not Reviewed			
Total Infrastructure and Buildings	\$ 537,875.00	\$ 8,826	1.7%	60		71	\$ 7,530.25	-\$ 956.17
						1.4%		
At Cost								

11. Appendix 2 – Improvement Plan

Asset Class	Assumption	Impact of Asset Valuation. H=>2.5% total depreciation impact, M=1.5-2.5% , L = <1.5%	Current Confidence Grade of data supporting the valuation inputs	Recommended Confidence Grade	Improvement Plan	Resource Days to Confidence B	Added Resource Days to Confidence A
Roads	All Pavements comply with design standard	High	C	A	This assumption is unlikely and thinner pavements are common in most Council areas. Move to confidence level B by separating base and sub base. Do not apply sub base where there are pavements 150 mm or less. Apply local expert knowledge and test sample areas. Move to confidence A by extended sampling and GPR in the future.	8	15
Kerb	All kerb will be renewed out of alignment with pavement base renewal	Moderate	C	B	Set target service levels aligned with risk. Apply partial renewal to achieve longer lives and lower treatment cost. Sample of age plus remaining life. Factor unit cost to reflect the proportion of partial renewal and proportion of total renewal with base reconstruction.	5	
Paths	All path will be renewed out of alignment with pavement base renewal cycles	High	C	A	Same as kerb	5	Improve data over the next 2-3 years
Paths	Asphalt paths provide the lowest life cycle renewal strategy	High	C	A	Update AMP with lowest life cycle cost strategy and implement communication plan and asset valuation.	2	Improve data over the next 2-3 years
Drainage	All stormwater will be renewed by excavating the existing conduit/pit and relaying a new asset	High	C	B	Review current and target renewal strategy and update AMP. Re-componentise into long and short life or factor unit costs and lives to reflect long and short life	5	
Drainage	All assets achieve the depreciation useful life	Moderate	D	B	Update based on age plus remain life for a sample.	3	
Buildings	All assets achieve the depreciation useful life	High	C	A	Update useful life estimates for structural elements of buildings with no active market based on age plus remaining life	3	5
Sign and furniture	Signs should be capitalised and depreciated	Low	C	B	Review expensing assets based on materiality and manage risk by asset and risk management plans	1	
Parks	Sporting fields are valued depreciated	Moderate	C	A	Check, review and adjust sporting fields	0	1
						32	21

12. References

IPWEA, 2015, 2nd edn., 'Australian Infrastructure Financial Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/AIFMM. •

IPWEA, 2015, 3rd edn., 'International Infrastructure Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/IIMM

Appendix 4

*Summary of Road Sealed Surface and Pavement Review
Process*

Pavement and Seal Review Process

Introduction

The Adelaide Hills Council has approximately 608 kms of sealed road network within the district that is valued in total at about \$ 196m. The sealed surface component is about \$ 36m and the road pavement the remaining \$ 160m. The pavement component provides the structure for the seal or surface (bitumen, hotmix, sprayseal, the black stuff). The seal surface protects the road pavement, it is a water proof membrane that has a key function no to allow water to get into the road pavement.

In 2015 the Australian Road Research Board (ARRB) undertook an audit of councils seal and pavement network utilising the a specialised vehicle that captures over 30 metrics of information on the condition of the road seal every 10metres to help derive the condition of the road and pavement at that point on the ground and at that point in time. This information is weighted, scaled and scored to provide an overall picture of the section of road that is used for maintenance, planning and renewal forecasts.

Whilst the data is a number of years old this information has been tested and used for the pavement modelling as the deterioration rate of pavement is relatively slow as a very long lived asset. This data can still provide staff with indicators and targeting of areas for intersection. Certainly most of the sections from the 2015 audit that showed the most significant distress have been part of the full pavement renewal and reconstruction program in recent years. Examples of this has included Churunga Road, Heathfield Road and Frick Street.



High Speed Data Vehicle – Provides detailed information about the seal condition

Process for the Determination of Projected Pavement works going forward

There are several factors that are looked at in order to establish where the pavement is within its lifecycle and utilising these factors allows us to determine or predict pavement failures and model the forecasted level of pavement renewal. Council has adopted a targeted approach to renew

hotspots for treatment to prolong the overall asset life but still deliver an appropriate level of service to the community.

The following factors are included in the decision making process:

ARRB High Speed Data

The ARRB data consists of over 65,000 points of information and as the information is over 5 years old there is still key criteria that is available for analysis, and includes major deterioration triggers that after 5 years generally increase in scale.

The key triggers for measuring the pavement scoring include the following defects:

- Environmental Cracking
- Crocodile Cracking
- Deformation
- Disintegration
- Additional Data Provided as well includes types of cracking (transverse, longitudinal), roughness, texture depth (amount of binder holding the stone in place), rutting, stripping and flushing though some of this information is used to establish the seal rating, not pavement.

Seal Age and Link to Pavement Planning

Council within its Asset Management System has a reasonably level of confidence in the construction date for seal and pavement and utilising an age profile for the spray seal and asphalt can calculate and review the asset to see if it is end of life.

Using the age provides an opportunity to target failed areas along the seal to rejuvenate the pavement and prolong the life of the underlying overall pavement when the new sealed surface is applied. Even though the actual life of the seal may be greater than its expected life an ageing seal ultimately cracks and begins to let water into the pavement below reducing its useful life. Using the age based approach along with the ARRB data to predict when to renew the seal thus increasing the pavements longevity.

Councils Senior Asset Planning Engineer in 2019 reviewed around 100 sites identified as old spray seal and whilst some of the seal was showing signs of minimal cracking or deterioration the binder that seals the bitumen to the pavement had lost its elasticity, and become brittle, therefore not providing integrity to the pavement that it serves to protect. Water ingress would be happening at a rate that ultimately begins to reduce the life of the underlying asset.

Council currently has an economic useful lives of 17 years for spray seal and 25 for asphalt.

Surface Type	Total No of KMS	No Beyond Useful Life	Number already planned or on the radar	Useful Life
Spray Seal	463kms	41% Beyond 20yrs	5% In Renewal Plan 10% on Monitor List (1 to 5 years)	17 Years
Asphalt	146kms	11% (Beyond 25 yrs)	24% In Renewal Plan	25 Years

The extent of road sealed surface that is at or past its expected useful life is of concern as whilst much of the network may look like it is performing well the increased risk of rapid deterioration and ultimate increasing pavement failures requiring greater costs is of concern over the longer term for the performance of the road network.

Council currently applies very long life to the road pavement components of the sealed roads. This very long life prediction for the road pavement is based on an asset strategy that maintains the road surface in a good condition to ensure waterproofing and protection of the underlying road pavement by the sealed road surface.

Field Testing and Validation

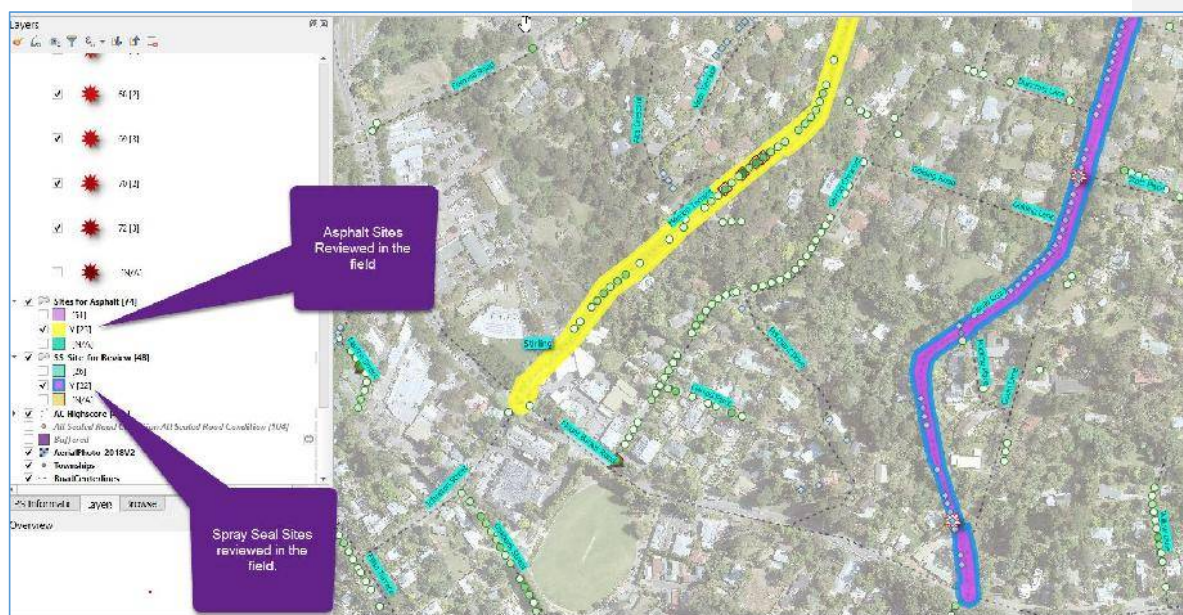
Using a combination of the ARRB data, local knowledge and the aged based approach the network is broken down into candidates of known failures for not only key targeting areas but also whole segments that whilst the seal is at the end of its life an estimate of the amount of failed pavement is gathered at the same time.

In order to calculate the amount of failed pavement that is linked to the seal renewals there is data available from previous years resealing that detail the level of pavement work that is undertaken whilst resealing.

Last financial year and the 20/21 works program for resealing identified between 5-10% of all renewals required heavy pavement patching works. This is driving the Major Patching allocation in the pavement budget per below:

Proposed Project Name	Project Description	Suburb	2020-21 Proposed ('000)
Major Patching for Reseal in 21/22			\$357
Ayers Hill Road	Waverly Ridge Road (after Roundabout) to Rostrevor	STIRLING	
Ayers Hill Road	Rostrevor Road to Birch Road	STIRLING	
Emery Road	Devonshire Road to Forbes Road	ALDGATE	
Erica Road	Longwood Road to Heathfield Road	HEATHFIELD	

Utilising the information garnered from the ARRB and age profiles an extract and map is generated and is GPS tested in the field per below:



Spray Seal and Asphalt Sites reviewed. Dots & Diamonds delineate failure points graduated by colour.

The in the field process undertook a review of 45 sites (additional reviewed where failures triggered on-route) and the following information was collected to determine level of pavement renewal required. (worth noting that this process does not include the *Full Pavement or the Partial Pavement Renewal* segments that Council is already planning to renew in future years, this includes – Tiers Road, Woodside or Longwood Road, Stirling/Heathfield that require planning and a separate strategy mentioned later in this document)

Site visits undertaken by David Collins (Manager Strategic Assets) and Craig Marshall (Senior Asset Planning Engineer) across the network were undertaken with GPS technology that pinpoints individual failures, stresses within the seal that identify failures in the pavement and the following results were recorded:

All sites visited showed signs of deterioration and this should be evident based on the selection criteria and the following information was collected for each site:

Overall Pavement Condition – based on the segment length what is the overall condition of the pavement based on the defects, age, shape, roughness and underlying failures with a score from 1 to 5. 1 - being the road in excellent shape or a new asset, through to a 5 which indicates that the asset has completely failed, not functional and at end of life.

Overall Seal Condition – similar to the pavement condition but for the seal, utilising the same 1 to 5 scoring methodology.

P & R Amount – Purpose is to record the estimated amount of patching and repairs, so the area where a section of the pavement is removed, generally to 100mm in depth (the base course layer) and then reinstated with a technically compliant material to reinvigorate the base/pavement to allow the seal to be renewed and extend the life of the total road asset.

Time to Reseal - Provide an estimation and grouping of when the seal should be potentially resealed to protect the pavement. This will provide guidance when producing future resealing programs and longer term renewal strategies.

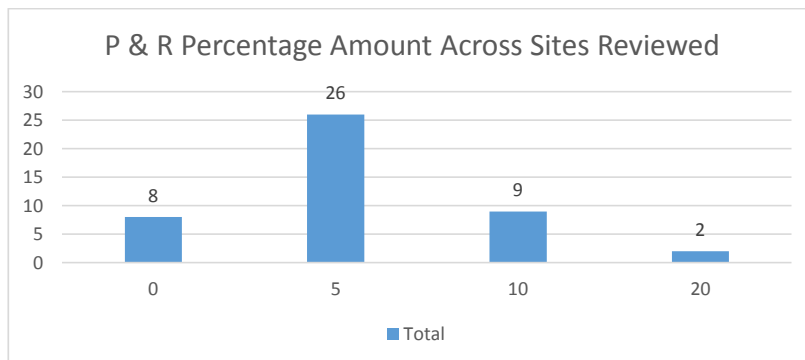
Dominant Defect – Guidance into how the road is failing. Provides detail on potential treatment types. Eg; a heavily ravelled asphalt road may be suitable for a rejuvenation treatment to prolong its life an economical rate.

What were the results?

Pavement Condition – Nearly all the full segments were a condition 3, so in average condition or over half way through their life. But all had minor failures requiring targeted treatment prior to resealing.

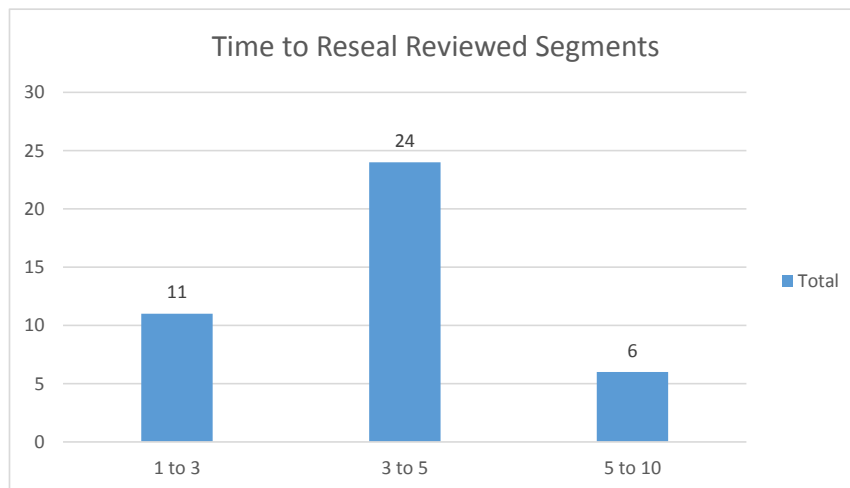
Seal Condition – Predominately a condition score of 4, so at end of life and if not treated in the near future would continue to leak moisture into the road pavements below and lead to increased and expanding pavement failures.

P & R Amount – Overall, the majority of the reviewed segments required a minimum of 5% area to be patched. See below



Breakdown of Percentage of Patching Required Across Review Segment

Time to Reseal – The review highlighted a large number of segment that will need to be renewed within the next 3-5 years to preserve the pavement. See below



Breakdown of time to reseal segments

Dominant Defects – Variety of issues depending on the type of seal, but aggregated score based on available data was reflected on the ground. As the data is 5 years old the failures were more prevalent on the ground where maintenance or renewal had not been undertaken.

What does it cost for major patching each year?

Using the above process to identify targeted segments for reseal and working on an average of 5% of the area of each segment requiring pavement patching the older or dead seal is approximately \$578k,000 per year over the projected 10 years, and this may vary depending on the number of segments that are renewed in each cycle.

The patching amount can be reduced by early intervention or increased maintenance which may be reviewed through the Asset Management Plan Process.

Full Pavement Renewals (and or Heavy Patch?)

Based on local knowledge, ARRB data review and operational feedback a list of roads that are beyond minor pavement patching and resealing have been identified.

Council has identified numerous roads and or segments where the pavement has failed to a level that requires a partial, full pavement renewal or reconstruction of the road.

Over the next ten years the following roads have been identified for more significant pavement treatment:

Road	Location
Sturt Valley Road	Stirling
Carey Gully Road	Mount George
Coldstore Road (scheduled for 20/21)	Lenswood
Checker Hill Road(scheduled for 20/21)	Kersbrook
Copeland Avenue	Lobethal
Deviation Road	Carey Gully
Ironbank Road	Ironbank
Jacaranda Drive	Woodside
Longwood Road	Stirling
Longwood Road	Heathfield
Miller Road	Lobethal
Newman Road (under construction)	Charleston
Pfeiffer Road	Woodside
Tiers Road	Lenswood

Comment [DC1]: Are these most targeted heavy patch than reconstructions,

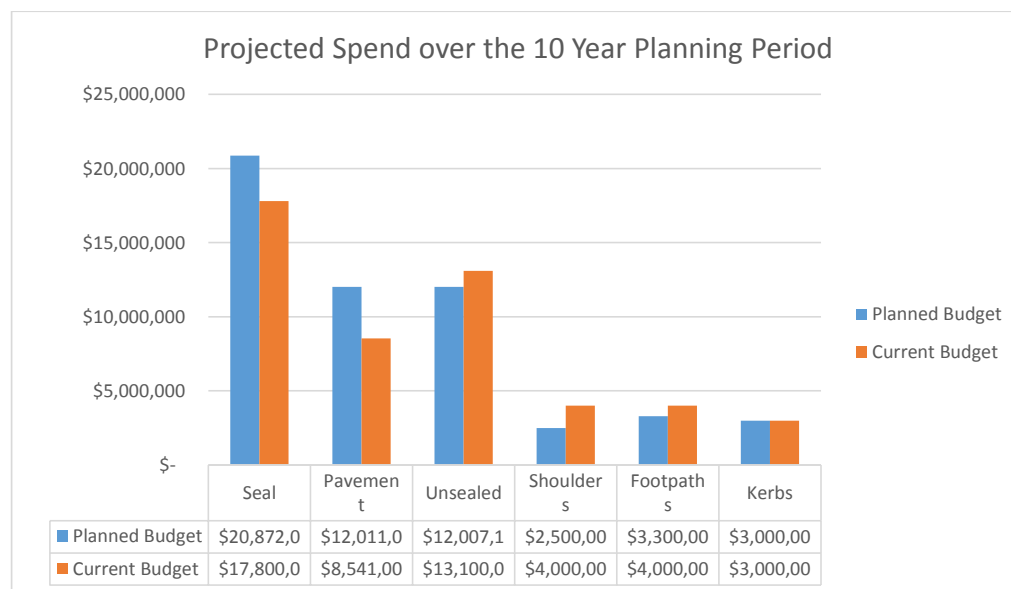
Summary & Key Findings

- Undertaking full reconstructions have been minimised to sections, segments or individual lanes to optimise the investment, and provide support for targeted patching across the network.
- Targeted patching works across the network within the resealing cycle maximises the road assets life and minimises the investment to around 5-10% of the road area.
- Where optimal economic intervention has been missed on the resurfacing program, the increase in higher cost full pavement renewal is required.
- Field testing is proving that Council's spray seal and asphalt network is potentially lasting up to 3 - 5 years longer in its life cycle recommended useful life, but intervention is critical in preserving the pavement.

- Modelling with the available data is an indication or prediction of where the pavement is within its lifecycle and factors and weighting cannot always predict real on the ground conditions, traffic volume movements or change in surface or environmental factors.
- Over the life of the plan sees an increase of approximately \$3.2million (2012 dollars) over the ten year period or \$320k a year. There is an increased spend in seal & pavement and a reduction in spending across footpaths, shoulders and unsealed roads, and kerbs are flat lined, but may change after a condition audit in 20/21.

Summary across all asset types

The table below provides an overview of the expenditure changes over the next 10 year period within the Road, Footpath and kerb asset management plan. These dollars shown are in current \$ 2012.



Breakdown of spending overall across the 10 year period.

Long Term Financial Predictive Calculations:

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item:	12.6
Responsible Officer:	Steven Watson Governance & Risk Coordinator Office of the CEO
Subject:	Expression of Interest for Independent Member, East Waste Audit and Risk Committee
For:	Decision

SUMMARY

Council has received correspondence from East Waste seeking Council's nomination for an Independent Member of East Waste's Audit and Risk Management Committee (the Committee) for a two year term with the possibility of extension for a further two terms.

The initial appointment term is for a maximum period of two (2) years, commencing December 2020. Subject to East Waste Board approval, an independent member's appointment may be extended for a further two (2) terms.

The closing date in the correspondence is detailed as 16 October 2020, although this has been extended to allow Council to consider this matter.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted**
 - 2. That Council nominates Paula Davies and Lachlan Miller to East Waste for consideration as an Independent Member of the East Waste Audit Committee.**
-

1. GOVERNANCE

➤ **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
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

Adelaide Hills Council is one of seven constituent councils of East Waste and in doing so obtains benefits from working together with others in regard to waste and recycling collection services.

Indirectly related to this report are the following documents:

- Waste and Resource Recovery Service Policy
- Waste and Resource Management Strategy 2016 – 2021
- Resource Recovery and Recycling Strategy

➤ **Legal Implications**

East Waste is governed by a Charter and requirements of the *Local Government Act 1999*.

➤ **Risk Management Implications**

Council considering a nomination for the position of Independent Member East Waste Audit Committee will assist in mitigating the risk of:

Council not considering nominating an Independent Member East Waste Audit Committee leading to Council not fulfilling its obligations as a constituent council of East Waste

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3D)	Low (1E)

The report recommendation will require correspondence to be sent to East Waste advising of the outcome of Council considering this matter.

➤ **Financial and Resource Implications**

There are no financial or resource implications to Council from the report recommendation.

Sitting fees for East Waste Audit Committee Members is applicable and set \$600 per meeting. The sitting fee is funded by East Waste.

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

There are no customer service, community or cultural implications from the report recommendation.

➤ **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>	Audit Committee Members
<i>Council Workshops:</i>	Not Applicable
<i>Advisory Groups:</i>	Not Applicable
<i>Administration:</i>	Chief Executive Officer Director Infrastructure & Works Director Community Capacity Director Corporate Services Director Development & Regulatory Services Executive Manager Governance & Performance Executive Manager Organisational Development Manager Financial Services Corporates Planning & Performance Coordinator Governance & Risk Coordinator
<i>External Agencies:</i>	Not Applicable
<i>Community:</i>	Not Applicable

2. BACKGROUND

The membership of East Waste's Audit and Risk Management Committee (the Committee) consists of five members, three of whom shall be members of the Board (one of who is Chairperson) and two members who are not a member of the Board (independent member).

As the final term of one independent member is due to expire, the Committee has a vacancy for a suitably qualified independent member. In accordance with the Committee's Terms of Reference, an Expression of Interest (EOI) process is required to seek a new appointment of an independent member to the Committee.

In 2019 East Waste undertook an EOI through the Member Councils which produced good quality candidates and East Waste has made the decision to repeat the process.

An EOI email was forwarded to all current Audit Committee Members and selected Staff. EOI responses were received from Paula Davies and Lachlan Miller.

The closing date of 16 October 2020 has been extended to 28 October 2020 to allow Council to consider nominations.

3. ANALYSIS

Board Membership Suitability

Council's membership on regional subsidiaries is important given their ability to both provide services and financial returns and to incur risks and liabilities for Council.

While they are Subsidiaries of the Constituent Councils, aspiring Board Members must be cognisant of the fiduciary duty of Board Members to act in the best interests of the Subsidiary, which might conflict with the interests of the Council. Further the Conflict of Interest provisions relating to Regional Subsidiaries are more complicated, although training may be provided by the Subsidiary.

A number of the Subsidiary Charters specifically identify Board Member positions for Council Officers whereas others provide flexibility for a Council Member, Council Officer or even an Independent Person to be appointed by the Constituent Council.

In considering Regional Subsidiary memberships, Council may wish to consider may wish to consider suitability factors including (but not limited to):

- understanding or the ability to acquire the same of the charter, functions, operations and legislative framework of the respective Subsidiary
- understanding or the ability to acquire the same of the roles and duties of a Board Member
- where specifically stated, skills and/or knowledge detailed in the respective Charter for Board Members
- whether an Independent Member (where permissible), recruited and remunerated by the Constituent Council, would be more effective in the fulfilling the role of a Board Member given the ability to recruit for specific skill sets
- understanding or the ability to acquire the same in meeting procedure generally and the meeting procedure set out in the *Local Government (Procedures at Meetings) Regulations 2013* and Meeting Procedure provisions of the respective Subsidiary
- ability to manage conflict and differing opinions
- integrity, good conduct and diligence
- the opportunity to provide professional development
- the opportunity to consider diversity in the role
- willingness and ability to attend meetings, possibly during business hours and Special Meetings at short notice, and
- current and future time commitments.

As previously indicated an EOI email was forwarded to all current Audit Committee Members and selected Staff. EOI responses were received from Paula Davies and Lachlan Miller with the nominees submitting their Curriculum Vitae with their nomination. Both nominees are considered appropriate to undertake the role of Independent Member of East Waste's Audit and Risk Management Committee and subsequently be nominated by Council.

4. OPTIONS

The Council has the following options:

- I. To resolve to nominate Paula Davies and Lachlan Miller as Independent Member of East Waste’s Audit and Risk Management Committee. (**Recommended**) or
- II. To decide not to forward a nomination for a position on East Waste’s Audit and Risk Management Committee. (**Not Recommended**). Doing so may mean that the respective regional Subsidiary Boards would not have a full complement of members which could affect their functions and objectives.

5. APPENDIX

- (1) Correspondence from East Waste seeking Expressions of Interest for Independent Membership on East Waste’s Audit and Risk Management Committee.

Appendix 1

*Correspondence from East Waste seeking Expressions
of Interest for Independent Membership on
East Waste's Audit and Risk Management
Committee Attachment*



25 September 2020

Mr Andrew Aitken
Chief Executive Officer
Adelaide Hills Council
PO Box 44
WOODSIDE SA 5244

Dear Andrew,

Expression of Interest Process – Seeking Independent Member for East Waste Audit Committee

The membership of East Waste's Audit and Risk Management Committee (the Committee) consists of five (5) members, three of whom shall be members of the Board (one of who is Chairperson) and two members who are not a member of the Board (independent member). Due to the upcoming expiry of the final term for an independent member, the Committee has a vacancy for a suitably qualified independent member.

In accordance with the Committee's Terms of Reference, to seek a new appointment of an independent member to the Committee, an Expression of Interest process needs to be undertaken. East Waste last year undertook an Expression of Interest through the Member Councils and this produced a rich pool of candidates to choose from. Given the success of this approach, the decision has been made to repeat the process.

Should you be open to this request, then East Waste would greatly appreciate you putting forward any person(s) (with their permission) who may be interested in the independent member role on the Committee. In particular, if you put forward a candidate last year for this same position who was unsuccessful, we would encourage them to re-apply. I am able to offer the following to assist:

- A copy of the Committee's Terms of Reference (attached);
- The initial appointment term is for a maximum period of two (2) years, commencing December 2020, Subject to Board approval, an independent members appointment may be extended for a further two (2) terms; and
- To be considered for appointment to the Committee, an independent member must have experience in either finance, risk management, governance or legal experience relevant to the functions of the Committee.

To put forward a potential candidate, can you please provide (via email) a current curriculum vitae of the candidate together with any supporting information you deem relevant, by no later than COB Friday 16 October 2020.



Any questions that you or potential candidates might have can be directed to Mr Shane Raymond – Manager, Corporate Services on 0422 418 261 or shane@eastwaste.com

Thank you for your consideration of this matter.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Rob Gregory".

ROB GREGORY
GENERAL MANAGER

Encl: East Waste Audit and Risk Management Committee Terms of Reference

Terms of Reference – Eastern Waste Management Authority Audit and Risk Management Committee

Establishment	The Eastern Waste Management Authority (East Waste) Audit and Risk Management Committee is established under Section 41 of the Local Government Act 1999 (the Act), for the purposes of Section 126 of the Act.
Title	The East Waste Audit and Risk Management Committee shall be known as the “Committee”.
Purpose	<p>The principal objective of the Committee is to add value to, and improve, East Waste’s operations, by assisting the Board to meet its legislative and probity requirements as required by the Local Government Act 1999 (as amended) and other relevant Legislation, Standards and Codes.</p> <p>The Committee will assist the Board in monitoring the accounting, audit, legislative compliance, financial and strategic risk management, governance and reporting practices.</p> <p>The primary objective of the Committee is to assist East Waste in the effective conduct of its responsibilities for financial reporting, management of risk and maintaining a reliable system of internal controls.</p> <p>The Committee is established to assist the co-ordination of relevant activities of management and with the external auditor to facilitate achieving overall organisational objectives in an efficient and effective manner.</p> <p>As part of East Waste’s Governance obligations to its Constituent Councils, the Board has constituted a Committee to facilitate:</p> <ul style="list-style-type: none"> ▪ the enhancement of the credibility and objectivity of internal and external financial reporting; ▪ effective management of financial and other risks and the protection of East Waste’s assets; ▪ compliance with laws and regulations as well as use of best practice and Governance guidelines; ▪ the effectiveness of the external audit; ▪ the provision of an effective means of communication between the external auditor, management and the Board. <p>Financial Reporting</p> <p>The Committee shall monitor the integrity of the financial statements of East Waste, including its Annual Report, reviewing significant financial reporting issues and judgements which they contain.</p> <p>The Committee shall review and make recommendations to the Board (where necessary) regarding:</p> <ul style="list-style-type: none"> ▪ the assumptions, indexation, and indicators used in the preparation of financial statements; ▪ the consistency of, and/or any changes to, accounting policies; ▪ the methods used to account for significant or unusual transactions where different approaches are possible; ▪ whether East Waste has followed appropriate accounting standards and made appropriate estimates and judgements, taking into account the views of the external auditor; ▪ the clarity of disclosure in East Waste’s financial statements, such as the operating and financial review and the corporate governance statement (insofar as it relates to the audit and risk management).

Terms of Reference – Eastern Waste Management Authority Audit and Risk Management Committee

	<p>External Audit The Committee shall:</p> <ul style="list-style-type: none"> ▪ develop and implement a policy on the supply of non-audit services by the external auditor, taking into the account any relevant ethical guidance on the matter; ▪ review the terms appointment of the external auditor; ▪ consider and make recommendations to the Board, in relation to the appointment, re-appointment and removal of East Waste’s external auditor; ▪ oversee East Waste’s relationship with the external auditor at the direction of the Board, but not limited to: <ul style="list-style-type: none"> ○ recommending the approval of the external auditor’s remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted; ○ recommending the approval of the external auditor’s terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit; ○ assessing the external auditor’s independence and objectivity taking into account relevant professional and regulatory requirements and the extent of East Waste’s relationship with the auditor, including the provision of any non-audit services; ○ satisfying itself that there are not relationships (such as family, employment, investment, financial or business) between the external auditor and East Waste (other than the ordinary course of business); ○ monitoring the external auditor’s compliance with legislative requirements on the rotation of audit partners; ○ assessing the external auditor’s qualifications, expertise and resources and the effectiveness of the audit process. ▪ review and make recommendation on the annual audit plan, which is to define the dates and timing for the interim and full audit, and the bringing forward of any recommendation to the Committee and Board; ▪ review any representation letter requested by the external auditor before they were signed by management; and ▪ review the management letter and management’s response to the external auditors findings and recommendations. <p>Internal Controls and Risk Management The Committee shall review and make recommendations to the Board (where necessary) regarding:</p> <ul style="list-style-type: none"> ▪ the application, updating (where relevant) and continued compliance with East Waste’s Risk Management Framework; ▪ the effectiveness of East Waste’s internal controls; ▪ the approval, where appropriate, of statements to be included in the Annual Report concerning internal controls and risk management; and ▪ the process and probity of tenders and significant transactions exceeding \$100,000 or as directed by the Board. <p>Whistleblowing/Fraud and Corruption Monitoring The Committee shall review East Waste’s arrangements for its employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters.</p>
--	--

Terms of Reference – Eastern Waste Management Authority Audit and Risk Management Committee

	<p>Reporting Requirements</p> <p>The Committee shall make recommendations to the Board as it deems appropriate on any area within its terms of reference where in its view action or improvement is needed.</p> <p>The Committee shall after every meeting forward the minutes of that meeting to the next ordinary meeting of the Board.</p> <p>The Committee shall report annually to the Board summarising the activities of the Committee during the previous financial year.</p>
<p>Membership</p>	<p>Members of the Committee shall be appointed by the Board of East Waste. The Committee shall consist of five members, three of whom shall be Members of the Board (one of whom is the Chairperson) and two members who are not a member of the Board (independent members).</p> <p>One independent member of the Committee must have financial experience relevant to the functions of the Committee as determined by the Board.</p> <p>One independent member of the Committee must have experience in the field of legal practitioner and/or risk management and/or governance as determined by the Board.</p> <p>Expressions of Interest for the Independent Members shall be sought by the Board and be for a maximum term of two (2) years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to the Board's Elected Members, hence their terms will expire in alternate years.</p> <p>Independent Members are eligible for reappointment at the expiration of their term of office at the sole discretion of the Board. An Independent Member may be reappointed for a maximum of three (3) terms. An Independent Member who has served three (3) terms is eligible to reapply two (2) years after the expiry of their three (3) terms.</p> <p>Notwithstanding the above paragraph, should the Board identify a need to retain the service of Independent Member at the expiry of their third term, then the Board may, at their sole discretion, reappoint an Independent Member for a further final period not exceeding one (1) year.</p> <p>Only members of the Committee are entitled to vote in Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision. The Chairperson has a deliberative vote but does not, in the event of an equality of votes, have a casting vote.</p> <p>The General Manager and other East Waste employees as directed by the General Manager may attend any meeting as observers or be responsible for preparing papers for the Committee.</p> <p>East Waste's auditor may be invited to attend meetings of the Committee but must attend meetings considering the draft annual financial report and results of the external audit.</p>

Terms of Reference – Eastern Waste Management Authority Audit and Risk Management Committee

	Board Member appointments to the Committee shall be for a period of twelve months from the date of appointment, and are eligible for reappointment. Board Member nominations and appointments are to be made by the East Waste Board at their final meeting of each calendar year.
Chairperson	The Chairperson of the Committee shall be the Chairperson of the Board.
Conflict of Interest	Applies to all Committee members as per Local Government Act 1999 Part 4 Division 3.
Register of Interest	Division 2 of Part 4, Chapter 5 of the Local Government Act 1999 applies to the members of the Committee.
Frequency of Meetings	The Committee shall meet at least quarterly and precede Board meetings.
Notice of Meetings	<p>Ordinary meetings of the Committee will be held at times and places determined by the Committee. A special meetings of the Committee may be called in accordance with the Act.</p> <p>Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, the Board, and any observers, no later than 3 clear days before the date of the meeting. Supporting papers shall be sent to Committee members (and to other attendees as appropriate) and the Board at the same time.</p> <p>In accordance with Section 90(1) of the Act, the proceedings of Committee meetings shall be open to the public.</p>
Procedures at Meeting	<p>As per Local Government (Procedures of Meetings) Regulations 2000 Parts 3 and 4.</p> <p>All business put to the Committee will be brought forward to a meeting by motion, recommendation, staff report or other business.</p> <p>Only members of the Committee are entitled to vote in Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for a decision.</p> <p>The Chairperson of the meeting will have a deliberative vote only.</p> <p>The Chairperson shall ensure that the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance, are minuted and that the minutes otherwise comply with the requirements of the Local Government (Procedure at Meetings) Regulations 2000.</p> <p>Minutes of Committee meetings shall be circulated within 5 days after a meeting to all members of the Committee and will be forwarded to the subsequent ordinary meeting of the Board.</p>
Secretarial Resources	The General Manager, East Waste shall provide administrative resources to the Committee to enable it to adequately carry out its functions.
Quorum	The quorum necessary for the transaction of business shall be three members. A duly convened meetings of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

Terms of Reference – Eastern Waste Management Authority Audit and Risk Management Committee

General	The Terms of Reference of the East Waste Audit and Risk Management Committee shall be reviewed at least once every three years, or where legislative changes dictate amendments.
---------	--

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.7

Responsible Officer: Sharon Leith
Acting Manager Sustainability, Waste and Emergency
Management
Infrastructure and Operations

Subject: Resilient Hills and Coasts Sector Agreement

For: Decision

SUMMARY

Adelaide Hills Council is a partner in Resilient Hills & Coasts (RH&C), one of eleven Regional Climate Partnerships in South Australia. The partners have a shared aim to strengthen the resilience of communities, economies and natural and built environments to a changing climate. RH&C activities are guided by the *Resilient Hills & Coasts Climate Change Adaptation Plan* (the Adaptation Plan), which was developed in partnership with businesses and communities in the region, and endorsed by Mayors and other signatories in 2016.

Since the Adaptation Plan was adopted, the partnership has achieved a solid foundation of practical on-ground action, knowledge sharing, networks, momentum and goodwill. The partnership is supported by a statutory regional Sector Agreement, which expired on 30 June 2020. This report is to seek Council endorsement to sign the *Resilient Hills & Coasts Sector Agreement 2020-2025* (the Agreement) at **Appendix 1**.

RECOMMENDATION

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.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

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 RH&C partnership has been in existence since 2014 and has been successful. The above key Priority N3.3 identifies the continuation of this partnership to ensure ongoing outcomes. RH&C is guided by the Adaptation Plan, which was developed in partnership with businesses and communities in the region, and endorsed by Council, the Minister and other signatories in 2016.

➤ Legal Implications

The Agreement has been prepared pursuant to Section 16 of South Australia's *Climate Change and Greenhouse Emissions Reduction Act 2007* (the Act), and complies with the requirements of the Act. The Agreement is between the Minister and the RH&C partners, and acknowledges a joint commitment to respond to climate change by managing risk, harnessing opportunities, adapting and building resilience.

The Agreement:

- Articulates a common goal to implement a climate change response program as resources allow, in a cooperative, coordinated and consultative manner
- Focuses on responding to the impacts, risks, and opportunities of climate change in the region, in alignment with identified priorities from the Adaptation Plan

The Agreement does not create any legally binding obligations or commit Council to any expenditure. Under the Agreement, RH&C partners undertake to:

- Participate in Committee activities (including representation on the Steering Committee, annual reporting to all signatories, and a biennial evaluation)
- Promote RH&C objectives and achievements internally and to relevant stakeholders
- Implement the Regional Action Plan priorities
- Prioritise opportunities to implement climate change projects on a regional scale, rather than on an organisation by organisation basis, where it is efficient and practical to do so
- Continue to explore opportunities for joint and external funding and resourcing, including for a Regional Coordinator role

➤ **Risk Management Implications**

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 working together 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 signing of the Sector Agreement to recommit Council to the RH&C partnership will assist in mitigating the risk of:

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

Inherent Risk	Residual Risk	Target Risk
Extreme 4B	Medium 2C	Low 2D

The signing of the Sector Agreement to recommit Council to the RH&C partnership will assist in mitigating the risk of:

Negatively impact Council's reputation as a leader in climate emergency declarations leading to a loss of community confidence.

Inherent Risk	Residual Risk	Target Risk
Extreme 4B	Medium 2C	Low 2D

Adoption of the report recommendation will result in a new mitigation action of signing the Agreement.

➤ **Financial and Resource Implications**

The Agreement stipulates that each partner nominate a representative to the Steering Committee. Council's representative is the Sustainability Coordinator. Council's representative hosts a meeting of the Steering Committee on a rotating basis (approximately once a year), attends and contributes to bi-monthly meetings, and participates in RH&C projects as relevant. Participation in projects is at the discretion of Councils, subject to available resourcing. Any worthwhile project not deliverable within existing budgets will be subject to a report to Council or addressed through the quarterly budget review process.

Currently allocated within the sustainability operational budget is \$19,000 to support the funding of the Project Coordinator. The Project Coordinator role is formally provided for within the proposed Sector Agreement. Whilst the Project Coordinator role is currently vacant due to maternity leave the expenditure of these funds will likely occur later in the financial year.

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

Continued involvement in the RH&C partnership will support social outcomes by strengthening the resilience of the community. Specifically, this would include outcomes aligned with the RH&C three priority areas of climate ready development, disaster risk reduction and resilient agriculture.

➤ **Sustainability Implications**

Continued involvement in the RH&C partnership will support environmental outcomes for the community. Specifically, this would include outcomes aligned with the RH&C three priority areas of climate ready development, disaster risk reduction and resilient agriculture.

➤ **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: Information presented as part of a climate change mitigation and adaptation presentation on 13 October 2020

Advisory Groups: Sustainability Advisory Group meeting held 1 October 2020

Administration: Chief Executive Officer
Director Infrastructure & Operations
Acting Director Infrastructure & Operations
Manager Sustainability, Waste and Emergency Management
Manager Financial Services

External Agencies: Department for Environment and Water (DEW)
Resilient Hills and Coasts Steering Group Members

Community: Not Applicable

2. BACKGROUND

RH&C came together in 2014 under the State Government's Prospering in a Changing Climate Initiative, as one of eleven Regional Climate Partnerships across South Australia. With tripartite government investment, the partners developed the RH&C Adaptation Plan alongside businesses and communities in the region. The Adaptation Plan was endorsed by Mayors and other signatories in 2016, and the ten priority actions implemented since then, guided by the RH&C Steering Committee. The RH&C partners have a shared aim to strengthen the resilience of communities, economies and natural and built environments to a changing climate.

On 5 June 2017, partners signed a Regional Sector Agreement (the Agreement), agreeing to work together to implement the Plan. The Agreement was signed by Mayors of the six partner Councils, Presiding Members of the two former Natural Resource Management Boards, President of the Southern & Hills Local Government Association, and then Minister for Climate Change. That first Agreement expired on 30 June 2020. A new Agreement is now required.

On the 6 August 2020 at a Southern and Hills Local Government Association (SHLGA) Board meeting the following resolution was passed recommending the new Regional Sector Agreement be signed.

REPORT TITLE: CLIMATE CHANGE – REGIONAL SECTOR AGREEMENT 2020-2025

DATE OF MEETING: 21st August 2020

RECOMMENDATION: 6.1.5/21082020

Moved Mayor Glen Rowlands that the Board

a) notes the report

b) notes the achievements of the Resilient Hills & Coasts (RH&C) partnership to date and its future strategy and priorities

c) Recommits to the partnership by signing the new RH&C Sector Agreement 2020-2025

Seconded Mayor Ann Ferguson

CARRIED UNANIMOUSLY

In addition in principle support letters have been received from Alexandrina, Adelaide Hills, Mt Barker, Yankalilla Councils, the Regional Development Association and Hills & Fleurieu Landscape Board have formally written to the SHLGA expressing in principle support. Each of the partners will now formally consider recommitting to the agreement. Mt Barker Council recommitted to signing the Agreement on the 6 October 2020. Adelaide Hills Council is the second partner to consider recommitting to signing the agreement through the formal council process.

3. ANALYSIS

The partnership has achieved a solid foundation of practical on-ground action, knowledge, networks, momentum and goodwill under the first Agreement, with achievements including:

- Coastal hazard mapping and adaptation initiatives with Kangaroo Island and Alexandrina Councils
- Increased regional capabilities and uptake of water sensitive urban design
- 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
- Climate Risk Governance Assessments by five Councils, to assess and embed climate risk management throughout Council business
- 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

In May 2020, the Steering Committee evaluated their progress against the Plan (**Appendix 2**). The Steering Committee also identified three priority areas to focus efforts for the next five years, along with key actions to progress them, as outlined in the *RH&C Action Plan 2020-2025* (**Appendix 3**). The three priority areas are:

- Climate-ready development: Leverage 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
- Disaster risk reduction: Support partners and communities to map, understand and plan to adapt to coastal, bushfire and urban heat hazards

- Resilient agriculture: Build on and spread regional best practice in enabling agriculture that is regenerative, water smart, resilient to variable climate, and supports carbon farming as part of a zero emissions pathway

The following parties have now been invited to sign the new Agreement: the Adelaide Hills, Alexandrina, Kangaroo Island, Mount Barker, Victor Harbor and Yankalilla Councils, the Southern & Hills Local Government Association, the Kangaroo Island and Hills and Fleurieu Landscape Boards, Regional Development Australia (Adelaide Hills, Fleurieu and Kangaroo Island), and the State Government (via the Minister for Environment and Water). Each Council is now preparing a report to obtain endorsement to sign the Agreement.

The Steering Committee strongly supports continuing the partnership. The Southern & Hills LGA Board emphasised their continued commitment to RH&C, and to implementing the Adaptation Plan, at its 30 April 2020 meeting. The Department of Environment and Water have provided comment on the draft Agreement and updated the information to reflect new state-wide climate change strategies.

Council is now asked to consider re-committing to RH&C for another five years by agreeing to sign the Agreement. The Agreement does not create any legally binding obligations or commit Council to any expenditure.

4. OPTIONS

Council has the following options:

- I. Recommit to the RH&C partnership by signing the Sector Agreement 2020-2025. This option is recommended as Council will continue to collaboratively implement the Adaptation Plan to achieve climate adaptation outcomes. **(Recommended)**
- II. Not continuing in the partnership would make it more challenging, inefficient and expensive for Council to implement the Adaptation Plan and/or to adapt to the challenges of climate change. **(Not Recommended)**
- III. Should the Council identify the need for substantial amendments to the Agreement it is recommended that they be referred to staff for review to allow for analysis of the implications of the amendments, prior to the matter being brought back to the Council for further consideration.

5. APPENDICES

- (1) Resilient Hills and Coasts Draft Sector Agreement 2020-2025
- (2) Resilient Hills and Coasts Evaluating Our Progress
- (3) Resilient Hills and Coasts Action Plan 2020-2025

Appendix 1

*Resilient Hills and Coasts Draft Sector Agreement 2020-
2025*

SECTOR AGREEMENT

For the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island Region

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 [] 2020

BETWEEN

- (1) The Minister for 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 entities (from both the public and private sectors) within the region may become partners in Resilient Hills & Coasts in the future, as implementation proceeds. If this eventuates, this Agreement may be reviewed and amended accordingly.

This Agreement builds on the previous Regional Sector Agreement, which was signed on 5 June 2017 and expired on 30 June 2020.

STATEMENT OF PURPOSE

This 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 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 implementation of the *Climate Change Adaptation Plan for the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island Region 2016* (the Adaptation Plan).

This Agreement:

- Articulates a **common goal amongst the signatory parties** to implement a climate change response as resources allow, in a cooperative, coordinated and consultative manner in the region; and
- Has, as its key focus, **response to the impacts, risks, and opportunities of climate change** in the region – to be addressed in alignment with identified priorities from the Adaptation Plan via:
 - setting agreed objectives;
 - joint commitment to collaborative and timely implementation of the Adaptation Plan, and its ongoing evaluation and review; and
 - cooperatively identifying and progressing partnership opportunities between partners and across sectors within the region, to assist with implementation of the Adaptation Plan; and

acknowledges that the identified priorities from the Adaptation Plan also align with, and help support state-wide priorities and policy directions as outlined in this Agreement. **THE REGION**

For the purpose of this Agreement, the RH&C region is aligned with the boundaries of the Council areas of Adelaide Hills, Alexandrina, Mount Barker, Yankalilla, Victor Harbor, and Kangaroo Island.

1. GUIDING PRINCIPLES

- 1.1 This Agreement acknowledges a joint commitment on the part of the signatories to respond to climate change by managing risk, harnessing opportunities, adapting and building resilience.
- 1.2 This Agreement will be guided by a high-level integrated approach whereby all signatories provide strategic direction for the region in tackling climate change in alignment with the Adaptation Plan.
- 1.3 The Agreement acknowledges that signatories will endeavour to implement priorities identified in the Adaptation Plan, Schedule, and by the RH&C Regional Partners, as resources allow.
- 1.4 The Agreement includes roles and responsibilities, to which the signatories commit.
- 1.5 The Agreement complements and supports existing policies and programs, including:
 - The Government's [Directions for a Climate Smart South Australia](#) policy statement, and priorities outlined in the [South Australia's Climate Change Challenges and Opportunities](#) report;
 - [Stronger Together – South Australia's Disaster Resilience Strategy](#);
 - The strategies and corporate climate change plans of each of the signatories.
- 1.6 The Agreement and Schedule support the achievement of the *Climate Change and Greenhouse Emissions Reduction Act 2007* (the Act), and implementation of the Adaptation Plan.
- 1.7 While specific responses to climate change may vary across the region, this Agreement aims to facilitate a cooperative approach across the RH&C region to identify and address elements of common interest and benefit, recognising that responses may need to represent the interests of specific communities.

2 BACKGROUND

- 2.1 South Australia's Adaptation Framework assisted regions to develop climate change adaptation strategies across the State to deal with climate change impacts and potentially benefit from opportunities presented by climate change.
- 2.2 .
- 2.3 The Government of South Australia's *Directions for a Climate Smart South Australia* includes a policy direction for the State Government to support South Australian communities, industries, businesses and the environment to manage risk, harness opportunities, adapt and build resilience to climate change.
- 2.4 [South Australia's Climate Change Challenges and Opportunities](#) report released in September 2020 is informing the government's response on mitigation and adaptation including carbon farming, climate data and information, more efficient water use and adapting agriculture.
- 2.5 The Government of South Australia seeks to reduce greenhouse gas emissions and adapt to a changing climate within the State. The Government aims for South

Australian greenhouse gas emissions to be reduced by more than 50% below 2005 levels by 2030. The Government is aiming to achieve net zero emissions by 2050

- 2.6 The Government of South Australia and the Resilient Hills & Coasts Regional Partners are taking a collaborative approach to ensure the region is resilient to changes arising from climate change, and to identify opportunities to enhance the region's ongoing prosperity and quality of life as the climate continues to change.
- 2.7 The Minister and the RH&C Regional Partners have entered into a Sector Agreement under the Act in order to:
 - 2.7.1 Recognise differences across the region and facilitate geographically specific responses to climate change;
 - 2.7.2 Work together to support a better understanding of climate change risks and opportunities for communities;
 - 2.7.3 Facilitate community engagement and participation in programs designed to promote climate change resilience;
 - 2.7.4 Explore the potential for joint projects and partnerships; and Australian Government and other funding opportunities; and
 - 2.7.5 Promote and showcase achievements as a template for other areas of South Australia, as well as nationally.

3 THIS SECTOR AGREEMENT DOES NOT CREATE LEGALLY BINDING OBLIGATIONS

- 3.1 This Agreement does not create any legally binding contract between the parties and does not give rise to any legally binding obligations.
- 3.2 The signatories may amend any commitments by written agreement at any time.

4 GOVERNANCE ARRANGEMENTS

- 4.1 The RH&C Steering Committee (the Committee) will continue to maintain oversight of RH&C and will consist of at least one member from each of the signatory parties.
- 4.2 The Committee will provide annual progress reports to all signatories.
- 4.3 The Committee will evaluate progress against its priorities on a biennial basis.
- 4.4 The Committee will determine its own Terms of Reference.
- 4.5 The Committee may establish sub-groups as required to support the objectives of this Agreement.

5 ROLES AND RESPONSIBILITIES

- 5.1 Pursuant to this Agreement, the RH&C Regional Partners undertake to:
 - 5.1.1 Participate in Committee activities, as outlined in the Committee's Terms of Reference;
 - 5.1.2 Promote RH&C objectives and achievements internally and to relevant stakeholders;
 - 5.1.3 Implement the Regional Action Plan priorities outlined in the Schedule;

- 5.1.4 Prioritise opportunities to implement climate change projects on a regional scale, rather than on an organisation by organisation basis, where it is efficient and practical to do so; and
- 5.1.5 Continue to explore opportunities for joint and external funding and resourcing, including for a Regional Coordinator role.
- 5.2 The Government of South Australia undertakes to:
 - 5.2.1 Participate in Committee activities, as outlined in the Committee's Terms of Reference;
 - 5.2.2 Promote RH&C objectives and achievements internally and to relevant stakeholders;
 - 5.2.3 Collaborate on initiatives that support the Government's *Directions for a Climate Smart South Australia*, including exploring funding opportunities and sharing state-wide learnings regarding climate change response initiatives;
 - 5.2.4 Support the development of any relevant funding proposals to the Australian Government or other funding bodies;
 - 5.2.5 Ensure that relevant briefings and advice are provided to the Committee on State and national policy developments and discussions; and
 - 5.2.6 Provide opportunities to the Committee to consider and provide input into the review and development of relevant State policies, strategies and frameworks.
- 5.3 Pursuant to this Agreement, and subject to funding availability, there may be a Regional Coordinator, recruited by the Committee and hosted by one of the RH&C Regional Partners, who will deliver services set out by and under broad direction from the Committee, which may include (but not be limited to) Committee operations and administration, evaluation and reporting, communications, scheduling, budgeting and quality assurance.

6 INTELLECTUAL PROPERTY

- 6.1 All existing and yet to be developed intellectual property created under the direction of the Committee, including but not limited to, the Resilient Hills & Coasts logo and logo block (Schedule 2), and branding materials, shall be jointly owned by RH&C Regional Partners and the Crown in right of the State 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.

7 DURATION OF THIS AGREEMENT

- 7.1 This Agreement shall continue from the date on which it is made until 30 June 2025.
- 7.2 The Agreement may be amended or extended on an as needs basis, with the agreement of the signatories.
- 7.3 The Schedule within the Agreement may be reviewed and updated by the Committee.
- 7.4 The Committee will review this Sector Agreement three months prior to its expiration and provide recommendations for future action to the signatories.

- 7.5 This Agreement may be amended at any time if one party seeks to withdraw from the Agreement, by providing 30 days written notice to the other signatory parties.

RESILIENT HILLS & COASTS SECTOR AGREEMENT

SIGNED AND ENDORSED BY

<p>Jan-Claire Wisdom MAYOR, Adelaide Hills Council</p> <p>.....</p> <p>Date ____/____/____</p>	<p>Keith Parkes MAYOR, Alexandrina Council</p> <p>.....</p> <p>Date ____/____/____</p>
<p>Glen Rowlands MAYOR, District Council of Yankalilla</p> <p>.....</p> <p>Date ____/____/____</p>	<p>Dr Moira Jenkins MAYOR, City of Victor Harbor</p> <p>.....</p> <p>Date ____/____/____</p>
<p>Bob Teasdale DEPUTY MAYOR, Kangaroo Island Council</p> <p>.....</p> <p>Date ____/____/____</p>	<p>Ann Ferguson MAYOR, Mount Barker District Council</p> <p>.....</p> <p>Date ____/____/____</p>
<p>David Greenhough CHAIR, Hills and Fleurieu Landscape Board</p> <p>.....</p> <p>Date ____/____/____</p>	<p>Andrew Heinrich CHAIR, Kangaroo Island Landscape Board</p> <p>.....</p> <p>Date ____/____/____</p>
<p>Mayor Keith Parkes PRESIDENT, Southern and Hills Local Government Association</p> <p>.....</p> <p>Date ____/____/____</p>	<p>James Sexton CHAIR, Regional Development Australia (Adelaide Hills, Fleurieu and Kangaroo Island)</p> <p>.....</p> <p>Date ____/____/____</p>
<p>.....</p> <p>David Speirs MP Minister for Environment and Water Government of South Australia</p> <p>Date ____/____/____</p>	

SCHEDULE 1

Signatory parties will implement the Resilient Hills & Coasts Regional Action Plan 2020-2025, which is aligned to the Regional Adaptation Plan and includes the following priorities:

Resilient agriculture	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
Climate-ready development	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
Disaster risk reduction	Support partners and communities to map, understand, plan for and adapt to coastal, bushfire and urban heat hazards

SCHEDULE 2

Resilient Hills & Coasts logo:



Resilient Hills & Coasts logo block:



[To be updated, subject to confirmation of partners]

Appendix 2

Resilient Hills and Coasts Evaluating Our Progress

Regional Climate Change Adaptation Plan

EVALUATING OUR PROGRESS

Endorsed by Steering Committee on 27 May 2020

1. Background

Resilient Hills & Coasts (RH&C) is a partnership between six Councils (Adelaide Hills, Alexandrina, Kangaroo Island, Mount Barker, Victor Harbor and Yankalilla), the Southern & Hills Local Government Association, two Natural Resources Management Boards (Adelaide & Mount Lofty Ranges and Kangaroo Island) and the South Australian Government. Our shared goal is to strengthen the climate resilience of our communities, economies and natural and built environments.

The partnership came together in 2014 under the State Government's *Prospering in a Changing Climate* initiative, as one of eleven of such Regional Climate Partnerships across South Australia. The partners developed a Regional Climate Change Adaptation Plan (the Plan), which was endorsed in late 2016, and have been implementing it since then, guided by the RH&C Steering Committee.

The Committee has undertaken to evaluate our progress in implementing the Plan, in order to guide a new multi-year action plan and inform renewal of our Regional Sector Agreement.

2. Developing the Plan

The Regional Climate Change Adaptation Plan provides a foundation for a coordinated and collaborative regional response to the risks and opportunities presented by the changing climate.

Development of the Plan commenced in 2014 and was completed on 30 September 2016. All RH&C partners (which at the time included RDA Adelaide Hills, Fleurieu and Kangaroo Island) were involved, with input from community, business, government, industry and academia. The process included a knowledge audit, review of regional climate projections, mapping of community values, assessment of the vulnerability of those values to climate risks, and identification and prioritisation of adaptation options.

The Plan includes priorities that are the responsibility of one or more partners, but specific implementation actions are not identified.

3. Commitment to Implement the Plan

The Plan was approved by then Minister for Climate Change in late 2016, then published with a joint foreword and signed endorsements by Mayors of the six partner Councils. The foreword includes commitments to work together to implement regional priorities through tangible actions, and to embed climate change considerations into everyday decision-making.

On 5 June 2017, partners signed a Regional Sector Agreement¹, agreeing to keep working together to implement the Plan. The Agreement is signed by Mayors of the six partner Councils, Presiding Members of the two partner Natural Resource Management Boards, President of the Southern & Hills Local Government Association, and then Minister for Climate Change.

The RH&C Steering Committee is responsible for guiding implementation of the Plan. At its 10 April 2019 meeting, the Committee gave in-principle commitment to continue the partnership beyond expiry of the current Regional Sector Agreement on 30 June 2020.

¹ Under Section 16 of South Australia's *Climate Change and Greenhouse Emissions Reduction Act 2007*

4. Key Achievements

4.1. Coastal Hazard Mapping & Adaptation Strategies

Kangaroo Island and Alexandrina are two of the first Councils in South Australia (following the award-winning lead of Wattle Range) 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 co-develop adaptation strategies. This initiative has been highly effective at engaging the community to help them understand the risks, responsibilities and costs of adapting to a change climate.

4.2. Water Sensitive Urban Design

RH&C laid a solid foundation of initiatives to increase uptake of water sensitive urban design in our region, enabled by a strong relationship with the Adelaide and Mount Lofty Ranges NRM Board, and access to a dedicated funding pool. This included a number of discreet and tangible projects, like the guidelines for retrofitting stormwater detention basins into WSUD assets (in partnership with Resilient South), two rounds of training for public and private regional practitioners in planning, constructing and maintaining WSUD assets (in partnership with Water Sensitive SA), four on-ground WSUD projects (including streetscape upgrades), and the Urban Growth and Catchment Health in the Eastern Mount Lofty Ranges forum.

4.3. Where We Build What We Build

This innovative project represents the most comprehensive assessment ever undertaken of the climate resilience of a region's housing stock in South Australia. It involved mapping the exposure of the region's existing housing to flood, heat and bushfire risks, categorising the sensitivity of the region's existing housing to those risks, and analysing the economics of building or retrofitting climate-ready homes in the region. It was jointly funded by the Commonwealth and South Australian Governments under the South Australian Disaster Resilience Grant Program, and the Insurance Council of Australia. The project established RH&C as a leader in climate-ready development, and laid the groundwork for further initiatives and partnerships in this space.

4.4. Climate Risk Governance Assessments

RH&C 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 RH&C Councils have now baselined their performance and started to improve climate risk management through the award-winning methodology and a community of practice approach. This initiative has done more than any other to shift organisational understanding of climate change as a risk management issue (not solely an environmental issue), and to embed climate action across Council business.

4.5. Low Carbon Transition and Community Energy

Partner Councils are leading the transition to a low carbon future, for example through joining the Cities Power Partnership, developing Carbon Management Plans, installing solar generation on Council facilities, and transitioning to LED streetlights and electric vehicle fleets. Although not ultimately implemented, the Community Energy Program was an innovative program that explored opportunities to support businesses and households to transition to energy that is clean, secure and affordable – and it will be useful in informing other regions and communities how to do so.

5. Key Reflections

The Resilient Hills & Coasts partnership has been a success. It has a strong foundation, credibility with partners, and good momentum. Steady progress has been made towards our goal of building the resilience of our regional community.

Signs of success have included securing funding for project outcomes from internal and external stakeholders (including leveraging \$4 external funding for every internal \$1 spent on the Regional Coordinator), and seeing climate change become more embedded across partner business.

There is strength in the partnership, providing peer-to-peer networked learning, the impetus to get things done, as well as independence from partner-specific politics. The Committee has also benefited from learning from and collaborating with other Regional Climate Partnerships.

A strong, passionate, and influential committee with support from a Regional Coordinator has been critical to RH&C success. Committee members have the capability and credibility in their organisations to drive localised action, which has been supported by continuity of membership. Deferral of Coordinator funding in 2020/21 due to COVID-related budget uncertainties is a major risk to delivering joint projects and maintaining momentum.

During the initial implementation phase, progressing local action and embedding climate resilience within partner Councils has been more of a focus. The maturity of the partnership and the social acceptance of climate change have both progressed, opening the door for the Committee to focus more on strengthening engagement, partnerships and 'brand awareness' with other stakeholders. RDA Adelaide Hills, Fleurieu and Kangaroo Island, and the Kangaroo Island and Hills & Fleurieu Landscape Boards, will be critical partners.

Moving forward, the project needs to be more realistic about what it can achieve, especially without a Regional Coordinator. The Committee will need to prioritise efforts, while remaining nimble so it can take up opportunities as they arise.

6. Future Focus

Based on this evaluation, it is recommended the Resilient Hills & Coasts Committee focuses on three priority action areas, operating under four guiding principles.

6.1. Future priority action areas

Climate-ready development	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
Disaster risk reduction	Support partners and communities to map, understand, plan for and adapt to coastal, bushfire and urban heat hazards
Resilient agriculture	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

6.2. Future guiding principles

Advocate and lead	Demonstrate our leadership through commitment, local and regional action, and advocacy to the LGA, State Government and other stakeholders
Share knowledge	Generously share tools, resources and knowledge with each other and beyond
Keep collaborating	Continue working with each other, other Regional Climate Partnerships, and external partners to leverage collective impact and reduce the load
Go where the energy is	Leverage local priorities, existing initiatives and networks to sustain and build momentum

7. Evaluation Approach

Evaluation commenced on 13 February 2020, with a facilitated RH&C Steering Committee workshop (Workshop Report attached). The workshop aimed to:

- Identify and celebrate what has gone well for RH&C to date
- Reflect on and identify any challenges or obstacles
- Identify where the partnership wants to be in the next four years and the actions, governance arrangements and partners to help get it there.

At the workshop, evaluating our progress against the Adaptation Plan and developing a multi-year action plan were identified as key actions.

The following approach has been taken to evaluate our progress:

- A tabular evaluation has been undertaken against each of the Plan priorities, including the following components:
 - Status and achievements of any actions taken
 - Reflections on successes, challenges and context
 - Recommendations on next steps
- The Plan included ten regional priorities for action, two strategic themes, three regional opportunities, and five functional priorities. For the purpose of this evaluation:
 - The 'opportunities' are covered by the 'priorities for action' so have not been separately addressed
 - The 'strategic themes' are a summary of the 'priorities for action' so have not been separately addressed
 - The 'functional priorities' relate to the governance of RH&C, rather than its priorities for action, and have been addressed
- Note that the Plan included priorities for the region, not necessarily for the Committee. Some single Committee actions address multiple priorities, and vice versa. In these cases, comments are aligned with the best-fit priority.
- The Regional Coordinator produced the draft evaluation, and Committee members provided feedback. The Committee will be asked to endorse the final version.
- Recommendations from the evaluation will form the basis of a proposed action plan. The Committee will be asked for feedback on the draft, and to endorse the final version.

8. Evaluation of Priority Actions

Status / Achievements	Reflections	Recommendations
Adaptively manage protected areas on public lands		
<i>Responsibility: DEW, Councils</i>		
<ul style="list-style-type: none"> The State Fire Hazard Leader is SA CFS, and DEW is actively involved in managing protected areas on public lands. In April 2013, DEW published <i>Ecological Fire Management Guidelines</i> to inform prescribed burning in conservation zones. In February 2020, the State Bushfire Coordination Committee updated its <i>Fire Management Zone Standard & Guidance for Use</i>. Partner Councils are actively engaged in the LGA Council Ready program, to lift emergency management preparedness. Partners are actively involved in the Zone Emergency Management Committee and Bushfire Management Committees. The Committee has been planning a Bushfire Roundtable in partnership with the Climate Council and is currently exploring virtual delivery modes. 	<ul style="list-style-type: none"> This priority has not been a major focus to date. During 2016, the Adelaide Hills had a significant fire event (Sampson Flat). During 2019/20, the Adelaide Hills and Kangaroo Island were severely affected by bushfire. During and since the latest bushfires, there has been significant debate on the effectiveness of fuel load management as a bushfire risk reduction measure in the current conditions. The recent bushfires have increased tensions between native vegetation management and bushfire risk management in the region. Involvement in LGA Council Ready has demonstrably lifted bushfire response preparedness – including supporting spread of best practice and integration of climate risk concepts. This priority may need to be revised in light of recent fire conditions, fire behaviour, and bushfire risk reduction research. 	<ul style="list-style-type: none"> Play a more active role in managing tensions between bushfire risk and native vegetation management. Potential Actions: <ul style="list-style-type: none"> Continue to engage in regional Committees and LGA Council Ready Leverage links between Climate Risk Governance Assessments and LGA Council Ready Hold Virtual Bushfire Roundtable
Improve management of native vegetation on private properties		
<i>Responsibility: NRM Boards, DEW</i>		
<ul style="list-style-type: none"> Kangaroo Island NRM Board is running one of two South Australian Biodiverse Carbon Planting pilot projects. AMLR NRM Board provides advice, training and publications related to biodiversity conservation and revegetation. DEW manages native vegetation clearance, Significant Environmental Benefit offsets and Heritage Agreements. A new SEB offset grant program is being trialled. The Heritage Agreements program is being reviewed. 	<ul style="list-style-type: none"> This priority has not been a major focus to date. The focus of this priority is on rural land, but the identified opportunity of green infrastructure on residential properties could also be included. Findings from the Biodiverse Carbon Plantings pilot indicate that carbon credits should be aggregated at a regional scale – this may be an opportunity for the new Landscape Boards. There may be limited value in increasing involvement in this area, which is core business of Landscape Boards and DEW. 	<ul style="list-style-type: none"> Maintain limited focus in this area, with attention on crossover priorities like carbon capture, urban heat and bushfire risk. Potential Actions: <ul style="list-style-type: none"> Share Biodiverse Carbon Plantings findings with other regions and Landscape Boards Pursue canopy cover mapping in residential areas

Status / Achievements	Reflections	Recommendations
Diversify agricultural activities <i>Responsibility: Farming systems groups, industry associations, PIRSA, RDA</i>		
<ul style="list-style-type: none"> Kangaroo Island NRM Board is progressing their Resilient Agriculture program, including bringing experts to the region to educate farmers about regenerative agriculture. AMLR NRM Board provides advice on sustainable agriculture. PIRSA provides information to farmers about risk management and climate variability. 	<ul style="list-style-type: none"> The Committee identified climate resilient agriculture as a key gap in our current scope. Potential actions identified include exploring more adaptation support for farmers, and to support carbon farming as part of a zero emissions pathway. There is potential to encourage spread of best practice programs like KI's Resilient Agriculture. There is potential to partner with PIRSA and the RDA to identify a suitable initiative for the committee. 	<ul style="list-style-type: none"> Play a more active role in supporting resilient agriculture. Potential Actions: <ul style="list-style-type: none"> See above re carbon farming. Work with newly formed Landscape Boards to retain a focus on climate resilient agriculture Invite PIRSA and the RDA to present on their climate resilience agriculture initiatives and identify opportunities for regional collaboration
Increase stormwater harvesting to improve water quantity and quality management <i>Responsibility: Councils, NRM Boards, Water Sensitive SA</i>		
<ul style="list-style-type: none"> The Committee successfully secured AMLR NRM Board Water Sustainability Grants for a number of initiatives, including: <ul style="list-style-type: none"> WSUD Asset Audit Guidelines for retrofitting stormwater detention basins into WSUD assets (partnership with Resilient South) Two rounds of training for regional practitioners (public and private) in planning, constructing and maintaining WSUD assets (partnership with Water Sensitive SA) Four on-ground WSUD projects, including streetscape upgrades Integrated stormwater/biodiversity management plan for Crockery Creek Two rounds of Regional Coordinator co-funding. In October 2019 the Ranges to River NRM group organised an Urban Growth and Catchment Health in the Eastern Mount Lofty Ranges forum. The forum considered the state of the catchment and the impacts of poor catchment health on the community. A paper was produced to inform future action. 	<ul style="list-style-type: none"> The Committee identified WSUD initiatives, particularly training for regional practitioners, as one of our successes. This success was enabled by a strong relationship with the AMLR NRM Board, partnering with Water Sensitive SA, and availability of a dedicated funding pool. These are all at risk due to Landscape Reform boundary adjustments. Specifically, the Landscape Reforms will exclude the region from the dedicated WSUD funding pool, so alternative funding mechanisms would need to be pursued. The Urban Growth and Catchment Health forum was a good opportunity to share cross-regional challenges and potential solutions, and should be repeated. Landscape Boards will be well-placed to lead this. 	<ul style="list-style-type: none"> Leverage solid foundation of existing work in this space. Identify and pursue alternative funding mechanisms, including partnerships with other regions. Potential Actions: <ul style="list-style-type: none"> Complete the WSUD training for regional practitioners (funded) Investigate research partnership options (eg. Goyder re decision framework for stormwater interventions, Space Down Under re TreeNet inlet systems) Support follow-up Urban Growth and Catchment Health forum Identify further opportunities for regional and cross-regional collaboration

Status / Achievements	Reflections	Recommendations
<ul style="list-style-type: none"> Partner Councils continue to pursue local action to embed WSUD and stormwater detention, retention and reuse initiatives into business as usual. 		
Develop climate-ready guidelines for public realm and green infrastructure management <i>Responsibility: Councils</i>		
<ul style="list-style-type: none"> The Committee partnered with Resilient South to develop guidelines for retrofitting stormwater detention basins into WSUD assets, with funding from AMLR NRM Board. The Committee partnered with SA Water to host Smart Irrigation and Air Temperature trial sites in the region. The Committee secured State Government funding to undertake an urban greening project at a pocket park in Strathalbyn. The Committee made three submissions to the Planning Reforms, including regarding green infrastructure improvements. Partner Councils continue to pursue local actions to improve public realm and green infrastructure management. 	<ul style="list-style-type: none"> Some guidelines are already available via Water Sensitive SA, and others may be developed by metropolitan regions in partnership with Green Adelaide. For example, the Central Coordinator is pitching initiatives to: <ul style="list-style-type: none"> Audit resilience of existing tree stocks Improve guidelines for planting near utilities and other infrastructure Create decision-support tools for choosing streetscape heat management treatments. Guidelines are generally applicable across regions. Their development is a more suitable activity for better-resourced regions or industry bodies Implementing guidelines locally should remain a priority of RH&C. Developing guidelines should be deprioritised. 	<ul style="list-style-type: none"> De-prioritise leading development of guidelines for public realm and green infrastructure. Maintain implementation of climate-resilient green infrastructure and public realm as a priority. Potential Actions: <ul style="list-style-type: none"> Partner with SA Water to expand Smart Irrigation and Air Temperature trials Continue to advocate for green infrastructure improvements in state planning policy Investigate research partnership options Consider becoming a member of Water Sensitive SA Engage across regions and with Green Adelaide to advocate for guidelines to be developed Support sharing and local implementation of relevant guidelines
Incorporate infrastructure design allowances for increases in extreme events <i>Responsibility: Councils, DPI, RDA</i>		
<ul style="list-style-type: none"> Partner Councils continue to reduce operational emissions – including through LED streetlight upgrades, installing solar generation, and including electric vehicles in fleets. Partner Councils continue to pursue local action to embed WSUD and stormwater detention, retention and reuse initiatives into business as usual. 	<ul style="list-style-type: none"> Infrastructure was one of six focus areas of the 2018-19 Action Plan, however no initiatives have eventuated. Incorporating climate risk considerations into assets and infrastructure is a focus for a number of Regional Climate Partnerships. Pilot projects are 	<ul style="list-style-type: none"> Maintain implementation of climate-ready infrastructure guidelines as a priority, noting that this is an evolving area and best practice is not yet established Potential Actions:

Status / Achievements	Reflections	Recommendations
<ul style="list-style-type: none"> It is understood the State Government has an interest in embedding climate risk considerations in asset and infrastructure planning and development. The Cross-Agency Climate Change Strategy may indicate intent and opportunities to engage when it is released (post EOFY 2020). The LGA is currently updating its Asset Management Planning templates and guidance, however it is not yet clear how well these will consider climate risks. The Committee has advocated to the LGA and State Government for further support in this space, including by strengthening hazard data through a joined-up framework and by updating Asset Management Planning guidance. The Office for Design and Architecture SA has recently commissioned initial scoping work as a first step towards developing Climate-Smart Design Guidelines for the Built Environment. 	<p>being pursued using several tools and providers (eg. Edge, XDI and UNHaRMED).</p> <ul style="list-style-type: none"> This area is evolving. IPWEA recently released new guidelines on considering climate risks in useful asset life reviews. Early indications are that proposed ODASA Guidelines could provide improved guidance on this priority. At this point in the innovation cycle, best value involvement in this space may be limited to local implementation (eg. adopting guidelines) and influencing others better placed to take action. 	<ul style="list-style-type: none"> Continue to advocate to the LGA, State Government and industry bodies to develop best practice Keep abreast of best practice, and consider opportunities to improve knowledge, capability and implementation as they arise Work with S&HLGA to embed climate risk considerations in the regional infrastructure plan Ensure partner Council Asset Management Plans refer to climate risk management and implementation of best practice guides (eg. IPWEA Guide 12.1).
Restrict development in hazard prone areas <i>Responsibility: Councils, DPTI, Coast Protection Board</i>		
<ul style="list-style-type: none"> The Committee undertook the Kangaroo Island Coastal Hazard Mapping project, as an early adopter of the Wattle Range model for mapping coastal erosion, inundation and storm surge risks and engaging with the community to co-develop an adaptation strategy. Learning from this project has informed other Councils and regions. Alexandrina Council has since undertaken coastal hazard mapping and is in the process of community engagement. Partner Councils are members of the SA Coastal Councils Alliance. The Committee partnered with the Natural Disaster Resilience Program and Insurance Council of Australia to undertake the \$168K project Where We Build, What We Build (WWBWWB). The project aims to encourage more climate resilient development, including by understanding where hazards are and how sensitive our housing stock is to those hazards, and by proposing a climate-ready house archetype and demonstrating 	<ul style="list-style-type: none"> Development was one of six key focus areas in the 2018-19 Action Plan. This has been a major focus of the Committee, in line with the plan's strategic themes Where We Build and What We Build. The Planning Reforms may limit the region's ability to influence this priority via the planning system. The WWBWWB project generated significant interest in other Regional Climate Partnerships, the LGA and State Government, particularly with the emergency management and planning sectors. There are opportunities to further leverage this work and build on RH&C's leadership in this space. There are particular opportunities to further promote the region's leadership in coastal management, share findings with other regions, and advocate for more funding to be targeted at coastal 	<ul style="list-style-type: none"> Leverage and continue to build on the solid foundation of existing work in this space Expand focus (from coastal) to include bushfire and urban heat, as opportunities and resourcing allow Potential Actions: <ul style="list-style-type: none"> Continue to engage in Planning Reforms, including Gen 2 policy and development of hazard overlays for coasts, bushfire and flooding Share coastal hazard management learning with other regions Work with the Coastal Councils Alliance to advocate for State and Federal investment in coastal adaptation planning and action.

Status / Achievements	Reflections	Recommendations
<p>that both building and retrofitting to climate-ready has a positive ROI.</p>	<p>hazard mapping, adaptation planning, and adaptation actions via the Coastal Councils Alliance.</p> <ul style="list-style-type: none"> Given the severe bushfire impacts experienced by the region in recent years, bushfire hazards should also be a focus. The Committee identified a potential action to undertake heat mapping and consider cooling initiatives. Urban heat mitigation has good crossover with other priorities (eg. WSUD and energy efficient housing), and may present more opportunities for discreet local and regional action. 	
Build more energy efficient housing <i>Responsibility: Councils, RDA</i>		
<ul style="list-style-type: none"> The Committee undertook a Community Energy Program to explore options for encouraging the entire community to transition to renewable energy (not just those with the means to install rooftop solar). This involved exploring the options based on best practice and new opportunities, testing community and Council appetite to invest in a recommended model, and developing a toolkit for use by other Councils and the broader community. Partner Councils decided not to progress with a Community Energy Foundation in the region, but some are exploring alternative options informed by the research. The Committee hosted a series of community workshops, including on energy efficiency, community energy and Passive House building, reaching over 200 people across the region. The Where We Build What We Build project (see above) also provided cost-benefit analysis demonstrating that building energy efficient housing has a positive ROI. The Committee recently commenced a House of Tomorrow project, led by DC Mount Barker, to explore how Councils can best enable building more climate-ready housing, including a potential demonstration site or display village. 	<ul style="list-style-type: none"> Development and Energy were two of six key focus areas in the 2018-19 Action Plan. While the region ultimately decided not to progress with establishing a Foundation, the Community Energy Project did deliver innovative research of utility to the energy and LG sectors, raised the profile of RH&C, and helped to expand the scope of RH&C from climate adaptation to climate resilience. There is value in pursuing innovative projects, even if they may not deliver the expected outcome. There is strong community interest in this space, demonstrated by over 200 people attending related workshops. The Committee identified a potential action to explore other opportunities to leverage WWBWWB, such as annual data updates/reviews and a House of Tomorrow display village. Given that construction and infrastructure are likely to be a strong focus of economic stimulus for COVID-19 recovery, there may be funding opportunities for projects that leverage our solid base in this space. 	<ul style="list-style-type: none"> Leverage and continue to build on the solid foundation of existing work Engage with the development sector to progress future opportunities Potential Actions: <ul style="list-style-type: none"> Continue to develop House of Tomorrow and explore options for regional collaboration Explore opportunities to annually review and/or expand on WWBWWB, including further partnerships with the Insurance Council of Australia Continue to host relevant community workshops Work with the RDA and others to promote the region as climate resilient Explore and pursue economic stimulus opportunities in the construction sector.

Status / Achievements	Reflections	Recommendations
Anticipatory monitoring & evaluation <i>Responsibility: State Government, Councils, DPTI, RDA</i>		
<ul style="list-style-type: none"> The Committee partnered with Resilient South to deliver the first South Australian trial of Climate Risk Governance Assessments, using the Informed.City tool. Five of the partner Councils have now undertaken the assessment to understand how well their organisations are factoring climate risks into their governance. Recommended changes are being adopted. The Committee has advocated strongly for a centrally coordinated, jointly resourced hazard mapping framework, to ensure baseline hazard information is available. The WWBWWB project has played an important role in raising awareness of the need for a joined-up hazard mapping framework and has greatly assisted in progressing this conversation with the State Government and LGA. Partners have actively progressed coastal hazard monitoring, assessment, and planning initiatives. Partners have also engaged in bushfire and flood mapping initiatives, including those led by DEW and DPTI. A cross-regional initiative, including investment from two Partner Councils, is procuring Snapshot community emissions profiles for all SA municipalities. 	<ul style="list-style-type: none"> Risk & Governance was one of six key focus areas in the 2018-19 Action Plan. The Climate Risk Governance Assessments have proved invaluable in engaging Council executives across the business in climate risk management (including legal, financial, and reputational risks). This initiative has lifted awareness of climate risks, measured a baseline of how they are considered now, and provided an action pathway to improve their consideration. Repeat assessments in several years could enable Councils to evaluate their progress. Centrally coordinated and jointly resourced hazard mapping would make anticipatory monitoring and evaluation of physical climate risks more cost effective for the region. Once delivered, Snapshot community emissions profiles will provide opportunities to target interventions with community and business. 	<ul style="list-style-type: none"> Potential Actions: <ul style="list-style-type: none"> Undertake Climate Risk Governance Assessment reviews on a 5-year cycle Continue to share progress on local actions taken to improve climate governance Continue engaging with the State Government to support a joined-up hazard mapping framework Scope and pitch proposals for co-investment in hazard mapping projects Explore options to provide targeted assistance to community and business to reduce emissions (including by using Snapshot profiles)
Education & awareness raising <i>Responsibility: State Government, Councils, DPTI, RDA</i>		
<ul style="list-style-type: none"> The Committee partnered with Resilient South to deliver an Executive Briefing and Staff Workshop to raise awareness of Climate Risks for Councils. The Committee has continuously engaged with State Government and the Local Government Association to raise awareness of our priorities and what action is needed, including: <ul style="list-style-type: none"> Successful motion to April 2019 LGA OGM to enhance local government leadership in climate risk management Informal input to DEW policy, plans and strategies: <ul style="list-style-type: none"> Climate Science & Knowledge Plan Across Agency Climate Change Strategy Submission to the Landscape Reforms 	<ul style="list-style-type: none"> The Committee identified RH&C brand awareness as a key gap. Substantial engagement activity has been undertaken with stakeholders, but this could be expanded and better leveraged. The Committee identified four potential education and awareness raising actions: <ul style="list-style-type: none"> Do more with business, eg. a business resilience planning initiative (note: DIS is proposing to pursue this – RH&C could promote itself as a pilot region to support bushfire response) Assist in setting aspirational emissions targets for the region (note: there is a GAROC proposal 	<ul style="list-style-type: none"> Gain more from any engagement activities by building a more solid foundation of brand awareness Potential Actions: <ul style="list-style-type: none"> Include the RDA in the next Regional Sector Agreement Engage with the Department for Innovation and Skills and Business SA to pursue a business resilience planning initiative in the region Engage in LGA's proposed carbon emissions reductions target position

Status / Achievements	Reflections	Recommendations
<ul style="list-style-type: none"> ○ Submissions to the Planning Reforms: <ul style="list-style-type: none"> ▪ State Planning Policies ▪ Productive Economies Discussion Paper ▪ Planning & Design Code • The Committee hosted a series of community workshops, including on energy efficiency, community energy and Passive House building, reaching over 200 people across the region. • The Committee partnered with Red Cross to deliver two Climate Ready Communities programs, training 42 people to become self-directed champions for climate action in their communities. • Five partner Councils became members of the Cities Power Partnership, involving Council motions committing to the partnership and to undertake five pledges each. This initiative has demonstrated climate leadership in the local community and enabled promotion of Council initiatives to reduce emissions. • Four partner Councils declared a Climate Emergency through Council motions, including committing to a range of implementation actions. 	<p>for the LGA to develop a carbon emissions reductions target position paper in 2020/21)</p> <ul style="list-style-type: none"> ○ Do more to engage the community ○ Build and promote the RH&C brand. 	<p>paper, including development and implementation</p> <ul style="list-style-type: none"> ○ Update RH&C web content ○ Host more RH&C branded community workshops ○ Consider expanding the Climate Ready Communities partnership and/or pursue other delivery partners for community engagement (eg. NRM Education) ○ Consider co-branding all climate-related initiatives by Partners ○ Introduce annual reporting to RSA signatories ○ Continue engaging with stakeholders to raise awareness of RH&C, our priorities and our actions

9. Evaluation of Functional Priorities

Achievements	Reflections	Recommendations
Maintaining momentum		
<ul style="list-style-type: none"> • Six Steering Committee meetings every year • Good continuity in Steering Committee membership • Regional Sector Agreement active, and will seek to be renewed • Regular items on S&HLGA agenda • Continued co-investment in Regional Coordinator from partner Councils • Two AMLR NRM Board grants towards Regional Coordinator • Grant funding secured for a series of flagship, RH&C branded projects, completed or in progress 	<ul style="list-style-type: none"> • A strong, passionate, and influential committee with support from a Regional Coordinator has been critical to RH&C success. • Regional Coordinator funding has been deferred by the S&HLGA Board, with the Board noting this does not in any way lessen their commitment, and that reduced momentum is expected. • Existing Regional Coordinator funding was impacted by Landscape Board boundary realignments and COVID-19 recovery. Efforts to encourage State Government reinvestment have not yet borne fruit. • Committee meeting format and frequency is working well and should be continued, with virtual options added to improve accessibility and reduce carbon footprint. • Mayors and CEOs have a high awareness of RH&C, supported by internal engagement and S&HLGA. • Formalised regular reporting to all signatories would help to build buy-in and perceived value. • The partnership provides peer pressure for local decision-making as well as credibility to support successful grant applications and advocacy work. • A dip in focus from State Government and the LGA on climate change has hampered progress somewhat. 	<ul style="list-style-type: none"> • Continue to build on our strong foundation, including Committee membership and format • Continue to advocate for state and regional funding support and explore alternative funding sources to reinstate a Regional Coordinator • Actively include virtual options to attend committee meetings • Renegotiate and recommit to the Regional Sector Agreement • Develop a 4-year action plan • Strengthen high-level engagement with partner Landscape and RDA Boards • Introduce formal annual reports to all signatories
Localised action by individual partners		
<ul style="list-style-type: none"> • Local Action Plans developed by each partner Council • Substantial internal engagement by Steering Committee members in partner organisations • WSUD focus enabled on-ground action by partner Councils • Partner Councils ramped up efforts to reduce operational emissions 	<ul style="list-style-type: none"> • Committee members have the capability and credibility in their organisations to drive localised action, which has been supported by continuity of membership. • Networking between partner Councils is strong – Councils don't 'feel alone' in their region or efforts. • Initiatives that actively supported Committee members to reach out in their organisations (eg. WSUD training, Climate Risk Governance Assessments, WWBWWB) have supported embedding climate risk management across the business. This should be a focus going forward. 	<ul style="list-style-type: none"> • Review Local Action Plan template and process (consider local actions being within shared RH&C action plan instead), remove from RSA • Strengthen ability for Committee members to drive localised action, including through shared key messages and shared reporting processes and templates • Prioritise projects that actively support Committee members to

Achievements	Reflections	Recommendations
<ul style="list-style-type: none"> • Climate Risk Governance Assessments strengthened awareness and action across partner Council business • Climate change is shifting from a fringe consideration to a mainstream risk to be managed across organisations and programs • Five partner Councils became members of the Cities Power Partnership • Four partner Councils declared a Climate Emergency 	<ul style="list-style-type: none"> • Local Action Plans have had varying degrees of utility for partner Councils. There is currently no mechanism for accountability to the Committee. A simpler approach with greater alignment to the Adaptation Plan could increase their utility. 	<p>reach out in their organisations, especially to aligned functions (assets & infrastructure, greening, risk & audit etc)</p>
Responsive project management and governance to reflect learning from this partnership and similar partnerships		
<ul style="list-style-type: none"> • Regular guest presentations from partners and stakeholders to facilitate learning • Members are actively involved in the Adaptation Practitioners Network / Central Coordination • Some projects were informed by other Partnerships, particularly the collaboration with Resilient South to deliver Climate Risks for Councils workshops and the Climate Risk Governance Assessments 	<ul style="list-style-type: none"> • Networked peer-to-peer learning is a strength of the Regional Climate Partnerships, particularly when there is central coordination support. • Many hands have made light work – shared information and resources enhance our ability to act with agility. • The Committee should more regularly invite Regional Coordinators of other regions to present at meetings and inform our project management and governance. • Regular monitoring and evaluation have not been a focus of the Committee to date. This is the first formal evaluation. • The Committee has recognised its tendency to ‘bite off more than they can chew’, and that there is a need for project management to enable more realistic expectations of capacity and delivery timeframes. 	<ul style="list-style-type: none"> • Continue engaging in APN / Central Coordination for peer-to-peer learning • Regularly invite other Regional Coordinators to Committee meetings • Evaluate progress against the Adaptation Plan and action plans biennially • Use evaluation and action planning processes to set more realistic goals
Strengthening engagement and partnerships between partners and with community, industry, business, education, and government sectors		
<ul style="list-style-type: none"> • WWBWWB partnership with Natural Disaster Resilience Program and Insurance Council of Australia • Climate Ready Communities partnership with the Red Cross • Community workshops attracting over 200 participants • Community engagement via the Community Energy Program 	<ul style="list-style-type: none"> • During the initial implementation phase, progressing local action and embedding climate resilience within partner organisations has been more of a focus than reaching out to other stakeholders. • The maturity of the partnership and the social acceptance of climate change have both progressed, opening the door for the Committee to focus more on strengthening engagement and partnerships with other stakeholders. • An initial focus could be to engage with organisations that have an existing relationship with the Regional Climate Partnerships. 	<ul style="list-style-type: none"> • Expand stakeholder partnerships, with an initial focus on those already engaged with Regional Climate Partnerships • Expand community engagement activities • Maintain a priority on local action and engagement to keep partner organisations resilient and support for RH&C strong

Achievements	Reflections	Recommendations
<ul style="list-style-type: none"> • LGR&D Scheme grant to produce Community Energy toolkit for the LG sector, industry and community • Five Councils committing to the Cities Power Partnership • Successful motion to the 2019 LGA OGM • Advocacy to the LGA and State Government • Partnerships with Resilient South to deliver Climate Risk for Councils briefings, Climate Risk Governance Assessments, and Guidelines for Retrofitting Stormwater Basins into WSUD Assets 	<ul style="list-style-type: none"> • Support and capacity for stakeholder engagement will be strengthened if resourcing for an ongoing Central Coordinator can be secured. 	<ul style="list-style-type: none"> • Enhance engagement with Landscape Boards • Formally bring the RDA back into the partnership via the RSA • Advocate to the State Government, LGA, Landscape Boards and other stakeholder to support continued Central Coordination
A flexible and responsive approach to new information that emerges about the rate and magnitude of climate change risks		
<ul style="list-style-type: none"> • Proactively pursued opportunities to explore, raise awareness of and act on emerging legal, financial, insurance and transitional climate risks, despite these not being contemplated in the Adaptation Plan • Proactively expanded remit to include mitigation and other resilience actions, despite these not being explicit in the Adaptation Plan • Proactively pursued coastal hazard mapping and adaptation planning initiatives • Proactively advocated for a joined-up hazard mapping framework 	<ul style="list-style-type: none"> • Expanding the remit of the Committee to include emerging climate risk management issues and mitigation initiatives has enabled us to 'go where the energy is', build momentum and buy-in, and be innovative. • The latest IPCC reporting indicates actual global heating is tracking at the higher end of modelled scenarios. This suggests the regional science backing the Adaptation Plan should be revised. • Given the expected heating scenario has changed in only a few years, a more adaptive approach to understanding and responding to the rate and magnitude of risks may be required. A tool to enable this may be in the remit of CSIRO or BOM. • The State Government is now actively considering a joined-up hazard mapping framework, which may include an ability to project hazards under different scenarios and timescales. 	<ul style="list-style-type: none"> • Maintain flexibility to respond to emerging climate risk types, even if not contemplated in the Adaptation Plan • Continue to engage with the State Government to request a joined-up hazard mapping framework • Engage with the State and Federal Governments to request updated regional climate projections, and/or a more agile regionalised hazard projection tool

10. Priorities Identified in the Adaptation Plan

10.1. Regional Priorities for Action

The regional adaptation priorities identified in the Plan are, in no particular order:

Adaptively manage protected areas

Adaptive management of protected areas on public lands will focus on managing fuel loads in close proximity to towns and private land. The emphasis on fuel loads will become increasingly important as fire risk increases and the community seeks to balance maintenance of environmental values and ecosystem services with public health and safety concerns.

Responsibility: DEW, Councils

Improve management of native vegetation on private properties

Landholders managing native vegetation on private properties will be supported, where possible, through the use of well-funded incentives.

Responsibility: NRM Boards, DEW

Diversify agricultural activities

Diversification of agricultural activities will focus on investigating and encouraging the use of different varieties and types of crops and pasture, and livestock management practices, from warmer and drier parts of the State, and nationally. This will build adaptive capacity to future warmer and drier conditions and more intense rainfall which will reduce soil moisture and increase erosion risk respectively.

Responsibility: Farming systems groups, industry associations, PIRSA, RDA

Increase stormwater harvesting to improve water quantity and quality management

With rainfall seasonality, quantity and intensity projected to change, greater emphasis is required on water quality management, especially in relation to stormwater. Water quality improvement will require continued investment in water sensitive urban design, stormwater retention areas and water recycling.

Responsibility: Councils, NRM Boards, Water Sensitive SA

Develop climate-ready guidelines for public realm and green infrastructure management

Preparing and commencing implementation of 'climate-ready' guidelines for public realm and green infrastructure management will include appropriate material and tree species selection,

shade coverings, inclusion of water sensitive urban design features, and opportunities for misting infrastructure.

Responsibility: Councils

Incorporate infrastructure design allowances for increases in extreme events

Governments, local government in particular, will ensure that new and renewed infrastructure is designed to allow for increases in extreme events, such as greater fire risk and flooding induced by more intense rainfall events.

Responsibility: Councils, DPTI, RDA

Restrict development in hazard prone areas

Development in hazard prone areas will be prevented or restricted, such as areas at risk from sea level rise along the coast, bushfires inland and infrastructure and dwellings at risk from flooding following intense rainfall events. While this response may take some time to gain community support, in the long term it will avoid impacts on people and reduce the costs (e.g. insurance) associated with protecting or relocating assets and people, and recovering post-disaster.

Responsibility: Councils, DPTI, Coast Protection Board

Build more energy efficient housing

Focussing on building more energy efficient housing will require installation (and potentially development) of energy efficient building materials and fixtures. This will be supported through government incentives and local government advocating development of such materials, working with the development industry (e.g. builders, developers, manufacturers) and research institutes.

Responsibility: Councils, RDA

And the ongoing priorities of:

- **Anticipatory monitoring & evaluation** to detect likely climate impacts and develop action triggers to inform decision-making.
- **Education & awareness raising** about climate change impacts and response options.

Responsibility: State Government, Councils, DPTI, RDA

10.2. Strategic Themes

The Plan summarised the above-listed priorities under two 'strategic themes':

- **What We Build** – provide leadership in climate-ready development
- **Where We Build** – improve development planning and management in high risk areas.

10.3. Regional Opportunities

The Plan also identified that the region may be better placed than others in the State to face the challenges of a changing climate, due to its naturally cooler climate and diverse industries. It identified that a preferable climate, combined with an increasing population, could stimulate business activity and lead to opportunities such as:

- encouraging the development of **low carbon communities** with housing that is energy and water efficient and resilient to climate change
- incorporating '**climate-ready**' **design principles** into new buildings and essential services infrastructure
- increasing interest in **green infrastructure** for residential developments.

10.4. Functional Priorities

The Plan identified that successful implementation would require:

- **maintaining momentum**
- **localised action** by individual project partners
- **responsive project management and governance** to reflect learning from the partnership and similar projects
- **strengthening engagement and partnerships** between partners and with community, industry, business, education and government sectors
- **a flexible and responsive approach to new information** that emerges about the rate and magnitude of climate change risks.

11. Alternative Functional Priorities

The below four principles for action were identified through the Climate Risks for Councils workshops in October 2019, and are considered to be more aligned with our approach, and more suitable for guiding the partnership in future.

Advocate and lead	Demonstrate our leadership through commitment, action, and advocacy to the LGA, State Government and other stakeholders
Share knowledge	Generously share tools, resources and knowledge with each other and beyond
Keep collaborating	Continue working with each other, other Regional Climate Partnerships, and external partners to leverage collective impact and reduce the load
Go where the energy is	Leverage local priorities, existing initiatives and networks to sustain and build momentum

12. Existing Plans and Evaluation

12.1. Action Plan 2018-2019

The latest Committee Action Plan was for 2018-19, approved and finalised by the Committee on 19 October 2018. The Action Plan included activities in two functional streams:

- **Strategic Projects** – maintaining momentum
- **Advocacy & Engagement** – embedding resilience in everyday decisions

These activities covered six focus areas:

- Development
- Infrastructure
- Energy
- Risk & Governance
- Partner Capability
- Funding

12.2. Evaluation Workshop 13 February 2020

Key actions identified by the Committee at its evaluation workshop on 13 February 2020 were:

- Actions to renew the partnership:
 - Continue to build on our strong foundation, including the Committee and Regional Coordinator
 - Evaluate progress against the Adaptation Plan
 - Renegotiate and recommit to the RSA
 - Bring the RDA back into the partnerships
 - Develop multi-year action plan
- Actions to consider in action planning:
 - Do more with business, eg. a business resilience planning initiative
 - Do more with agribusiness, eg. exploring more adaptation support and carbon farming as part of a zero emissions pathway
 - Explore other opportunities to leverage WWBWWB, eg. annual data updates/reviews and a 'House of Tomorrow' display village
 - Undertake heat mapping of the region and consider cooling initiatives
 - Assist in setting aspirational emissions targets for the region
 - Do more to engage the community
 - Build and promote the RH&C brand

13. What We Have Achieved

13.1. Ongoing or in Progress Initiatives and Activities

- Where We Build What We Build – to be completed by 30 June 2020
- Community Energy Program – to be completed by 30 June 2020
- Climate Risk Governance Assessments – two Councils complete, three in progress
- Climate Ready Communities
- House of Tomorrow
- Alexandrina Coastal Hazard Mapping and Adaptation Strategy

- Kangaroo Island Resilient Agriculture – including building capacity in regenerative agriculture and piloting biodiverse carbon planting
- Integrating climate risk governance into Council governance – including Asset Management Plans, Long Term Financial Plans, Strategic Plans, risk management and disclosure
- Partner Councils continue to reduce operational emissions – including through LED streetlight upgrades, installing solar generation, and including electric vehicles in fleets
- Five Partner Councils joined the Cities Power Partnership and progressed pledges
- All partner Councils are actively engaged in LGA’s Council Ready program to improve emergency management preparedness
- Four Partner Councils implementing responses to their Climate Emergency Declarations – including developing Carbon Management Plans and Environment Strategies
- Two Partner Councils participated in statewide procurement of Snapshot Community Greenhouse Gas Emissions Profiles
- Continued engagement and information sharing:
 - Within and between partner organisations
 - With other Regional Climate Partnerships
 - With the State Government and Local Government Association

13.2. Completed Initiatives and Activities

- Local Action Plans for each Partner Council
- Kangaroo Island Coastal Hazard Mapping and Adaptation Strategy
- Strathalbyn Pocket Park Urban Greening Project
- Enhancing WSUD Capabilities and Investment
 - WSUD Asset Audit
 - Guidelines for retrofitting stormwater detention basins into WSUD assets
 - Training for regional practitioners (public and private) in planning, constructing and maintaining WSUD assets
 - Four on-ground WSUD projects, including streetscape upgrades
- Climate Risk for Councils – Executive Briefing and Staff Workshop
- Community Workshop Series
 - Energy Efficiency
 - Passive House Building
- Engagement with State Government and the Local Government Association
 - Motion to April 2019 LGA OGM to enhance local government leadership in climate risk management (unanimously endorsed)
 - Informal input to DEW policy, plans and strategies:
 - Climate Science & Knowledge Plan
 - Across Agency Climate Change Strategy
 - Submission to the Landscape Reforms
 - Submissions to the Planning Reforms:
 - State Planning Policies
 - Productive Economies Discussion Paper
 - Planning & Design Code

Appendix 3

Resilient Hills and Coasts Action Plan 2020-2025

Resilient Hills & Coasts – Regional Action Plan 2020-2025

Endorsed 2 July 2020

Our Priorities 2020-2025

- Climate-ready development*** 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
- Disaster risk reduction*** Support partners and communities to map, understand, plan for and adapt to coastal, bushfire and urban heat hazards
- Resilient agriculture*** 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 Principles

- Advocate and lead*** Demonstrate our leadership through commitment, local and regional action, and advocacy to the LGA, State Government and other stakeholders
- Share knowledge*** Generously share tools, resources and knowledge with each other and beyond
- Keep collaborating*** Continue working with each other, other Regional Climate Partnerships, and external partners to leverage collective impact and reduce the load
- Go where the energy is*** Leverage local priorities, existing initiatives and networks to sustain and build momentum

Our Actions 2020-2025

Our priority actions and opportunities are outlined on the following page.

Our action plan is a living document and is subject to biennial review by the Resilient Hills & Coasts Steering Committee.

Strategic priority & champions

Top priorities for action

Short-term opportunities to explore further

Longer-term opportunities

Climate Ready Development

Greg Sarre,
Mount Barker DC
Brian Doman,
City of Victor Harbor

- Develop House of Tomorrow project to deliver on-ground climate ready houses and influence volume home builders (*lead: Mount Barker DC*)
- Host WSUD training for regional practitioners in May 2021 (*lead: Mount Barker DC*)

- Support follow-up Urban Growth and Catchment Health forum
- Consider becoming a Water Sensitive SA member
- Partner with SA Water to expand Smart Irrigation and Air Temperature monitoring in public parks
- Advocate for green infrastructure improvements in Planning & Design Code Gen 2 and the Regional Plan
- Host community workshops

- Explore opportunities to expand Where We Build What We Build and regionally scale House of Tomorrow
- Embed climate risk considerations in the S&HLGA regional infrastructure plan
- Advocate to the LGA, State Government and IPWEA to develop best practice guidelines for climate ready infrastructure
- Embed climate risk management and best practice guidelines in Council Asset Management Plans
- Explore economic stimulus opportunities in the construction sector
- Explore opportunities to provide targeted assistance to community and business to reduce emissions

Disaster Risk Reduction

Sharon Leith,
Adelaide Hills Council
Moni Rhodes,
Alexandrina Council

- Host Bushfire Roundtable in partnership with the Climate Council in 2020 (*lead: Alexandrina Council*)
- Engage with the State Government to support a coordinated and jointly resourced hazard mapping framework

- Explore and pursue proposals for co-investment in hazard mapping projects
- Advocate for improved policy and hazard overlays (coasts, bushfire and flooding) in Planning & Design Code Gen 2 and the Regional Plan
- Share coastal hazard management best practice and learning with other regions
- Collaborate with the Coastal Councils Alliance to advocate for State and Federal investment in coastal adaptation planning and action

- Implement a five-yearly review of Climate Risk Governance Assessments
- Leverage links between Climate Risk Governance Assessments and LGA Council Ready
- Explore options to balance native vegetation and bushfire risk management

Resilient Agriculture

Phillipa Holden,
Kangaroo Island LB
Jodie Pain,
Hills & Fleurieu LB

- Host a Climate Smart Farming Forum in 2020/21 (*lead: H&F and KI Landscape Boards*)
- Explore and pursue a business resilience planning initiative (*lead: RDA AHF&KI*)

- Influence and implement South Australia's Carbon Farming Roadmap
- Promote regional best practice from the Healthy Soils, Healthy Landscapes Initiative and Kangaroo Island's Future-Proofing Ag, Building Resilient Agricultural Systems and Biodiverse Carbon projects
- Host community workshops

- Collaborate across the regions to align monitoring and benchmarking standards for resilient agriculture
- Explore other opportunities for multiple-partner, landscape-scale projects that could secure funding from the Landscape Priorities Fund and Federal Government programs

Governance & Engagement

Graeme Martin,
S&HLGA

- Renew the Regional Sector Agreement and ToR
- Update RH&C website

- Secure funding for a Regional Coordinator
- Stay engaged with all partners, other Regional Climate Partnerships, and the Adaptation Practitioners Network

- Biennially evaluate and annually report progress to all signatory partners
- Review and update the Regional Adaptation Plan

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item:	12.8
Responsible Officer:	Natalie Westover Manager Property Services Corporate Services
Subject:	Change to Community Land Management Plan 10 – Vehicle Access Control Reserves
For:	Decision

SUMMARY

Adelaide Hills Council has over 30 parcels of community land that have a purpose of controlling vehicle access. The underlying reason for the existence of these reserves is to promote road safety. These reserves are of two types:

1. Small sections of roads that have been closed to prevent through traffic on minor roads.
2. Narrow strips of land which prevent direct access from residential properties onto busy roads by requiring residents to exit their properties onto a feeder road before entering a major road.

These reserves are normally not fenced from the road reserve and generally have the appearance of being part of the road reserve and are usually maintained as such.

The current *Community Land Management – Vehicle Access Control Reserves* (the Plan) does not provide or contemplate leasing or licensing of these reserves. In certain circumstances however, it is beneficial to allow occupation of sections of these reserves by adjoining land owners without changing vehicular access onto adjoining roads.

The purpose of this report is to seek a resolution to allow the leasing or licensing of portions of these parcels on a case-by-case basis, without altering the performance target of the Plan which is to prevent vehicular access to the adjoining properties across these reserves.

RECOMMENDATION

Council resolves:

1. That the report be received and note
 2. That the proposed amendment of Plan 10 of the Community Land Management Plan – Vehicle Access Control Reserves has no impact or no significant impact on the interests of the community and therefore the provisions of section 198(3) of the *Local Government Act 1999* requiring community consultation do not apply.
 3. To amend Plan 10 of the Community Land Management Plan - for Vehicle Access Control Reserves to permit leases or licences to adjoining landowners to occupy a portion of a reserve immediately abutting their property.
 4. That it be a condition of any lease or licence to an adjoining landowner to occupy a portion of a reserve that vehicle access across the reserve is prohibited and any fence constructed does not include a gate wide enough to cater for a vehicle.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

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

Strategic Plan 2020-24 – A brighter future

Goal	A prosperous Economy
Objective E2	Provide local infrastructure to drive growth and productivity
Priority E2.4	Manage and maintain Council assets to maximise their utilisation and benefit to the community

➤ Legal Implications

The legislative requirements for an amendment of a Community Land Management Plan is pursuant to section 198 (3 & 4) of the *Local Government Act 1999*

198—Amendment or revocation of management plan

- (1) A management plan may be amended or revoked by the adoption of a proposal for its amendment or revocation.
- (2) A council may only adopt a proposal for amendment to, or revocation of, a management plan after the council has carried out the public consultation that would be required if the proposal were for a new management plan.
- (3) However, public consultation is not required if the amendment has no impact or no significant impact on the interests of the community.
- (4) A council must give public notice of its adoption of a proposal for the amendment or revocation of a management plan.

As it is proposed that any lease or licence will be conditioned to prevent any vehicular access across the reserve, it is not deemed to be an amendment that has an impact or significant impact on the interests of the community and therefore public consultation has not been undertaken.

➤ **Risk Management Implications**

The amendment to the Plan will assist in mitigating the risk of:

The occupation of council land without a formal licence or permit to do so, or without public liability insurance.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Low

Endorsing the proposed changes to the Plan will remove the liability of council to maintain the reserve and also allow the adjoining landowner to do so with written authorisation and appropriate public liability insurance cover in place.

This is an existing control issue and does not involve the creation of a mitigation action.

➤ **Financial and Resource Implications**

The alteration of the Community Land Management Plan will be managed within existing resource allocations.

If portions of reserves are occupied and maintained by the adjoining landowner, this will minimise the Council's obligation to maintain the land. This will have a very minor positive impact on resource allocations.

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

The proposed change will provide a mechanism for adjoining landowners to occupy and utilise a portion of a reserve immediately adjacent to their land under specific conditions without comprising the vehicle access controls. This provides benefit to the adjoining landowners.

The reserves that would be considered suitable for occupation under a lease or licence are not of a nature that would be detrimental to the broader community if they were not available as they are generally considered wide road verges.

➤ **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

Administration: Not Applicable

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

Adelaide Hills Council holds over 400 parcels of community land for the benefit of the community. Section 7 of the *Local Government Act 1999* explains the functions of a council, including the following:

- to plan at the local and regional level for the development and future requirements of its area;
- to provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area including community services or facilities, and cultural or recreational services or facilities
- to provide for the welfare, well-being and interests of individuals and groups within its community;
- to manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity;
- to provide infrastructure for its community and for development within its area
- to promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism.

Land is held for various purposes in order to meet the requirements of Section 7 of the *Local Government Act 1999*, and this is reflected in the categories into which Council's community land is grouped. Council's community land is grouped into categories with similar characteristics and each category has its own community land management plan.

On 24 September 2019 Council resolved to adopt a new *Community Land Management Plan*:

12.4 Community Land Management Plan Review

Mayor Wisdom advised Council that Richard Fox, Senior Property Project Officer, is leaving Council to take up a role with the State Government. Council Members expressed their thanks for his work over the past three years and wish him all the best for the future.

Moved Cr Malcolm Herrmann
S/- Cr Pauline Gill

251/19

Council resolves:

1. That the report be received and noted.
2. That the current community land management plans be revoked in accordance with section 198 of the *Local Government Act 1999*.
3. That the draft community land management plans as presented in *Appendix 1* and draft register presented as *Appendix 2* be adopted in accordance with section 196 of the *Local Government Act 1999*.

Carried Unanimously

Plan 10 – Vehicle Access Control Reserves is land held primarily to prevent vehicle movements from private property onto public roads but may also act as a buffer. Generally, these parcels of land exist to ensure that vehicles from allotments in newer residential subdivisions will enter major roads by way of feeder roads, rather than directly entering onto a major road. By way of an example, **Appendix 1** shows one of these Vehicle Access Control Reserves at Gumeracha where the highlighted area of land was created as a reserve to prevent vehicular traffic from Albert Street to the rear of the residences that front Beavis Court. The proposed change would enable a licence to be granted to these landowners to occupy and maintain a portion of this reserve.

At present leases or licences are not supported for land in this category.

3. ANALYSIS

Investigations in relation to a number of specific examples indicate that some of these reserves have been fenced within, and are being utilised by, adjoining land and its owners. Prior to amalgamation, these reserves have been managed under various permit arrangements. The issuing of a permit allowed these parcels to be insured by the adjoining landowners for public liability insurance. The land was also maintained by the adjoining landowner under the permit.

These recent investigations also indicate that there are some adjoining landowners who are occupying portions of these reserves without any agreement in place with Council.

The adopted Plan 10 of the *Community Land Management Plan* does not permit leases and licence to be entered into for occupation of portions of these reserves however recent assessments indicate that it would be appropriate to do so.

The proposed change will not have a detrimental effect to the Vehicle Access Control objectives, performance targets and measures as vehicle access will still be prohibited.

4. OPTIONS

Council has the following options:

- I. To resolve to amend Plan 10 of the *Community Land Management Plan - for Vehicle Access Control Reserves* to permit a lease or licence subject to conditions (Recommended)
- II. To resolve not to amend Plan 10 of the *Community Land Management Plan - for Vehicle Access Control Reserves* that will prohibit leases and licences to be entered into for occupation of portions of these reserves and may make existing permits invalid (Not Recommended)

5. APPENDIX

- (1) Aerial Image of an example of a reserve at Gumeracha

Appendix 1

Aerial Image of an example of a reserve at Gumeracha

[illegible]

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.9

Responsible Officer: Natalie Westover
Manager, Property Services
Corporate Services

Subject: Revocation of Community Land – Closed Road R855, Upper Hermitage

For: Decision

SUMMARY

Council has been approached by Mr Kevin Parker of 163 Warner Road, Upper Hermitage and Mr Craig Bromley and Mrs Tania Bromley of Lot 3 Warner Road, Upper Hermitage to purchase the land defined as “A” in Road Plan No. 855 (“Closed Road”) being a closed road adjacent to their properties (refer **Appendix 1**).

This report seeks Council approval to commence a community land revocation process of the Closed Road with the intention of selling the Closed Road to the adjoining owners.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
 2. To commence a revocation of community land process for the land described as “A” in Road Plan No. 855 (“Closed Road”) including consultation in accordance with Council’s Public Consultation Policy and the *Local Government Act 1999* with the intention of selling the Closed Road to the adjoining owners.
 3. That a further report be presented to Council at the completion of the consultation.
-

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal A Prosperous Economy

Objective 2 Provide local infrastructure to drive growth and productivity

Priority E2.4 Manage and maintain Council assets to maximise their utilisation and benefit to the community.

Goal	A Progressive Organisation
Objective 3	Our organisation is financially sustainable for both current and future generations
Priority O3.3	Actively pursue alternative funding opportunities to reduce reliance on rates income.

➤ **Legal Implications**

Section 194 of the *Local Government Act 1999* governs the requirements for the revocation of Community Land.

➤ **Risk Management Implications**

The sale of the Closed Road will assist in mitigating the risk of:

Closed Roads remaining in Council ownership leading to obligations to maintain the land and assume liability for the land.

Inherent Risk	Residual Risk	Target Risk
Medium (1A)	Low (1E)	Low (1E)

➤ **Financial and Resource Implications**

The process to obtain title to the Closed Road and negotiations with adjoining land owners for disposal of the Closed Road will be undertaken by Council staff within existing resources.

Mr Parker and Mr Bromley has agreed to pay fair market value for the land. A valuation report and survey plans will be prepared once the revocation of Community Land status has occurred. These costs will be borne by the purchasers of the land.

The cost to obtain title for the Closed Road will be paid by Council. The cost of the title is \$266.50.

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

Not Applicable

➤ **Sustainability Implications**

Not Applicable

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

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Director Corporate Services
Biodiversity Officer, Open Space
Technical Officer, Infrastructure and Operations
Parks and Reserves Technical Officer, Open Space
Trails Officer, Open Space
Asset Management Officer, Open Space

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

Council has been approached by Mr Kevin Parker of 163 Warner Road, Upper Hermitage to purchase the land defined as “A” in Road Plan No. 855 (“Closed Road”) being a closed road adjacent to his property refer **Appendix 1**.

As the Closed Road also adjoins Lot 3 Warner Road, Upper Hermitage, Council approached Mr Craig Bromley and Mrs Tania Bromley to ascertain their interest in purchasing the section of the Closed Road that adjoins their property. Mr and Mrs Bromley are interested in acquiring the piece of the Closed Road that adjoins their property.

The Closed Road was formerly a public road which was closed in 1912 as a part of a large road closure, with instructions that the land be discontinued as roads and exchanged and sold. The exchange or sale did not occur. Refer **Appendix 2**.

Whilst a title has not been issued as yet for the Closed Road, as the Closed Road was not excluded as community land upon the introduction of the community land provisions of the *Local Government Act 1999*, it is now classified as community land. Therefore, before the Closed Road can be disposed of, the community land classification needs to be revoked as regards the Closed Road.

3. ANALYSIS

The Closed Road was declared surplus to requirements in 1912 and thus included in the road process order to be closed refer **Appendix 3**. Whilst the other closed roads in the road process order were disposed of, this Closed Road remained as untitled closed roads in Council ownership.

Council staff believe that this Closed Road is maintained by the adjoining owners as part of their property and is therefore deemed appropriate for disposal in accordance with the 1912 road process.

Following the public consultation process, a report will be prepared for consideration by Council to progress to the next stage of the revocation process, being an application to the Minister for Planning for approval for revocation. At that time, approval for the sale of the Closed Road will also be sought.

It is noted that both interested parties have agreed to pay the costs associated with obtaining title to the Closed Road and to pay fair market value for the land.

4. OPTIONS

Council has the following options:

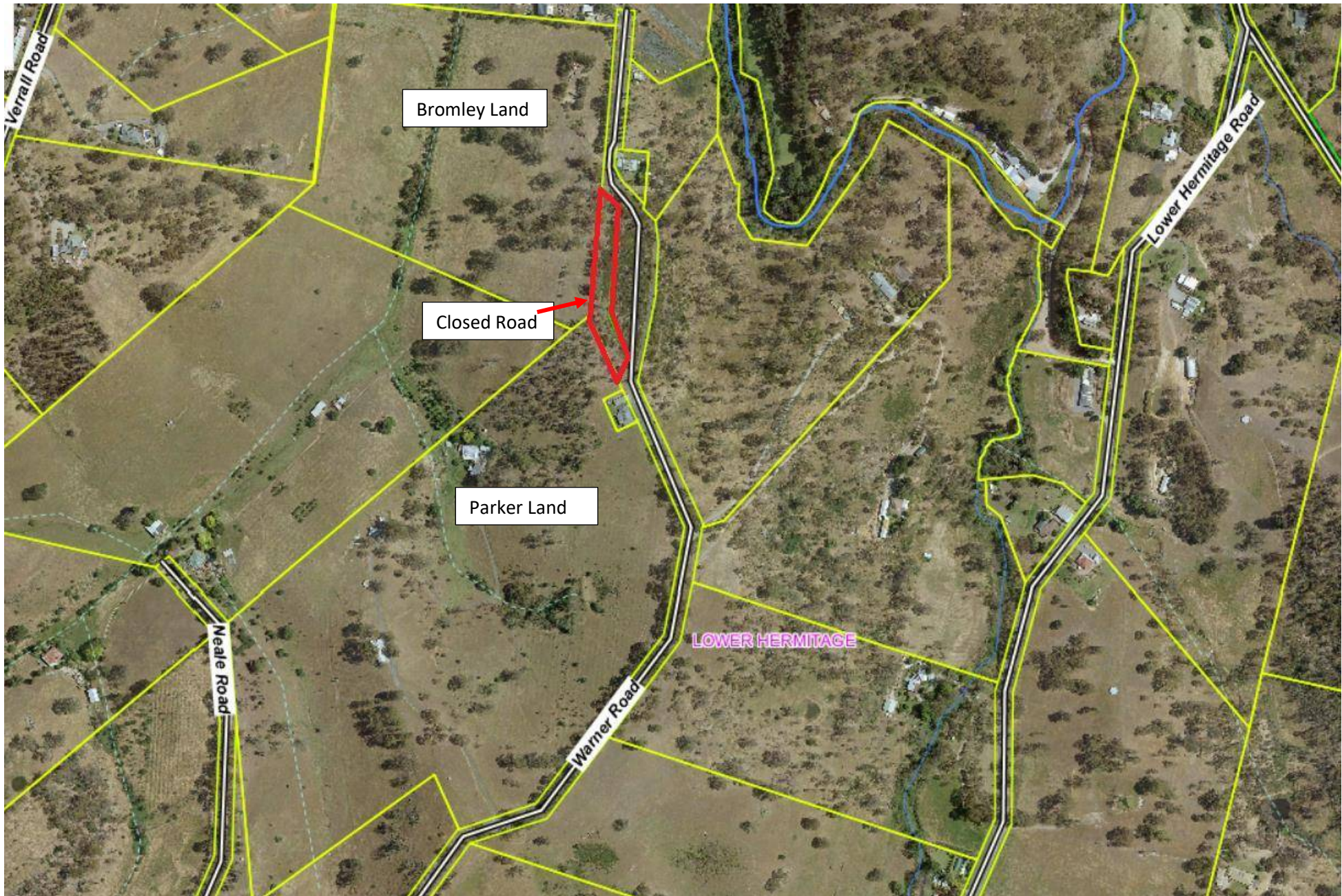
- (1) Resolve to commence the revocation of community land process to enable disposal of the Closed Roads (recommended).
- (2) Resolve not to commence the revocation of community land process to enable disposal of the Closed Roads and retain the Closed Roads as community land (not recommended).

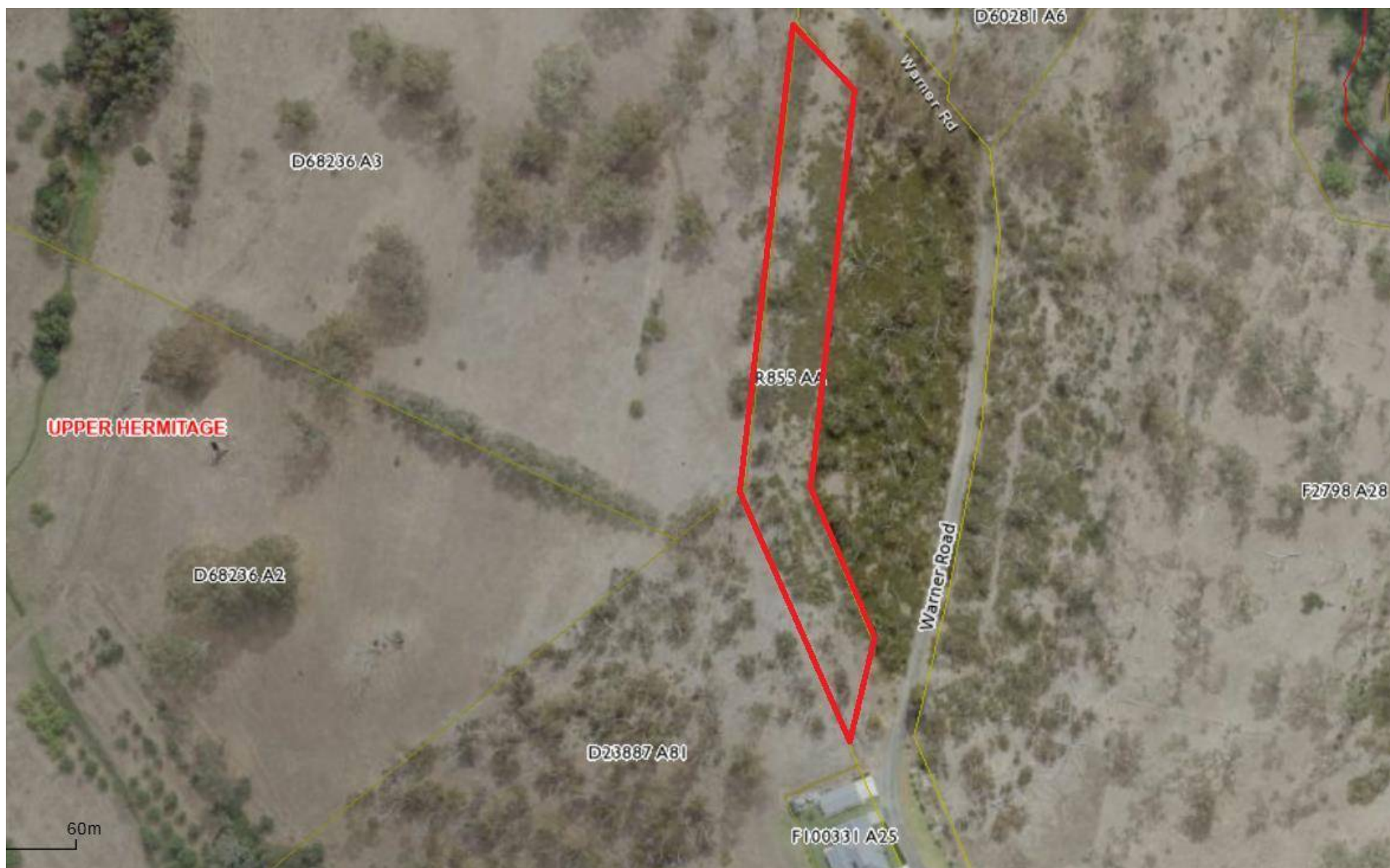
5. APPENDICES

- (1) Aerial identification of “A” Road Plan No. 855
- (2) Road Plan No. 855
- (3) Order to Close and Sell Old Road

Appendix 1

Aerial identification of “A” Road Plan No. 855





Appendix 2

Road Plan No. 855

Appendix 3

Order to close and sell old Road

NOTICE OF CONFIRMATION OF ROAD ORDER.*District of Teatree Gully.—Plan No. 33.*

S.G.O., 4265/1911.

Folio 204.

NOTICE is hereby given that, by an order dated the fourth day of September, 1911, the district council of Teatree Gully having, at a meeting held the same day, made order that a certain piece of land, portion of section 5442, in the hundred of Yatala, county of Adelaide, shall be opened as a new road; and that certain pieces of land intersecting portion of section 2164 and section 2286, dividing section 2287 from section 2288 and intersecting portion of section 2287, dividing sections 290, 291, 2139, 289 from sections 3002, 293, 292, 2138, 2123, intersecting section 5442, and dividing portion from sections 5668, 5441, and dividing section 5541 from sections 5398, 5532, all in the said hundred, shall be discontinued as roads and exchanged and sold: His Excellency the Governor has been pleased to confirm the said order, and to direct that the Commissioner of Crown Lands shall issue certificates of title to the persons entitled respectively to the lands mentioned in such order. Dated the 6th day of January, 1912.

E. M. SMITH, Surveyor-General.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.10

Responsible Officer: Natalie Westover
Manager Property Services
Corporate Services

Subject: Rescission of Resolution 153/19 – Oakbank Soldiers Memorial Hall

For: Decision

SUMMARY

The purpose of this report is to seek a resolution of Council to rescind the previous resolution of 24 September 2019 numbered 153/19.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
 2. To rescind the resolution made on 24 September 2019 and numbered 153/19.
 3. To continue to provide assistance to the Oakbank Soldiers Memorial Hall Inc Committee consistent with support provided by Council to other community owned halls.
-

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal A progressive organisation

Objective 05 We are accountable, informed, and make decisions in the best interests of the whole community

Priority 05.2 Make evidenced-based decisions and prudently assess the risks and opportunities to our community before taking action

➤ **Legal Implications**

Not applicable

➤ **Risk Management Implications**

The rescission of Council resolution 153/19 will assist in mitigating the risk of:

A resolution of Council that will not be completed due to changed circumstances that will result in an incomplete Council resolution that is not addressed.

Inherent Risk	Residual Risk	Target Risk
Medium (3D)	Low (3E)	Low

This is a new mitigation action specific to this issue.

➤ **Financial and Resource Implications**

The Council had resolved to loan the Oakbank Soldiers Memorial Hall Inc. committee an amount of up to \$40,000 to assist them with the process of submitting a trust variation scheme to the Supreme Court and selling the Oakbank Soldiers Memorial Hall. The intention was that the loan would be repaid from the proceeds of sale of the Hall.

The Council has assisted the committee with the payment of legal expenses in the amount of \$14,791 and assisted with broad community *consultation* of their proposals. This has included 2 community drop in session/community meetings and advertising of the same in the amount of \$1,026 (not including staff time).

The agreement for the repayment of monies by the Oakbank Soldiers Memorial Hall Inc committee was based on the advice from the committee that they had resolved to progress down the path of selling the Hall. What transpired through the process was that the Association was not functioning in accordance with its constitution and therefore resolutions of the then committee were not binding. As such, the Council is unable to enforce the loan agreement and the repayment of monies. It is also noted that the Committee does not have available funds to make repayment.

Whilst this amount will be absorbed within the existing operating budget where possible, there is potential for a need to increase property expenses in a subsequent budget review.

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

The Council has assisted the Association with a consultation process that has resulted in the appointment of a new committee for the Association who are committed to retaining the Hall in the hands of the community.

The new committee are actively seeking opportunities to make upgrades to the Hall and to seek funding for these upgrades. Users for the Hall are actively being sought and the committee are looking to reintroduce previous community activities run at the Hall for the benefit of the community and their connection with each other.

➤ **Sustainability Implications**

As a community owned asset, the Hall offers facilities to the Oakbank and surrounding community for social and community connection.

The financial sustainability of the Hall will be reliant on the committee engaging with users that will generate revenue to support the operations of the Hall.

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

No specific engagement was conducted in relation to the development of this report to rescind Council's resolution 153/19 however Council assisted the Hall committee with broad community consultation to discuss and explore the options available to the Oakbank community and the future of the Hall.

Council supported Consultation included letterbox drops, social media posts, mail outs, media advertisements and the holding of a drop in information session and a community meeting.

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>Administration:</i>	Manager Governance & Performance
<i>External Agencies:</i>	Not Applicable
<i>Community:</i>	Not Applicable

2. BACKGROUND

On 24 September 2019, Council resolved as follows:

12.6 Oakbank Soldiers Memorial Hall

Moved Cr Malcolm Herrmann

S/- Cr Ian Bailey

253/19

Council resolves:

1. That the report be received and noted
2. That the Council provides financial and administrative assistance to the Oakbank Soldiers Memorial Hall Inc ("Association") to make an application to the Supreme Court for a trust variation scheme to vary the charitable trust that exists over the Oakbank Soldiers Memorial Hall ("OSM Hall") located at 210 Onkaparinga Valley Road Oakbank contained in Certificate of Title Volume 5846 Folio 513.
3. That the Council and the Association enter into a binding agreement regarding the level of financial and administrative support being provided, to a maximum of \$40,000, to undertake the trust variation scheme, and land division if deemed financially viable, with all agreed financial and administrative support to be reimbursed to Council upon sale of the OSM Hall.

4. That the Council agree to enter into a trust variation scheme that would result in the trust being varied from the OSM Hall to the Council owned Balhannah Soldiers Memorial Hall ("BSM Hall") that would bind the BSM Hall to be held in perpetuity as a Memorial Hall in memory of the residents of the township and district of Oakbank who enlisted for and made the supreme sacrifice in the Great War 1914 - 1918 and preserve the same upon trust for the general benefit of the residents of the township of Oakbank and district, and including the Balhannah township and district, and accept monies from the Association to be held on trust for that purpose.
5. That the Mayor and CEO be authorised to sign all necessary documents, including affixing the common seal, to give effect to this resolution.

Carried Unanimously

Following that resolution of Council, the Hall committee engaged the services of O'Loughlins lawyers in January 2020 to assist with the process of the preparation of a trust variation scheme. A significant amount of time was invested by O'Loughlins lawyers to review the proposal of the Hall committee and the resolution of Council and make recommendations.

At the same time, Council staff engaged with the Hall committee to arrange for broader community consultation to be undertaken. Due to the impacts of COVID-19, initial consultation was undertaken in July 2020 included letterbox drops, social media posts, mail outs and media advertisements. As a result of the feedback from this consultation, Council staff facilitated a drop-in information session on Saturday July 25th 2020.

At the drop-in session, it was clear that there were a reasonable number of persons who attended who were keen to see an option explored that would see the Hall retained in the hands of the community.

As a result, Council staff facilitated a community meeting on Saturday 15th August 2020. At this meeting, provisions were made for community members were provided with an opportunity to join as members of the Association and also register their interest to be considered for a new committee of the Association.

Council staff also assisted to communicate to the community the Annual General Meeting of the Association held on 31st August 2020. At the AGM the former committee members resigned and a new committee was appointed with a clear vision of retaining the Hall in the hands of the community.

With the interest shown by the community following the community consultation undertaken in July, further advice was sought by the Hall committee from O'Loughlins lawyers about the validity of the committee's resolutions to sell the Hall. The advice received by the Hall committee indicated that as the Association did not have any paid members at the time of the resolution, and that the meeting of the committee was not held at a duly convened meeting in accordance with the Association's constitution, the decisions made by the Hall committee were most likely non-binding or invalid. This includes an agreement by the Hall committee to repay the legal expenses incurred by Council on their behalf.

3. ANALYSIS

A sector of the Oakbank community has indicated their clear desire to retain the Hall in the hands of the community and are actively working on upgrades to the Hall as well as activities that will generate revenue for the Hall and connect with the community.

As such, the proposal to sell the Hall and move the trust to the Balhannah Hall is no longer viable and cannot be pursued. On that basis, it is recommended to rescind the previous resolution of Council.

4. OPTIONS

Council has the following options:

- I. Resolve to rescind Council resolution 253/19 (Recommended)
- II. Resolve not to rescind Council resolution 253/19 however the actions under that resolution are unable to be completed (Not Recommended)

5. APPENDIX

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item:	12.11
Responsible Officer:	Lachlan Miller Executive Manager Governance & Performance Office of the Chief Executive
Subject:	Strategic Boundary Review
For:	Decision

SUMMARY

On 1 January 2019, new provisions in the *Local Government Act 1999* regarding boundary reform came into effect. The provisions fundamentally changed the manner in which reform proposals would be managed.

A number of councils have taken the opportunity to lodge boundary reform proposals with the Boundaries Commission.

In June 2019, Council resolved for the engagement of a consultant to conduct a high level review of the AHC boundaries to identify boundary reform options. This piece of work has now been completed and the Strategic Boundary Review Report is at **Appendix 1** for Council to receive and note.

The Review Report identifies a number of options ranging from minor anomalies through to the creation of a new council. These options are presented as the starting point for any further strategic and robust analysis that Council may resolve to undertake to explore any of these options and are not to be regarded in any way as the position of Council in relation to programmed boundary reform targets.

Consistent with Council's constructive and collaborative approach, the Mayors and CEOs of the nine neighbouring councils have been made aware of the intent and conduct of the strategic review.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. That the Strategic Boundary Review Report in Appendix 1 be received and noted.**
 - 3. To conduct a workshop session in the first quarter of 2021 to further explore the boundary reform options identified in the Strategic Boundary Review Report.**
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal A Progressive Organisation

Objective O4 We actively represent our community

Priority O4.4 Explore council boundary reform options that best serve the community

➤ Legal Implications

Part 2 – Reform Proposals of Charter 3 of the *Local Government Act 1999* (Act) sets out the provisions relating to (amongst other matters) the alteration of council boundaries. These provisions are further detailed in a series of guidelines prepared by the Boundaries Commission¹.

There are two broad forms of proposal: Administrative Proposals (which are for the tidying up on minor boundary anomalies) and General Proposals (which are for substantial boundary changes such as the current Woodforde/Rostrevor proposal).

Where a General Proposal is initiated by a council (the initiating council), that council is solely responsible for the preparation of the required submissions to the Boundaries Commission and for funding an investigation of the proposal should it progress to that stage of the boundary change process.

➤ Risk Management Implications

Undertaking a strategic and robust approach to boundary alignment will assist in mitigating the risk of:

Realignment of Council boundaries (whether acquisition or relinquishment) leading to financial, resource allocation, social and representation changes

Inherent Risk	Residual Risk	Target Risk
High (2B)	Medium (3C)	Medium

The conduct of the strategic boundary review and the consideration of the report in **Appendix 1** is only a preliminary step in ensuring that the abovementioned strategic and robust approach is undertaken.

➤ Financial and Resource Implications

Costs associated with the boundary reform submission process (as opposed to outcomes of boundary reform) are borne by the initiating council(s). The financial and resource implications associated with a decision of the Minister for Local Government to change council boundaries could have significant financial and resource implications for affected councils (and communities) depending on the scale of the change and the terms & conditions of that change.

¹ See *Guidelines for preparing a proposal*, https://www.dpti.sa.gov.au/local_govt/boundary_changes

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

Receiving the Strategic Review Report does not, in itself, result in any customer service implications.

Nevertheless there is the potential for communities to be either encouraged or discouraged by the options identified in the Review Report. For this reason it is important to reinforce that the Report contains options only and Council's resolved position (see Background section) is to constructively and collaboratively engage with its community and neighbouring councils in relation to pursuing any boundary reform options.

➤ **Sustainability Implications**

As above, receiving the Review Report does not have any sustainability implications however boundary reform, depending on the nature of the proposal could have significant social and financial sustainability implications.

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

Consultation on the development of this report was as follows:

Council Committees: The Strategic Boundary Review was one of the CEO's 2019-20 Performance Targets and the CEO Performance Review Panel has been provided with regular updates on the conduct of this project.

Council Workshops: Council has conducted two workshops in relation to the Strategic Boundary Review being 17 March 2020 and 20 October 2020.

Advisory Groups: Not Applicable

Administration: Chief Executive Officer

External Agencies: Office of Local Government
Discussions with the Mayors and CEOs of the nine neighbouring councils.

Community: Not Applicable

2. BACKGROUND

Boundary Reform Proposals

On 1 January 2019, new provisions in the *Local Government Act 1999* regarding boundary reform came into effect. The provisions fundamentally changed the manner in which reform proposals would be managed.

The new boundary reform legislation and specifically the provision that a proposal can be initiated by a single council, appears to have prompted a number of councils to exercise their latent aspirations with respect to neighbouring council areas.

The Boundaries Commission website currently lists Stage 1 proposals in relation to proposed boundary realignments for the following areas/councils:

- General Proposal - Hallett Cove/Lonsdale – City of Marion and City of Onkaparinga
- General Proposal - Tickera – Copper Coast Council and Barunga West Council
- General Proposal - Gawler – Light Regional Council, Town of Gawler, City of Playford and The Barossa Council
- General Proposal - Woodforde/Rostrevor – Campbelltown City Council and Adelaide Hills Council
- Administrative Proposal – Skye/Horsnell Gully – City of Burnside and Adelaide Hills Council
- General Proposal – Barossa Geographical Indication – The Barossa Council, Light Regional Council, Town of Gawler and Mid-Murray Council
- General Proposal – Gawler locality – Town of Gawler, Light Regional Council, City of Playford and The Barossa Council

The current status of each of these proposals is not able to be discerned from the information contained on the Boundaries Commission site. Nevertheless there is a significant variability in the level of substantiation provided by the various initiating councils in their Stage 1 proposals. Some proposals appear to be strategic, well researched and documented whereas others are little more than a concept.

Adelaide Hills Council Boundaries

The Adelaide Hills Council is bounded by the following councils:

- The Barossa Council
- City of Playford
- City of Tea Tree Gully
- Campbelltown City Council
- City of Burnside
- City of Mitcham
- City of Onkaparinga
- Mount Barker District Council
- Mid-Murray Council

With nine (9) neighbours, AHC has the most boundary connections with other councils in South Australia (Adelaide City Council is second with seven neighbours).

As such it was neither prudent nor strategic to pursue an opportunistic approach to boundary reform, instead a strategic approach was required that is community-centred and consistent with the prophetic strategy developed in 2016 for the (now superseded) Strategic Plan:

Strategy 4.5 - We will work with neighbouring councils and stakeholders to ensure Council boundaries best serve our communities

Consistent with the need for a strategic approach to boundary reform, in the framing of the 2019-20 Annual Business Plan, Council allocated the following resources:

Project Name	Project Description	2019-20	Intended 2020-21	Intended 2021-22
Boundary Reform Provision	To develop/ respond to proposals for the realignment of the Council boundaries.	20,000	20,000	0

At its 25 June 2019 meeting, Council resolved (158/19) to apply the above resourcing as follows (extract of full resolution):

3. That in relation to strategic boundary reform:

- a. **Approve the engagement of a consultant to undertake a high level review of Council's boundaries to identify boundary reform options.**
- b. **Once the review has been undertaken and boundary reform options identified, that a workshop be held with the Elected Body (confidential if necessary) whereby the outcomes of the subject review can be presented prior to a formal report to council for consideration.**

C. L. Rowe and Associates, an experienced representation review and planning consultancy, was engaged to undertake a strategic desktop review of AHC's boundaries with adjoining councils with a view to identifying any potential opportunities for boundary realignment and/or amalgamation with adjoining councils.

The clear intent of the review was to identify opportunities for acquiring and/or relinquishing areas that could deliver in the Strategic Plan strategy of 'ensuring Council boundaries best serve our communities'. The opportunities identified were to be a starting point for further strategic analysis and were not to be regarded in any way as the position of Council in relation to boundary reform targets.

The scope of the review was to consider, but not necessarily be limited to, the following factors, both within the Adelaide Hills Council and the respective adjoining council:

- Demographics (e.g. age, religion, ethnicity, socio-economic status, etc.)
- Land form
- Land use
- Heritage
- Services received from the current council (e.g. type and frequency of waste collection, CWMS connections, etc.)
- Distances from services centres, depots, libraries and transfer stations
- Rating/services charge structures applicable to the area
- Economic and social structures, and
- Communities of interest

Upon the production of the draft Review Report, the Mayor and Chief Executive met with their counterparts at each of the nine adjoining councils (by Zoom due to COVID restrictions) to advise that council's representatives of the intent and conduct of the strategic boundary review. This was considered to be an appropriate and respectful approach to boundary reform and, unfortunately, stands in contrast to the conduct of some other councils undertaking boundary reform proposals.

Reinforcing Council's belief in undertaking boundary reform in a considerate and respectful manner, at its 25 August 2020 meeting Council resolved (162/20) as follows (extract of full resolution):

1. Council reaffirms its commitment to the following Community Engagement Principles, when engaging the community in a decision-making process, Council promises to:
 - 1.1 seek out and encourage contributions from people who may be affected by or interested in a decision
 - 1.2 provide relevant, timely and balanced information so people can contribute in a meaningful way
 - 1.3 provide a variety of appropriate and accessible ways for people to have their say
 - 1.4 actively listen so that people's ideas and input assist in making the final decision
 - 1.5 consider the needs and interests of people in the decision-making process
 - 1.6 inform the community about the final decision and how their input was considered
2. Council resolves to pursue its boundary reform option analysis in a collaborative and consultative manner, that is, importantly, considerate and respectful of the views and opinions of affected residents, ratepayers and neighbouring councils, in keeping with its Community Engagement Principles.

The above principles will underpin any boundary reform option analysis that Council decides to undertake following the identification of the potential options in the Review Report.

3. ANALYSIS

Strategic Boundary Review Report

The Strategic Boundary Review Report has now been completed and is at **Appendix 1**.

The review of the existing council boundary has revealed a significant number of irregularities and/or opportunities which may warrant further consideration. These include:

- minor boundary irregularities which may or may not require attention;
- options which entail the annexation or relinquishment of suburbs/localities (or parts thereof) so as to achieve a more rational boundary alignment which ensures that whole “communities of interest” (suburbs/localities) are maintained, where possible, within one council area;
- opportunities to extend the council boundary so as to include suburbs/localities which are considered to exhibit and/or complement the landscape, land uses and/or character exhibited within the Adelaide Hills Council;
- the creation of a new council based on the amalgamation of the Adelaide Hills Council and the Mt Barker District Council, which may also involve the inclusion of additional areas of land which lie adjacent to the proposed council, or the exclusion of land from within the current council boundaries; and
- the potential creation of a new, large council based on the “Adelaide Hills” region.

As identified previously, the Review Report does not recommend any specific course of action in relation to boundary realignment but rather it identifies options for further consideration by Council in collaboration and consultation with the affected neighbouring councils and their communities.

Next Steps

Consistent with Council’s 25 June 2019 resolution, the Review Report has been workshopped and is now provided for consideration.

There are no specific boundary realignment options recommended by the Administration at this time. It is proposed that Council Members consider the contents of the Review Report over the coming months with a view to conducting a workshop in the first quarter of 2021 to further explore the boundary reform options prior to determining whether to pursue any options in accordance with Council’s 25 August 2020 resolved approach to boundary option analysis.

4. OPTIONS

Council has the following options:

- I. To receive and note the Strategic Boundary Review Report and resolve for a further workshop in the first quarter of 2021 (Recommended)
- II. To determine any additional/alternate course of action in relation to the Strategic Review Report (Not Recommended)

5. APPENDIX

- (1) Strategic Boundary Review Report – September 2020

Appendix 1

Strategic Boundary Review Report – September 2020

ADELAIDE HILLS COUNCIL

Strategic Boundary Review

A report on the desktop study into
the opportunities for the potential
re-alignment of the Council boundaries

Prepared by
CL Rowe & Associates Pty Ltd

September 2020

ABN 72 131 953 565

PO Box 573,
Goolwa SA 5214

t: 0430 348 377

e: clrowe@internode.on.net

Disclaimer

The information, opinions and estimates presented herein or otherwise in relation hereto are made by C L Rowe and Associates Pty Ltd in their best judgement, in good faith and as far as possible based on data or sources which are believed to be reliable. With the exception of the party to whom this document is specifically addressed, C L Rowe and Associates Pty Ltd, its directors, employees and agents expressly disclaim any liability and responsibility to any person whether a reader of this document or not in respect of anything and of the consequences of anything done or omitted to be done by any such person in reliance whether wholly or partially upon the whole or any part of the contents of this document. All information contained within this document is confidential.

Copyright

No part of this document may be reproduced or copied in any form or by any means without the prior written consent of the Adelaide Hills Council or C L Rowe and Associates Pty Ltd.

1. INTRODUCTION

The Local Government (Boundary Adjustment) Amendment Act 2017 ("the Act") affords the opportunity for changes to Council boundaries in order to:

- constitute a council;
- amalgamate two or more councils;
- abolish a council and incorporate its area into the areas of two or more councils; or
- alter the boundaries of a council area.

Adelaide Hills Council has made the strategic decision to undertake a review of its boundaries (approximately 195 kms in total) with adjoining councils with the view to identifying any potential opportunities for boundary realignment and/or possible amalgamation with one or more of the nine (9) neighbouring councils.

The initial desktop study has been completed; and this report presents the findings of the investigations for consideration by the Adelaide Hills Council. It provides brief details regarding:

- the demographics and profiles of the nine neighbouring Councils and all of the affected suburbs/localities;
- the location and character of each of the identified opportunities/sites, and the approximate proximity thereof to municipal administrative/library services and the nearest townships or centres which likely service the day-to-day needs of the residents;
- the rates revenue applicable to the properties/identified localities within the Adelaide Hills Council (2019/2010);
- the 34 identified potential realignment opportunities, including the number of properties and residents (eligible electors) likely to be affected;
- an option for amalgamation with the neighbouring Mt Barker District Council; and
- an option to create a new Council based on the wider "Adelaide Hills" region.

For ease of presentation, the potential boundary realignment opportunities (and information pertaining thereto) have been presented hereinafter under the headings of the relevant Council and the suburb/locality.

It should be noted that the objective of this initial investigation was to identify potential opportunities for changes to the council boundary; and to provide Council with sufficient information, so that elected members are aware of such "opportunities" and can make relatively informed, strategic decisions as to what future course of action, if any, to take.

Regardless, the identification of the “opportunities” or irregularities should place Council in a position of readiness should it choose to work collaboratively with the affected residents and neighbouring councils to present a proposal or proposals for changes to the existing Council boundaries to the Local Government Boundaries Commission; or to respond to proposals which may be initiated by neighbouring Councils (e.g. the Campbelltown City Council).

Further information regarding the boundary realignment process has been provided hereinafter (refer 2.2 LOCAL GOVERNMENT BOUNDARIES COMMISSION).

Neighbouring councils have been advised of the Strategic Boundary Review and encouraged to consider their boundaries and the appetite of their residents and ratepayers for boundary reform that would benefit those communities.

Some, if not all of the minor boundary realignment opportunities identified herein warrant consideration, and perhaps further investigation if Council believes that there are benefits to be achieved. Ultimately, any proposed minor changes could be the subject of a single “Administrative Proposal” to the South Australian Local Government Boundaries Commission (the Commission), in accordance with the Act, as the proposal(s) would correct recognised anomalies in the council boundary.

The significant boundary changes identified herein, and/or the option of amalgamating councils or creating a new council will require further, more comprehensive investigation and consideration, as well as consultation with the Commission. Should Council be inclined to pursue any of the more significant identified “opportunities”, it may be prudent to initially raise the matter with the Local Government Boundaries Commission with the view to obtaining some feedback regarding the merits of any proposal and, in the case of proposed multiple changes affecting a number of Councils, whether more than one “General Proposal” is required.

2. BACKGROUND

2.1 ADELAIDE HILLS COUNCIL

The Adelaide Hills Council was established in 1997 through the amalgamation of the then District Councils of East Torrens, Gumeracha, Onkaparinga and Stirling.

During the period July – August 1998 consultants were engaged to undertake a “strategic opportunity assessment” of the council boundaries in and about the Adelaide Hills Council area as one of the case studies undertaken by the then Local Government Boundary Reform Board. The study was to include assessment and consideration of a range of strategic indicators for boundary definition; and the identification of opportunities arising from the alteration of the Adelaide Hills Council boundaries (together with an assessment of the impacts of these alterations). The consultants were unable to deliver the requirements of the brief because:

- the then members of the Adelaide Hills Council were concerned about the timing of the study, given that Council had only been established in 1997 through an amalgamation process and, as such, their attention was required in respect to other key issues; and
- most of adjoining councils decided not to participate in the study.

The following information may be useful (for comparison purposes) when considering the character, demographics and community profiles of the neighbouring councils and any affected suburbs/localities.

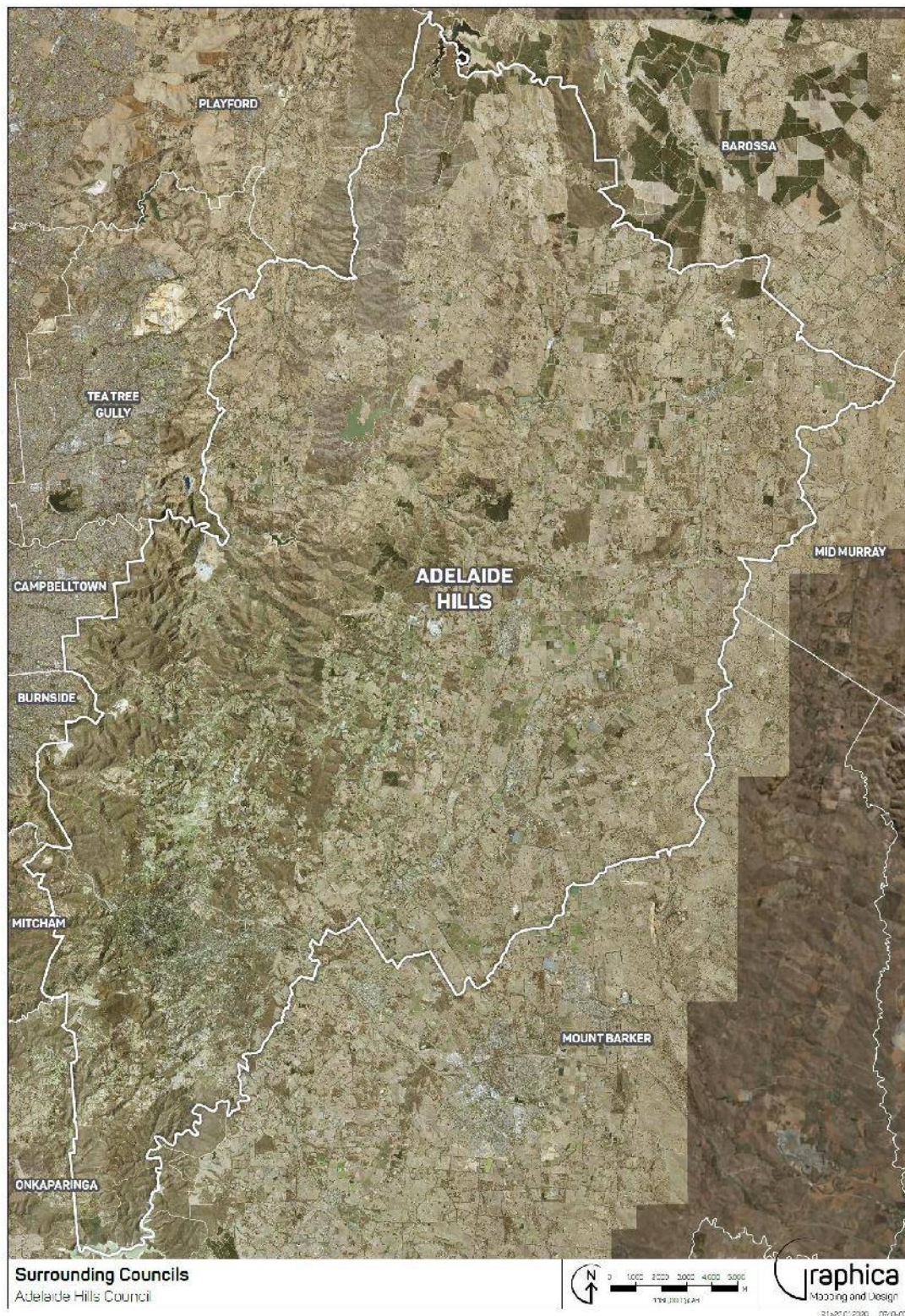
Adelaide Hills Council covers approximately 795 km²; and is a predominantly rural area, with substantial rural-residential and township localities.

The Council area:

- is bounded by the City of Playford and the Barossa Council area in the north, the Mid Murray Council area in the east, the Mount Barker District Council area to the east and south-east; the City of Onkaparinga in the south, and the City of Mitcham, the City of Burnside, the Campbelltown City Council and the City of Tea Tree Gully in the west (refer Aerial photograph 1);
- had an estimated population of the council area was 39,734 (ABS 2018), with a population density of 0.50 persons per hectare;
- is divided into two wards, with the Ranges Ward having 17,813 electors (7 members @ 1:2,545) and the Valleys Ward having 12,701 electors (5 members @ 1:2,414); and
- contains 17,885 rateable assessments and 829 non-rateable assessments (2019), equating to an estimated total rates revenue (2019/2020) of \$37.57 million.

For 2019/2020 the “rate in the dollar” levied against a residential/general assessment is 0.002469 (no specified minimum rate). A fixed charge of \$662.00 per assessment also applies, as well as annual charges for waste collection services and the CWMS connection (where applicable).

Aerial photograph 1: Adelaide Hills Council and adjoining councils



2.2 LOCAL GOVERNMENT BOUNDARIES COMMISSION

The Boundaries Commission (the Commission) is the body established to undertake the initial assessment of reform proposals, oversee investigations, and make recommendations to the Minister responsible for the Act.

The Commission assesses all boundary realignment proposals in accordance with the requirements of the Act and proposal guidelines. The Commission may refuse to inquire into a proposal if it is considered to be vexatious, frivolous or trivial; or if it is not considered to be in the public interest; or if it is the same or substantially similar to a proposal already inquired into; or if there is some other good reason to refuse to enquire into a proposal.

The Act gives the Commission flexibility to deal with proposals to ensure that the most effective inquiry into an identified issue is undertaken. If the Commission determines to inquire into a proposal, there are separate processes for administrative proposals and general proposals.

If the Commission determines to inquire into an “Administrative Proposal”, the Commission will conduct an inquiry as the Commission thinks fit, provided that a reasonable amount of consultation is conducted in accordance with any guidelines published by the Commission.

As for more significant proposals, the Commission requests that councils make a “General Proposal” in two stages so as to enable the Commission to provide early feedback on a potential proposal. This assists a council to determine at the outset whether a proposal is likely to proceed prior to undertaking extensive work on a potential proposal.

Stage 1 involves a council writing to the Commission outlining the nature of the potential proposal and the reasons why the council considers boundary change as the best option, with reference to the principles espoused under Section 26 of the Local Government Act 1999. At this point, the Commission will consider the correspondence and provide advice, including whether a general proposal can be referred for consideration; if more work is recommended to be undertaken; or further information is sought by the Commission. Advice from the Commission to the effect that a general proposal can be submitted does not guarantee that the proposal will be formally accepted.

Stage 2 involves the preparation of a submission to the Commission that sets out, in detail, the grounds on which the proposal is made; and provides detailed information pertaining to the matters listed hereinafter. The Commission expects a proposal to cover these matters, as far as the initiating council can be reasonably aware of them.

- Description of the proposal.
- The Principles specified under Section 26 of the Local Government Act 1999.
- Communities of interest.
- Consultation with the community and key agencies.

- Advantages and Disadvantages.
- Calendar of events.
- Administrative matters (relevant maps and Council contact details)

When considering any boundary change proposal, the Commission must refer to the objects of the Act as a whole, and in particular, the following principles which are contained within Section 26 of the Local Government Act 1999.

- The resources available to local communities should be used as economically as possible while recognising the desirability of avoiding significant divisions within a community.
- Proposed changes should, wherever practicable, benefit ratepayers
- A council should have a sufficient resource base to fulfil its functions fairly, effectively and efficiently.
- A council should offer its community a reasonable range of services delivered on an efficient, flexible, equitable and responsive basis.
- A council should facilitate effective planning and development within an area, and be constituted with respect to an area that can be promoted on a coherent basis.
- A council should be in a position to facilitate sustainable development, the protection of the environment and the integration of land use schemes.
- A council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations.
- A council area should incorporate or promote an accessible centre (or centres) for local administration and services.
- The importance within the scheme of local government to ensure that local communities within large council areas can participate effectively in decisions about local matters.
- Residents should receive adequate and fair representation within the local government system, while over-representation in comparison with councils of a similar size and type should be avoided (at least in the longer term).
- A scheme that provides for the performance of functions and delivery of services in relation to 2 or more councils (for example, a scheme for regional governance) may improve councils' capacity to deliver services on a regional basis and therefore offer a viable and appropriate alternative to structural change.

3. BOUNDARY REVIEW

The review of the existing council boundary has revealed a significant number of irregularities and/or opportunities which may warrant further consideration. These include:

- minor boundary irregularities which may or may not require attention;
- options which entail the annexation or relinquishment of suburbs/localities (or parts thereof) so as to achieve a more rational boundary alignment which ensures that whole “communities of interest” (suburbs/localities) are maintained, where possible, within one council area;
- opportunities to extend the council boundary so as to include suburbs/localities which are considered to exhibit and/or complement the landscape, land uses and/or character exhibited within the Adelaide Hills Council;
- the creation of a new council based on the amalgamation of the Adelaide Hills Council and the Mt Barker District Council, which may also involve the inclusion of additional areas of land which lie adjacent to the proposed council, or the exclusion of land from within the current council boundaries; and
- the potential creation of a new, large council based on the “Adelaide Hills” region.

Any of the aforementioned, and/or combinations thereof, can be considered.

The following provides some brief details regarding the various scenarios and circumstances which have been identified to date.

3.1 MINOR IRREGULARITIES

A total of 12 instances have been identified whereby the existing council boundary has inexplicably been aligned around small areas of land or properties, resulting in the division of perceived “communities of interest” or suburbs/localities between 2 or 3 Councils.

These minor peculiarities or anomalies in the council boundary may or may not need to be further considered or rectified; and are unlikely to have any significant consequences in terms of the Council administration or the provision of services and/or facilities to the affected residents.

Should Council choose to take the opportunity to “tidy up” some or all of these minor irregularities, a single broad “Administrative Proposal” may suffice.

3.2 OVERCOME DIVISION OF SUBURBS/LOCALITIES

The review revealed 22 instances whereby significant parts of suburbs/localities are dissected by the existing council boundary, again resulting in the division of perceived “communities of interest” between 2 or 3 Councils. In some cases the topography may have had an influence on the determination of the alignment of the current council boundary, but in other cases there appears to be no evident rationale.

Council needs to determine whether there will be sufficient benefits to be achieved by the affected residents (or Council and the community in general) to warrant further consideration of these situations and/or a formal re-alignment proposal. These “opportunities” can either be disregarded, or alternatively the irregularity addressed by adopting the principle to maintain whole suburbs/localities within the one Council area.

The Local Government Boundaries Commission will need to be consulted on the issues of whether any potential future Council proposal will constitute an “Administrative” or “General” proposal under the provisions of the Act; and whether it will be appropriate and/or prudent to incorporate all of the variations in one comprehensive proposal.

3.3 INCLUSION OF NEIGHBOURING LAND

Some localities/suburbs (or parts thereof) in neighbouring councils have been identified as potential inclusions in the Adelaide Hills Council, based on the assessment that the topography, character and/or land use complements the Adelaide Hills Council area. These opportunities include part of the suburb/locality of Humbug Scrub and the suburb/locality of Sampson Flat (City of Playford); the suburbs/localities of Leawood Gardens and Brown Hill Creek, as well as the Belair National Park (City of Mitcham); and the suburbs/localities of Coromandel East and Cherry Gardens (City of Onkaparinga). Most of these opportunities exhibit hilly terrain and lie adjacent to the existing western boundary of the Adelaide Hills Council.

The appropriateness, viability and impacts of any future proposal to include any additional land within the Adelaide Hills Council will need further comprehensive investigation and consideration. Further, any future proposition to include additional land within the Council boundaries will require the preparation and submission of a “General Proposal” under the provisions of the Act.

3.4 COUNCIL AMALGAMATION

The only obvious option to create a new council through amalgamation would involve the Adelaide Hills Council and the Mount Barker District Council.

These councils:

- have a common boundary which is approximately 60.0 kilometres in length;
- appear to have strong community connections;
- have similar economic/land use bases (i.e. residential, farming/rural, rural living and tourism);
- exhibit similar topography and character;
- are perhaps viewed by some as the “hills” or a single “community of interest”;
- are similar in area and population; and
- cover much of the Mount Lofty Ranges and the “Adelaide Hills” wine region.

The amalgamation of these councils would result in the creation of a new council area which would:

- be approximately 1,390 km² in area;
- have an estimated population of over 75,000;
- comprise over 35,300 rateable and 1,450 non-rateable properties; and
- have a combined rates revenue of approximately \$66 million (based on 2019/20 assessments).

With regard to the potential council, it is noted that:

- 31 existing regional councils are greater in area, ranging from 1,528 kms² to 8,831 kms² (average of approximately 4,295 kms²); and
- 7 metropolitan councils (i.e. Charles Sturt, Marion, Onkaparinga, Playford, Port Adelaide Enfield, Salisbury and Tea Tree Gully) will have a greater numbers of residents, ranging from 92,308 (ABS 2018) – 171,489 (average of 120,416).

Any proposed amalgamation will require considerable further investigation, including (but not limited to) economic viability and the financial benefits of the amalgamation; the impact on rates; the protection/expansion of the rates base; the impact upon elector representation; the delivery of services to the community; the protection of perceived “communities of interest”; and acquisition and protection of valued assets. Information pertaining to all of these issues, and more, will be required to justify any future “General Proposal” to the Local Government Boundaries Commission.

3.5 NEW COUNCIL BASED ON “ADELAIDE HILLS” REGION

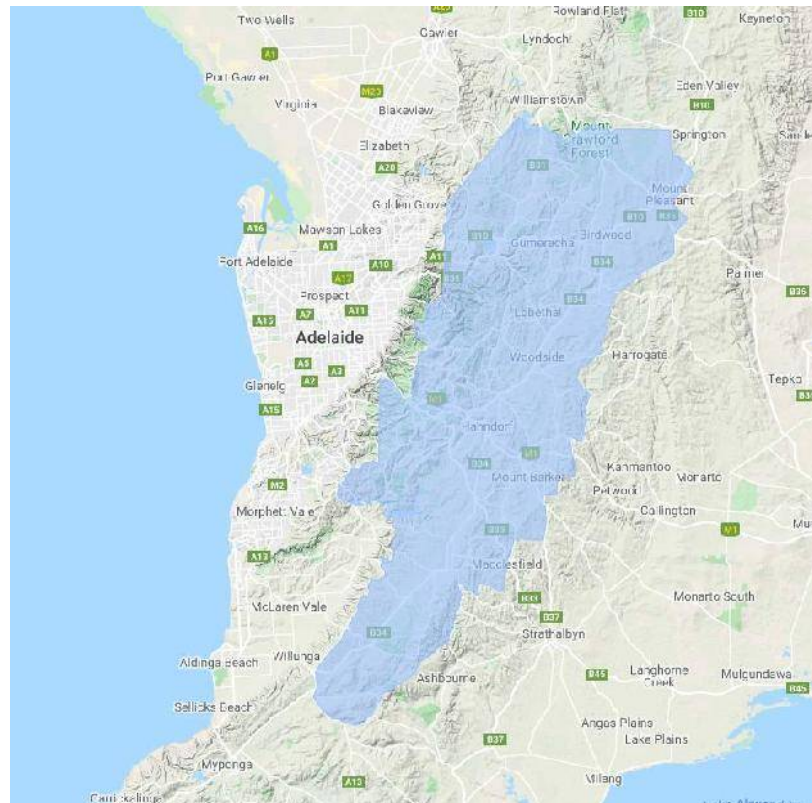
In February 1998 “Adelaide Hills” was entered in the “Register of Protected Names” in accordance with the provisions of the Wine Australia Corporation Act 1990.

Essentially, the registration identifies the specified area as a recognised wine region, and the use of “Adelaide Hills” guarantees that a product has originated from the geographical location, and possesses qualities and/or a reputation that are specific to the region of origin.

The “Adelaide Hills Geographical Indication” is an extensive area; and is depicted on Map 1.

Whilst the creation of a new Council based on the “Adelaide Hills Geographical Indication” may be a “step too far”, it is noted that the current “General Proposal” submitted to the Local Government Boundaries Commission by The Barossa Council seeks to adjust the current council boundary so that the majority of the area covered by the Barossa Geographical Indication is within The Barossa Council boundary.

Map 1: Adelaide Hills Geographical Identification



It is noted that The Barossa Council claims that its proposal will:

- establish a boundary that empowers The Barossa Council to support and oversee the majority of the area known as Barossa GI;
- bring together the communities of interest within the Barossa GI so that the cultural, identity, place, social, economic and environmental interests reside together under the banner of one council;
- maximise the opportunities and better coordinate the land use policy, economic development, tourism integration and service delivery across the communities of interest; and
- potentially deliver efficiencies in service provision.

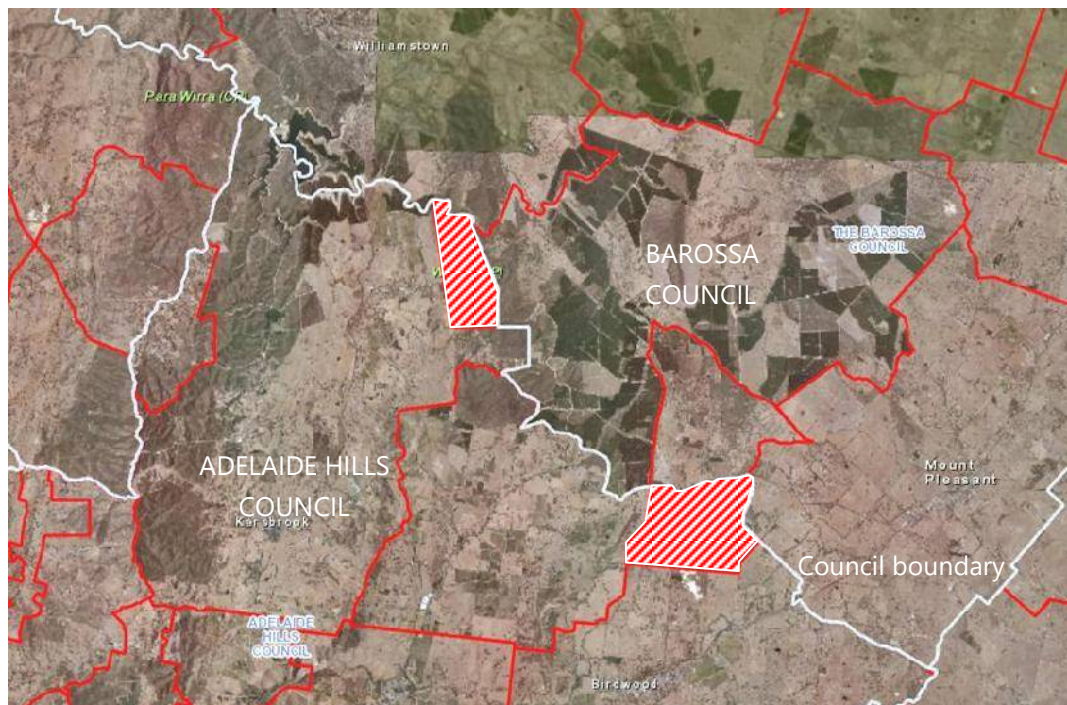
The Barossa Council obviously believes that the existence of the Barossa Geographical Identification lends considerable support to its current proposed boundary adjustment.

This being the case, it would be prudent to observe the progress and outcome of The Barossa Council proposal, perhaps with the view to utilising (in part) a similar argument to justify any potential future proposal which seeks to expand the Adelaide Hills Council area; or amalgamate with the Mount Barker District Council (much of which is also covered by the Adelaide Hills Geographical Identification).

4. IDENTIFIED BOUNDARY REALIGNMENT OPPORTUNITIES

4.1 THE BAROSSA COUNCIL

- The boundary between Adelaide Hills Council and The Barossa Council is approximately 35.9 kilometres in length.
- The Barossa Council covers approximately 893 km²; and is predominantly rural in character, with substantial rural-residential and township areas.
- The estimated population of the council area was 24,808 (ABS 2018), with a population density of 0.28 persons per hectare.
- The council area contains 12,916 rateable assessments and 542 non-rateable assessments (2019).
- The estimated 2019/20 rate revenue is \$31.3 million.
- The current “rate in the dollar” levied against a residential assessment is 0.0035137 (no specified minimum rate). A fixed charge of \$356.00 per assessment also applies, as well as annual charges for waste collection services and the CWMS connection (where applicable).
- Two opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Cromer and Mount Crawford.



4.1.1 Cromer

Suburb Profile

- Area: Approximately 1, 638 ha.
- Adelaide Hills Council: 630 ha (38.5%) – 39 properties (31 property assessments).
- The Barossa Council: 1,008 ha (61.5%) – 94 properties.
- Adelaide Hills Council rates revenue (2019/2020): \$43,423.25.
- Character: Undulating rural land exhibiting low intensity rural land uses on allotments of varying sizes and considerable areas of vegetation.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- The Barossa Council Zoning: Rural Living Zone – Detached dwellings on large allotments and rural activities; Watershed Policy Area 3 Watershed – Low intensity rural and semi-rural activities, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council - Gumeracha (8.5 kms – 11.25 kms); The Barossa Council - Mt Pleasant (6.0 kms – 8.75 kms).
- Nearest town/centre: Adelaide Hills Council – Birdwood (3.25 kms – 6.0 kms), Gumeracha (8.5 kms – 11.25 kms); The Barossa Council - Mt Pleasant (6.0 kms – 8.75 kms).

Community Snapshot

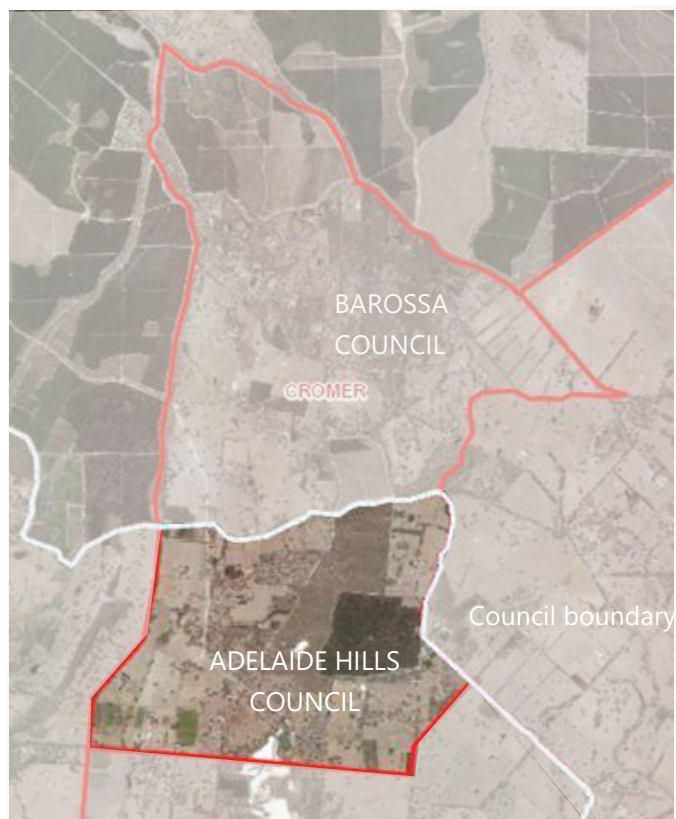
- Population (2016): 187.
- Electors (January 2020): Adelaide Hills Council - 41; The Barossa Council – 111.
- Median Age: 48 years.
- Age Profile: Aged 0 – 14 years - 17.6%; aged 65 or older - 25.0%.
- Birth Place: Australia - 81.7%; England - 7.8%.
- Dwellings (2016): 80.
- Dwelling Type: All detached dwellings
- Dwelling Ownership: Owned outright - 34.2%; owned with a mortgage - 54.8%.
- Average residents per dwelling: 2.5.
- Median weekly household income: \$1,593 (10.8% above Australian average of \$1,438).

Comments

- The Barossa Council portion of the suburb/locality generally comprises rural living allotments of varying sizes and larger farm holdings, whilst the Adelaide Hills Council portion incorporates the Cromer Conservation Park (approximately 44 ha) and larger rural living allotments or small farming properties of varying sizes.
- It may be beneficial (in terms of communities of interest) to maintain the whole of the suburb within one council area, although little practical benefits would likely be achieved for the residents or either Council.
- The Barossa Council is not divided into wards and, as such, a decrease or increase in the number of electors should have little if any detrimental impact upon elector representation within the council area. Likewise, the relatively small gains or losses in elector numbers from any proposed council boundary realignment should not significantly impact upon elector representation within the Adelaide Hills Council, given that the existing Valleys Ward contains over 12,700 electors (current elector ratio of 1:2,414).

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Cromer in The Barossa Council. Such action may require a "General Proposal"; and would result in 39 properties (41 electors) being moved to The Barossa Council (total current rates of \$43,423.25).



4.1.2 Mount Crawford

Suburb Profile

- Area: Approximately 8,385 ha.
- Adelaide Hills Council: 355 ha (4.2%) – 3 properties (1 property assessment).
- The Barossa Council: 8,030 ha (95.8%) – 301 properties.
- Adelaide Hills Council rates revenue (2019/2020): \$1,884.12.
- Character: Undulating rural land exhibiting open or wooded pasture land, stands of native vegetation, commercial forests and reservoirs.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments
- The Barossa Council Zoning: Watershed Protection (Mt Lofty Ranges) Zone – Protection of water catchment areas in the Mount Lofty Ranges, farming on large holdings, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council - Gumeracha (9.5 kms – 12.5 kms); The Barossa Council - Mt Pleasant (4.5 kms – 8.0 kms).
- Nearest town/centre: Adelaide Hills Council – Kersbrook (7.25 kms – 9.5 kms); The Barossa Council – Williamstown (6.25 kms – 9.5 kms).

Community Snapshot

- Population (2016): 127.
- Electors (2020): Adelaide Hills Council - 2; The Barossa Council – 95.
- Median Age: 54 years.
- Age Profile: Aged 0 – 14 years – 14.6%; aged 65 or older – 23.8%
- Birth Place: Australia - 82.3%; England - 7.3%.
- Dwellings (2016): 56.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 50.0% ; owned with a mortgage - 50.0%.
- Average residents per dwelling: 2.6.
- Median weekly household income: \$1,228 (14.6% below Australian average).

Comments

- The part of the suburb/locality of Mount Crawford which lies within the Adelaide Hills Council comprises the Warren Conservation Park (approximately 350 ha) within which there are only three properties (one property assessment).
- It may be prudent to have the whole of the suburb of Mount Crawford contained within one council area. Such a proposal would only impact upon a very small number of residents (i.e. 2 eligible electors).
- A realignment of the council boundary so as to include the whole of the suburb of Mount Crawford in The Barossa Council would rectify a minor anomaly with little, if any, physical, financial or elector representation ramifications.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Mount Crawford in The Barossa Council. Such action would likely be the subject of an "Administrative Proposal"; and would result in 3 properties being included as part of The Barossa Council (total current rates of \$1,884.12).



4.2 CITY OF BURNSIDE

- The boundary between Adelaide Hills Council and the City of Burnside is approximately 12.0 kilometres in length.
- The City of Burnside covers approximately 27 km²; and is a predominantly a residential area, with some rural areas in the east.
- The estimated population of the council area was 45,706 (ABS 2018), with a population density of 16.61 persons per hectare.
- The council area contains 20,931 rateable assessments and 1,706 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is 41.11 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.00216 (specified minimum rate of \$875.00).
- Four opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Cleland and Waterfall Gully. The suburbs of Auldana, Skye and Stonyfell have been excluded from consideration given that there is little likelihood that either council, or the local communities, will agree to any change.



4.2.1 Cleland

Suburb Profile

- Area: Approximately 957.4 ha.
- Adelaide Hills Council: 944.7 ha (98.7%) - 9 properties (2 rateable property assessments).
- City of Burnside: 12.7 ha (1.3%) – 2 properties.
- Adelaide Hills Council rates revenue (2019/2020): \$5,498.00.
- Character: Hilly terrain, primarily natural landscape with little built form.
- Adelaide Hills Council Zoning: Hills Face Zone – Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- City of Burnside Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- Nearest Council office/library: Adelaide Hills Council - Stirling (2.75 kms – 6.5 kms); City of Burnside - Tusmore (3.5 kms – 7.5 kms).
- Nearest town/centre: Adelaide Hills Council – Crafers (2.0 kms – 5.5 kms), Uraidla (3.0 kms – 6.0 kms), and Stirling (2.75 kms – 6.5 kms); City of Burnside - Adjacent to the eastern suburbs of metropolitan Adelaide (approximately 4.0 kms – 5.5 kms).

Community Snapshot

- Population (2016): 6.
- Electors (January 2020): Adelaide Hills Council - 3; City of Burnside – 0.
- Median age: 54 years.
- Dwellings (2016): 0.

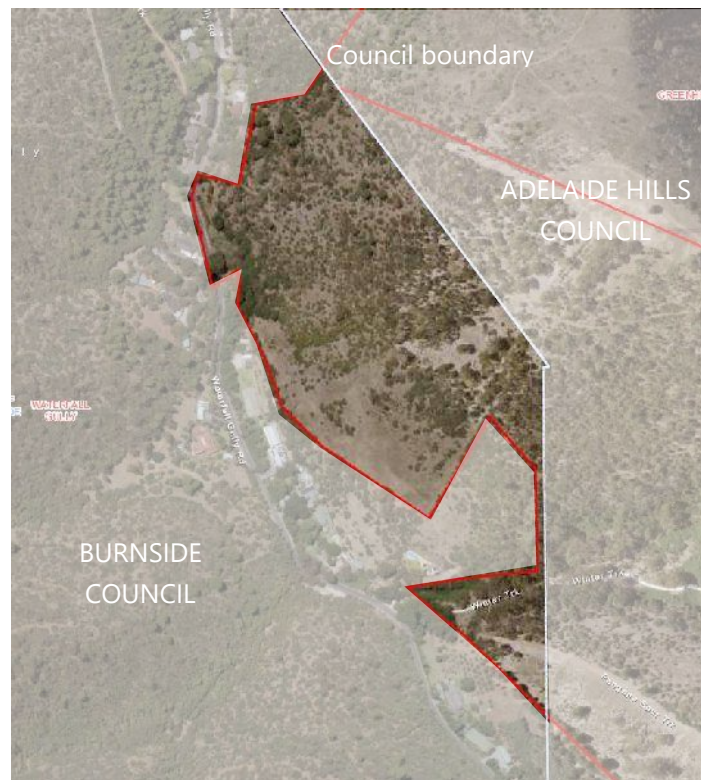
Comments

- Two small parcels of land the suburb/locality of Cleland are contained within the City of Burnside. All comprise natural landscape and, as such, a move to the Adelaide Hills Council should not create concerns.

Options

- Take no further action at this time.

- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Cleland in Adelaide Hills Council. This move would likely be the subject of an "Administrative Proposal"; would potentially only affect 2 properties (no residents); and would likely have minimal, if any, impacts on either councils in respect to the provision of community services and/or facilities, or rates revenue.



4.2.2 Waterfall Gully

Suburb Profile

- Area: Approximately 178.14 ha.
- Adelaide Hills Council: 5.24 ha (2.9%) – 7 properties (2 property assessments).
- City of Burnside: 172.9 ha (97.1%) – 24 properties.
- Adelaide Hills Council rates revenue (2019/2020): \$164.13.
- Character: Generally the suburb lies within a long gully along the western face of the Mt Lofty Ranges (adjacent to Cleland Conservation Park in the east); and exhibits a relatively small number of detached dwelling along the western ridge line. Access to communities to the east is via Greenhills Road in the north and the Mt Barker Road and South Eastern Freeway in the south. Suburb generally serviced by community facilities, schools, shops and professional services located in the established urban areas to the west.
- Adelaide Hills Council Zoning: Hills Face Zone – Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- City of Burnside Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments; and small area of Residential Zone in the north-west (limited if any potential for additional dwellings).
- Nearest Council office/library: Adelaide Hills Council - Stirling (5.0 kms – 8.25 kms); City of Burnside - Tusmore (2.5 kms – 5.0 kms).
- Nearest town/centre: Adelaide Hills Council - Crafers (4.0 kms – 7.0 kms), Summertown (4.75 kms – 6.0 kms), Stirling (5.0 kms – 8.25 kms) and Uraidla (6.0 kms – 7.0 kms); City of Burnside - Adjacent to the eastern suburbs of metropolitan Adelaide (0.25 kms – 3.25 kms).

Community Snapshot

- Population (2016): 145.
- Electors (January 2020): Adelaide Hills Council - 4; City of Burnside – 111.
- Median age: 40 years.
- Age Profile: 0 – 14 years - 27.7%; aged 65 or older - 14.9%.
- Birth Place: Australia - 86.6%; England - 4.5%.
- Dwellings (2016): 52.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 37.8%; owned with a mortgage - 55.6%.
- Average people per dwelling: 2.7.

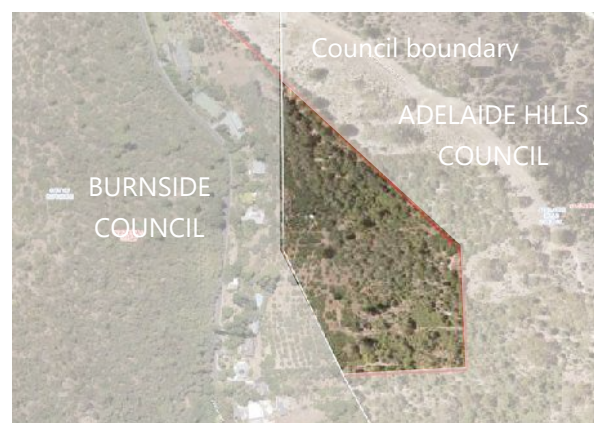
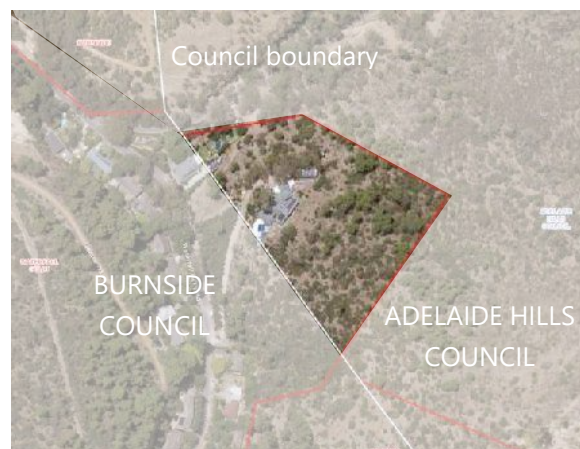
- Median weekly household income: \$3,042 (111.5% above Australian average).

Comments

- Two boundary irregularities which result in two small portions of the suburb/locality of Waterfall Gully, comprising 2 rateable properties and a total of 5.24 hectares of land, being located within the Adelaide Hills Council.
- The western portion of the Mt Lofty Ranges presents a significant physical barrier between Waterfall Gully and the towns/communities to the east (Adelaide Hills Council).
- Residents of Waterfall Gully are likely to go to the eastern suburbs/communities of metropolitan Adelaide for their day-to-day needs, rather than travel to towns to the east.

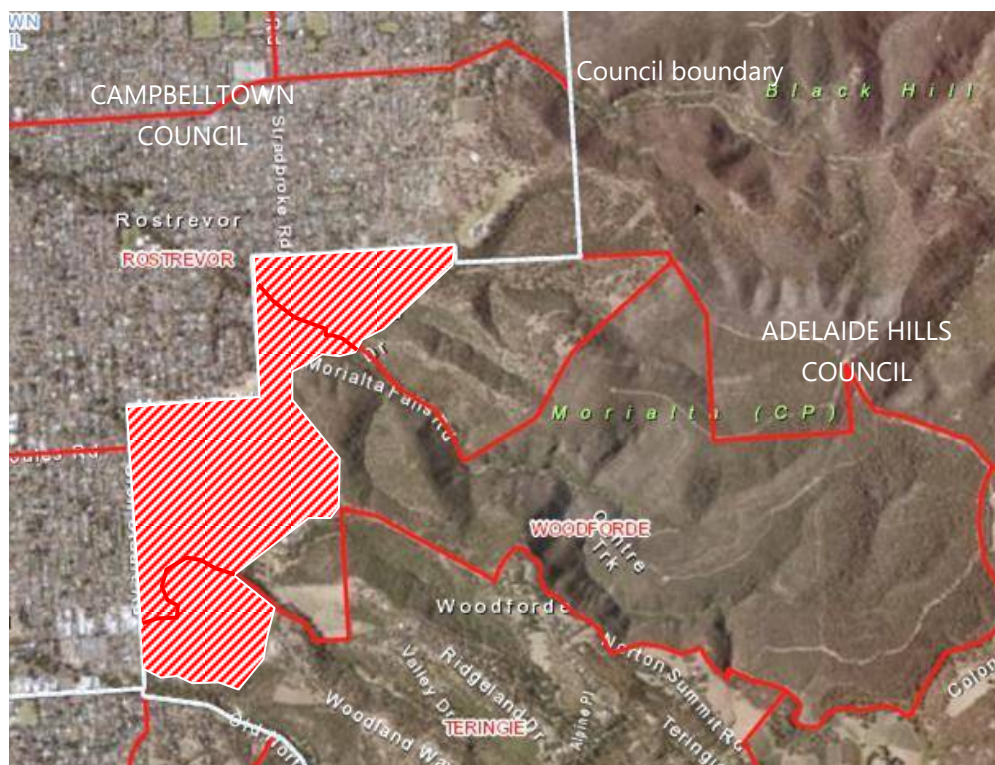
Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Waterfall Gully in the City of Burnside. Such action could be incorporated within an "Administrative Proposal"; and would result in 7 properties (4 eligible electors) being moved to the City of Burnside.



4.3 CAMPBELLTOWN CITY COUNCIL

- The boundary between Adelaide Hills Council and the Campbelltown City Council is approximately 9.75 kilometres in length.
- The Campbelltown City Council covers approximately 24 km²; and is a predominantly a residential area.
- The estimated population of the council area was 51,469 (ABS 2018), with a population density of 21.13 persons per hectare.
- The council area contains 24,124 rateable assessments and 463 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$39.59 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.00305037 (minimum specified rate of \$984.00).
- The Campbelltown City Council has initiated a process to annex the existing residential parts of the suburbs Rostrevor and Woodforde, leaving only the sparsely populated areas of natural landscape with the Adelaide Hills Council. The proposal does not include the residential part of the neighbouring suburb of Teringie. The Boundaries Commission has agreed to allow the “General Proposal” to progress to Stage 2 (i.e. the Campbelltown City Council has to prepare a detailed submission for consideration by the Commission).



4.3.1 Rostrevor

Suburb Profile

- Area: Approximately 456.5 ha.
- Adelaide Hills Council: 103.6 ha (22.7%) – 139 properties (133 property assessments)..
- Campbelltown City Council: 352.9 ha (77.3%) – 3,424 properties.
- Adelaide Hills Council rates revenue (2019/2020): \$325,502.82.
- Character: Established residential area at the foot of the western slopes of the Mount Lofty Ranges; and an expansive area of natural landscape in the east.
- Adelaide Hills Council Zoning: Hills Face Zone (eastern part) – Preservation of natural character and landscape; low-intensity agricultural activities; and generally no additional development/allotments; Residential Zone – Full range of dwelling types; Residential Foothills Policy Area 31 - Detached dwellings at low densities.
- Campbelltown City Council Zoning: Residential Zone – Full range of dwelling types at increased densities; Suburban Policy Area 4 – Primarily detached dwellings and semi-detached dwellings on small (350m² minimum) allotments.
- Nearest Council office/library: Adelaide Hills Council - Stirling (12.5.0 kms); Campbelltown City Council - Newton (2.0 kms).
- Nearest town/centre: Adelaide Hills Council - Crafers (10.0 kms), Stirling (12.5 kms); Campbelltown City Council - Directly adjacent to the north-eastern suburbs of metropolitan Adelaide (0 kms – 0.75 kms).

Community Snapshot

- Population (2016): 7,743.
- Electors (January 2020): Adelaide Hills Council – 272; Campbelltown City Council – 5,263.
- Median Age: 43 years.
- Age Profile: 0 – 14 years - 17.2%; 65 or older - 23.6%.
- Birth Place: Australia - 61.0%; Italy - 7.0%; China - 5.3%; and England 3.3%.
- Dwellings (2016): 3,158.
- Dwelling Types: Detached dwellings - 78.2%; semi-detached, row or terrace houses - 17.6%
- Dwelling Ownership: Owned outright - 34.1%; owned with a mortgage - 33.5%.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,364 (5.15% below Australian average).

Comments

- The residential development within the part of the suburb of Rostrevor which lies within the Adelaide Hills Council is broadly consistent with the residential development of the north-eastern suburbs of metropolitan Adelaide, albeit that it remains at a low density compared with the more recent medium density subdivisions across the region.

This part of the suburb of Rostrevor is physically separated from the communities of the Adelaide Hills Council to the east by the western foothills of the Mount Lofty Ranges.

- Given the above, it is reasonable to expect that the residents of the subject part of Rostrevor utilise the shops, services and facilities located in, metropolitan Adelaide to the west on a day-to-day basis.
- Access to the east is likely primarily gained via Montacute Road in the north and/or Norton Summit Road in the south.
- The boundaries of the proposal presented in the initial submission to the Local Government Boundaries Commission by the Campbelltown City Council are not clear, and appear to dissect existing properties. A more detailed description of the proposed boundary should be requested to enable further informed consideration.
- Under the proposal by the Campbelltown City Council, the suburb of Rostrevor will still be divided between two Councils.
- In November/December 2019, the Adelaide Hills Council surveyed the residents of Rostrevor (AHC) and Woodforde regarding the Campbelltown City Council boundary proposal. The majority (68%) of all respondents were against the proposal. Of the Rostrevor respondents, 81% were opposed to the proposal, 15% were in favour and 4% were either undecided or had no preference.

Options

- Wait for the detailed "General Proposal" from the Campbelltown City Council before giving further consideration to the boundary realignment proposal.
- Oppose, in principle, the "General Proposal" initiated by the Campbelltown City Council on the grounds that there has been no proof provided that the affected residents favour, and/or will benefit from, the proposed move to the Campbelltown City Council.
- Agree, in principle, with the "General Proposal" initiated by the Campbelltown City Council. Such action will result in the subject part of the suburb of Rostrevor (i.e. 139 properties and 272 eligible electors) being moved to the Campbelltown City Council, leaving only the remaining areas of natural landscape in the Adelaide Hills Council. The rates revenue from the subject area is \$325,502.82 (2019/2020).



4.3.2 Teringie

Suburb Profile

- Area: Approximately 338 ha. (Existing residential development at the western end of the suburb covers approximately 30.53 ha).
- Adelaide Hills Council: 338 ha – 443 properties (375 property assessments). The residential development at the western end of the suburb contains approximately 210 properties.
- Campbelltown City Council: 0 ha.
- Adelaide Hills Council rates revenue (2019/2020): \$821,576.00 (including approximately \$324,690 applicable to the subject residential area at the western end of the suburb).
- Character: Established residential area at the foot of the western slopes of the Mount Lofty Ranges; and an expansive area of natural landscape containing areas of residential along existing roadways amid natural landscape.
- Adelaide Hills Council Zoning: Hills Face Zone (eastern part) – Preservation of natural character and landscape; low-intensity agricultural activities; and generally no additional development/allotments; Residential Zone – Full range of dwelling types; Residential Foothills Policy Area 31 - Detached dwellings at low densities; Residential (Medium Density) Policy Area 32 – Precinct comprising medium density dwellings.
- Campbelltown City Council Zoning (adjacent boundary): Residential Zone – Full range of dwelling types at increased densities.
- Nearest Council office/library: Adelaide Hills Council - Stirling (10.5 kms); Campbelltown City Council - Newton (3.5 kms).
- Nearest town/centre: Adelaide Hills Council – Norton Summit (3.5 kms), Uraidla (7.0 kms), Stirling (10.5 kms); Campbelltown City Council - Directly adjacent to the north-eastern suburbs of metropolitan Adelaide (i.e. Magill).

Community Snapshot

- Population (2016): 820.
- Electors (January 2020): Adelaide Hills Council – 626.
- Median Age: 45 years.
- Age Profile: 0 – 14 years - 18.0%; 65 or older – 18.2%.
- Birth Place: Australia - 68.6%; England 6.3%; Italy - 3.3%; and South Africa – 2.1%.
- Dwellings (2016): 329.
- Dwelling Types: Detached dwellings - 79.5%; semi-detached, row or terrace houses - 20.5%.

- Dwelling Ownership: Owned outright – 40.2.1%; owned with a mortgage - 46.2%.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,960 (36.68% above Australian average).

Comments

- The boundary adjustment proposal by the Campbelltown City Council does not incorporate any part of the suburb of Teringie.
- The residents within the suburb of Teringie would likely utilise the shops, services and facilities located in metropolitan Adelaide to the west on a day-to-day basis. Access to the east is likely primarily gained via Norton Summit Road and Old Norton Summit Road.

Options

- Take no further action at this time.



4.3.3 Woodforde

Suburb Profile

- Area: Approximately 460 ha.
- Adelaide Hills Council: 460 ha (100%) – 478 properties (440 property assessments).
- Campbelltown City Council: 0 ha.
- Adelaide Hills Council rate revenue (2019/2020): \$832,780.67.
- Character: Established residential area at the base (and within) the western foothills of the Mount Lofty Ranges. The developing “Hamilton Hill” residential estate may realise a total of 400 dwellings, whilst the remaining large part of the suburb to the east generally comprises hilly natural landscape.
- Adelaide Hills Council Zoning: Residential Zone – Full range of dwelling types; Residential Foothills Policy Area 31 - Detached dwellings at low densities; Glen Stuart Road Policy Area 43 – a range of dwelling types at medium density; Hills Face Zone (eastern part) – Preservation of natural character; low-intensity agricultural activities; generally no additional allotments; Public Purpose Zone/Public Purpose (Education) Policy Area 65 – Approximately 19 hectares of land in the north-western corner of the suburb - community, educational, recreational and health care facilities.
- Campbelltown City Council Zoning: Residential Zone – Full range of dwelling types at increased densities; Suburban Policy Area 4 – Primarily detached dwellings and semi-detached dwellings on small (350m² minimum) allotments.
- Nearest Council office/library: Adelaide Hills Council - Stirling (11.0 kms - 12.0 kms); Campbelltown City Council - Newton (1.75 kms – 2.5 kms).
- Nearest town/centre: Adelaide Hills Council – Summertown (6.75 kms – 7.25 kms), Uraidla Crafers (7.5 kms – 8.5 kms), Stirling (11.0 kms - 12.0kms); Campbelltown City Council - Directly adjacent to the north-eastern suburbs of metropolitan Adelaide (0 kms – 1.0 kms).

Community Snapshot

- Population (2016): 618.
- Electors (January 2020): Adelaide Hills Council - 479; Campbelltown City Council – 0.
- Median Age: 38 years.
- Age Profile: 0 - 14 years - 16.8%; 65 or older - 15.8%.
- Birth Place: Australia - 73.0%; China - 4.2%; Italy - 3.8%; and England - 3.3%.
- Dwellings (2016): 214.
- Dwelling Types: Detached dwellings - 87.2%; flats and apartments - 12.8%.

- Dwelling Ownership: Owned outright - 36.7%; owned with a mortgage - 46.4%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,895 (31.8% above Australian average).

Comments

- The residents of Woodforde would likely utilise the shops, services and facilities located in metropolitan Adelaide to the west on a day-to-day basis. Access to the east is likely primarily gained via Norton Summit Road.
- Under the proposal by the Campbelltown City Council, the suburb/locality of Woodforde will be divided between two Councils, leaving a large area of hilly natural landscape (Morialta Conservation Park) within the Adelaide Hills Council.
- The Campbelltown City Council proposal does not include the existing residential properties within the suburb of Teringie which are located immediately to the south of the suburb/locality of Woodforde and adjacent the north-eastern suburbs of metropolitan Adelaide.
- In November/December 2019, the Adelaide Hills Council surveyed the residents of Rostrevor (AHC) and Woodforde regarding the Campbelltown City Council boundary proposal. The majority (68%) of all respondents were against the proposal. Of the Woodforde respondents, 52% were opposed to the proposal, 39% were in favour and 9% were either undecided or had no preference.

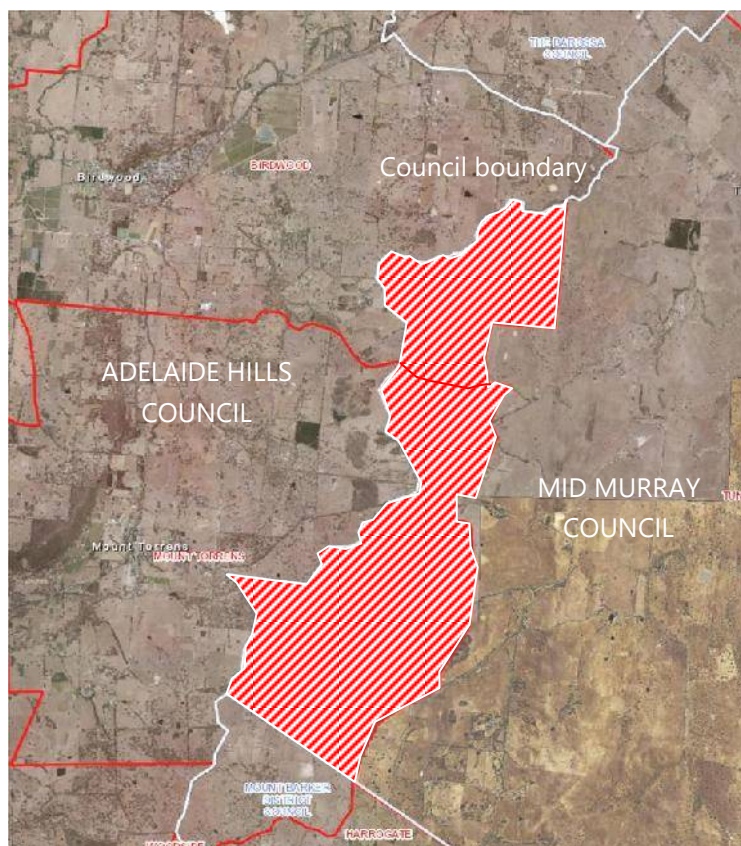
Options

- Wait for the detailed "General Proposal" from the Campbelltown City Council before giving further consideration to the boundary realignment proposal.
- Oppose, in principle, the "General Proposal" initiated by the Campbelltown City Council on the grounds that there has been no proof provided that the affected residents favour, and/or will benefit from, the proposed move to the Campbelltown City Council.
- Give consideration to realigning the council boundary in keeping with the "General Proposal" initiated by the Campbelltown City Council. Such action would result in the existing/developing residential part of the suburb of Woodforde (i.e. 440 properties and 479 electors) being annexed to the Campbelltown City Council, leaving only the remaining areas of natural landscape in the Adelaide Hills Council. The suburb of Woodforde would be divided between two Councils (which is currently not the case); and Adelaide Hills Council would lose the potential to levy over \$830,000 per annum in "rates" (based on 2019/2020 assessments).



4.4 MID MURRAY COUNCIL

- The boundary between Adelaide Hills Council and the Mid Murray Council is approximately 16.2 kilometres in length.
- The Mid Murray Council covers approximately 6,273 km²; is predominantly rural in character and incorporates several townships (i.e. Blanchetown, Cadell, Mannum, Morgan, Swan Reach and Truro).
- The estimated population of the council area was 8,983 (ABS 2018), with a population density of 0.01 persons per hectare.
- The council area contains 10,462 rateable assessments and 1,226 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$15.337 million.
- The "rate in the dollar" levied against a residential/general assessment is 0.005321 (minimum specified rate of \$707.00).
- Two opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Birdwood and Mt Torrens.



4.4.1 Birdwood

Suburb Profile

- Area: Approximately 4,880.7 ha.
- Adelaide Hills Council: 4,341.8 ha (89.0%) – 686 properties (649 property assessments).
- Mid Murray Council: 538.9 ha (11.0%) – 17 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$1,360,522.54.
- Character: Undulating rural/farming area (farming, grazing, horticulture and viticulture) which incorporates one town (Birdwood) wherein there is a primary school and a high school.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- Mid Murray Council Zoning: Rural Zone – Long-term rural production (cropping and grazing); Hills Policy Area 14 – Retention of open rural character in large land holdings with limited opportunities for land division.
- Nearest Council office/library: Adelaide Hills Council - Gumeracha (11.0 kms – 13.5 kms); Mid Murray Council - Mannum (24.5 kms – 27.0 kms).
- Nearest town/centre: Adelaide Hills Council - Birdwood (3.5 kms – 6.5 kms), Mt Torrens (5.5 kms – 8.5 kms); Mid Murray Council Palmer (11.5 kms – 14.5 kms) and Mannum (24.5 kms – 27.0 kms).

Community Snapshot

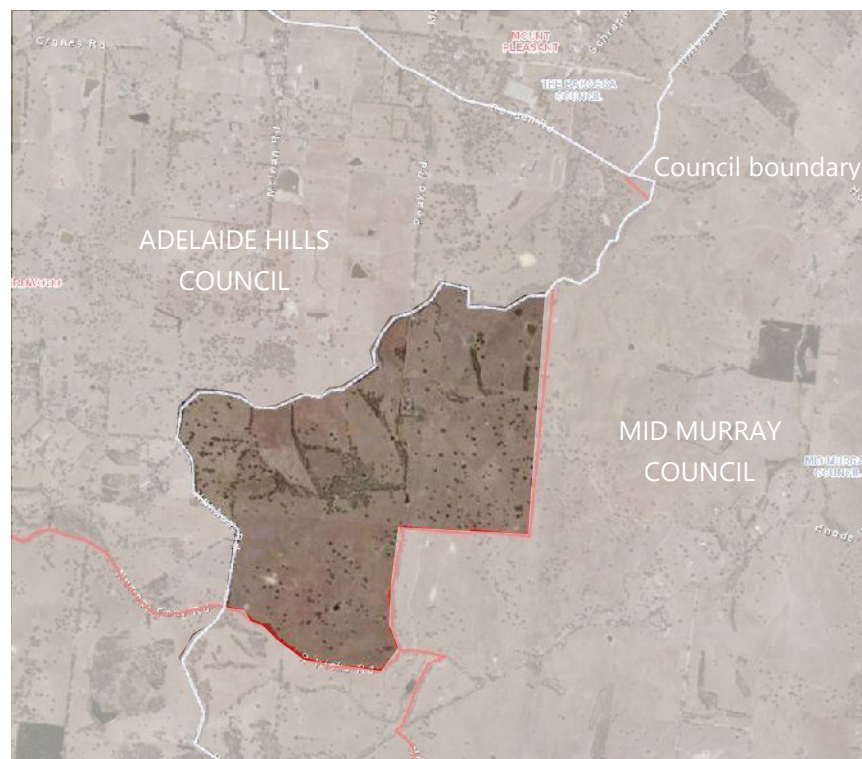
- Population (2016): 1,298.
- Electors (January 2020): Adelaide Hills Council – 973; Mid Murray Council – 2.
- Median Age: 42 years.
- Age Profile: 0 – 14 years – 19.7%; 65 or older - 14.2%.
- Birth Place: Australia - 79.8%; and England - 9.4%.
- Dwellings (2016): 524.
- Dwelling Types: Detached dwellings - 95.1%; semi-detached dwelling, row or terrace houses - 1.5%; and flats or apartments - 1.7%.
- Dwelling Ownership: Owned outright - 36.0%; owned with a mortgage - 48.5%.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,371 (4.7% below Australian average).

Comments

- A large rural suburb/locality which, in the main (89%), is located within the Adelaide Hills Council.
- Given the proximity of the portion of the suburb which is located within the Mid Murray Council to the township of Birdwood, it is likely that the small number of residents in the Mid Murray Council area rely on the township of Birdwood for their day-to-day needs.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Birdwood in the Adelaide Hills Council. Such action would likely require a "General Proposal" (subject to the determination of the Local Government Boundaries Commission); and would result in 17 properties being gained by the Adelaide Hills Council.



4.4.2 Mount Torrens

Suburb Profile

- Area: Approximately 5,923.1 ha (including Mt Barker District Council).
- Adelaide Hills Council: 4,168.2 ha (70.4%) – 448 properties (342 property assessments).
- Mid Murray Council: 1,342.1 ha (22.6%) - 74 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$636,595.78.
- Character: Undulating open rural land; rural allotments of varying sizes; scattered farm buildings.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- Mid Murray Council Zoning: Rural Zone – Long-term rural production (cropping and grazing); Hills Policy Area 14 – Retention of open rural character in large land holdings with limited opportunities for land division.
- Nearest Council office/library: Adelaide Hills Council – Woodside (11.5 kms – 18.5 kms), Gumeracha (10.25 kms – 13.5 kms); Mid Murray Council – Mannum (21.5 kms – 23.0 kms).
- Nearest town/centre: Adelaide Hills Council – Mount Torrens (1.6 kms – 6.0 kms), Lobethal (9.5 kms – 14.0 kms); Mid Murray Council – Palmer (12.25 kms – 16.0 kms), Mannum (21.5 kms – 23.0 kms).

Community Snapshot

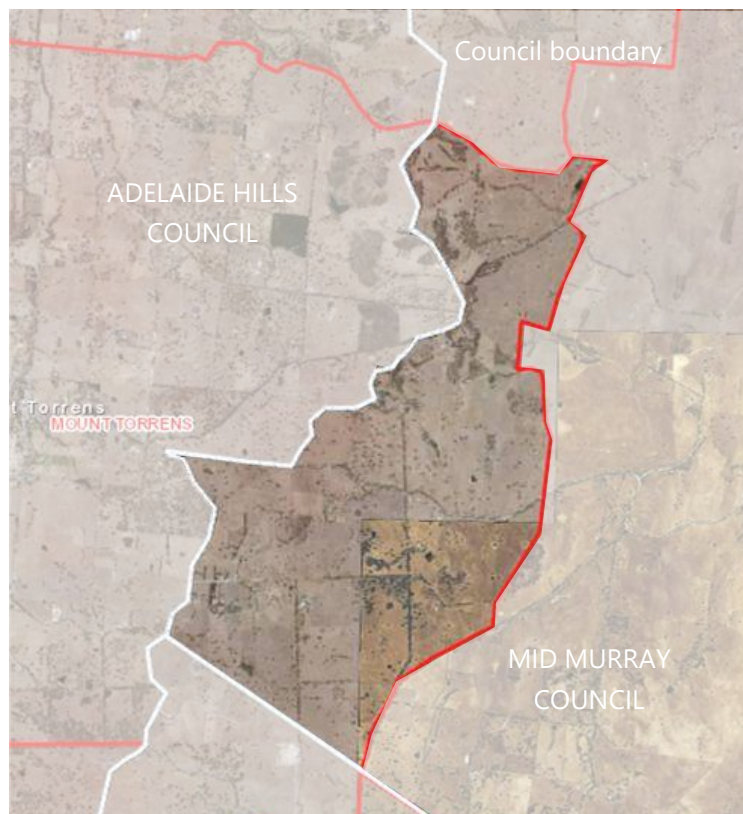
- Population (2016): 711.
- Electors (January 2020): Adelaide Hills Council – 502; Mid Murray Council – 32.
- Median Age: 44 years.
- Age Profile: 0 – 14 years - 19.7%; 65 or older - 15.1%.
- Birth Place: Australia - 83.9%; England - 5.2%.
- Dwellings (2016): 280.
- Dwelling Types: Detached dwellings - 98.8%.
- Dwelling Ownership: Owned outright – 40.6%; owned with a mortgage - 48.0%.
- Average people per dwelling: 2.7.
- Median weekly household income: \$1,523 (5.9% above Australian average).

Comments

- The suburb/locality of Mt Torrens is spread across 3 councils (Adelaide Hills Council - 4,168.2 ha; Mid Murray Council – 1,342.1 ha; and Mt Barker District Council – 412.8 ha). This must have some impact upon the local residents in regards to community identity.
- The Mid Murray Council portion of the suburb/locality contains only 74 properties (32 eligible electors) and, as such, transition to another Council may not have any significant impacts.
- It is noted that the “rate in the dollar” levied by the Mid Murray Council is considerably higher than that levied by the Adelaide Hills Council, however, the Adelaide Hills Council also has a fixed rate of \$662.00.
- Whilst the township of Mt Torrens likely meets the day-to-day needs of most residents within the suburb/locality of Mt Torrens; the townships of Gumeracha, Woodside, Mt Barker and perhaps Mannum are likely to be the primary service centres for the area.

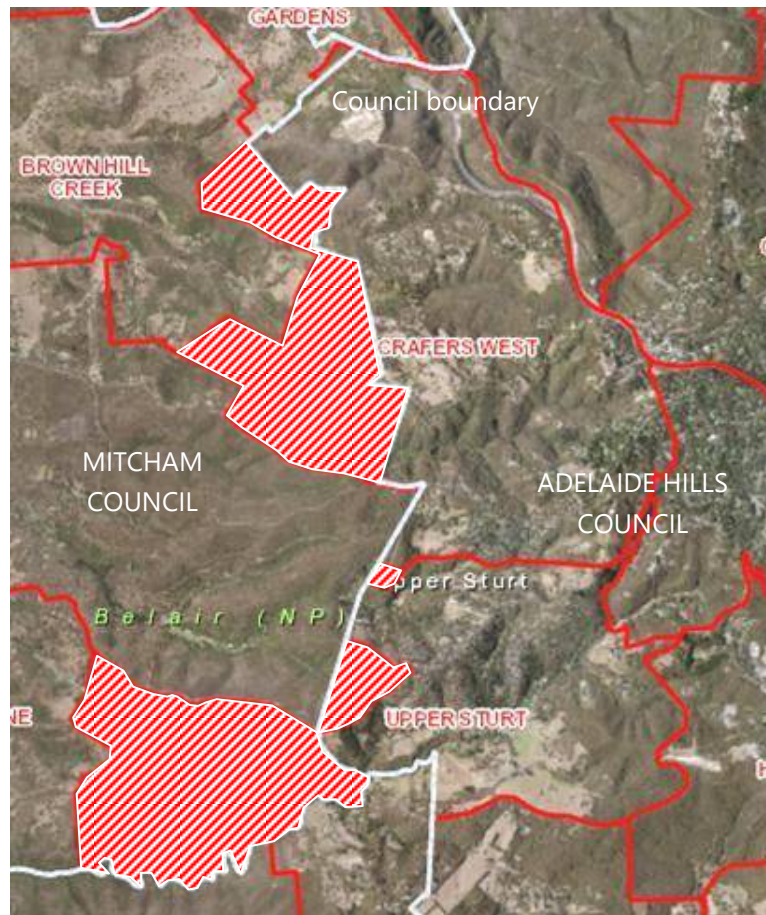
Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Mt Torrens in the Adelaide Hills Council. Such action would likely require a “General Proposal” (subject to the determination of the Local Government Boundaries Commission), as it would result in over 1,300 hectares (including 74 properties and 32 eligible electors) moving to the Adelaide Hills Council.



4.5 CITY OF MITCHAM

- The boundary between Adelaide Hills Council and the City of Mitcham is approximately 9.9 kilometres in length.
- The City of Mitcham covers approximately 76 km²; and is predominantly residential and semi-rural in character.
- The estimated population of the council area was 67,253 (ABS 2018), with a population density of 8.9 persons per hectare.
- The council area contains 28,982 rateable assessments and 656 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$55.68 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.00285333 (minimum specified rate of \$1,077.00).
- Four opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Belair, Crafers West and Upper Sturt.



4.5.1 Belair

Suburb Profile

- Area: Approximately 1,388.94 ha.
- Adelaide Hills Council: 31.14 ha (2.1%) – 29 properties (29 property assessments).
- City of Mitcham: 1,457.8 ha (97.9.0%) – 2,043 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Long established residential development on undulating terrain in the west; and the Belair National Park in the east.
- Adelaide Hills Council Zoning: Hills Face Zone – Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- City of Mitcham Zoning: Residential (Hills) Zone – Detached dwellings on large allotments; retain existing and open landscape character; Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development and/or allotments.
- Nearest Council office/library: Adelaide Hills Council - Stirling (3.5 kms – 4.0 kms); City of Mitcham - Torrens Park (7.5 kms - 8.0 kms).
- Nearest town/centre: Adelaide Hills Council - Stirling (3.5 kms – 4.0 kms); City of Mitcham - Hawthorndene and south-eastern suburbs of metropolitan Adelaide (3.5 kms).

Community Snapshot

- Population (2016): 4,411.
- Electors (January 2020): Adelaide Hills Council – 1; City of Mitcham – 3,526.
- Median Age: 46 years.
- Age Profile: 0 – 14 years – 15.9%; 65 or older – 23.4%.
- Birth Place: Australia - 73.8%; and England - 10.2%.
- Dwellings (2016): 1,756.
- Dwelling Types: Detached dwellings – 94.2%; semi-detached dwelling, row or terrace houses – 4.9%.
- Dwelling Ownership: Owned outright - 39.0%; owned with a mortgage – 44.2%.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,883 (30.9% above Australian average).

Comments

- Only 29 allotments within the suburb of Belair are located within the Adelaide Hills Council, all of which exhibit natural landscape and are part of the Belair National Park.
- The affected properties contain one residential property (Melville House).
- The inclusion of the whole of the suburb of Belair within the City of Mitcham would result in a somewhat awkward boundary configuration; but the boundary would align with the long established Belair suburb/locality boundary. There may be no other tangible benefits to be achieved through this potential boundary realignment.
- The landscape of the Belair National Park is considered to be consistent with the character of, and natural landscape within, the Adelaide Hills Council.
- The inclusion of the Belair National Park within the Adelaide Hills Council is an option, but this would serve to divide the suburb, albeit in accordance with the long established land uses.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to:
 - a) include the whole of suburb of Belair in the City of Mitcham, this being a minor proposal which could be incorporated within an "Administrative Proposal", and would result in 29 properties being relinquished by the Adelaide Hills Council (loss of \$0 rates revenue); or
 - b) include the whole of the Belair National Park in the Adelaide Hills Council, this being a significant proposal which would likely require the preparation of a detailed "General Proposal".



4.5.2 Brown Hill Creek

Suburb Profile

- Area: Approximately 685 ha.
- Adelaide Hills Council: 0 ha.
- City of Mitcham: 685 ha - 45 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Hilly terrain, primarily natural landscape with little or built form.
- Adelaide Hills Council Zoning: N/A
- City of Mitcham Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development and/or allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (4.5 kms – 8.25 kms); City of Mitcham – Torrens Park (2.25 kms – 5.75 kms).
- Nearest town/centre: Adelaide Hills Council - Stirling (4.5 kms – 8.25 kms); City of Mitcham – Adjoins the suburbs of Belair, Mitcham and Springfield, and is in close proximity to the south-eastern suburbs of metropolitan Adelaide.

Community Snapshot

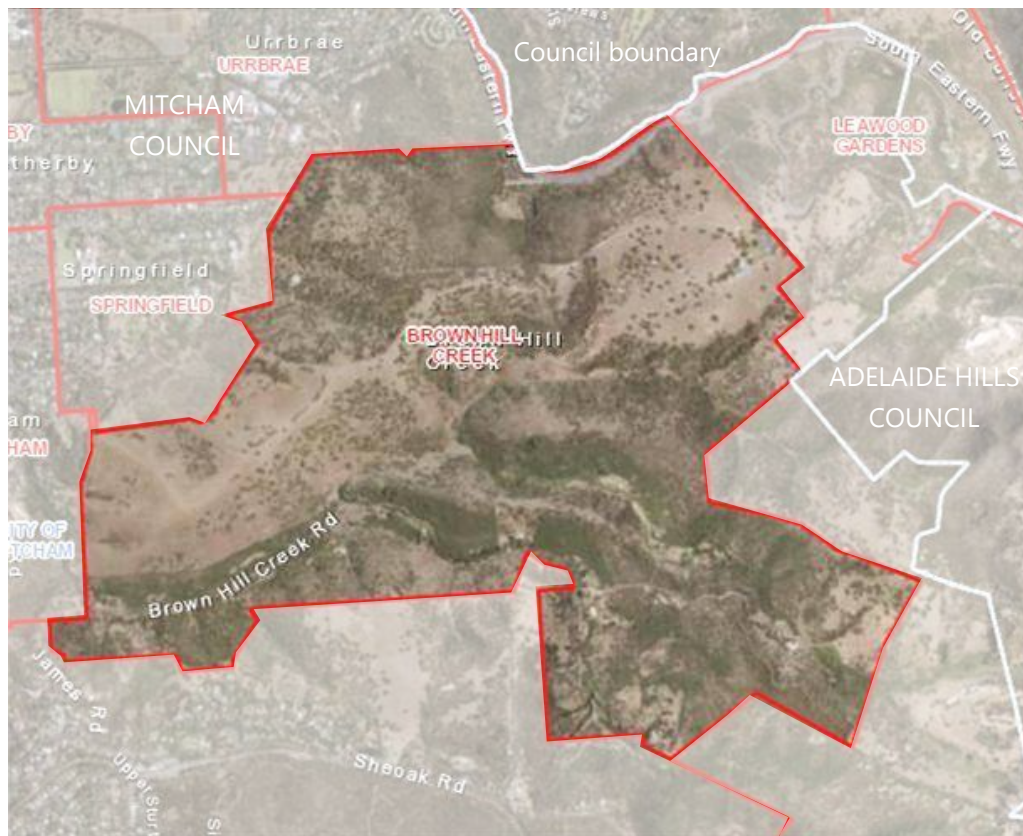
- Population (2016): 50.
- Electors (January 2020): Adelaide Hills Council – 0; City of Mitcham – 45.
- Median Age: 49 years.
- Dwellings (2016): 22.
- Average people per dwelling: 27.
- Median weekly household income: \$1,624 (12.9% above Australian average).

Comments

- Brown Hill Creek is not an urban suburb/locality; and the character and topography thereof is consistent with that generally exhibited within the Adelaide Hills Council.
- Any proposal to move the suburb/locality of Brown Hill Creek into the Adelaide Hills Council would need the suburb/locality of Leawood Gardens and the remaining portion of Crafers West to also be moved so as to provide contiguity with the Adelaide Hills Council.
- Moving the suburb/locality of Brown Hill Creek to the Adelaide Hills Council would likely be of little or no financial benefit to the residents within the suburb/locality and/or Council.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Brown Hill Creek in the Adelaide Hills Council. Such action will be dependent on the suburbs/localities of Leawood Gardens and part of Crafers West also being moved to the Adelaide Hills Council. Given the significant area of land and the number of residents to be affected (i.e. 50 eligible electors in Brown Hill Creek alone), the proposition would likely have to be the subject of a “General Proposal” to the Local Government Boundaries Commission.



4.5.3 Crafers West

Suburb Profile

- Area: Approximately 1,066.2 ha.
- Adelaide Hills Council: 828.8 ha (77.7%) – 633 properties (554 property assessments).
- City of Mitcham: 237.2 ha (22.3.0%) – 38 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$1,225,109.39.
- Character: Undulating terrain (foothills) with low density residential development primarily existing within the southern portion and along the ridgeline (to the east).
- Adelaide Hills Council Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- City of Mitcham Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments.
- Nearest Council office/library: Adelaide Hills Council - Stirling (3.5 kms – 5.25 kms); City of Mitcham – Blackwood (4.75 kms - 6.0 kms) and Torrens Park (5.0 kms – 7.0 kms).
- Nearest main town/centre: Adelaide Hills Council – Stirling (3.5 kms – 5.25 kms); City of Mitcham – eastern suburbs of metropolitan Adelaide (2.75 kms – 4.25 kms).

Community Snapshot

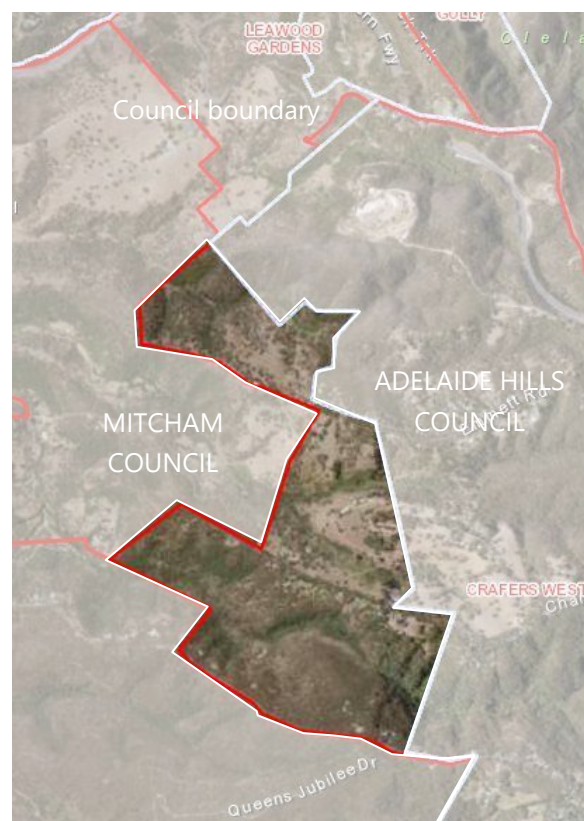
- Population (2016): 1,222.
- Electors (January 2020): Adelaide Hills Council – 977; City of Mitcham – 60.
- Median Age: 42 years.
- Age Profile: 0 – 14 years – 22.9%; 65 or older – 14.7%.
- Birth Place: Australia - 79.7%; England - 7.2%.
- Dwellings (2016): 491.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 38.0%; owned with a mortgage - 50.2%.
- Average people per dwelling: 2.7.
- Median weekly household income: \$2,077 (44.4% above Australian average).

Comments

- The entire suburb of Crafers West lies in the Hills Face Zone. As such, the suburb exhibits a rural character; and there is limited opportunity or potential for further residential development.
- The portion of the subject/locality of Crafers West which lies in the City of Mitcham is part of the western face of the foothills. It is hilly terrain which is lightly populated and, as such, is considered to exhibit a similar character to much of the land to the east (i.e. the Adelaide Hills Council).
- The open natural landscape of the neighbouring suburbs of Belair and Brown Hill Creek present a physical barrier between the suburb of Crafers West and metropolitan Adelaide in the west. Further, the towns of Stirling, Aldgate and (to a lesser degree) Bridgewater are all relatively close and accessible and, as such, likely meet the day-to-day needs of the residents of Crafers West, whether they resided in the Adelaide Hills Council or the City of Mitcham.
- The inclusion of whole of the suburb/locality of Crafers West within the Adelaide Hills Council could be considered separately or as part of a more comprehensive proposal which could also include the suburbs/localities of Leawood Gardens and Brown Hill Creek.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Crafers West in the Adelaide Hills Council. Such action may require a "General Proposal"; and would result in approximately 38 properties (60 eligible electors) being gained from the City of Mitcham.



4.5.4 Leawood Gardens

Suburb Profile

- Area: Approximately 115 ha.
- Adelaide Hills Council: 0 ha.
- City of Mitcham: 115 ha – 37 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Undulating natural landscape with low-density residential/rural living land uses.
- Adelaide Hills Council Zoning: N/A.
- City of Mitcham Zoning: Hills Face Zone - Preservation of natural character; low-intensity agricultural activities; generally no additional development and/or allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (4.5 kms – 8.25 kms); City of Mitcham – Torrens Park (2.25 kms – 5.75 kms).
- Nearest town/centre: Adelaide Hills Council - Stirling (4.5 kms – 8.25 kms); City of Mitcham – Adjoins the suburbs of Belair, Mitcham and Springfield, and is in close proximity to the south-eastern suburbs of metropolitan Adelaide (1.75 kms – 3.25 kms).

Community Snapshot

- Population (2016): 61.
- Electors (January 2020): Adelaide Hills Council – 0; City of Mitcham – 36.
- Median Age: 54 years.
- Dwellings (2016): 27.
- Average people per dwelling: 2.7.
- Median weekly household income: \$2,125 (47.8% above Australian average).

Comments

- The City of Mitcham and the residents of Leawood Gardens may be reluctant to agree to a boundary realignment which would result in the whole of the suburb of Leawood Gardens being moved to the Adelaide Hills Council.
- The rural character and undulating natural landscape is considered to be more in keeping with the general character and topography of much of the Adelaide Hills Council area.
- The inclusion of Leawood Gardens into the Adelaide Hills Council would assist with any potential proposal to also move of Brown Hill Creek and portion of Crafers West from the City of Mitcham to the Adelaide Hills Council.

- The move of the suburb/locality of Leawood Gardens would affect 37 properties and a small relatively number of residents (i.e. 36 eligible electors).

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Leawood Gardens in the Adelaide Hills Council. Such action may require a "General Proposal" (to be determined by the Local Government Boundaries Commission); and would result in approximately 37 properties and 36 eligible electors being gained from the City of Mitcham.



4.5.5 Upper Sturt

Suburb Profile

- Area: Approximately 1,587.8 ha.
- Adelaide Hills Council: 1,309.5 ha (82.5%) – 480 properties (343 property assessments).
- City of Mitcham: 278.3 ha (17.5%) – 78 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$626,643.94.
- Character: Hilly terrain, with residential and rural living land uses generally concentrated in the north-eastern part of the suburb/locality; and some low-density residential development in the western part of the suburb/locality. Some farming activities are also evident on the lower land in the south-eastern part of the suburb/locality.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Hills Face Zone – Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments; Rural (Landscape) Zone – Preservation of rural character and features with some low density rural living; Public Purpose Zone/Public Purpose (Education) Policy Area 65 – Community, educational, recreational and health care uses, and preservation of natural character; Country Living Zone – Residential development at very low densities.
- City of Mitcham Zoning: Hills Face Zone – Preservation of natural character; low-intensity agricultural activities; generally no additional development/allotments; Rural (Landscape) Zone – Preservation of rural character and features with some low density rural living.
- Nearest Council office/library: Adelaide Hills Council – Stirling (2.5 kms – 6.0 kms); City of Mitcham – Blackwood (3.5 kms – 8.0 kms) and Torrens Park (6.5 kms – 8.25 kms).
- Nearest town/centre: Adelaide Hills Council – Stirling (2.5 kms – 6.0 kms); City of Mitcham – Hawthorndene and other eastern suburbs of metropolitan Adelaide (1.5 kms – 6.0 kms).

Community Snapshot

- Population (2016): 951.
- Electors (January 2020): Adelaide Hills Council – 593; City of Mitcham – 135.
- Median Age: 43 years.
- Age Profile: 0 – 14 years – 19.6%; 65 or older – 14.1%.
- Birth Place: Australia – 79.2%; England – 7.4%.
- Dwellings (2016): 393.
- Dwelling Types: Detached dwellings – 96.9%; semi-detached dwelling, row or terrace houses (0.9%).

- Dwelling Ownership: Owned outright - 33.8%; owned with a mortgage - 58.6%.
- Average people per dwelling: 2.7.
- Median weekly household income: \$1,818 (26.4% above Australian average).

Comments

- All but approximately 278 hectares (17.5%) of the suburb/locality of Upper Sturt lies within the Adelaide Hills Council.
- The City of Mitcham and the residents of Upper Sturt may be reluctant to agree to a boundary realignment which purports the whole of the suburb/locality being moved to the Adelaide Hills Council.
- In isolation, the re-alignment of the council boundary around the suburb of Upper Sturt will result in an awkward boundary configuration, the appropriateness of which will ultimately be determined by the Local Government Boundaries Commission. However, this may not necessarily be the case if Upper Sturt was a part of a "General Proposal" which also sought the inclusion of the suburbs/localities of Coromandel East, Cherry Gardens and Dorset Vale (part) which are currently within the City of Onkaparinga (to be discussed later).
- The existing zonings of the land within the two council areas are very similar in intent and, as such, any future transition in regards to zonings and/or land use control should not be a difficult exercise.
- The rural character and hilly terrain of the Upper Sturt and the aforementioned three suburbs/localities are considered to be more in keeping with the landscape and character of much of the Adelaide Hills Council.

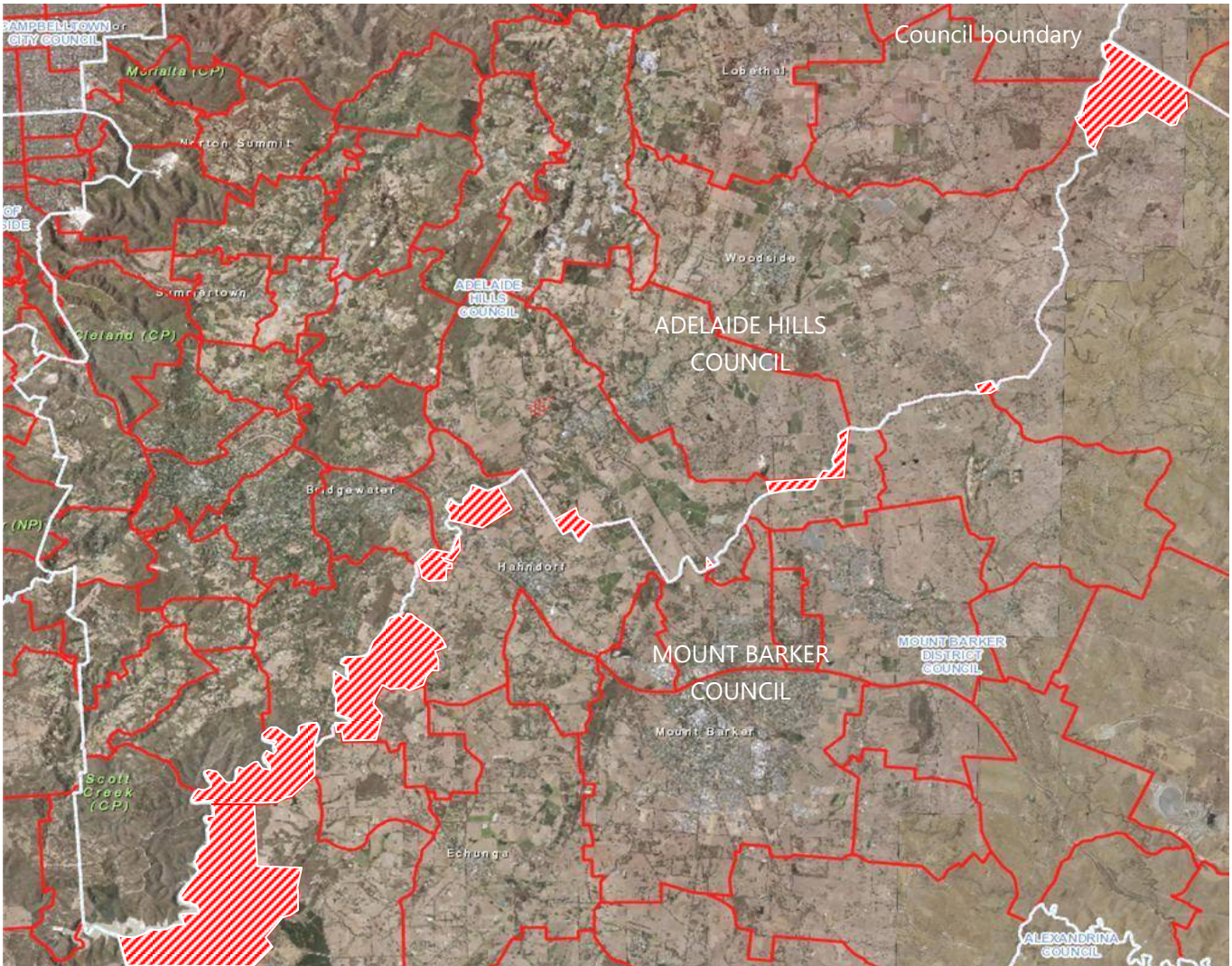
Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Upper Sturt in the Adelaide Hills Council. Such action will likely require a "General Proposal" (to be determined by the Local Government Boundaries Commission); and would result in approximately 78 properties (135 eligible electors) being gained from the City of Mitcham.



4.6 MOUNT BARKER DISTRICT COUNCIL

- The boundary between Adelaide Hills Council and the Mount Barker District Council is approximately 60.0 kilometres in length.
- The Mount Barker District Council covers approximately 595 km²; and is predominantly rural in character, with rural-residential areas and rapidly growing urban areas. The major township is Mount Barker, with Littlehampton and Nairne in close proximity; and the council area is characterised by historic townships, crop growing and general farming (including some viticulture).
- The estimated population of the council area was 35,545 (ABS 2018); and the population density was 0.6 persons per hectare.
- The council area contains 17,471 rateable assessments and 625 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$30.37 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.0042367 (minimum specified rate of \$760.00).
- Eleven opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Bradbury, Bridgewater, Dorset Vale, Hahndorf, Hay Valley, Littlehampton, Mount Torrens, Mylor, Verdun and Woodside.



4.6.1 Bradbury

Suburb Profile

- Area: Approximately 1,258.4 ha.
- Adelaide Hills Council: 897.2 ha (71.3%) – 576 properties (150 property assessments).
- Mount Barker District Council: 361.2 ha (28.7%) – 6 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$220,878.45.
- Character: Primarily steep and hilly natural landscape with some rural living along the hilltops to the west.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Public Purpose Zone - Community, educational, recreational and health care uses, and preservation of natural character.
- Mount Barker District Council Zoning: Conservation Zone – Conservation of the natural environment and landscape; no additional dwellings.
- Nearest Council office/library: Adelaide Hills Council – Stirling (7.25 kms – 8.75 kms); Mount Barker District Council – Mount Barker (10.5 kms – 13.5 kms).
- Nearest town/centre: Adelaide Hills Council - Mylor (3.0 kms – 6.25 kms), Aldgate (6.0 kms – 8.0 kms), Stirling (7.25 kms – 8.75 kms); Mount Barker District Council – Echunga (5.0 kms – 7.25 kms), Hahndorf (7.25 kms – 10.5 kms), Mount Barker (10.0 kms – 12.75 kms).

Community Snapshot

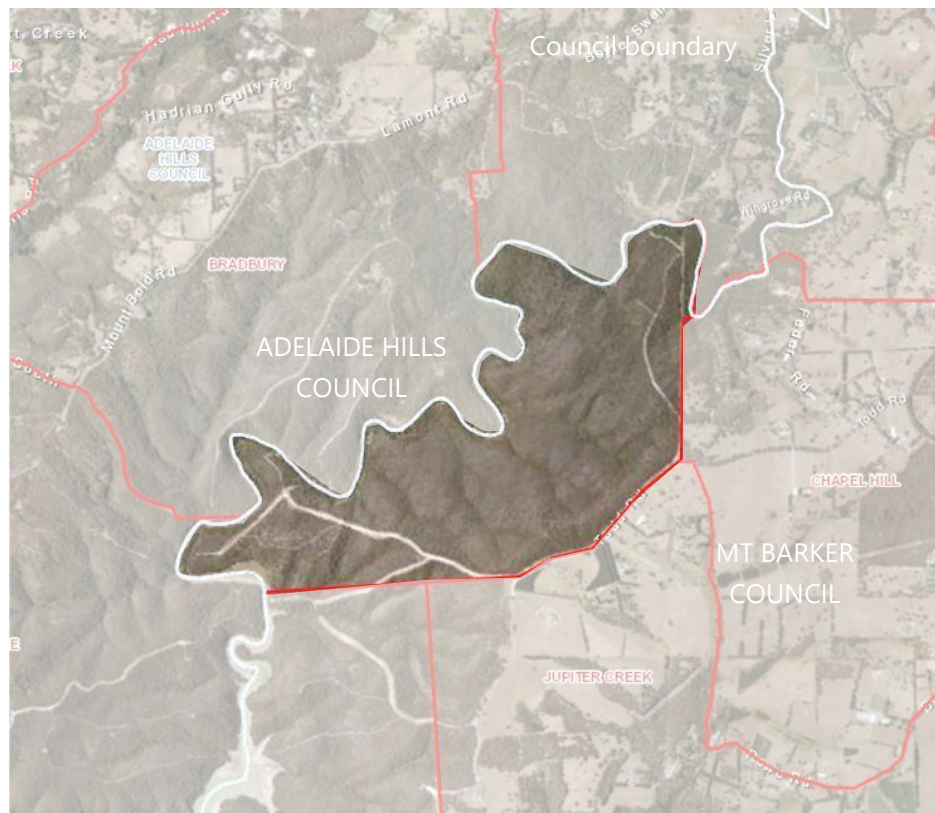
- Population (2016): 182.
- Electors (January 2020): Adelaide Hills Council – 190; Mt Barker District Council – 0.
- Median Age: 50 years.
- Age Profile: 0 – 14 years – 8.7%; 65 or older - 17.4%.
- Birth Place: Australia - 72.9%; England - 10.2%; Scotland - 3.4%.
- Dwellings (2016): 71.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 46.9%; owned with a mortgage - 48.4%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,625 (13.0% above Australian average).

Comments

- Primarily steep and hilly natural landscape located to the north-east of the Scott Creek Conservation Park. This is consistent with the areas of natural landscape (Mount Lofty Ranges) which are in the Adelaide Hills Council.
- Over 70% (approximately 900 hectares) of the suburb/locality of Bradbury is located in the Adelaide Hills Council.
- There does not appear to be any residential development within the portion of Bradbury which is within the Mount Barker District Council. As such, the inclusion of the whole of the suburb/locality of Bradbury in the Adelaide Hills Council would likely have no significant consequences.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Bradbury in the Adelaide Hills Council. Such action may require an "Administrative Proposal", given that only 6 properties (no residents) would be affected.



4.6.2 Bridgewater

Suburb Profile

- Area: Approximately 692.4 ha.
- Adelaide Hills Council: 643.1 ha (92.9%) – 1,781 properties (1,620 property assessments).
- Mount Barker District Council: 49.3 ha (7.1%) – 8 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$2,875,310.01.
- Character: Open rural/farming land; cleared of most vegetation to enable existing/past farming activities; bounded to the east and south by the Onkaparinga River.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Country Living Zone – Dwellings at very low densities, varying allotment sizes (800m² - 9,000m²), with commercial and public purpose zones within the township of Bridgewater.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production and conservation of rural landscape, no additional allotments; Hahndorf Rural Activity Policy Area 24 – Diverse primary production, protection of rural landscape and rural character, generally no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (6.0 kms – 6.75 kms); Mount Barker District Council – Mount Barker (7.5 kms - 8.5kms).
- Nearest town/centre: Adelaide Hills Council – Bridgewater (1.75 kms - 2.5 kms); Mount Barker District Council – Hahndorf (1.75 kms – 2.75 kms).

Community Snapshot

- Population (2016): 3,558.
- Electors (January 2020): Adelaide Hills Council – 2,732; Mount Barker District Council – 12.
- Median Age: 40 years.
- Age Profile: 0 – 14 years – 21.7%; 65 or older -12.4%.
- Birth Place: Australia - 80.1%; England - 7.5%.
- Dwellings (2016): 1,486.
- Dwelling Types: Detached dwellings - 98.3%; semi-detached, row or terrace houses - 1.1%.
- Dwelling Ownership: Owned outright – 34.8%; owned with a mortgage - 51.2%.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,708 (18.8% above Australian average).

Comments

- There are only 8 properties (5 dwellings and/or 12 eligible electors) located within the suburb of Bridgewater which are within the Mount Barker District Council. Clearly these residents are part of the Bridgewater community which is predominantly located within the neighbouring Adelaide Hills Council.
- The inclusion of the aforementioned part of the suburb/locality of Bridgewater in the Adelaide Hills Council would result in the council boundary being aligned with the Onkaparinga River, this being an obvious natural boundary and the existing suburb boundary.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Bridgewater in the Adelaide Hills Council. Such action may require a "General Proposal"; and would result in approximately 8 properties being gained from the Mount Barker District Council.



4.6.3 Dorset Vale

Suburb Profile

- Area: Approximately 3,088.3 ha (including City of Onkaparinga).
- Adelaide Hills Council: 1,450.8 ha (47.0%) – 68 properties (3 property assessments).
- Mount Barker District Council: 1,222.8 ha (39.6%) – 14 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Steep hilly terrain exhibiting natural landscape. No residential development. Includes the Scott Creek Conservation Park and is divided by the Onkaparinga River.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Watershed Protection Policy Area 5 – Primarily natural open space and low-intensity farming on large allotments; protection of water resources; Public Purpose Zone - Community, educational, recreational and health care uses, and preservation of natural character.
- Mount Barker District Council Zoning: Conservation Zone – Conservation of the natural environment and landscape; no additional dwellings.
- Nearest Council office/library: Adelaide Hills Council - Stirling (9.0 kms – 14.5 kms); Mount Barker District Council – Mount Barker (10.5 kms – 15.5 kms).
- Nearest town/centre: Adelaide Hills Council – Mylor (6.0 kms); Aldgate (8.0 kms); Stirling (9.5 kms); Mount Barker District Council: - Echunga (4.5 kms); Mount Barker (10.5 kms – 15.5 kms).

Community Snapshot

- Population (2016): 0.
- Electors (January 2020): Adelaide Hills Council – 0; Mount Barker District Council – 0.

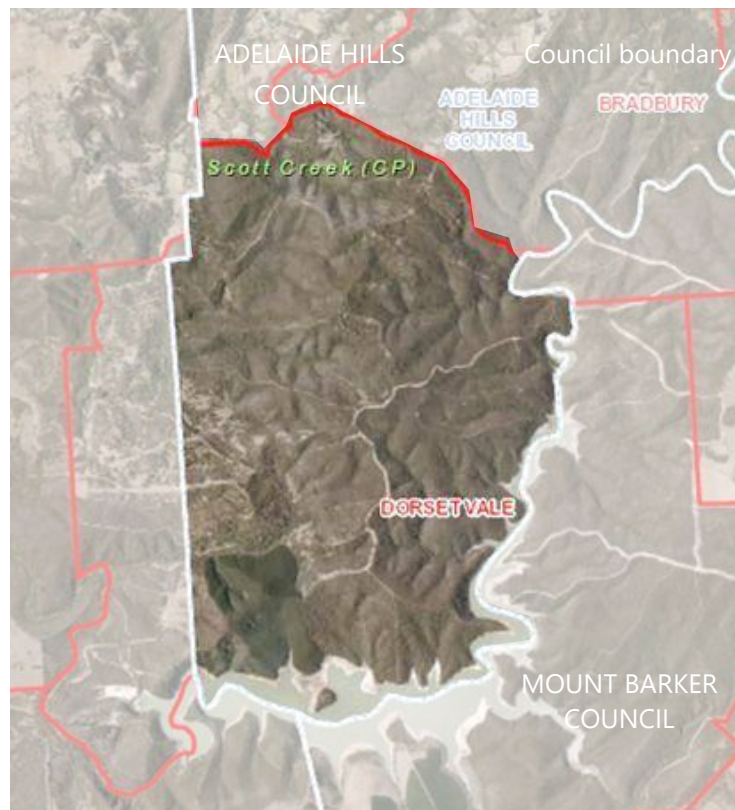
Comments

- The suburb/locality of Dorset Vale is dissected by a natural boundary (i.e. the Onkaparinga River), resulting in the suburb/locality being divided between 3 councils.
- The suburb/locality is large in area and basically comprises natural landscape; steep terrain; and Scott Creek Conservation Park. The topography of the area is consistent with that of the neighbouring suburb of Bradbury.
- Very little will be achieved by realigning the council boundary other than to incorporate the whole of the suburb in one council area.

- Dorset Vale is the southern-most suburb/locality within the Adelaide Hills Council and could be retained or relinquished to either Mount Barker District Council or the City of Onkaparinga, without any detrimental impact.
- If Adelaide Hills Council is going to consider the possibility of realigning the council boundary to incorporate the suburbs of Coromandel East and Cherry Gardens (as addressed later), then it may be prudent to consider including the whole of Dorset Vale (including that part which lies within the City of Onkaparinga) into the Adelaide Hills Council.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Dorset Vale in the Adelaide Hills Council, or alternatively relinquishing the land to one or of the neighbouring council. Given the likely limited impacts (i.e. no rateable properties or residents would be affected); such action may only require an "Administrative Proposal".



4.6.4 Hahndorf

Suburb Profile

- Area: Approximately 2,140.2 ha.
- Adelaide Hills Council: 39.1 ha (1.8%) – 2 properties (2 property assessments).
- Mount Barker District Council: 2,101.1 ha (98.2%) – 1,433 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$4,286.79.
- Character: Undulating open rural land which has long been utilised for farming and/or horticultural land uses.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Onkaparinga Valley Policy Area 10 – Retain existing rural character through maintaining farming and horticultural land uses, no land division potential.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production and conservation of rural landscape, no additional allotments; Hahndorf Rural Activity Policy Area 24 – Diverse primary production, protection of rural landscape and rural character, generally no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Woodside (8.5 kms – 9.0 kms); Stirling (9.0 kms – 10.0 kms); Mount Barker District Council – Mount Barker (5.75 kms - 6.5 kms).
- Nearest town/centre: Adelaide Hills Council – Balhannah (2.5 kms – 3.0 kms), Oakbank (3.5 kms – 4.25 kms); Mount Barker District Council – Hahndorf (1.0 km – 1.5 kms).

Community Snapshot

- Population (2016): 2,670.
- Electors (January 2020): Adelaide Hills Council – 2; Mount Barker District Council – 1,974.
- Median Age: 50 years.
- Age Profile: 0 – 14 years - 16.0%; 65 or older - 29.3%.
- Birth Place: Australia - 76.4%; England - 7.9%.
- Dwellings (2016): 1,101.
- Dwelling Types: Detached dwellings - 86.3%; semi-detached, row or terrace houses - 8.6%.
- Dwelling Ownership: Owned outright – 43.1%; owned with a mortgage - 36.2%.
- Average people per dwelling: 2.4.
- Median weekly household income: \$1,449 (0.8% above Australian average).

Comments

- The portion of the suburb/locality of Hahndorf which lies within the Adelaide Hills Council comprises only approximately 39 hectares; exhibits 2 properties (one farming allotment - 185 Balhannah Road, and one small rural living/residential allotment – 290 Jones Road); and has generally been cleared to facilitate past and present farming activities.
- It is unknown as to why the current council boundary is aligned so as to include only a very small portion of Hahndorf in the Adelaide Hills Council, when the remainder (approximately 98.2%) of the suburb/locality lies within Mt Barker District Council.
- A move of the identified part of the suburb/locality of Hahndorf to the Mount Barker District Council would result in a loss of \$4,286.79 in rates revenue (based on 2019/2020 assessment).

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Hahndorf in the Mt Barker District Council. Such action may only require an "Administrative Proposal" because of the minor nature of the proposed realignment; and the fact that only 2 properties and a small number of residents (2 eligible electors) will be directly affected by the proposal.



4.6.5 Hay Valley

Suburb Profile

- Area: Approximately 564.9 ha.
- Adelaide Hills Council: 33.6 ha (6.0%) – 16 properties (one property assessment).
- Mount Barker Council: 530.4 ha (94.0%) – 45 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$3,032.22.
- Character: Open farming land (primarily cropping and horticulture).
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Onkaparinga Valley Policy Area 10 – Retain existing rural character through maintaining farming and horticultural land uses, no land division potential.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production and conservation of rural landscape, no additional allotments; Prime Agricultural Policy Area 25 – Preserve rural land and landscape, productive agricultural sector, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Woodside (6.0 kms – 6.25 kms); Mount Barker District Council – Mount Barker (6.0 kms - 6.25kms).
- Nearest town/centre: Adelaide Hills Council – Oakbank (4.0 kms – 5.0 kms), Balhannah (4.75 kms – 6.0 kms), Woodside (6.0 kms - 6.25 kms); Mount Barker District Council – Nairne (2.5 kms - 3.0 kms), Littlehampton (4.0 kms – 5.0 kms).

Community Snapshot

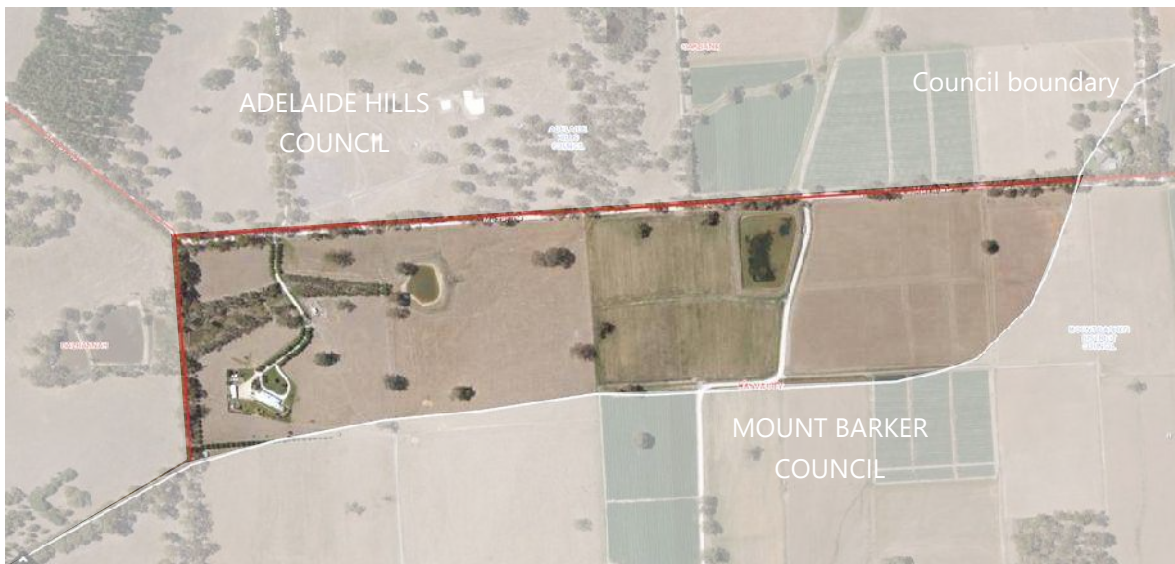
- Population (2016): 25.
- Electors (January 2020): Adelaide Hills Council – 2; Mount Barker District Council – 31.
- Median Age: 45 years.
- Dwellings (2016): 12.
- Average people per dwelling: 2.7.
- Median weekly household income: \$2,083 (44.85% above Australian average).

Comments

- Another peculiar situation whereby the existing council boundary divides the suburb/locality of Hay Valley, resulting in only a small area (i.e. 33.6 ha or 6.0% of the suburb/locality) being located within the Adelaide Hills Council.
- There does not appear to be any obvious reason for this division.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Hay Valley in the Mt Barker District Council. This action may require an "Administrative Proposal" because of the minor nature of the proposed realignment; and the fact that only 1 assessable property and 2 people (eligible electors) would be directly affected by the proposal.



4.6.6 Littlehampton

Suburb Profile

- Area: Approximately 880.4 ha.
- Adelaide Hills Council: 1.3 ha (0.15%) – 8 properties (0 property assessments).
- Mount Barker District Council: 879.1 ha (99.85%) – 1,442 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Rural living allotments; small farms; and scattered stands of native vegetation.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Onkaparinga Valley Policy Area 10 – Retain existing rural character through maintaining farming and horticultural land uses, no land division potential.
- Mount Barker District Council Zoning: Rural Living Zone – Large allotments accommodating a detached dwelling and rural activities whilst maintaining rural character; Allotment 20000 Policy Area 19 – Rural living allotments no less than 20,000m² to provide a buffer between the township and primary production.
- Nearest Council office/library: Adelaide Hills Council – Woodside (8.75 kms), Stirling (13.0 kms); Mount Barker District Council – Mount Barker (3.5 kms).
- Nearest town/centre: Adelaide Hills Council – Balhannah (5.0kms), Oakbank (5.0 kms); Mount Barker District Council – Littlehampton (2.0 kms), Mount Barker (3.5 kms).

Community Snapshot

- Population (2016): 3,044.
- Electors (January 2020): Adelaide Hills Council – 0; Mount Barker District Council – 2,249.
- Median Age: 38 years.
- Age Profile: 0 – 14 years - 23.0%; 65 or older - 13.1%.
- Birth Place: Australia - 83.4%; England - 6.8%.
- Dwellings (2016): 1,139.
- Dwelling Types: Detached dwellings - 98.9%; semi-detached, row or terrace houses - 0.7%.
- Dwelling Ownership: Owned outright – 30.6%; owned with a mortgage - 52.2%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,741 (21.07% above Australian average).

Comments

- A small parcel of land to the north of Littlehampton which is divided by the existing council boundary resulting in approximately 1.3 hectares (or 0.15% of the suburb/locality of Littlehampton) being located in the Adelaide Hills Council.
- The council boundary could be amended to align with the suburb boundary; but this would result in a slightly awkward boundary configuration. No residents would be affected; and boundary realignment would have no financial/rates implications.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Littlehampton in the Mt Barker District Council. This action would likely require an "Administrative Proposal" because of the minor nature of the proposed realignment; and the fact that only 8 properties and no residents (eligible electors) would be directly affected by the proposal.



4.6.7 Mount Torrens

Suburb Profile

- Area: Approximately 5,923.1 ha (including Mid Murray Council).
- Adelaide Hills Council: 4,168.2 ha (70.4%) – 448 properties (342 property assessments).
- Mount Barker District Council: 412.8 ha (7.0%) – 21 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$636,595.78.
- Character: Undulating open rural land; rural allotments of varying sizes; scattered farm buildings.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production, no additional allotments; Broad Acre Agriculture Policy Area 23 – Protection of broad-acre farming on large holdings in open rural landscape.
- Nearest Council office/library: Adelaide Hills Council – Woodside (9.0 kms – 10.5 kms), Gumeracha (11.25 kms – 13.75 kms); Mt Barker District Council – Mount Barker (17.25 kms – 19.5 kms).
- Nearest town/centre: Adelaide Hills Council – Mount Torrens (2.75 kms – 5.25 kms), Lobethal (8.75 kms – 10.5 kms); Mount Barker District Council – Harrogate (4.0 kms – 6.75 kms), Brukunga (9.0 kms – 11.5 kms), Nairne (13.5 kms – 16.0 kms).

Community Snapshot

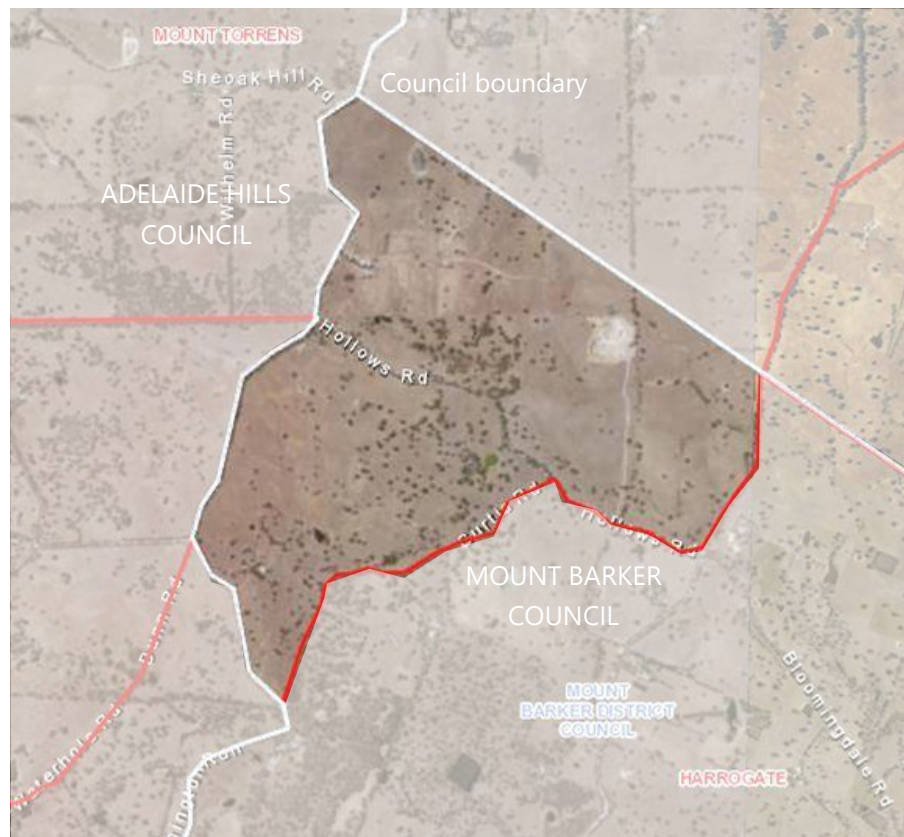
- Population (2016): 711.
- Electors (January 2020): Adelaide Hills Council – 502; Mount Barker District Council – 4.
- Median Age: 44 years.
- Age Profile: 0 – 14 years - 19.7%; 65 or older - 15.1%.
- Birth Place: Australia - 83.9%; England - 5.2%.
- Dwellings (2016): 280.
- Dwelling Type: Detached dwellings - 98.8%.
- Dwelling Ownership: Owned outright – 40.6%; owned with a mortgage - 48.0%.
- Average people per dwelling: 2.7.
- Median weekly household income: \$1,523 (5.9% above Australian average).

Comments

- The portion of Mount Torrens which lies within the Mount Barker District Council area is a relatively large tract of land (412.8 ha); only exhibits 21 properties; is sparsely populated (4 eligible electors); and is generally closer to the townships and the Council services/facilities located in the Adelaide Hills Council.
- The rationale behind dividing the suburb/locality of Mount Torrens between 3 Councils is unknown.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Mount Torrens in the Adelaide Hills Council. This action may require a "General Proposal" simply because of the 412.8 hectares of land and 21 properties (21) to be affected.



4.6.8 Mylor

Suburb Profile

- Area: Approximately 1,798.3 ha.
- Adelaide Hills Council: 1,289.2 ha (71.7%) – 514 properties (434 property assessments).
- Mount Barker District Council: 509.1 ha (28.3%) – 88 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$873,838.47.
- Character: Open undulating land generally utilised for farming purposes; farm allotments of varying sizes; significant stands of trees.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Watershed Protection Policy Area 5 – Primarily natural open space and low-intensity farming on large allotments; protection of water resources; Public Purpose Zone - Community, educational, recreational and health care uses, and preservation of natural character.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production, no additional allotments; Hahndorf Rural Activity Policy Area 24 – Hahndorf hinterland, maintain a diverse range of primary production activities; Prime Agricultural Policy Area 25 – Preserve rural land and landscape, productive agricultural sector, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (6.5 kms – 8.5 kms); Mount Barker District Council – Mount Barker (8.5 kms – 9.5 kms).
- Nearest town/centre: Adelaide Hills Council – Mylor (1.0 km – 3.0 kms); Mount Barker District Council – Hahndorf (3.75 kms – 6.5 kms).

Community Snapshot

- Population (2016): 1,097.
- Electors (January 2020): Adelaide Hills Council – 710; Mount Barker District Council – 129.
- Median Age: 45 years.
- Age Profile: 0 – 14 years - 18.0%; 65 or older - 15.4%.
- Birth Place: Australia - 75.0%; England - 8.0%.
- Dwellings (2016): 415.
- Dwelling Type: Detached dwellings - 98.9%.
- Dwelling Ownership: Owned outright – 43.2%; owned with a mortgage - 47.1%.
- Average people per dwelling: 2.8.

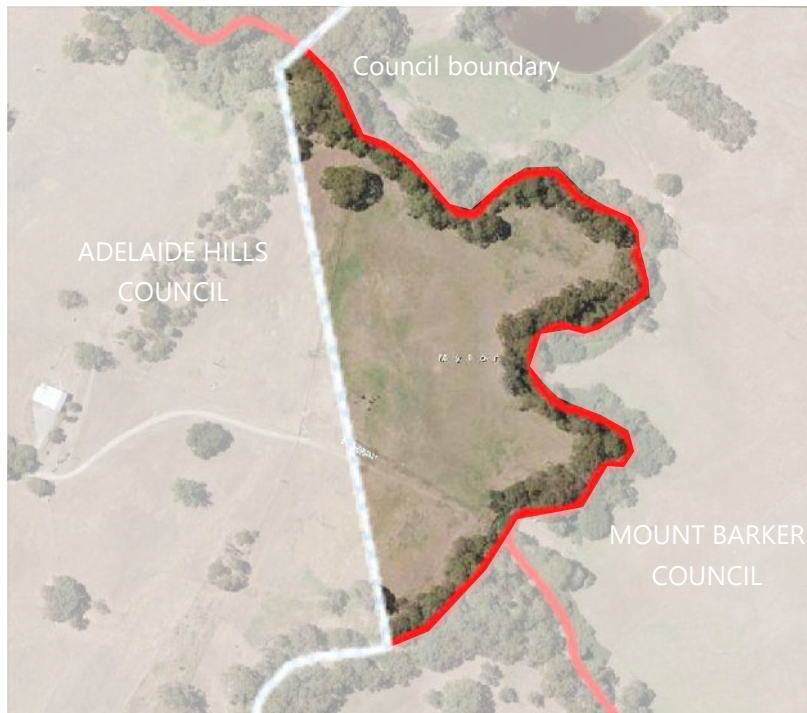
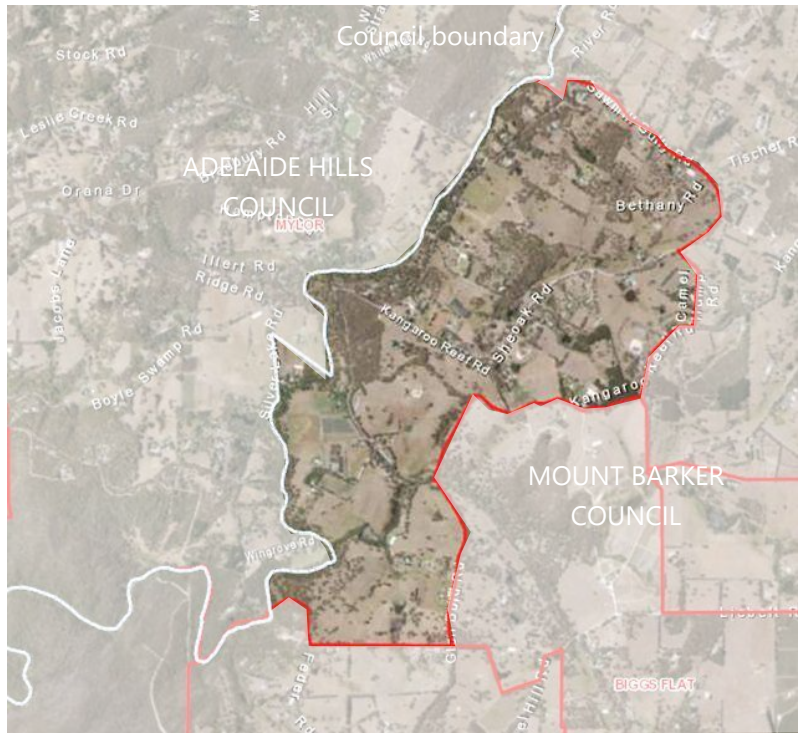
- Median weekly household income: \$1,798 (25.03% above Australian average).

Comments

- The boundary which divides the suburb/locality of Mylor between the Adelaide Hills Council and the Mount Barker District Council aligns with the Onkaparinga River, this being a natural feature which serves to physically divide the locality.
- There are two parts of the suburb/locality of Mylor which lie within the Mount Barker District Council. One is a small (approximately 3.8 hectares) part of an allotment which lies adjacent the Onkaparinga River/northern boundary of the suburb/locality, whilst the second is reasonable in area (approximately 509.1 ha) and contains a good number of properties (88) and residents (i.e. 129 eligible electors).
- Whilst it may be preferable to have the whole of the suburb/locality of Mylor located entirely within a single council area, the watercourse represents a significant physical line of division, and the subject parts of the suburb/locality incorporate (in total) considerable area and population.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Mylor in the Adelaide Hills Council. This action may require a "General Proposal" because of the considerable area of land and the significant number of residents likely to be affected. Should Council opt to remedy only the minor irregularity, this could be incorporated within an "Administrative Proposal".



4.6.9 Verdun

Suburb Profile

- Area: Approximately 466.58 ha.
- Adelaide Hills Council: 345.8 ha (74.1%) – 132 properties (118 property assessments).
- Mount Barker District Council: 120.78 ha (25.9%) – 20 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$245,633.68.
- Character: Open undulating land generally utilised for farming purposes; farm allotments of varying sizes; significant stands of trees.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Watershed Protection Policy Area 5 – Primarily natural open space and low-intensity farming on large allotments; protection of water resources; Onkaparinga Slopes Policy Area 11 – Retention of low-density rural development; Settlement Policy Area 18 – Mixed use village environment with small collection of very low-density detached dwellings.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production, no additional allotments; Hahndorf Rural Activity Policy Area 24 – Hahndorf hinterland, maintain a diverse range of primary production activities.
- Nearest Council office/library: Adelaide Hills Council – Stirling (6.25 kms – 7.5 kms); Mount Barker District Council – Mount Barker (7.5 kms – 8.25 kms).
- Nearest town/centre: Adelaide Hills Council – Bridgewater (1.25 kms – 2.75 kms); Mount Barker District Council – Hahndorf (1.5 kms – 2.5 kms).

Community Snapshot

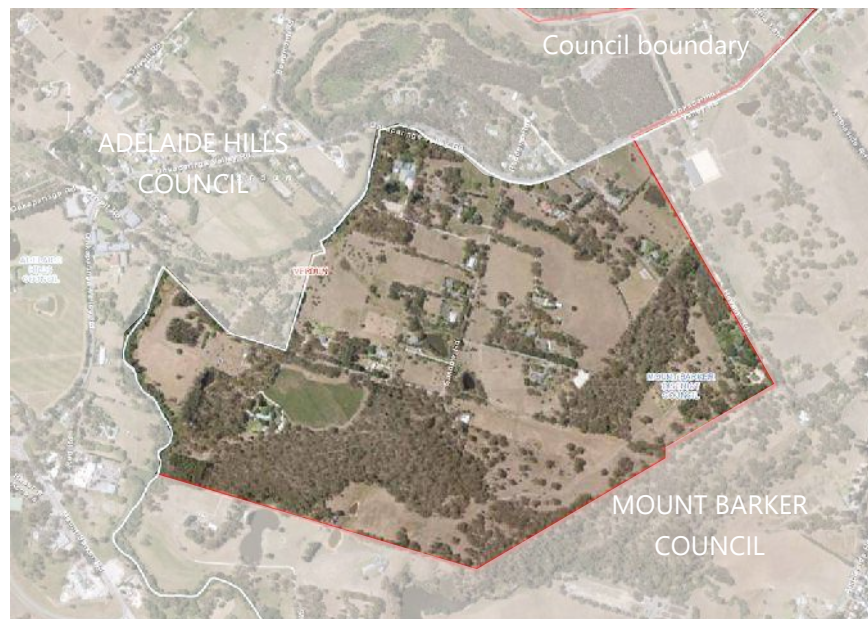
- Population (2016): 207.
- Electors (January 2020): Adelaide Hills Council – 133; Mount Barker District Council – 37.
- Median Age: 48 years.
- Age Profile: 0 – 14 years - 18.6%; 65 or older - 20.1%.
- Birth Place: Australia - 83.9%, England - 6.0%.
- Dwellings (2016): 89.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright – 37.2%; owned with a mortgage - 50.0%.
- Average people per dwelling: 2.5.
- Median weekly household income: \$1,609 (11.9% above Australian average).

Comments

- Within the suburb/locality of Verdun, the existing Council boundary aligns with a roadway, a watercourse (in two places) and a property boundary. The rationale for this is unknown. It may therefore be prudent to simply align with the Council boundary with the existing suburb/locality boundary, thereby ensuring that the whole of Verdun (i.e. a perceived “community of Interest”) is located within the one Council area (i.e. Adelaide Hills Council).
- The aforementioned proposal would affect 20 properties and a reasonable number of residents (i.e. 37 eligible electors).
- It is likely that the affected property owners would benefit marginally in regards to Council rates and fees.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Verdun in the Adelaide Hills Council. This action may require a “General Proposal” because of the area of land (approximately 120 ha) and the number of residents likely to be affected.



4.6.10 Woodside

Suburb Profile

- Area: Approximately 5,698.56 ha.
- Adelaide Hills Council: 5,687.4 ha (99.8%) – 1,376 properties (1,370 property assessments).
- Mount Barker District Council: 11.16 ha (0.2%) - 1 property.
- Adelaide Hills Council rate revenue (2019/2020): \$3,024,166.71.
- Character: A single property within an open rural landscape which exhibits rural/farming properties of varying sizes.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Onkaparinga Springs Policy Area 17 – Retention of the existing open rural character, continuation of farming activities on large holdings.
- Mount Barker District Council Zoning: Primary Production Zone – Protection of primary production, no additional allotments; Broad Acre Agriculture Policy Area 23 – Protection of broad-acre farming on large holdings in open rural landscape.
- Nearest Council office/library: Adelaide Hills Council – Woodside (6.25 kms); Mount Barker District Council – Mount Barker (10.5 kms).
- Nearest town/centre: Adelaide Hills Council - Woodside (6.25 kms), Balhannah (10.0 kms); Mount Barker District Council – Brukunga (2.0 kms), Nairne (5.5 kms).

Community Snapshot

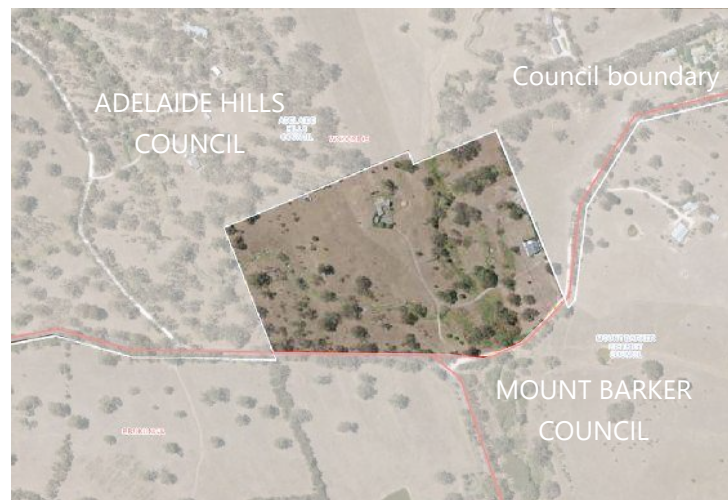
- Population (2016): 2,608.
- Electors (January 2020): Adelaide Hills Council – 1,914; Mount Barker District Council – 2.
- Median Age: 43 years.
- Age Profile: 0 – 14 years - 16.8%; 65 or older - 20.7%.
- Birth Place: Australia - 83.4%; England - 6.8%.
- Dwellings (2016): 1,018.
- Dwelling Types: Detached dwellings - 88.7%; semi-detached, row or terrace houses - 11.3%.
- Dwelling Ownership: Owned outright - 33.8%; owned with a mortgage - 40.9%.
- Average people per dwelling: 2.5.
- Median weekly household income: \$1,265 (12.07% below Australian average).

Comments

- A peculiar situation whereby the council boundary runs around the boundary of a single property (i.e. 3 Moore Road, Woodside).
- The reason for this boundary diversion is unknown.
- This is an anomaly which could be easily rectified, if required, as it affects only 1 property and a few residents (2 eligible electors).

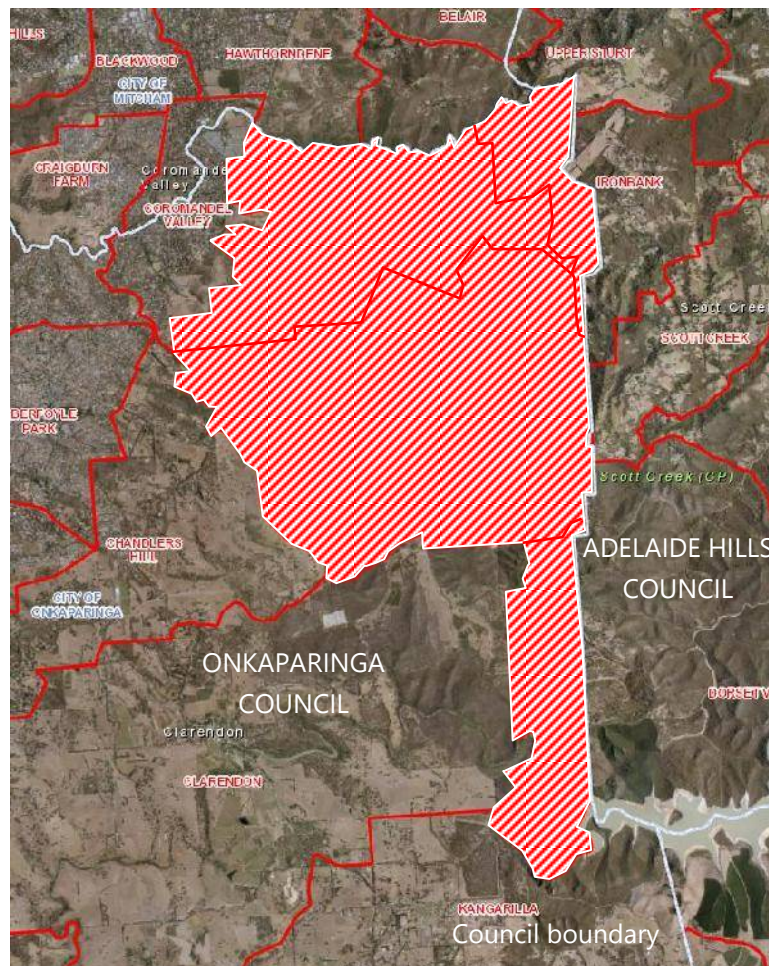
Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Woodside in the Adelaide Hills Council. This action could be part of an "Administrative Proposal", given that the anomaly is obvious and only 1 property and a few residents (i.e. 2 eligible electors) would be affected.



4.7 CITY OF ONKAPARINGA

- The boundary between Adelaide Hills Council and the City of Onkaparinga is approximately 12.75 kilometres in length.
- The City of Onkaparinga covers approximately 518 km²; and exhibits extensive residential and rural areas, as well as commercial and industrial precincts.
- The estimated population of the council area was 171,489 (ABS 2018), with a population density of 3.31 persons per hectare.
- The council area contains 80,079 rateable assessments and 2,394 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$134 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.0029667. A fixed charge of \$515.00 per assessment also applies.
- Four opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Cherry Gardens, Coromandel East, Dorset Vale and Ironbank.



4.7.1 Cherry Gardens

Suburb Profile

- Area: Approximately 1,686 ha.
- Adelaide Hills Council: 0 ha.
- City of Onkaparinga: 1,686 ha – 215 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Hilly and undulating terrain which exhibits rural living and farming allotments.
- Adelaide Hills Council Zoning: N/A.
- City of Onkaparinga Zoning: Watershed Protection (Mt Lofty Ranges) Zone – Protection of water catchment areas in the Mount Lofty Ranges, farming on large holdings, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (6.0 kms – 10.5 kms); City of Onkaparinga – The Hub Aberfoyle Park (3.25 kms – 8.25 kms).
- Nearest town/centre: Adelaide Hills Council – Stirling (6.0 kms – 10.5 kms), Aldgate (6.0 kms – 11.0 kms); City of Onkaparinga - The Hub Aberfoyle Park 3.25 kms – 8.25 kms), Woodcroft (9.5 kms – 14.0 kms), Noarlunga Centre (14.5 kms – 19.0 kms).

Community Snapshot

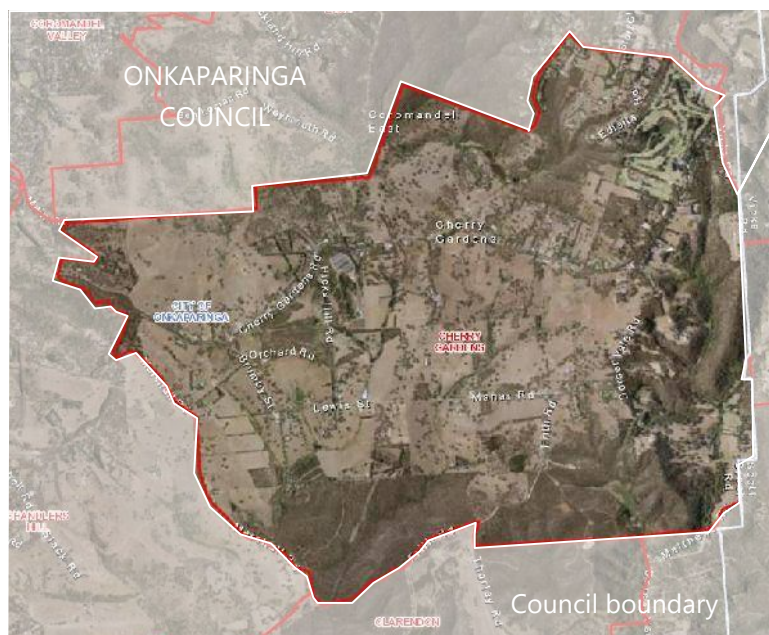
- Population (2016): 610.
- Electors (January 2020): Adelaide Hills Council - 0; City of Onkaparinga – 449.
- Median Age: 44 years.
- Age Profile: 0 – 14 years – 20.8%; 65 or older – 18.5%.
- Birth Place: Australia – 80.5 %; England 9.9%; Scotland 2.0%.
- Dwellings (2016): 216.
- Dwelling Types: All detached dwellings.
- Dwelling Ownership: Owned outright – 44.9%; owned with a mortgage – 46.4%.
- Average people per dwelling: 3.0.
- Median weekly household income: \$1,850 (28.7% above Australian average).

Comments

- Cherry Gardens is a suburb/locality which contains hilly and undulating terrain; primarily exhibits a rural character; and accommodates rural living and small farming properties. It is considered that these aspects are more in keeping with the communities and topography contained within the Adelaide Hills Council than the predominantly urban localities within the City of Onkaparinga.
- There was recently a call from some residents of Cherry Gardens to have the suburb moved to the Adelaide Hills Council, but this initiative appears to have stalled.
- Any proposal to move the suburb/locality of Cherry Gardens to the Adelaide Hills Council would affect 215 properties and a significant number of residents (i.e. 449 eligible electors).
- If it is proposed that part of the suburb/locality of Ironbank (which is currently located within the City of Onkaparinga) is to be the subject of a proposal to move to the Adelaide Hills Council (refer 4.7.4 Ironbank), then the potential move of the suburbs/localities of Cherry Gardens and Coromandel East to the Adelaide Hills Council becomes more logical. All three suburbs/localities are similar in character and topography to the Adelaide Hills Council; and have a physical correlation to each other and the Adelaide Hills Council.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Cherry Gardens in the Adelaide Hills Council. This option is reliant upon what Council determines in respect to the suburb/locality of Ironbank; may ultimately also incorporate the suburb/locality of Coromandel East; and will likely require a "General Proposal" because it involves/affects considerable area of land and a significant number of residents.



4.7.2 Coromandel East

Suburb Profile

- Area: Approximately 909 ha.
- Adelaide Hills Council: 0 ha.
- City of Onkaparinga: 909 ha – 178 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Hilly and undulating terrain which exhibits rural living and farming allotments.
- Adelaide Hills Council Zoning: N/A.
- City of Onkaparinga Zoning: Hills Face Zone – Preserve and enhance the natural character, low-intensity agricultural activities, land division non-complying; Primary Production Zone – Long-term continuation and preservation of primary production; Environment Protection Policy Area 30 – Preserve rural and natural character, low-intensity rural activities on large land holdings.
- Nearest Council office/library: Adelaide Hills Council – Stirling (5.5 kms – 10.25 kms); City of Onkaparinga – Aberfoyle Park (3.0 kms – 8.5 kms).
- Nearest main town/centre: Adelaide Hills Council – Aldgate (5.0 kms – 10.75 kms), Stirling (5.5 kms – 10.25 kms); City of Onkaparinga – The Hub Aberfoyle Park (3.25 kms – 8.75 kms), Woodcroft Shopping Centre (9.0 kms – 15.25 kms), Noarlunga Centre (14.25 kms – 19.25 kms).

Community Snapshot

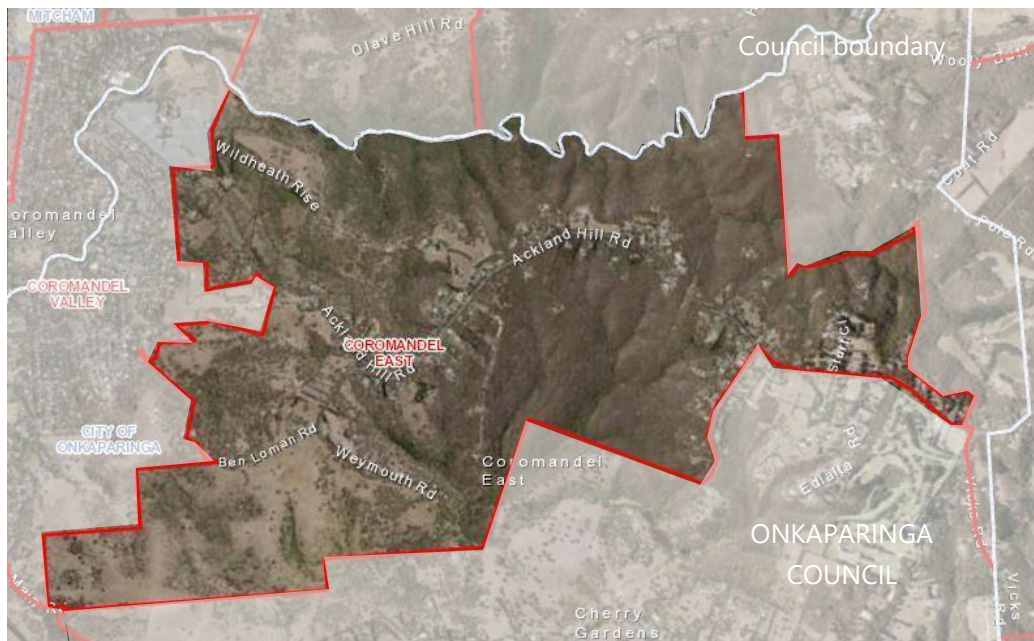
- Population (2016): 340.
- Electors (January 2020): Adelaide Hills Council – 0; City of Onkaparinga – 308.
- Median Age: 49 years.
- Age Profile: 0 – 14 years – 14.2%; 65 or older – 21.2%.
- Birth Place: Australia – 76.3%; England 11.2%.
- Dwellings (2016): 131.
- Dwelling Types: All detached dwellings.
- Dwelling Ownership: Owned outright – 49.6%; owned with a mortgage – 41.6%.
- Average people per dwelling: 2.9.
- Median weekly household income: \$2,024 (40.8% above Australian average).

Comments

- The suburb/locality of Coromandel East incorporates a significant area of land (approximately 900 hectares) which is contiguous with the suburbs/localities of Ironbank and Cherry Gardens.
- The topography and character of the Coromandel East are consistent with those of the Adelaide Hills Council (in general).
- The locality is a lightly populated rural area which seemingly has more in common with the rural communities to the east than the urban areas to the west and south-west.

Options

- Take no further action at this time.
- Subject to future decisions regarding the suburbs/localities of Ironbank and Cherry Gardens, give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Coromandel East in the Adelaide Hills Council. Given the significant number of properties (178) and residents (308 eligible electors) to be affected, any such proposition would likely have to be the subject of a "General Proposal".



4.7.3 Dorset Vale

Suburb Profile

- Area: Approximately 3,088.3 ha (including Mount Barker District Council).
- Adelaide Hills Council: 1,450.8 ha (47.0%) – 68 properties (3 property assessments).
- City of Onkaparinga: 414.7 ha (13.4%) – 9 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Steep and hilly terrain exhibiting natural landscape. Lightly populated suburb/locality which is divided/bounded by the Onkaparinga River.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Watershed Protection Policy Area 5 – Primarily natural open space and low-intensity farming on large allotments; protection of water resources; Public Purpose Zone - Community, educational, recreational and health care uses, and preservation of natural character.
- City of Onkaparinga Zoning: Watershed Protection (Mt Lofty Ranges) Zone – Protection of water catchment areas in the Mount Lofty Ranges, farming on large holdings, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Stirling (9.25 kms – 13.25 kms); City of Onkaparinga – The Hub Aberfoyle Park (7.5 kms – 9.75 kms).
- Nearest town/centre: Adelaide Hills Council – Aldgate (8.75 kms – 12.75 kms), Stirling (9.25 kms – 13.25 kms); City of Onkaparinga - The Hub Aberfoyle Park (7.5 kms – 9.75 kms), Woodcroft (11.5 kms – 12.5 kms), Noarlunga Centre (16.25 kms – 17.5 kms).

Community Snapshot

- Population (2016): 0.
- Electors (January 2020): Adelaide Hills Council - 0; City of Onkaparinga – 2.

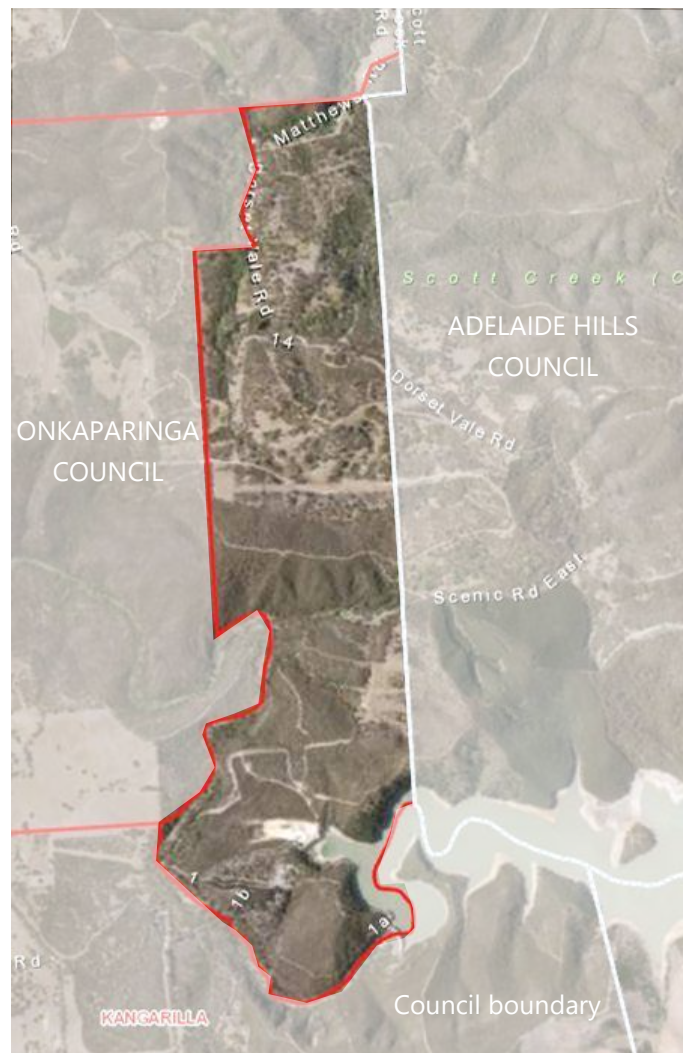
Comments

- The suburb/locality of Dorset Vale is divided between 3 Councils by a natural boundary (i.e. the Onkaparinga River).
- The suburb basically comprises natural landscape and steep terrain. This is consistent with the topography of much of the western part of the Adelaide Hills Council.
- Very little will be achieved by realigning the council boundary other than to incorporate the whole of the suburb within one council area.

- If Adelaide Hills Council is going to consider the possibility of realigning the council boundary so as to incorporate the suburbs/localities of Cherry Gardens, Coromandel East and/or Ironbank, it would be appropriate and rational to consider also including the portion of Dorset Vale which currently lies within the City of Onkaparinga.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb of Dorset Vale in the Adelaide Hills Council. Given the likely limited impacts (i.e. no rateable properties and only a few residents would be affected); such action may only require an "Administrative Proposal".



4.7.4 Ironbank

Suburb Profile

- Area: Approximately 707 ha.
- Adelaide Hills Council: 474 ha (67.0%) – 132 properties (125 property assessments).
- City of Onkaparinga: 233 ha (33.0%) – 65 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$267,059.28.
- Character: Residential/rural living and small farming properties located adjacent and within areas of hilly terrain which exhibit natural landscape.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments; Rural Landscape Policy Area 2 – Retention of low-density rural and rural living activities; Rural Living Policy Area 4 – Primarily accommodating farm, rural and rural residential development.
- City of Onkaparinga Zoning: Primary Production Zone – Long-term continuation of primary production; Environment Protection Policy Area 30 – Preservation of the natural and rural character, low-intensity rural activities on large land holdings.
- Nearest Council office/library: Adelaide Hills Council – Stirling (4.0 kms – 6.5 kms); City of Onkaparinga – The Hub Aberfoyle Park (8.5 kms – 10.0 kms).
- Nearest town/centre: Adelaide Hills Council – Aldgate (4.75 kms – 6.5 kms), Stirling (4.0 kms – 6.5 kms); City of Onkaparinga – The Hub Aberfoyle Park (8.5 kms – 10.0 kms), Woodcroft (15.0 kms – 15.5 kms), Noarlunga Centre (19.25 kms – 20.75 kms).

Community Snapshot

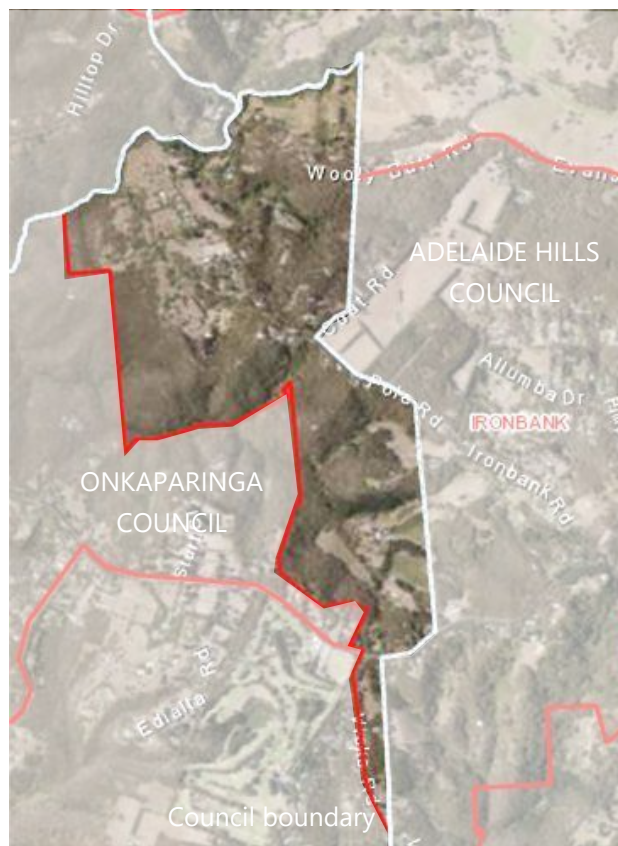
- Population (2016): 525.
- Electors (January 2020): Adelaide Hills Council – 238; City of Onkaparinga – 108.
- Median Age: 45 years.
- Age Profile: 0 – 14 years – 17.5; 65 or older – 10.0%.
- Birth Place: Australia – 77.7%, England – 9.2%.
- Dwellings (2016): 185.
- Dwelling Types: All detached dwellings.
- Dwelling Ownership: Owned outright – 37.0%; owned with a mortgage – 58.0%.
- Average people per dwelling: 3.1.
- Median weekly household income: \$2,178 (51.5% above Australian average).

Comments

- Approximately a third of the suburb/locality of Ironbank is located within the City of Onkaparinga.
- The character and topography of the subject part of the suburb/locality of Ironbank is consistent with adjacent lands to the east (i.e. the land within the Adelaide Hills Council, including the remainder of the suburb/locality of Ironbank).
- There is some logic to incorporating the whole of the suburb/locality of Ironbank into the Adelaide Hills Council, and any proposal to do so will impact upon 65 properties and a considerable number of residents (i.e. 108 eligible electors).

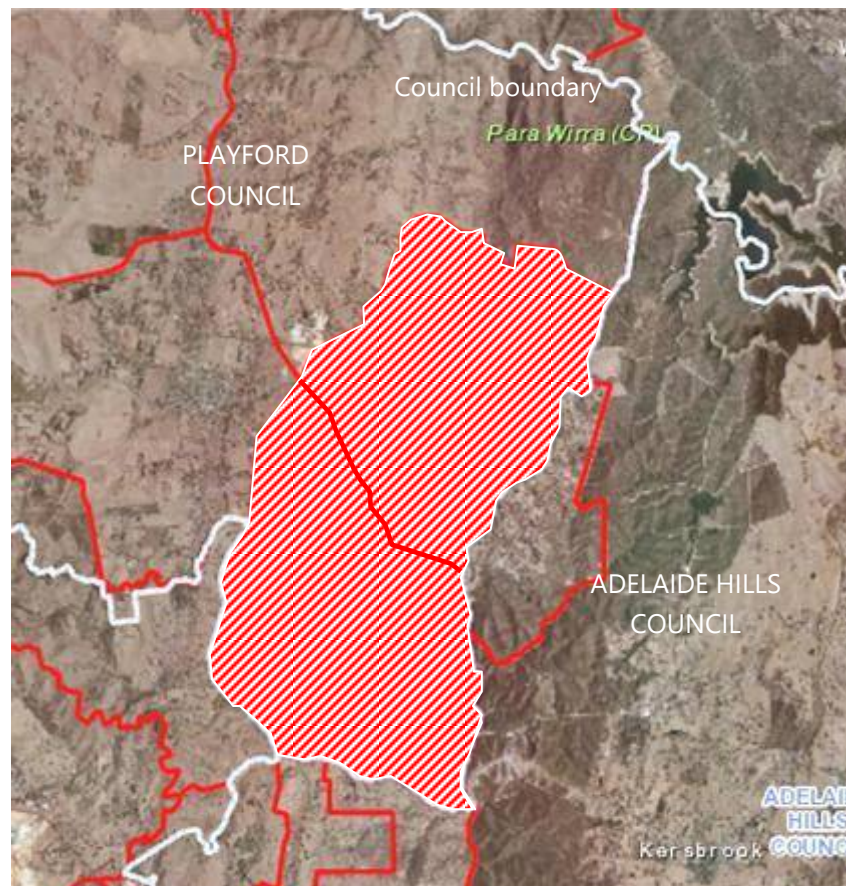
Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Ironbank in the Adelaide Hills Council. Given the number of properties and residents to be affected, it is likely that a "General Proposal" would be required to facilitate the proposed boundary realignment.



4.8 CITY OF PLAYFORD

- The boundary between Adelaide Hills Council and the City of Playford is approximately 15.78 kilometres in length.
- The City of Playford covers approximately 346 km²; and is a rural and growing urban area, with some industrial and commercial precincts. The rural land is located mainly in the east, north and west, and is used largely for market gardens, orchards, vineyards, horse studs and hobby farms.
- The estimated population of the council area was 93,426 (ABS 2018), with a population density of 2.71 persons per hectare.
- The council area contains 40,995 rateable assessments and 1,001 non-rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$88.3 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.0023640. A fixed charge of \$1,014.00 per assessment also applies.
- Two opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Humbug Scrub and Sampson Flat.



4.8.1 Humbug Scrub

Suburb Profile

- Area: Approximately 2040.0 ha.
- Adelaide Hills Council: 537.1 ha (26.3%) – 82 properties (82 property assessments).
- City of Playford: 1,502.9 ha (73.7%) – 81 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$162,825.26.
- Character: Undulating terrain comprising the western foothills and exhibiting natural landscape and low-density rural living land uses.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- City of Playford Zoning: Primary Production (Mt Lofty Ranges) Zone – Long-term continuation of primary production, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Gumeracha (11.5 kms – 16.0 kms); City of Playford – Elizabeth (13.5 kms – 15.25 kms).
- Nearest town/centre: Adelaide Hills Council – Gumeracha (11.5 kms – 16.0 kms); City of Playford – One Tree Hill (1.5 kms – 7.0 kms), northern suburbs of metropolitan Adelaide (9.0 kms or more, generally to the west).

Community Snapshot

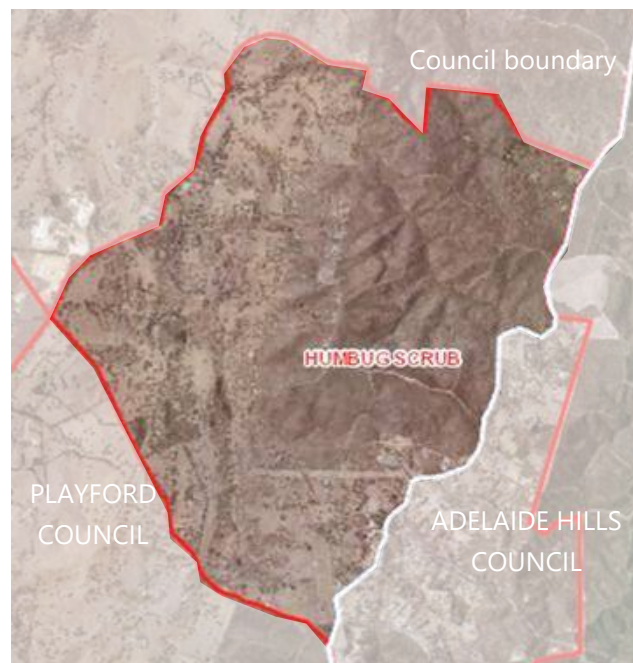
- Population (2016): 416.
- Electors (January 2020): Adelaide Hills Council – 166; City of Playford – 148.
- Median Age: 51 years.
- Age Profile: 0 – 14 years - 12.1%; 65 or older - 21.9%.
- Birth Place: Australia - 73.2%; England - 11.2%; Scotland - 2.2%.
- Dwellings (2016): 157.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 47.5%; owned with a mortgage - 49.6%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,797 (25.0% above Australian average).

Comments

- A large area of land which is relatively sparsely populated and exhibits considerable natural landscape and rural living allotments
- Equal arguments could be presented to have the whole of the suburb/locality contained within the Adelaide Hills Council or the City of Playford.
- The topography of the part of the suburb/locality which is located within the City of Playford is consistent with that of the Adelaide Hills Council (i.e. hilly, undulating rural land, much of which exhibits natural landscape).
- The adjacent suburbs/localities within the City of Playford which are located to the west of the suburb of Humbug Scrub generally exhibit a more urban influence.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to:
 - a) include the whole of the suburb/locality of Humbug Scrub in the City of Playford, this being a proposal which would be incorporated within a "General Proposal", and would result in 82 properties and a significant number of residents (i.e. 166 eligible electors) being moved to the City of Playford (loss of \$162,825.26 rates revenue); or
 - b) include the whole of the suburb/locality of Humbug Scrub in the Adelaide Hills Council, this being a proposal which would also have to be incorporated within a "General Proposal", and would result in 81 properties and a significant number of residents (i.e. 148 eligible electors) being moved to the Adelaide Hills Council.



4.8.2 Sampson Flat

Suburb Profile

- Area: Approximately 1,642 ha.
- Adelaide Hills Council: 0 ha.
- City of Playford: 1,642 ha – 98 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$Nil.
- Character: Hilly terrain to the west and undulating natural landscape elsewhere, the latter being lightly populated and generally utilised for small-scale farming and rural living.
- Adelaide Hills Council Zoning: N/A.
- City of Playford Zoning: Watershed Protection (Mt Lofty Ranges) Zone – Protection of water catchment areas, preserve surface and underground water resources, primarily farming on large land holdings, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Gumeracha (8.75 kms – 15.0 kms); City of Playford – Elizabeth (10.5 kms – 14.25 kms).
- Nearest town/centre: Adelaide Hills Council – Gumeracha (8.75 kms – 15.0 kms); City of Playford – One Tree Hill (1.75 kms – 8.0 kms), northern suburbs of metropolitan Adelaide (8.0 kms or more, generally to the west).

Community Snapshot

- Population (2016): 124.
- Electors (January 2020): Adelaide Hills Council – 0; City of Playford – 90.
- Median Age: 47 years.
- Dwellings (2016): 41.
- Average people per dwelling: 2.6.
- Median weekly household income: \$1,687 (17.3% above Australian average).

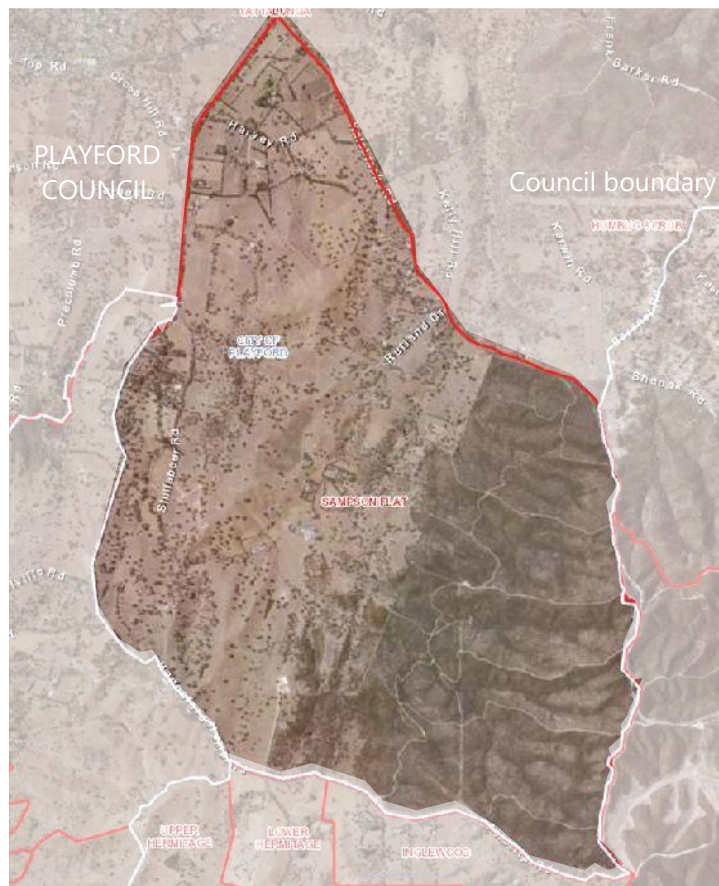
Comments

- The topography of the suburb/locality of Sampson Flat is consistent with that of the adjoining suburbs to the east (i.e. Humbug Scrub and Kersbrook) which are located within the Adelaide Hills Council.

- The general character of the suburb/locality is rural, with the prominent land use appearing to be rural living and/or small-scale farming. Again, this is considered to be consistent with the land uses to the east, although there are further parcels of rural land to the west (i.e. Gould Creek and One Tree Hill), between Sampson Flat and the established urban areas of northern metropolitan Adelaide.
- The inclusion of Sampson Flat into the Adelaide Hills Council would be a rational option if the whole of the suburb/locality of Humbug Scrub was to be moved into the Adelaide Hills Council.

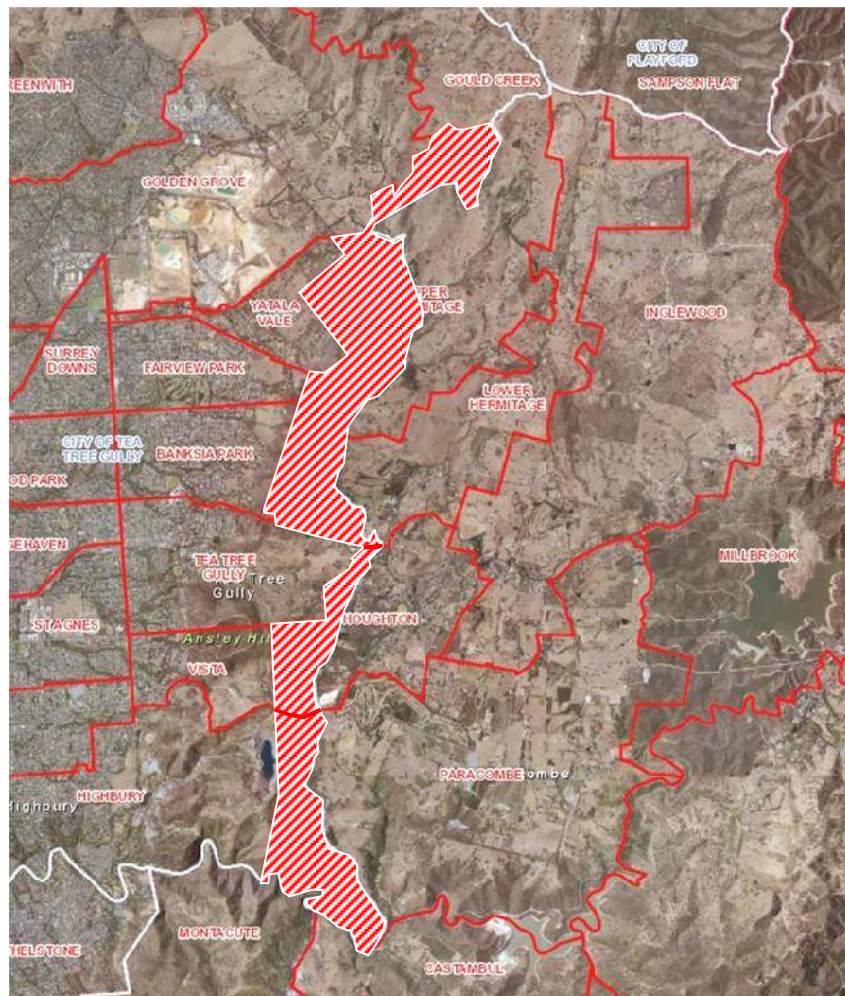
Options

- Take no further action at this time.
- Subject to future decision regarding the suburb/locality of Humbug Scrub, give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Sampson Flat in the Adelaide Hills Council. Such a proposal would affect a considerable parcel of land (1,642 hectares/98 properties) and a significant number of residents (90 eligible electors). As such, any such proposition would likely have to be the subject of a "General Proposal".



4.9 CITY OF TEA TREE GULLY

- The boundary between Adelaide Hills Council and the City of Tea Tree Gully is approximately 21.12 kilometres in length.
- The City of Tea Tree Gully covers approximately 95 km²; and is predominantly residential in character, with the hills interface providing a rural backdrop.
- The estimated population of the council area was 99,694 (ABS 2018), with a population density of 10.47 persons per hectare.
- The council area contains 40,725 rateable assessments (2019).
- The estimated 2019/2020 rate revenue is \$78.08 million.
- The “rate in the dollar” levied against a residential/general assessment is 0.0039677 (minimum specified rate of \$1,213.00). Annual CWMS fees also apply.
- Three opportunities have been identified for consideration, these involving the council boundary within the suburbs/localities of Houghton, Paracombe and Upper Hermitage.



4.9.1 Houghton

Suburb Profile

- Area: Approximately 407.8 ha.
- Adelaide Hills Council: 309.7 ha (76.0%) – 216 properties (191 property assessments).
- City of Tea Tree Gully: 98.1 ha (24.0%) – 26 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$367,721.03.
- Character: Undulating rural land which incorporates small-scale farms and rural living allotments. Parcels of natural landscape/vegetation are scattered throughout the locality, with a concentration thereof in the north-western corner of the suburb/locality (part of the Anstey Hill Recreation Park).
- Adelaide Hills Council Zoning: Watershed Protection (Mt Lofty Ranges) Zone - Protection of water catchment areas, preserve surface and underground water resources, primarily farming on large land holdings, no additional allotments.
- City of Tea Tree Gully Zoning: Hills Face Zone – Preserve and enhance the natural character, low-intensity agricultural activities, land division non-complying.
- Nearest Council office/library: Adelaide Hills Council – Gumeracha (11.0 kms – 13.0 kms); City of Tea Tree Gully – Modbury (4.75 kms – 7.0 kms).
- Nearest town/centre: Adelaide Hills Council – Houghton (0 kms – 2.0 kms), Inglewood (0.5 kms – 3.5 kms), Gumeracha (11.0 kms – 13.0 kms); City of Tea Tree Gully – North-eastern suburbs of metropolitan Adelaide (1.5 kms – 3.5 kms).

Community Snapshot

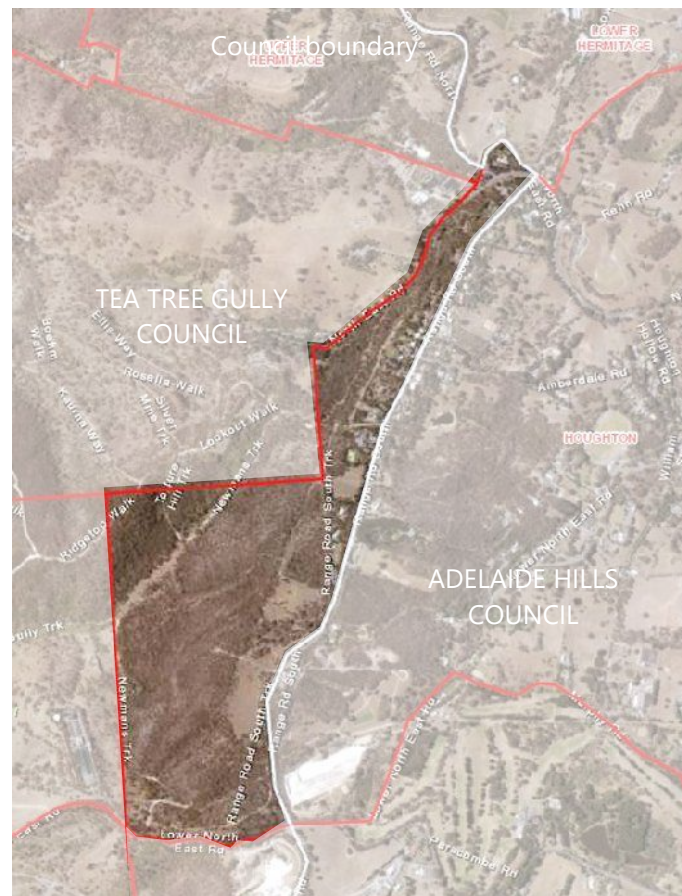
- Population (2016): 492.
- Electors (January 2020): Adelaide Hills Council – 336; City of Tea Tree Gully – 54.
- Median Age: 47 years.
- Age Profile: 0 – 14 years - 14.8%; 65 or older - 13.5%.
- Birth Place: Australia - 75.1%; England - 9.9%.
- Dwellings (2016): 184.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright - 41.0%; owned with a mortgage - 53.4%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,726 (20.0% above Australian average).

Comments

- The existing Council boundary basically divides the suburb/locality, the township and the community of Houghton into 2 parts (primarily along Range Road South), with the majority of the area being within the Adelaide Hills Council.
- Apart from the area of land within the township, much of the suburb/locality which is located within the City of Tea Tree Gully comprises hilly natural landscape which is covered by native vegetation. The topography and character of this land is reflected in the Hills Face zoning.
- The topography and character of the suburb/locality of Houghton is more consistent with that of the Adelaide Hills Council, rather than the predominantly urban character of the City of Tea Tree Gully (with the exception of the Mt Lofty Ranges foothills).

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Houghton in the Adelaide Hills Council. As a proposed boundary realignment will affect 26 properties and a good number of residents (i.e. 54 eligible electors), it is likely that a "General Proposal" would be required.



4.9.2 Paracombe

Suburb Profile

- Area: Approximately 1,682.1 ha.
- Adelaide Hills Council: 1,492.5 ha (88.7%) – 203 properties (189 property assessments).
- City of Tea Tree Gully: 189.6 ha (11.3%) – 15 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$373,696.39.
- Character: Steep hilly landscape generally in the southern and western parts of the suburb/locality, with the remainder of the locality exhibiting open undulating rural land comprising farms of varying sizes and rural living properties.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments.
- City of Tea Tree Gully Zoning: Hills Face Zone – Preserve and enhance the natural character, low-intensity agricultural activities, land division non-complying.
- Nearest Council office/library: Adelaide Hills Council – Gumeracha (8.25 kms – 14.0 kms); City of Tea Tree Gully – Modbury (5.0 kms – 10.0 kms).
- Nearest town/centre: Adelaide Hills Council – Houghton (1.0 km – 4.5 kms), Inglewood (1.25 kms – 4.5 kms), Gumeracha (8.25 kms – 14.0 kms); City of Tea Tree Gully – North-eastern suburbs of metropolitan Adelaide (2.5 kms – 6.5 kms).

Community Snapshot

- Population (2016): 426.
- Electors (January 2020): Adelaide Hills Council – 330; City of Tea Tree Gully – 28.
- Median Age: 45 years.
- Age Profile: 0 – 14 years - 18.8%; 65 or older - 22.4%.
- Birth Place: Australia - 80.8%; England - 9.3%; Netherlands - 2.2%.
- Dwellings (2016): 163.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright – 45.5%; owned with a mortgage - 40.6%.
- Average people per dwelling: 2.8.
- Median weekly household income: \$1,952 (35.7% above Australian average).

Comments

- The current council boundary divides the suburb/locality of Paracombe into 2 parts, with nearly 90% of the suburb/locality being located within the Adelaide Hills Council.
- The portion of the suburb/locality which is located within the City of Tea Tree Gully is generally steep, hilly terrain; exhibits 15 properties (mainly along the ridgeline); contains a reasonable number of residents (i.e. 28 eligible electors); and is separated from metropolitan Adelaide (in the west) by steep, hilly natural landscape.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Paracombe in the Adelaide Hills Council. Any such boundary realignment will likely have to be the subject of a "General Proposal".



4.9.3 Upper Hermitage

Suburb Profile

- Area: Approximately 678.2 ha.
- Adelaide Hills Council: 593.5 ha (87.5%) – 61 properties (52 property assessments).
- City of Tea Tree Gully: 84.7 ha (12.5%) – 130 properties.
- Adelaide Hills Council rate revenue (2019/2020): \$111,863.00.
- Character: Undulating open rural land exhibiting small farms and rural living allotments.
- Adelaide Hills Council Zoning: Watershed (Primary Production) Zone – Maintain natural resources, conserve native vegetation, generally farming, no additional allotments
- City of Tea Tree Gully Zoning: Hills Face Zone – Preserve and enhance the natural character, low-intensity agricultural activities, land division non-complying; Watershed Protection (Mt Lofty Ranges) Zone - Protection of water catchment areas, preserve surface and underground water resources, primarily farming on large land holdings, no additional allotments.
- Nearest Council office/library: Adelaide Hills Council – Gumeracha (10.0 kms - 12.5 kms); City of Tea Tree Gully – Modbury (6.25 kms – 10.75 kms).
- Nearest town/centre: Adelaide Hills Council – Houghton (1.0 km – 6.5 kms), Inglewood (2.5 kms – 6.0 kms), Kersbrook (6.5 km – 10.75 kms); City of Tea Tree Gully – North-eastern suburbs of metropolitan Adelaide (0.75 km – 5.25 kms).

Community Snapshot

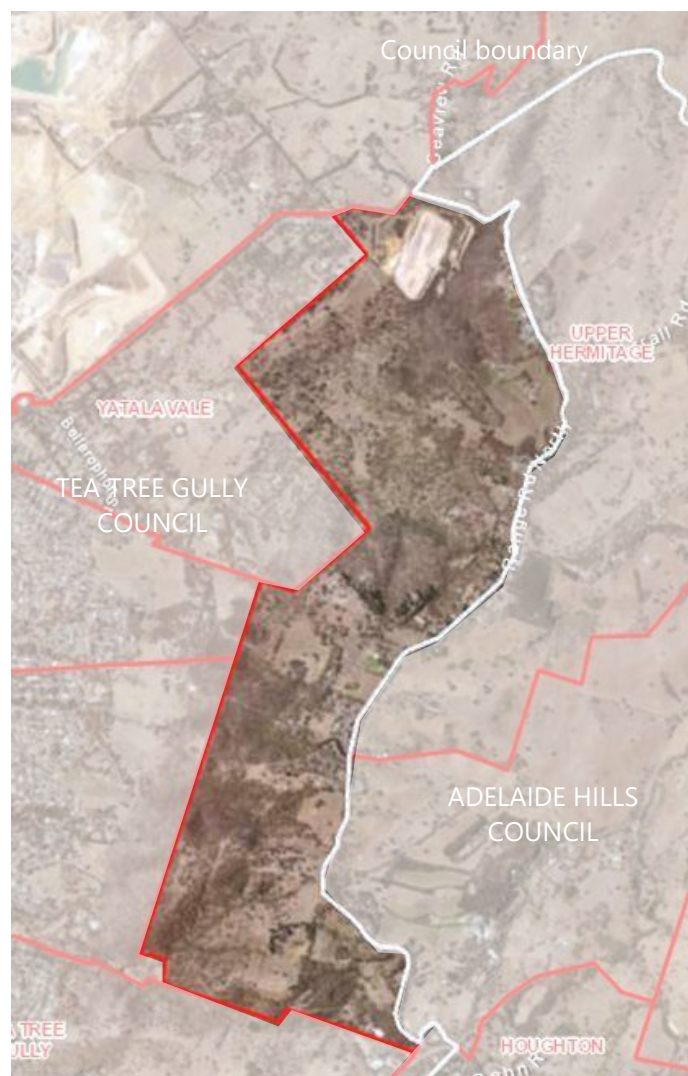
- Population (2016): 285.
- Electors (January 2020): Adelaide Hills Council – 85; City of Tea Tree Gully – 102.
- Median Age: 50 years.
- Age Profile: 0 – 14 years - 17.3%; 65 or older - 22.5%.
- Birth Place: Australia - 73.5%; England - 12.7%; Italy - 3.9%.
- Dwellings (2016): 106.
- Dwelling Type: All detached dwellings.
- Dwelling Ownership: Owned outright – 59.6%; owned with a mortgage - 36.2%.
- Average people per dwelling: 2.7.
- Median weekly household income: \$1,478 (2.8% above Australian average).

Comments

- The current council boundary effectively divides the suburb/locality of Upper Hermitage into 3 parts, 2 of which are located within the City of Tea Tree Gully.
- Only 12.5% (84.7 ha) of the suburb/locality lies within the City of Tea Tree Gully, this comprising some of the more hilly natural landscape.

Options

- Take no further action at this time.
- Give further consideration to the potential realigning of the council boundary so as to include the whole of suburb/locality of Upper Hermitage in the Adelaide Hills Council. Such a proposition would be the subject of a "General Proposal", as it would affect 130 properties and a considerable number of residents (i.e. 102 eligible electors).



5. REVIEW SUMMARY

The desktop review identified 34 potential opportunities for the realignment of the Council boundary, as well as an option of an amalgamation with the neighbouring Mount Barker District Council and an option to create a new council based upon the "Adelaide Hills" region.

A summary of the aforementioned opportunities and options follows.

5.1 MINOR IRREGULARITIES

The following 12 minor irregularities or anomalies in the existing council boundary have been identified. Council may choose to take no action in regards to some or all of these matters; or alternatively address and rectify some or all of these matters in one "Administrative Proposal" to the Local Government Boundaries Commission.

Should all of these matters be addressed, approximately 465 hectares of land would be moved to other Councils, and approximately 1,652 hectares of land would be moved to the Adelaide Hills Council (i.e. a net gain of approximately 1,187 hectares).

5.1.1 The Barossa Council

- Mount Crawford – Move 3 properties (1 property assessment, 355 hectares, 2 electors) to The Barossa Council.

5.1.2 City of Burnside

- Cleland – Move 2 properties (12.7 hectares, 0 electors) to Adelaide Hills Council.
- Waterfall Gully – Move 7 properties (2 property assessments, 5.24 hectares, 4 electors) to the City of Burnside.

5.1.3 City of Mitcham

- Belair – Move 29 properties (29 property assessments, 31.14 hectares, 1 elector) to the City of Mitcham.

5.1.4 Mount Barker District Council

- Bradbury – Move 6 properties (361.2 hectares, 0 electors) to Adelaide Hills Council.
- Dorset Vale – Move 14 properties (1,222.8 hectares, 0 electors) to Adelaide Hills Council.
- Hahndorf – Move 2 properties (2 property assessments, 39.1 hectares, 2 electors) to the Mount Barker District Council.
- Hay Valley – Move 16 properties (1 property assessment, 33.6 hectares, 2 electors) to the Mount Barker District Council.

- Littlehampton – Move 8 properties (0 property assessments, 1.3 hectares, 0 electors) to the Mount Barker District Council.
- Mylor – Move 1 property (3.8 hectares and 0 electors) to the Adelaide Hills Council.
- Woodside – Move 1 property (11.16 hectares, 2 electors) to the Adelaide Hills Council.

5.1.5 City of Onkaparinga

- Dorset Vale – Move 9 properties (414.7 hectares, 2 electors) to Adelaide Hills Council.

5.2 OVERCOME DIVISION OF SUBURBS/LOCALITIES

The review revealed that the existing Council boundary dissects 15 suburbs/localities (including Rostrevor which is the subject of a boundary realignment proposal by the Campbelltown City Council), resulting in the division of perceived “communities of interest” between 2 or 3 Councils.

Again, Council may decide to take no action in regards to some or all of these matters; or alternatively, should it believe that there are benefits to be achieved (by the affected residents, the relevant Councils and/or the community in general), it may opt to address and rectify some or all of these matters in a “General Proposal” to the Local Government Boundaries Commission. The latter course of action will ensure (where deemed appropriate) that whole “communities of interest” are located within the one suburb/locality.

Should all of these matters be addressed, approximately 733.6 hectares of land (178 properties) would be moved to other councils (including Rostrevor to Campbelltown City Council); and approximately 5,596.8 hectares of land (661 properties) would be moved to the Adelaide Hills Council from other councils (i.e. a net gain of approximately 4,863.2 hectares).

5.2.1 The Barossa Council

- Cromer – Move 39 properties (31 property assessments, 630 hectares, 41 electors) to The Barossa Council.

5.2.2 Campbelltown City Council

- Rostrevor – Subject of a realignment proposal by the Campbelltown City Council seeking to move 139 properties (133 property assessments, 103.6 hectares and 272 electors) to Campbelltown City Council.

5.2.3 Mid Murray Council

- Birdwood - Move 17 properties (538.9 hectares, 2 electors) to Adelaide Hills Council.

- Mount Torrens – Move 74 properties (1,342.1 hectares, 135 electors) to Adelaide Hills Council.

5.2.4 City of Mitcham

- Crafers West – Move 38 properties (237.2 hectares, 60 electors) to Adelaide Hills Council.
- Upper Sturt – Move 78 properties (278.3 hectares, 135 electors) to Adelaide Hills Council.

5.2.5 Mount Barker District Council

- Bridgewater – Move 8 properties (49.3 hectares, 12 electors) to Adelaide Hills Council.
- Mount Torrens – Move 21 properties (412.8 hectares, 4 electors) to Adelaide Hills Council.
- Mylor – Move 88 properties (509.1 hectares, 129 electors) to Adelaide Hills Council.
- Verdun – Move 20 properties (120.8 hectares, 37 electors) to Adelaide Hills Council.

5.2.6 City of Onkaparinga

- Ironbank – Move 65 properties (233 hectares, 108 electors) to Adelaide Hills Council.

5.2.7 City of Playford

- Humbug Scrub – Move 81 properties (1,502.9 hectares, 148 electors) to Adelaide Hills Council.

5.2.7 City of Tea Tree Gully

- Houghton – Move 26 properties (98.1 hectares, 54 electors) to Adelaide Hills Council.
- Paracombe – Move 15 properties (189.6 hectares, 28 electors) to Adelaide Hills Council.
- Upper Hermitage – Move 130 properties (84.7 hectares, 102 electors) to Adelaide Hills Council.

5.3 INCLUSION OF NEIGHBOURING LAND

The following suburbs/localities (or parts thereof) which lay within neighbouring councils have been identified as potential inclusions in the Adelaide Hills Council, based on the assessment that the topography, character and land uses therein complement the Adelaide Hills Council area.

It should be noted that the appropriateness, viability and impacts of any future proposal(s) to include any additional land within the Adelaide Hills Council will require further thorough investigation and consideration.

Ultimately, any future proposition to include additional land within the Council boundaries will need to be presented in a “General Proposal” to the Local Government Boundaries Commission.

5.3.1 City of Mitcham

- Belair- Move the Belair National Park (approximately 920 hectares, 0 electors) to Adelaide Hills Council.
- Brown Hill Creek - Move 45 properties (685 hectares, 45 electors) to Adelaide Hills Council.
- Leawood Gardens – Move 37 properties (115 hectares, 36 electors) to Adelaide Hills Council.

Should Council believe that it would be appropriate for the Belair National Park to be located within the Adelaide Hills Council (primarily due to the complementary topography, natural landscape and character of the land), the inclusion of the suburbs/localities of Brown Hill Creek and Leawood Gardens would also warrant consideration, so as to achieve physical contiguity.

5.3.2 City of Onkaparinga

- Cherry Gardens – Move 215 properties (1,686 hectares, 449 electors) to Adelaide Hills Council.
- Coromandel East – Move 178 properties (909 hectares, 308 electors) to Adelaide Hills Council.

5.3.3 City of Playford

- Sampson Flat – Move 98 properties (1,642 hectares, 90 electors) to Adelaide Hills Council.

5.4 COUNCIL AMALGAMATION

The potential amalgamation of the Adelaide Hills Council and the Mount Barker District Council has likely been a topic of discussion for some time. Such an amalgamation would create a new Council which would be the largest in area in metropolitan Adelaide, and the eighth largest in terms of population.

The two councils share a common boundary; appear to have strong community connections; exhibit similar topography, land uses and character; are similar in area and population; and collectively incorporate much of the “Adelaide Hills”. This being the case, and should both Councils and their residents and ratepayers have the appetite for change/amalgamation, considerable further detailed investigations would have to be undertaken.

Any proposal to amalgamate Councils must be the subject of a comprehensive “General Proposal” to the Local Government Boundaries Commission.

5.5 CREATE A NEW COUNCIL

As previously stated, the creation of a new, large Council which is based upon the "Adelaide Hills" region may be a "step too far".

The "Adelaide Hills Geographical Indication" identifies the defined "Adelaide Hills" wine region. This region incorporates an extensive area; and extends from Council's northern boundary to Nangkita in the south; Chandler's Hill, Cherry Gardens, Ironbank, part of Coromandel East and most of Paracombe and Houghton in the west; and Mount Pleasant, Mount Barker and Macclesfield in the east.

This option is offered as an alternative to amalgamation, with the rationale being similar to that espoused within the current "General Proposal" initiated by The Barossa Council, which seeks to adjust the current council boundary so that the majority of the area covered by the "Barossa Geographical Indication" lies within The Barossa Council boundary.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.12

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Confidential Items Review October 2020

For: Decision

SUMMARY

Section 91 of the *Local Government Act 1999* requires Council to review confidential orders at least once every year.

A review of the Register of Confidential Items has been undertaken and there is ten (10) items that requires a new confidentiality order. Council must determine the period of confidentiality for this item.

RECOMMENDATION

Council resolves:

DECISION 1

1. That the report be received and noted.
2. That the items held as confidential in the Confidential Items Register (Appendix 1) be noted.
3. 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 of 28 January 2020, Item No. 19.1, Open Office Pty Ltd Contract Novation Deed remain confidential until a public announcement is made from Open Office with regards to the new business entity and investment partner and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council, the disclosure of which could reasonably be

expected to prejudice the commercial position of person/agency/business involved with any litigation that may be undertaken.

- 4. 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.**

DECISION 2

- 5. 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 of 07 May 2019, Item No. 19.1, Unsolicited Approach to Purchase Community Land until the matter is further presented to Council 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.

- 6. 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.**

DECISION 3

- 7. 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)(b) of the Act:**

- Clause 8 and Appendix 2 of the Report of 01 August 2018, Item No. 7.2.1, Retirement Village Review, remain confidential until 31 July 2023 and that this order be reviewed every twelve (12) months.**

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

- 8. 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.**

DECISION 4

- 9. 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)(b) of the Act:**

- The Report of 19 June 2018, Item No. 6.1.1, CWMS Expression of Interest Outcomes remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

10. 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.

DECISION 5

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)(i) of the Act:

- The Report of 27 February 2018, Item No. 19.2, Adelaide Hills Swimming Centre Shade Sail until the matter is determined and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council, the disclosure of which could reasonably be expected to prejudice the commercial position of person/agency/business involved with any litigation that may be undertaken.

11. 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.

DECISION 6

12. 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)(b) of the Act:

- The Report of 26 September 2017, Item No. 19.2, Community Wastewater Management Systems Review remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

13. 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.

DECISION 7

14. 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 of 22 August 2017, Item No. 19.1, Adelaide Hills Region Waste Management Authority Tender Landfill Compactor until the matter is determined and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

15. 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.

DECISION 8

16. 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)(b) of the Act:

The Report of 28 February 2017, Item No. 19.1, Community Wastewater Management Systems Review remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

17. 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.

DECISION 9

18. 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 of 25 October 2016, Item No. 19.1, CWMS Expression of Interest remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the

council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

19. 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.

DECISION 10

20. 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 of 22 August 2017, Item No. 19.1, Adelaide Hills Region Waste Management Authority until legal proceedings and deliberations have concluded and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.

21. 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.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective O4 We actively represent our community

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

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

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.1 Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

The review of Council's *Confidential Items Register* is an important element of Council's commitment to open and transparent decision making which facilitates public accountability.

➤ Legal Implications

Section 91(7) of the *Local Government Act 1999* sets out the provisions regarding the making of orders to retain documents and discussions considered at Council and Council Committees in confidence.

Section 91(9) requires that these orders must specify the duration of the order or the circumstances in which the order will cease to apply or must be reviewed. Any order that operates for a period exceeding 12 months must be reviewed at least once in every year.

To enable management of any order made under Section (90) a Confidential Orders Register is maintained.

➤ **Risk Management Implications**

Reviewing confidentiality orders assists with mitigating the risks of:

Confidential information is released which prejudices Council's and/or third parties' interests.

Inherent Risk	Residual Risk	Desired Risk
Extreme (3A)	Low (3E)	Low (3E)

Information scheduled for release under a confidentiality order is not duly released resulting in a breach of legislation and depriving the community of public information.

Inherent Risk	Residual Risk	Desired Risk
Extreme (3A)	Low (3E)	Low (3E)

Note: there are a number of other controls that assist with managing these risks.

➤ **Financial and Resource Implications**

Not applicable

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

Not applicable

➤ **Sustainability Implications**

Not applicable

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

Consultation on the development of this report was as follows:

Council Committees: Not applicable

Council Workshops: Not applicable

Advisory Groups: Not applicable

Administration: Director Infrastructure & Operations
Director Development & Regulatory Services

Director Corporate Services
Executive Manager Governance & Performance
Manager Waste and Emergency Management
Manager Property Services

External Agencies: Not applicable

Community: Not applicable

2. BACKGROUND

An Extract of the Confidential Items Register is contained on Council's website and is reviewed on a monthly basis. Items that have progressed to the specified point and are no longer of a confidential nature are released in accordance with the respective council resolution. Items that remain in confidence are displayed on the Register.

For administrative and Council efficiencies, items may be included in reviews even though they may not be due for such. Processing items in this way eliminates the need for additional reports to Council whilst maintaining the confidential status of items.

3. ANALYSIS

The Register of Confidential Items has been reviewed and there are ten (10) items that require a new confidentiality order applied at this time. An extract of the register is attached (**Appendix 1**) which provides a summary of all existing confidential orders highlighting those orders that require new confidentiality provisions, as follows:

- ***No 358 Open Office Pty Ltd Contract Novation Deed***

The Period of Confidentiality for this item concludes 28 January 2021.

It is recommended that a new confidentiality order be applied and that the item remain confidential until a public announcement is made from Open Office with regards to the new business entity and investment partner and that this order be reviewed every twelve (12) months.

- ***No 343 – Unsolicited Approach to Purchase Community Land***

The Period of Confidentiality for this item concludes 28 April 2021.

It is recommended that a new confidentiality order be applied and that the item remain confidential until the matter is further presented to Council and that this order be reviewed every twelve (12) months.

- ***No 331 – Retirement Village Review***

The Period of Confidentiality for this item concludes 28 April 2021.

This item has been partially released, although the item is due for an annual review given Council's original resolution detailed '*Until settlement with the exception of Clause 8 and Appendix 2 which shall be retained in confidence until 31 July 2023*'.

While the settlement component has now occurred, it is recommended that a new confidentiality order be applied in relation to Clause 8 and Appendix 2 and that the item remain confidential until 31 July 2023 and that this order be reviewed every twelve (12) months.

- ***No 328 – CWMS Expression of Interest Outcomes***

The current Period of Confidentiality for this item concludes 26 November 2020.

It is recommended that a new confidentiality order be applied and that the item remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

- ***No 323 – Adelaide Hills Swimming Centre Shade Sail***

The current Period of Confidentiality for this item concludes 25 February 2021.

It is recommended that a new confidentiality order be applied and that the item remain confidential until the matter is determined and that this order be reviewed every twelve (12) months.

- ***No 311 – Community Wastewater Management Systems Review***

The Period of Confidentiality for this item concludes 26 November 2020.

It is recommended that a new confidentiality order be applied and that the item remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

- ***No 309 – Adelaide Hills Region Waste Management Authority Tender Landfill Compactor***

The Period of Confidentiality for this item concludes 28 April 2021.

It is recommended that a new confidentiality order be applied and that the item remain confidential until the matter is determined and that this order be reviewed every twelve (12) months.

- ***No 301 – Community Wastewater Management Systems Review***

The Period of Confidentiality for this item concludes 26 November 2020.

It is recommended that a new confidentiality order be applied and that the item remain confidential until Council determines the CWMS operating model and that this order be reviewed every twelve (12) months.

- ***No 290 – CWMS Expression of Interest Outcomes***

The current Period of Confidentiality for this item concludes 26 November 2020.

It is recommended that a new confidentiality order be applied and that the item remain confidential until Council determines its position in relation to the CWMS operating model and that this order be reviewed every twelve (12) months.

- ***No 240 – Adelaide Hills Region Waste Management Authority Tender Landfill Compactor***

The Period of Confidentiality for this item concludes 26 November 2020.

It is recommended that a new confidentiality order be applied and that the item remain confidential until legal proceedings and deliberations have concluded and that this order be reviewed every twelve (12) months.

4. OPTIONS

Council has the following options:

- I. To extend the period of confidentiality as per the recommendations. (Recommended)
- II. Determine an alternative period of confidentiality. (Not Recommended)
- III. Allow the confidentiality order to expire thus releasing the information. (Not Recommended)

If the meeting wishes to discuss the status of any items in a manner that will result in the disclosure of information currently under an s91(7) confidentiality order, it should first consider making a s90 order to move into confidence.

5. APPENDIX

- (1) Extract of Current Confidential Items Register

Appendix 1

Confidential Items Register

Extract Confidential Items Register
October 2020

Register No	Date of Meeting	Council/Committee	Agenda No	Resolution Number	Officer	Responsible People Leader	Report Title	LG Act S90 Provision	Release date (no longer than 12 mths)	Original Resolution regardingPeriod of Confidentiality	Revised Period of Confidentiality	Next Review Date (3 mths less than release date)	Notes for Update	Still in confidence
360	23/06/2020	Council	18.1.1	122/20	Jennifer Blake	David Waters	Event Opportunity	90(3)(j)	23/06/2021	<p>That the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2021.</p> <p>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.</p>		1/03/2021	Last Reviewed 23 June 2020	Yes
358	28/01/2020	Council	19.1.1	22/10	James Sinden	Terry Crackett	Open Office Pty Ltd Contract Novation Deed	90(3)(d)	28/01/2021	<p>That the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until a public announcement is made from Open Office with regards to the new business entity and investment partner but no later than 12 months from the adoption of the recommendation within this report.</p> <p>Pursuant to section 91(9)(c) of the Local Government Act 1999.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 28 January 2020	Yes
343	7/05/2019	Special Council	19.1	103/19	Terry Crackett	Andrew Aitken	Unsolicited Approach to Purchase Community Land	90(3)(d)	28/04/2021	<p>That the Report of 07 May 2019, Item No. 19.1, Unsolicited Approach to Purchase Community Land 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.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 28 April 2020	Yes
331	1/08/2018	Special Council	7.2.1	183/18	Terry Crackett	Andrew Aitken	Retirement Village Review	90(3)(b)	31/07/2023	<p>This item has been partially released, given Council's original resolution detailed 'Until settlement with the exception of Clause 8 and Appendix 2 which shall be retained in confidence until 31 July 2023'.</p> <p>The Report of 01 August 2018, Item No. 7.1, Retirement Village Review, on the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 28 April 2020	Yes
328	19/06/2018	Special Council	6.1.1	131/18	John McArthur	Peter Bice	CWMS Expression of Interest Outcomes	90(3)(b)	26/11/2020	<p>Partially released 05 July 2018 (Resolution 4 and Community Consultation from Report)</p> <p>Minute fully Released 9 August 2018, Report remains confidential.</p> <p>The Report of 19 June 2018, Item No. 6.1, CWMS Expression of Interest Outcomes on the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works. Specifically, the present matter relates to a tender for CWMS Services. This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 26 November 2019	Yes
323	27/02/2018	Council	19.2	57/18	Nick Taarnby	Natalie Westover	Adelaide Hills Swimming Centre Shade Sail	90(3)(i)	25/02/2021	<p>That the report and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the matter is determined but not longer than 12 months.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 25 February 2020	Yes
311	26/09/2017	Council	19.2	233/17	John McArthur	Peter Bice	Community Wastewater Management Systems Review	90(3)(b)	26/11/2020	<p>Partially released 13 February 2017 (Resolution 3)</p> <p>That the Report of 26 September 2017, Item No. 19.2, Community Wastewater Management Systems Review on the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works. Specifically, the present matter relates to a tender for CWMS Services. This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act.</p> <p>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.</p>	Under Review - October 2020		Last Reviewed 26 November 2019	Yes

Extract Confidential Items Register
October 2020

Register No	Date of Meeting	Council/Committee	Agenda No	Resolution Number	Officer	Responsible People Leader	Report Title	LG Act S90 Provision	Release date (no longer than 12 mths)	Original Resolution regardingPeriod of Confidentiality	Revised Period of Confidentiality	Next Review Date (3 mths less than release date)	Notes for Update	Still in confidence
309	22/08/2017	Council	19.1	195/17	John McArthur	Peter Bice	Adelaide Hills Region Waste Management Authority Tender Landfill Compactor	90(3)(d)	28/04/2021	That the Report of 22 August 2017, Item No. 19.1, Adelaide Hills Region Waste Management Authority Tender Landfill Compactor on the grounds that the document(s) (or part) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and would, on balance, be contrary to the public interest. 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.	Under Review - October 2020		Last Reviewed 26 November 2019	Yes
301	28/02/2017	Council	19.1	52/17	John McArthur	Peter Bice	Community Wastewater Management Systems Review	90(2)(b)	26/11/2020	That the Report of 28 February 2017, Item No. 19.2, Community Wastewater Management Systems Review on the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works. Specifically, the present matter relates to a tender for CWMS Services. This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act. 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.	Under Review - October 2020		Last Reviewed 26 November 2019	Yes
290	25/10/2016	Council	19.1	219/16	John McArthur	Peter Bice	CWMS Expression of Interest	90(3)(d)	26/11/2020	That the Report of 25 October 2015, Item No. 19.1, CWMS Expression of Interest on the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works. Specifically, the present matter relates to a tender for CWMS Services. This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act. 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.	Under Review - October 2020		Last Reviewed 26 November 2019	Yes
240	22/04/2014	Council	18.2.1	85/14	John McArthur	Peter Bice	AHRWMA	90(3)(b,d,i)	26/11/2020	That the Report of 22 April 2014, Item No. 18.2, Adelaide Hills Regional Waste Management Authority on the grounds that the document(s) (or part): (i) could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting or proposing to conduct business, or to prejudice the commercial position of the Council; and (ii) would, on balance, be contrary to the public interest. Commercial information of a confidential nature (not being a trade secret) the disclosure of which: (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. Specifically, the present matter relates to Council considering an offer from a competitor with regard to where to take its waste stream, and to consider the long term implications and options in relation to the Regional Waste Management Authority of which it is a member, and due to the fact that the competitor has initiated legal proceedings against the aforementioned Authority where Council disposes of its waste. This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act. 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.	Under Review - October 2020		Last Reviewed 26 November 2019	Yes

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item:	12.13
Responsible Officer:	Deryn Atkinson Manager Development Services Development & Regulatory Services
Subject:	Review of the Development Application Fee Waiver Policy
For:	Decision

SUMMARY

Council's *Development Application Fee Waiver Policy* (the Policy) defines the criteria for the waiver of application fees for community not-for-profit organisations. The Administration currently has the delegation to waive fees where the development cost is no more than \$100,000 for these organisations. Where the development cost exceeds \$100,000 the existing Policy requires the waiver of fees to be approved by Council (as per clause 11 of the Policy).

The Policy review was deferred until the new fees, charges and contributions for the *Planning, Development and Infrastructure Act 2016* were announced. The fees and charges were announced on 16 July 2020.

The Policy has been reviewed with an intent to reduce red tape and the administration around fee waivers, provide a consistent approach to fee waivers across not-for-profit community organisations and community groups, and to address the difference in fee structure and relevant fees payable to Council in relation to the *Development Act 1993* and the *Planning, Development and Infrastructure Act 2016*.

It is also recommended that the list of eligible applicants is extended to include Heritage Grant recipients and Council Community Grant recipients in the new *Development Application Fee Waiver Policy* and that the waiver of the Advertising Fee for public notification is removed from the Policy.

At its meeting of 25 August 2020 (Item 12.8), Council resolved to defer consideration of the draft revised Policy to allow a workshop to be undertaken on the matter. As a result of the workshop held 8 September 2020, the development cost limit in the new *Fee Waiver Policy* has been revised to provide a tiered approach as shown in the revised Policy contained in **Appendix 1** of this report. In essence, the recommended approach is that community groups receive a 100% waiver of certain fees for a development with a construction value up to \$250,000 and that the fee waiver is reduced to 50% for developments over \$250,000 and up to \$500,000. Further, it is recommended that no fee waiver is applicable for developments with a construction value exceeding \$500,000. Administration is therefore recommending that the revised draft Development Application Fee Waiver Policy as contained in **Appendix 1** of this report be adopted.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
 2. With an effective date of 10 November 2020, to revoke the 9 May 2017 *Development Application Fee Waiver Policy* and to adopt the 27 October 2020 *Draft Development Application Fee Waiver Policy* as contained in Appendix 1 of this report.
 3. That the CEO is permitted to make any formatting, nomenclature or other minor changes to the Policy as per Appendix 1 prior to the effective date.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

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

Council currently has a *Development Application Fee Waiver Policy* which is due for review. The purpose of this report is to review the Policy which has been done and is included in **Appendix 2** of this report. It is recommended that the current Policy be replaced with the new draft *Development Application Fee Waiver Policy* included in **Appendix 1** of this report.

➤ Legal Implications

Section 39(4) (c) of the *Development Act, 1993* and Section 119(9) (c) of the *Planning Development and Infrastructure Act 2016* (the PDI Act) and Regulation 7(a) of *Planning Development and Infrastructure (Fees, Charges & Contributions) Regulations 2019* (PDI Regulation) allows a relevant authority to waive payment of whole or part of the application fee payable to that relevant authority for the assessment of a development application.

➤ Risk Management Implications

The *Development Application Fee Waiver Policy* assists in mitigating the risk of:

Development application fees being waived inconsistently or inappropriately, such as when the fee is not payable to Council.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (2D)

Currently fee waivers for development with a construction value over \$100,000 are reported to Council for consideration and approval. A full report is needed for each development application fee waiver that requires a Council decision. The fee waivers range in value between \$356.50 and \$1,000 depending upon the construction value and type of development, and its public notification category. It is noted that all fee waivers requests reported to Council to date have been approved by Council.

➤ **Financial and Resource Implications**

Council foregoes revenue when fee waivers are granted in accordance with the Policy. Staff prepare reports for council agendas and resourcing is covered by departmental budgets.

Both small and large not for profit and community organisations are able to apply for fee waivers and the value of the developments have on occasion exceeded a million dollars. It is arguable that if community organisations are in a position to finance million dollar developments that the level of fee waiver applied is of no consequence and should therefore be reviewed.

The estimated financial implications of the recommended fee waivers in accordance with the revised draft Policy is approximately \$7,600 or 1.4% of the total budgeted fee income for this financial year. In comparison, under the current Policy the actual financial implication in 2019/2020 year was \$4034.86.

With regard to waiving of the advertising fees for applications which require public notification, it is noted that the cost of advertising in print media has dramatically increased over the years. It is therefore no longer feasible to provide a waiver of the advertising fee for applicants. Waiver of this fee is therefore not proposed in the revised draft Policy.

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

By authorising the waiver of all or a portion of the development application fees, Council will be supporting the community organisations in upgrading their premises.

➤ **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: Council workshop on 8 September 2020

Advisory Groups: Not Applicable

Administration: Director Development & Regulatory Services and development staff

External Agencies: State Planning Commission staff (PlanSA E-development Portal process)

Community: Not Applicable

2. BACKGROUND

The *Development Application Fee Waiver Policy* is a policy that provides guidance to both the administration and the community on eligible applicants, the circumstances in which development assessment fees will be waived and which fees can be waived.

The South Australian planning and development system is undergoing the most significant change in the last 26 years. As part of these reforms, the State Government has reviewed the planning and development assessment system and rolled out new legislation, namely the *Planning, Development and Infrastructure Act 2016* (PDI Act) and a number of associated Regulations. The new legislation involves changes in development application fees, the collection and distribution of these fees, the types of development and the relevant authorities for each type of development. The reform also involves the roll-out of a State wide Planning and Design Code to replace council Development Plans and a new electronic portal for the lodgement and assessment of applications for development. The new system and legislation is being implemented in stages across the State. Outback areas (Phase 1) went live with the new system 1 July 2019 and regional councils (Phase 2) recently went live on 31 July 2020. The designated date for the remaining councils (Phase 3 including our Council) is suggested to be sometime in 2021, but no implementation date has been announced.

The Policy was due for review in May 2020 as part of the regular policy review cycle but was deferred until the new fees, charges and contributions for the *Planning, Development and Infrastructure Act 2016* were announced. These fees and charges were announced on 16 July 2020.

A draft revised Policy was prepared for consideration of Council in August. At its meeting of 25 August 2020, Council resolved as follows:

12.8 Development Application Fee Waiver Policy

Moved Cr Malcolm Herrmann
S/- Cr Kirsty Parkin

167/20

Council resolves to defer this item until the Ordinary Council meeting in October 2020 in order to seek clarification including, but not limited to, the maximum construction value for developments to which this policy shall apply.

Carried Unanimously

In line with the above resolution, the revised draft Policy was presented to a Council workshop on 8 September 2020. Feedback from the workshop has been considered as part of the draft Policy which has been revised accordingly. A tiered approach has been proposed in the draft revised Policy with fee waivers capped at a development cost of \$500,000.

A comparison of the general Development Act fees and the PDI Act fees is provided in Tables 1 & 2 below where Council is the relevant authority:

Table 1: Planning Fees

Fee Type	Development Act	Received by Council	PDI Act	Received by Council
Lodgement	\$142.50	Yes	\$177	No
Planning Assessment (based on cost)				
Up to \$10,000	\$ 42.50	Yes	\$127	Yes
\$10,000 - \$100,000	\$ 116.00	Yes	\$210 (DTS) \$250 or 0.125%	Yes
>\$100,000	0.125% of cost	Yes	\$210 (DTS) \$250 or 0.125%	Yes
Public Notification	\$116	Yes	\$250	Yes
Advertising	\$636	Yes	TBD	Yes
Staged Consent	\$68.50	Yes	Not Applicable	No
Application for minor Variation	\$109	Yes	\$127	Yes

Note: DTS stands for “Deemed To Satisfy” developments

Table 2: Building & Compliance Fees

Fee Type	Development Act	Received by Council	PDI Act	Received by Council
Building Assessment	Based on floor area		Based on cost	
Classes 1,2 & 4 – Dwellings & Additions	\$3.29/m ²	Yes	Class 1 \$450 or 0.25%	Yes
			Class 2-9 (commercial) Up to \$20k \$670 \$20k-\$200k \$670 plus 0.4% of cost >\$20k \$200k-\$1mil \$1390 plus 0.25% >\$200k >\$1mil \$3390 plus 0.15%	Yes
Classes 3, 5 & 6	\$4.38/m ²	Yes	As above	
Classes 7 & 8	\$2.91/m ²	Yes		
Classes 9	\$4.36/m ² 9b \$4.97/m ² other	Yes		
Class 10 (sheds carports etc.)	\$0.98/m ²	Yes	\$130 or 0.25%	Yes
Demolition	\$74.50 or 20% of above	Yes	\$145	Yes
Essential Safety Classes 2-9	\$105	Yes	\$240	Yes
Change of Class	\$73.00 minimum	Yes	\$170	Yes

Compliance				
Certificate of Occupancy	\$49	Yes	\$50	Yes
Building Inspection Class 1	Not applicable	No	\$240	Yes
Swimming Pool Inspection	\$204	Yes	\$240	Yes
Class 10 > \$10,000	Not applicable	No	\$80	Yes
Classes 2-9 (commercial) inspection fee	Not applicable	No	\$240 or 0.075% of cost (maximum \$2500)	Yes

With the above new fees in mind, the purpose of this report is to review the current Policy.

3. ANALYSIS

The ability for a relevant authority to waive development application fees exists under both the *Development Act 1993* and the *Planning Development and Infrastructure Act 2016*. The current Policy has worked well for many years. However, its intent was to assist community and not-for-profit groups to obtain a waiver for some of their application fees and thereby redirect these funds to the development they were undertaking. The threshold was set at a construction value of \$100,000 with development proposals exceeding this value being reported to Council for consideration. In recent times some relatively large development proposals exceeding \$1million in value have been put forward for fee waivers. It is noted that all fee waivers recommended to Council for waiving have been approved by Council. Therefore with these points in mind, the following changes to the Policy are recommended.

Eligible Applicants

- Sporting groups and sporting clubs
- Hall committees
- Community groups
- Neighbourhood associations
- Scouts SA
- Religious institutions
- Rotary/Lions Club
- SA Ambulance Service & St John's Ambulance Service
- Not for Profit Community Organisations

It is recommended that the eligible applicants are expanded in the Policy to include both Heritage Grant recipients and Council Community Grant recipients. Council is often requested to waive the development application fees for grant recipients and authorisation from Council is first required. The grants usually involve amounts of <\$5,000 and the development fees involved are usually minimal and do not warrant the administration cost of preparing and submitting a report to Council for consideration. However, it is considered that the waiver of development application fees assists in supporting the restoration of heritage buildings, and other individuals or community groups who receive grants, with their projects. Therefore, Heritage and Council Community Grant recipients have been included in the revised draft Policy as detailed in **Appendix 1** of this report.

New PDI Regulation Fees

On the basis of the new system fee structure and fee distribution to councils, it is necessary to review the fees that are included in the Policy.

The new fees and charges announced by the PDI Regulations include lodgement, planning assessment and building assessment fees but remove the staged consent fee currently payable when planning and building consents are applied for separately. Councils will no longer receive the staged consent fees or lodgement fees for development applications in their council area lodged under the PDI Act. All fees will be paid directly through the State Development Portal and lodgement fees will be retained by the State Planning for administering the Portal.

There is some offset provided for councils with the introduction of compliance inspection fees on all developments except for basic sheds, verandahs and carport structures (Class 10 buildings) with a development cost of \$10,000 or less. It is understood that the compliance fee has been applied in recognition of the cost of undertaking building and compliance inspections borne by councils. Compliance fees are excluded from the Policy.

Note that when Phase 3 of the Planning & Design Code is implemented in our Council area, all application fees will be paid to State Planning Commission and then distributed to relevant authorities. Further, it is noted that new Planning system has reduced assessment timeframes and hence the need to turnaround fee waiver requests as efficiently as possible. Reporting of fee waivers to Council for authorisation may result in the potential for processing delays and difficulties with invoicing and fee reconciliation, adding to the administration cost as discussed earlier.

Fees to be waived

With the above points in mind, the tables below provide a list of the recommended fees (as applicable to the *Development Act* and the PDI Act) to be included in the draft *Fee Waiver Policy* for eligible applicants where the Council is the relevant authority. This includes circumstances under the PDI Act where the Council Assessment Manager or the Council Assessment Panel is the relevant authority for planning assessment.

Table 3: Recommended New Fee Waiver Levels

<i>Fee Type</i> <i>Development Act 1993</i>	<i>Fee Type</i> <i>Planning Development & Infrastructure Act 2016</i>	
Basic lodgement Fee Additional Lodgement Fee Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived	Not applicable	Not received by Council

<p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>		
<p>Planning Assessment Fee</p> <p>Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	<p>Deemed to Satisfy Planning Fee</p> <p>Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	
	<p>Performance Assessed Planning Fee</p> <p>Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	
<p>Staged Consent</p> <p>Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	Not applicable	Not applicable
<p>Building Assessment fee</p> <p>Development with a construction value up to \$250,000 – First \$100 of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived</p>	<p>Building Assessment Fee</p> <p>Development with a construction value up to \$250,000 - First \$300 of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived</p>	

Development with a construction value exceeding \$500,000 Nil fee waiver	Development with a construction value exceeding \$500,000 Nil fee waiver
Application for Minor Variation Not applicable	Application for Minor Variation Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived Development with a construction value exceeding \$500,000 Nil fee waiver
Application to Extend Consent Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived Development with a construction value exceeding \$500,000 Nil fee waiver	Application to Extend Consent Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the above fee waived Development with a construction value exceeding \$500,000 Nil fee waiver

Tiered Fee Waivers based on Construction value

Feedback from the Council workshop has been considered in relation to the proposed fee waivers based on the development cost. It is acknowledged that building costs have increased since the Policy was first adopted 14 years ago and a construction value of \$100,000 is no longer considered a suitable limit. In recognition of increased building costs it is recommended that the baseline construction value for fee waivers be increased to \$250,000 and that a second tier of waiver is provided for development with a construction value over \$250,000 and up to \$500,000. In this case it is recommended that a 50% reduction of the fee waiver is applied for eligible applicants in this second tier. Finally it is recommended that fee waivers be capped at a development cost of \$500,000. A comparison summary of fees under the two pieces of legislation is provided below using this tiered approach for an example of a development value of \$250,000 and \$500,000.

Table 4: Example of fee waiver for development construction value \$250,000 and \$500,000

Construction Cost	Fee Waiver	Development Act	PDI Act
Up to \$250,000	100% of applicable listed fees	<p>Example \$250,000 Development – 300m² dwelling – Total Fees \$1510.50</p> <p>\$142.50 lodgement fee \$312.50 planning fee \$987.00 building fee – waive \$100 \$ 68.50 staged consent fee</p> <p>\$623.50 Fee Waiver Applicant pays \$887</p>	<p>Example \$250,000 Development - 300m² dwelling – Total Fees \$1354.50</p> <p>Lodgement fee -nil \$312.50 planning fee \$625 building fee – waive \$300 compliance fee - nil</p> <p>\$612.50 Fee Waiver Applicant pays \$742</p>
>\$250,000 and up to \$500,00	50% of applicable listed fees	<p>Example \$500,000 Development 300m² dwelling – Total fees \$1823</p> <p>\$142.50 lodgement fee \$625.00 planning fee \$987 building fee – waive \$100 \$ 68.50 staged consent fee</p> <p>\$936 Fee Waiver halved = \$468 Applicant pays \$1355</p>	<p>Example \$500,000 Development 300m² dwelling – Total Fees \$2292</p> <p>Lodgement fee -nil \$625.00 planning fee \$1250.00 building fee – waive \$300 Compliance fee - nil</p> <p>\$925 Total Fee Waiver halved = \$462.50 Applicant pays \$1829.50</p>
>\$500,000	Nil	Nil	Nil

Under the PDI Act, both planning and building fees are based on construction value and the calculated fee increases with value. Under the Development Act only the planning fees are based on construction value and the Policy has included a flat fee of \$100 for building fees, as there are less fees to apply under the PDI Act in the draft revised Policy it is recommended that the building fee waiver increases to \$300.00.

The examples provided in Table 4 above demonstrate that the fee waivers are relatively similar under both pieces of legislation.

It is considered that the administration cost of preparing and submitting reports to Council for waiver of fees for developments with a construction value over \$100,000 is a consideration in the review of the Policy. Reports need to fit into Council agenda meeting cycles which can result in the potential for processing delays. Alternatively the applicant must pay fees upfront and a refund is then processed once Council authorisation is received. The latter scenario also creates additional administration cost with staff duplicating tasks (fee adjustment, re-invoicing or processing refunds). It is estimated that

the overall administration cost of reporting a fee waiver request to Council is approximately \$400 - \$500 for a fee waiver of often the same amount. Further, it is noted that to date, all fee waivers requests for developments exceeding \$100,000 in construction value recommended by the Administration, have been approved by Council.

It is noted that the PDI Act has been created with the intent of reducing red tape and assessment timeframes. Council's objective is also to generally reduce red tape. With this in mind it is recommended that the requirement to seek authorisation from Council for fee waivers is not included in the revised draft Policy for increased efficiency in this regard and no waivers are submitted to Council.

Public Notification and Advertising Fee

The fee associated with placing an advert in the newspaper or a sign on the land (Advertising fee) and the public notification is not recommended for inclusion in the draft revised Policy. Whilst the current Policy includes a waiver of 70% of the applicable fee (equates to \$445.20), advertising costs have more than doubled in recent times and it is no longer appropriate to waive this fee. The sign on the land fee is a new fee yet to be established by Council under the PDI Act and replaces a public notice in a newspaper.

4. SUMMARY

It is recommended that a sliding scale approach be adopted for fee waivers as outlined in the draft revised Policy, with the value of the fee waiver being reduced by 50% for developments with a value between \$250,000 and \$500,000. It is also proposed that the waiver of fees be capped at an upper limit for developments with a construction value of \$500,000. Therefore no fee waiver would apply for developments with a construction value of over \$500,000. It is also recommended that Administration are provided with delegation to grant fee waivers in accordance with the draft revised Policy thereby eliminating the need for reports to be submitted to Council for consideration, and ensuring applications are processed in accordance with the legislative timeframes. With all the suggested changes in mind, Administration are recommending that the current Policy be revoked and replaced with the draft revised Policy as contained in **Appendix 1** of this report.

5. OPTIONS

Council has the following options:

- I. Adopt the draft revised Policy as presented in **Appendix 1** of this report (Recommended)
- II. To not adopt or amend the Draft Policy in **Appendix 1** of this report as considered appropriate and for Council to rescind the Fee Waiver Policy altogether

Should the Council identify the need for substantial amendments to the draft revised Policy, it is recommended that these be referred to Administration for review to allow for analysis of the implications of the suggested amendments, prior to the matter being brought back to the Council for further consideration.


6. APPENDICES

- (1) New Draft *Development Application Fee Waiver Policy*
- (2) Current *Development Application Fee Waiver Policy*

Appendix 1

New Draft Development Application Fee Waiver Policy

COUNCIL POLICY

	DEVELOPMENT APPLICATION FEE WAIVER
---	---

Policy Number:	The Governance team will allocate the policy number (DEV-05)
Responsible Department(s):	Development Services
Relevant Delegations:	As per the delegations schedule and as included in this Policy
Other Relevant Policies:	None
Relevant Procedure(s):	None
Relevant Legislation:	Development Act 1993 Development Regulations 2008 Schedule 6 Planning Development & Infrastructure Act 2016 Planning Development & Infrastructure (Fees, Charges & Contributions) Regulations 2019 Section 4 & 7, Schedule 1 Part 2
Policies and Procedures Superseded by this policy on its Adoption:	9 May 2017 Item 12.2, SP13/17
Adoption Authority:	Council
Date of Adoption:	<i>To be entered administratively</i>
Effective From:	<i>To be entered administratively</i>
Minute Reference for Adoption:	<i>To be entered administratively</i>

Next Review:	No later than September 2023 or as required by legislation or changed circumstances
---------------------	--

DEVELOPMENT APPLICATION FEE WAIVER POLICY

1. INTRODUCTION

Section 39(4)(c) of the *Development Act 1993* and Section 119(9)(c) of the *Planning Development and Infrastructure Act 2016* (the PDI Act) and Regulation 7(a) of *Planning Development and Infrastructure (Fees, Charges & Contributions) Regulations 2019* (PDI Regulation) allows a relevant authority to waive payment of whole or part of the application fee payable to that relevant authority for the assessment of a development application.

2. OBJECTIVES

To detail the circumstances under which the waiver of development application fees will be permitted by Council and the level of fee waiver.

3. DEFINITIONS

3.1 ***Registered not-for-profit community organisation***

An organisation listed on the Australian Securities and Investments Commission (ASIC) Register as not for profit.

4. POLICY STATEMENT

Eligible Applicants

- Sporting groups and sporting clubs
- Hall committees
- Community groups
- Neighbourhood associations
- Scouts SA
- Religious institutions
- Rotary/Lions Club
- SA Ambulance Service & St John's Ambulance Service
- Not for Profit Community Organisations

Circumstances When Fees Can Be Waived

Development Application fees will be waived for eligible applicants as defined in this Policy for development on land within the Council area but only where Council is the decision authority or where the Adelaide Hills Council Assessment Manager or Adelaide Hills Council Assessment Panel is the planning decision authority under the *Planning, Development and Infrastructure Act 2016*.

Such developments will vary and include, but not be limited to, sheds, painting and restoration works, additions or alterations to existing buildings to enhance the services/facilities and new buildings.

Fees to be waived

The following fees shall be waived for eligible applicants for development in the Council area:

<i>Fee Type</i> <i>Development Act 1993</i>	<i>Fee Type</i> <i>Planning Development & Infrastructure Act 2016</i>	
Basic lodgement Fee Additional Lodgement Fee Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived Development with a construction value exceeding \$500,000 Nil fee waiver	Not applicable	Not received by Council
Planning Assessment Fee Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived Development with a construction value exceeding \$500,000 Nil fee waiver	Deemed to Satisfy Planning Fee Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived Development with a construction value exceeding \$500,000 Nil fee waiver	
	Performance Assessed Planning Fee Development with a construction value up to \$250,000 – 100% of fee waived Development with a construction value between >\$250,00 and \$500,000 50% of the fee waived Development with a construction value exceeding \$500,000 Nil fee waiver	
Staged Consent Development with a construction value up to \$250,000 – 100% of fee waived	Not applicable	

<p>Development with a construction value between >\$250,00 and \$500,00 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	
<p>Building Assessment fee Development with a construction value up to \$250,000 – First \$100 of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,00 50% of the above fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	<p>Building Assessment Fee Development with a construction value up to \$250,000 - First \$300 of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,00 50% of the above fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>
<p>Application for Minor Variation Not applicable</p>	<p>Application for Minor Variation Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,00 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>
<p>Application to Extend Consent Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,00 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>	<p>Application to Extend Consent Development with a construction value up to \$250,000 – 100% of fee waived</p> <p>Development with a construction value between >\$250,00 and \$500,00 50% of the fee waived</p> <p>Development with a construction value exceeding \$500,000 Nil fee waiver</p>

Where the development construction cost exceeds \$500,000, no waiver of development application fees is applied.

5. DELEGATION

- 5.1 The Assessment Manager or his/her nominee is delegated the authority to waive development application fees in accordance with this Policy.
- 5.2 The Chief Executive Officer has the delegation to:
- Approve, amend and review any procedures that shall be consistent with this Policy, and
 - Make any formatting, nomenclature or other minor changes to the Policy during the period of its currency.

6. AVAILABILITY OF THE POLICY

- 6.1 This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website www.ahc.sa.gov.au. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Appendix 2

Current Development Application Fee Waiver Policy

Council Policy

Development Application Fee Waiver



COUNCIL POLICY

 ADELAIDE HILLS COUNCIL	DEVELOPMENT APPLICATION FEE WAIVER
--	---

Policy Number:	DEV-05
Responsible Department(s):	Development & Compliance
Other Relevant Policies:	None
Relevant Procedure(s):	None
Relevant Legislation	None
Policies and Procedures Superseded by this policy on its Adoption:	13 May 2014, Item 10.4, 202
Adoption Authority:	Strategic Planning and Development Policy Committee
Date of Adoption:	9 May 2017
Effective From:	23 May 2017
Minute Reference for Adoption:	Item 12.2, SP13/17
Next Review:	No later than May 2020 or as required earlier by legislation or changed circumstances

DEVELOPMENT APPLICATION FEE WAIVER POLICY

1. PURPOSE OF THE POLICY

To facilitate the waiving of development application fees for charitable, not-for-profit and/or community organisations for developments on any land.

2. ELIGIBLE ORGANISATIONS

Registered not-for-profit, charitable and/or community organisations such as the local brigades of the SA Country Fire Service, local units of the SA Ambulance Service and St John's Ambulance Service, Lions Club, Rotary Club, APEX, KIWANIS, Scouts Australia, The Australian Red Cross Society and community sporting clubs within the Adelaide Hills Council area.

3. CIRCUMSTANCES WHEN FEES CAN BE WAIVED

Developments on any land within the Council area which will be for the benefit of the local community. Such developments may include equipment sheds, additions or alterations to existing buildings to enhance the services/facilities of such organisations to the community, advertising signs for such organisations, and other similar developments. It is noted that such developments are usually undertaken with the use of donations or grants.

However, if an application is for development which does not benefit the community, the fees shall not be waived. In all other circumstances, the fees shall be waived as follows:

1. Lodgement fees – 100% waived
2. Planning fee – waive the fee for developments with a construction value of \$100,000 or less.
3. Non-complying fee – No waiver as the development is required to be referred to DAC for concurrence for which a fee is payable by Council
4. Referral fee(s) to outside organisations (e.g. Transport SA, CFS, EPA etc.) – No waiver
5. Category 2 or 3 Public Notification Fee – 100% waived
6. Advertising Fee – 30% of the fee is payable
7. Building Rules Consent fees (including Change of Classification Fee, Demolition Fee, Modification of Building Rules Fee, etc. but excludes the CITB Levy) – First \$100 waived of each fee payable. Note these fees are calculated on the basis of floor area and class of structure under the Building Code.
8. Staged Consents Fee – 100% waived
9. Application to extend any consent or approval – 100% waived
10. Certificate of title search fee – No waiver
11. Any requests to waive the application fees for developments with a construction value exceeding \$100,000 shall be reported to Council for a decision.

4. DELEGATIONS

Only the Departmental Director, Manager Development Services shall have the right to grant a fee waiver in accordance with this policy.

The Chief Executive Officer has the delegation to approve, amend and review any procedures that shall be consistent with this Policy.

5. AVAILABILITY OF THE POLICY

This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website www.ahc.sa.gov.au. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 12.14

Responsible Officer: Lachlan Miller
Executive Manager Governance and Performance
Office of the Chief Executive

Subject: Council Resolutions Update including 2 year update to
outstanding resolutions

For: Decision

SUMMARY

The Action List is updated each month by the responsible officer and outlines actions taken on resolutions passed at Council meetings. In some cases actions can take months or years to be completed due to the complexity and/or the level of influence Council has in the matter.

In March 2015, Council resolved that outstanding resolutions passed before 31 March 2013 would be the subject of a report outlining the reasons why the resolutions have not been completed, detailing what actions have been taken and an estimated date of completion.

While the above resolution referred to a date, the duration was two (2) years and the intent of the Council's resolution has been carried forward as a prudent accountability mechanism.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. The following completed items be removed from the Action List:

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI
27/02/2018	Ordinary Council	31/18	Arts & Heritage Hub	None declared
28/04/2020	Ordinary Council	73/20	CEO Performance Review Process & Panel Schedule	None declared
23/06/2020	Ordinary Council	104/20	Support for Road Closures 2020 Adelaide Hills Rally	Perceived - Cr Chris Grant
28/07/2020	Ordinary Council	137/20	Genetically Modified Crops Legislation Change - Community Engagement Plan	None declared
25/08/2020	Ordinary Council	162/20	Boundary Reform Options	None declared
25/08/2020	Ordinary Council	164/20	Fabrik Development Proposal	None declared
25/08/2020	Ordinary Council	167/20	DA Fee Waiver Policy	None declared
15/09/2020	Special Council	198/20	Broadcasting Council Meetings & Workshops	None declared
22/09/2020	Ordinary Council	204/20	Genetically Modified Crops	Material - Cr Linda Green Material - Cr Chris Grant Perceived - Cr Kirsty Parkin
22/09/2020	Ordinary Council	208/20	2020 LGA President Ballot	None declared
22/09/2020	Ordinary Council	209/20	Election for GAROC 2020 - 2022	None declared
22/09/2020	Ordinary Council	212/20	Policy Review Records & Information Management Policy and Records & Information Management for Council Members Procedure	None declared
22/09/2020	Ordinary Council	213/20	Policy Review Community Loans Policy	None declared
22/09/2020	Ordinary Council	214/20	Policy Review Council Member Allowances & Support Policy	None declared
22/09/2020	Ordinary Council	219/20	2020 CEO Performance & Remuneration Reviews - CONFIDENTIAL ITEM	None declared
22/09/2020	Ordinary Council	220/20	2020 CEO Performance & Remuneration Reviews - Period of Confidentiality	None declared

22/09/2020	Ordinary Council	218/20	Records & Information Management Policy and Records and Information Management for Council Members Procedure	None Declared
------------	------------------	--------	--	---------------

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal Organisational Sustainability

Strategy Governance

The timely completion of Council resolutions assists in meeting legislative and good governance responsibilities and obligations.

➤ Legal Implications

Not applicable

➤ Risk Management Implications

Regular reporting on outstanding action items will assist in mitigating the risk of:

Actions arising from Council resolutions may not be completed in a timely manner

Inherent Risk	Residual Risk	Target Risk
High (4C)	Medium (4E)	Medium (4E)

➤ Financial and Resource Implications

Not applicable

➤ Customer Service and Community/Cultural Implications

Not applicable

➤ Sustainability Implications

Not applicable

➤ Engagement/Consultation conducted in the development of the report

Not applicable

2. BACKGROUND

At its meeting of 24 March 2015 Council resolved:

That the CEO provides a report to the 28 April 2015 Council meeting in relation to outstanding resolutions passed before 31 March 2013 outlining the reasons why the resolutions have not been completed, detailing what actions have been taken and an estimated date of completion.

The contents of this report formed a workshop discussion with Council Members on 3 May 2017.

While the above resolution referred to a date, the duration was two (2) years and the intent of the Council's resolution has been carried forward as a prudent accountability mechanism.

3. ANALYSIS

The Action list has been updated to provide Council with information regarding outstanding actions. Completed resolutions are identified in the recommendation for removal from the Action List.

In total there are zero uncompleted resolutions for which an update is required for Council.

4. OPTIONS

Council has the following options:

- I. Note the status of the outstanding items and the proposed actions
- II. Resolve that other actions are required.

5. APPENDIX

- (1) Action List

Appendix 1

Action List

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/03/2016	Ordinary Council	69/16	Land Acquisition Colonial Drive Norton Summit	None declared	Negotiate with the Anglican Church and CFS regarding the proposed boundary realignment and the preparation of preliminary plans	Terry Crackett	In Progress	Final plans and valuation are being considered by the Anglican Church State Diocese and upon confirmation from them a report will be presented to Council for consideration. Council staff met with the State Diocese to discuss the matter and work through some of their queries. It is now in the hands of the State Diocese to present a formal position to Council for consideration. The Norton Summit Church has advised that the State Diocese has consented to progress the matter and Council is awaiting contact from them to progress.
26/04/2016	Ordinary Council	83/16	Croft & Harris Road Precinct, Lenswood	None declared	2. That the Office for Recreation and Sport and Department of Planning, Transport and Infrastructure be approached to discuss any potential funding opportunities to undertake bituminising works up to where the bicycle access occurs. 3. That a further report be presented on potential road treatments for Croft Road Lenswood and the surrounding road network once additional data has been collected on peak traffic numbers generated through a major event and staff continue negotiations with ForestrySA regarding infrastructure improvements for Cudlee Creek Forest Reserve.	Peter Bice	In Progress	Following damage sustained in the recent fires, renewed conversations with Forestry SA and Bike SA are now underway to explore options. Sealing of Roads and Parking have been proposed as Priority Projects for funding with State and Federal Government. Director Infrastructure & Operations is now representing AHC on a Project Steering Group to assist in development of the ForestrySA Cudlee Creek Forest Trails Fire Recovery Strategy. First meeting occurred in May which incorporated visioning exercise and SWOT Analysis with a broad range of stakeholders 8/10/20 - Public Feedback currently being sought on the draft Cudlee Creek Forest Trails Fire Recovery Strategy
24/05/2016	Ordinary Council	105/16	Land at Houghton Request to Purchase	None declared	The acquisition of the land described as CT 5363/842 and CT 5363/452 consisting of two parcels of land, one 819m2 the other 36m2 respectively, and currently owned by R J Day and B E Day for nil consideration. Council to pay all transfer fees, charges and GST that may be applied. To undertake a Section 210 process for the conversion of private road to public road for the land described as CT 5343/355 of 27m2 currently owned by Marinus Maughan and Alick Stephen Robinson. To negotiate and accept a transfer of the land described as CT 5343/354 of 476m2 from the City of Tea Tree Gully for nil consideration. To negotiate and accept a transfer or vesting of the land described	Terry Crackett	In Progress	The acquisition from RJ & BE Day has been completed and registered at the Lands Titles Office. Title for the land held by City of Tea Tree Gully has been reissued in the name of Adelaide Hills Council. The Section 210 process has been completed. The request to DPTI for the transfer of land has been made and DPTI have confirmed their agreement to transfer the land at no consideration subject to Council agreeing to declare the land as public road. Report to Council on 28 April 2020 to declare as Public Road. Council is awaiting the transfer of the land from DIT.
24/01/2017	Ordinary Council	7/17	Cromer Cemetery Revocation of Community Land	None declared	a report be prepared and submitted to the Minister for Local Government seeking approval for the revocation of the community land classification of a portion of the land contained in Certificate of Title Volume 5880 Folio 219 identified in red on the plan attached as Appendix 1.	Terry Crackett	In Progress	DEWNR have requested that the revocation be put on hold whilst they investigate the requirements to alter the trust affecting the land and undertake an assessment of the native vegetation on the land, this is likely to take some months. DEW advised on 4/12/18 that there are some impediments to the progression of the proposed boundary realignment due to the mining operations on the adjacent land, which are being negotiated with the Dept for Mining. Advice is that these negotiations could take considerable time (2yrs). In the interim, consideration will be given to the granting of a right of way to ensure that the cemetery has legal access. DEW staff member dealing with this matter has left DEW so there may be an extended delay whilst it is reallocated and assessed. DEW awaiting finalisation of negotiations with Dept for Mining
27/02/2018	Ordinary Council	31/18	Arts & Heritage Hub	None declared	That the report be received and noted. That the Business Development Framework for the establishment of an Arts and Heritage Hub in the Old Woollen Mill at Lobethal, contained in Appendix 1, be noted. That the Administration proceeds with the establishment of an Arts and Heritage Hub using the Business Development Framework as a guide. That the development of a Hub Evaluation Framework, as envisaged in the Business Development Framework, occur as early as possible and include key performance and results targets, and mechanisms for review of the implementation by Council to ensure alignment with budget allocations and strategic objectives. That \$50,000 be allocated to the 2017-18 Operating Budget from the Chief Executive Officer's contingency provision to enable the initial actions to be taken. The CEO provides a progress report on the implementation of the Business Development Framework within 6 months from the date of appointment of the Director.	David Waters	Completed	Items 1, 2, 3, and 5 are complete. An Evaluation Framework (item 4) has been completed and has been used in setting and reporting on performance targets for 2019-20 and 2020-21. Pertinent elements have been included in the Council's suite of Corporate Performance Indicators.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
27/02/2018	Ordinary Council	57/18	Confidential Item - AH Swimming Centre Shade	None declared	As per confidential minute	Terry Crackett	In Progress	Matter being progressed per resolution
27/02/2018	Ordinary Council	58/18	AH Swimming Centre Shade Sail - Period of Con	None declared	that an order be made under the provisions of sections 91(7) and (9) of the <i>Local Government Act 1999</i> that the report and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the matter is determined but not longer than 12 months. Pursuant to section 91(9)(c) of the <i>Local Government Act 1999</i> , Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.	Terry Crackett	In Progress	Progressing per confidential minutes
28/08/2018	Ordinary Council	200/18	Proposal to enter 11 AHC Reserves into Heritage	None declared	1. That the report be received and noted. 2. That the Biodiversity Officer be authorised to enter: Doris Coulls Reserve, 152 Old Mt Barker Road, AldgateHeathfield Waste Facility, 32 Scott Creed Road, HeathfieldKiley Reserve, 15 Kiley Road, AldgateShanks Reserve, 1 Shanks Road, AldgateStock Reserve, Stock Road, MylorLeslie Creek Reserve, Leslie Creek Road, MylorMi Mi Reserve, 125 Aldgate Valley Road, MylorAldgate Valley 2 Reserve, 114 Aldgate Valley Road, MylorKyle Road Nature Reserve, Kyle Road, MylorCarey Gully Water Reserve, Deviation Road, Carey GullyHeathfield Stone Reserve, 215 Longwood Road, HeathfieldMylor Parklands, Mylor all being of significant biodiversity value, into Heritage Agreements. 3. That the Heritage Agreements retain the existing dog access arrangements in place for each of those reserves.	Peter Bice	In Progress	Heritage Agreement applications lodged for and still in progress: •Mylor Parklands •Heathfield Waste Facility Heritage Agreement have been registered over: •Kiley Reserve •Shanks Reserve •Kyle Road Nature Reserve, •Leslie Creek Reserve •Aldgate Valley 2 Reserve •Doris Coulls Reserve
28/08/2018	Ordinary Council	203/18	Community Wastewater Management Systems	Cr Andrew Stratford (Material), Cr Linda Green (Material), Cr Malcolm Herrmann (Material)	The report be received and notedThe CEO undertakes a request for tender process for the divestment of Council's CWMS assets to inform Council's decision to sell or retain these assets.The resolution to undertake a request for tender process is subject to there being no matters of material impact identified through further due diligence and request for tender preparation activities, as determined by the CEO.Subject to Council resolving to proceed to a request for tender for the divestment of Council's CWMS assets, the CEO be delegated to prepare and approve an evaluation plan for the purposes of assessing responses received including but not limited to the following criteria: CWMS customer pricing and feesSale price for CWMS assetsRespondents financial capacityRespondents operational capacity and capabilityNetwork investment and expansion That ongoing analysis be undertaken on continued Council ownership of CWMS assets for request for tender comparison purposes to inform future decision making.The Prudential Review Report and the Probity Report be received and noted.The Council acknowledges that whilst S48 of the Local Government Act 1999 does not require a prudential review to be undertaken, the report in relation to this project is consistent with the provisions of S48.The Administration is to continue to work	Peter Bice	In Progress	The Registration of Interest was launch on 8/9/2020 to the market. Following this process a report is anticipated to brought to Council in December 2020 regarding next step options and a decision to proceed or otherwise to further stages. The Expression of Interest process has been delayed in consideration of Covid-19 impacts. In collaboration with project partners currently progressing with preparation of request for expression of interest tender process and documentation. Council staff continue to work with project partners towards request for tender release forecast to be in July 2020. Commercial advisory services have been engaged to ensure the approach to market is undertaken in such a manner to maximise return.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
11/09/2018	Special Council	229/18	Road Exchange McBeath Drive, Skye Horsnell G	None declared	In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, as regards the land within the Adelaide Hills Council area, enter into an Agreement for Exchange with Boral Resources (SA) Ltd and issue a Road Process Order to open as road portions of Section 906 Hundred of Adelaide numbered "1", "2" and "3" on Preliminary Plan No. 17/0066 (Appendix 1) and in exchange to close portions of McBeath Drive marked "A", "B", "C" and "D" on Preliminary Plan No. 17/0066, subject to the following: Boral Resources (SA) Ltd agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs; Boral Resources (SA) Ltd agreeing to pay all costs associated with a Council boundary adjustment between Adelaide Hills Council and the City of Burnside to rectify the resulting Council boundary anomaly from the road exchange process The closed road is excluded as Community Land pursuant to the <i>Local Government Act 1999</i> . Council approves the sale of the differential between the total area of closed road and the total area of opened road of approximately 1,242m ² to Boral Resources (SA) Ltd for the amount of \$6,210 as determined by an independent valuation. Subject to the successful completion of the road exchange process, Council undertakes a process in conjunction with the City of Burnside to realign the local government boundary along the new	Terry Crackett	In Progress	Road exchange documentation has been executed and provided to Boral for lodgement with the Surveyor-General. Submission has been prepared and lodged with the Boundaries Commission jointly on behalf of the City of Burnside and Adelaide Hills Council. The Boundaries Commission has agreed to investigate the proposal and that process is underway. Further feedback has been provided to the Boundaries Commission to progress. Boral are negotiating a Land Management Agreement with the State Government which has delayed the completion of the land division and road exchange Awaiting advice that land division has been completed so that the boundary realignment can occur
11/09/2018	Special Council	232/18	Revocation of Community Land – Bridgewater R	None declared	To commence a process to revoke the Community Land classification of the land located on the corner of Mt Barker Road and Second Avenue Bridgewater known as 511 Mt Barker Road Bridgewater contained in Certificate of Title Volume 5488 Folio 788 (Land) on which a portion of the Bridgewater Retirement Village is located by: Preparing a report as required under section 194(2)(a) of the Local Government Act 1999 and making it publicly available. Undertaking consultation in accordance with its Public Consultation Policy as required under section 194(2)(b) of the Local Government Act 1999. To commence a process to vary the charitable trust affecting the Land by investigating land parcels owned by the Adelaide Hills Council, including Carripool Park, Candlebark Reserve and Vincent Playground Reserve, that may be suitable for the development of a landscaped garden for the benefit of the community and for the construction of a memorial to the Ash Wednesday Bushfires of 1983 as contemplated by the charitable trust over the Land and invite community suggestions and feedback in relation to any appropriate land parcels. To approve a budget allocation in the amount of \$10,000 for legal expenses for the preparation of an Application to the Supreme Court to vary the charitable trust. That a further report be presented to Council for consideration after community consultation and further investigations have been completed	Terry Crackett	In Progress	Initial consultation to identify possible locations for the establishment of a garden and memorial concluded on 28 January 2019 with only one submission received being a suggestion from the Retirement Village residents to investigate Carripool Park as their preferred option. Council, at the meeting of 27 August 2019, approved Carripool Park as the location to vary the trust to. Community consultation is open and runs until 20th December 2020. Awaiting feedback from the Attorney General on the trust variation scheme proposal
11/09/2018	Special Council	238/18	Ashton Landfill – Confidential Item	None declared	Until 10 September 2019. Pursuant to section 91(9)(c) of the <i>Local Government Act 1999</i> , Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer. Refer to confidential minute	Peter Bice	In Progress	Matter continues to be progressed. Further update will be provided when a material change occurs.
26/03/2019	Ordinary Council	70/19	Aboriginal Place Naming	Nil	That advice on the potential for Aboriginal place naming be sought from the Reconciliation Working Group, including a proposed approach for progressive implementation	David Waters	In Progress	This matter has been worked through with the Reconciliation Working Group and is likely to be an ongoing topic of discussion. The Group is at this stage advising the Council to focus on some 'easy wins' with places like Uraidla, Gumeracha and Cudlee Creek, whose names are anglicised versions of traditional Aboriginal names, to start building awareness in community. The Administration is continuing to work with the Group on how this should be done in practice.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
26/03/2019	Ordinary Council	77/19	Randell's Cottages, Beavis Court, Gumeracha	None declared	That, acknowledging that a land division in Watershed (Primary Production) is non-complying, an initial approach be made to the State Commission Assessment Panel to determine the possibility of a land division to create a separate allotment for the potentially local heritage listed building located at 1 Beavis Court, Gumeracha known as Randell's Cottages being supported. That subject to the response from the State Commission Assessment Panel, a Development Application be lodged for a non-complying land division. That, if a land division is not supported, an expression of interest (EOI) process be undertaken in respect of the local heritage listed building located at 1 Beavis Court, Gumeracha known as Randell's Cottages to determine any interest in restoring the building for tourism or other purpose (other than long term residential) under a long term lease arrangement. That the CEO be delegated to prepare the necessary documentation to undertake the EOI. That a report be presented to Council following the EOI detailing the results of that process and providing further options.	Terry Crackett	In Progress	The land sits within the Environmental Food Protection Area and proposed use is not supported. An application will be made to DPTI for a review once the Minister announces the review, likely to be in mid 2020. Subject to a removal of the land from the EFPA, a development application will then be lodged for the division of the cottages (noting that it will be a non-complying development). Note that the implementation of the new legislation has been deferred.
26/03/2019	Ordinary Council	78/19	Scott Creek Cemetery Reserve Fund	None declared	That the reserve funds held in relation to the Scott Creek Cemetery be expended to achieve the following outcomes: 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/extension of driveways to facilitate expansion of the cemetery	Terry Crackett	In Progress	Investigations as to options for marking of graves has commenced and once collated will be finalised for installation. Council staff have met with the Scott Creek Progress Association Committee to progress. Construction of concrete plinths is progressing and plaques will be finalised for installation. A fenced area is proposed for the unmarked grave area. Works for driveway upgrade will be scheduled this financial year. Works will be undertaken upon recruitment of cemetery maintenance team member
7/05/2019	Special Council	94/19	Stonehenge Reserve Masterplan Update and Finalisation	None declared	That the report be received and noted. To not proceed with any of the masterplanning options at Stonehenge Reserve at this point in time. To proceed with resurfacing works at both the Stonehenge Reserve and Heathfield sites. To delegate to the CEO to seek variations and finalise arrangements to the grant funding agreements with the Office for Recreation, Sport & Racing, and Tennis SA that allow new court construction at alternative sites. The CEO to report back to Council on those finalised arrangements. To notify those who have registered through the Stonehenge Reserve Project's engagement site of the outcome of the consultation and this report.	Peter Bice	In Progress	Administration have begun discussions with the Office for Recreation, Sport & Racing and Tennis SA regarding a variation to the grant funding agreement that allows new court construction at an alternative site. Update 8/10 - As per the original grant agreement, resurfacing works at the Heathfield (Council owned) site have been completed. Works to the existing courts at the Stonehenge site will commence shortly. Council staff are in the process of submitting a formal variation to the grant funding agreement with the ORSR that will allow the third component of the project (works originally intended for the creation of new courts at the Stonehenge site) to be undertaken at the Heathfield High School site instead. Over the past few months Council staff have been working with staff from Heathfield High School and the Department for Education to facilitate an agreement that will allow these works to occur. Project scoping and preparation for a tender process has begun. Works funded by the ORSR grant funding will include the extension and reconstruction of the Heathfield High School courts.
7/05/2019	Special Council	104/19	Unsolicited Approach to Purchase Community Land	None declared	that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the matter is further presented to Council for a decision, but not longer than 12 months.	Terry Crackett	In Progress	

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
25/06/2019	Ordinary Council	158/19	Boundary Reform - Approval to Explore	None declared	That the report be received and noted.To note that correspondence will be sent to the residents of Woodforde and Rostrevor (in the Council area) inviting them to a community meeting to discuss the boundary reform process and the status of the Campbelltown City Council proposal.That in relation to strategic boundary reform:Approve the engagement of a consultant to undertake a high level review of Council's boundaries to identify boundary reform options.Once the review has been undertaken and boundary reform options identified, that a workshop be held with the Elected Body (confidential if necessary) whereby the outcomes of the subject review can be presented prior to a formal report to council for consideration.	Andrew Aitken	In Progress	Rec 2: Updated correspondence was sent to Woodforde and Rostrevor residents regarding the community meeting - COMPLETED Rec 3(1): C.L. Rowe & Associates engaged to conduct the Strategic Boundary Review - COMPLETED Rec 3(2): Workshops conducted on 17 March and 20 October 2020, Inform Engagement with neighbouring council Mayors and CEOs (delayed due to COVID-19) now completed. Report shcheduled for October 2020 meeting.
25/06/2019	Ordinary Council	173/19	Library Services Review	None declared	That the report be received and noted.That the Administration proceed with the replacement of the mobile library as per the provision in the 2018-19 Capital Works Budget and the Long Term Financial Plan as budgeted for in the 2018/19 Annual Business Plan, with the Council noting that the budget will need to be carried forward into 2019-20.That a Library Services Strategy be developed during 2019-20.That Council consults with the community on any changes to operating hours and services.	David Waters	In Progress	Tenders for Mobile Library received. The procurement process was suspended pending a review of the effectiveness of alternative service delivery models resulting from the Covid-19 pandemic restrictions. The procurement process has now recommenced. Three tenders have been assessed. Further information identified and and to be requested. Strategic Plan well underway and to be presented at a Council Workshop in November 2020.
23/07/2019	Ordinary Council	188/19	LED Street Lighting Upgrade	None declared	That the report be received and noted.To approve an increase of \$365k in Council's 2019/20 capital budget to commence the transition of 900 P – category public streetlights to LED with the funding source to be recommended to Council at its next budget review.That Council engage SAPN to commence the changeover of P-Category lights to LED public lighting on Council roads and that authority is given to the CEO to finalise a contract with SAPN and sign that agreement.That Council enter into a PLC tariff agreement for public lighting with SAPN until 30 June 2020 and subsequently move to the tariff set by the Australian Energy Regulator from July 2020.That Council continues to liaise with SAPN and DPTI on the changeover of Council public lighting on roads under the care and control of the State Government.That a further report be provided to Council on the outcome of the continued discussions with SAPN and DPTI.	Peter Bice	In Progress	A new customer portal has been developed by SAPN and this will assist in light ownership and validation of V-Category (road category lighting from the Aust Standards) lighting owned by Council. DPTI request for all new lights to be V3 or V4 standard for DPTI roads. Council is also reviewing V category lighting on Council roads to determine the appropriate LED options and costs. Meeting with DPTI and SAPN undertaken to discuss main road requirements. Assessment of requirements being investigated. Phase One roll-out of P Category street lights on Council roads has been completed. SAPN Letter of Offer accepted. Hardware supplier agreed and notified. SAPN final contract offer being reviewed. Procurement process for hardware installation has commenced. Subject to availability of hardware, installation on site is proposed to commence prior to the end of the calander year. Follow-up contact made with SAPN to progress contract and management of roll-out including any design work, communications and project management.
27/08/2019	Ordinary Council	223/19	Review of Primary Production Incentive Grant F	None declared	1. That the report be received and noted. 2. That the Primary Production Incentive Grant be discontinued and the balance of the funds be redirected to community education on rural land management issues and European Wasp control for the benefit of the primary production sector.	Marc Salver	In Progress	An Expression of Interest process concluded on 10 August 2020 to seek assistance from media experts to assist with preparing relevant material and short videos in this regard to put on Council's media channels. The proposals received are now be reviewed with a view to awarding a contract for this work in the next few weeks.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
17/09/2019	Special Council	239/19	Circular Procurement Pilot Project	None declared	Council resolves: That the report be received and noted. To approve participation in the Circular Procurement Pilot Project. That the Chief Executive Officer be authorised to execute the Memorandum of Understanding as contained in Appendix 1 of this report. That the Council endorses, in principle, the following targets: subject to the procurement needs and requirements of Council in 2020/21 purchasing recycled plastic products or materials equivalent to 10% of the weight of plastic collected within the Council area, which is equivalent to approximately 25 tonnes based on 2017/18 data. subject to the procurement needs and requirements of Council, commencing in 2021/22 Council will incrementally increase its purchasing of recycled plastic products or materials thereafter until it is equivalent to 50% of the weight of plastic collected within the Council area, which is equivalent to 124 tonnes based on 2017/18 data. That a report be provided to Council in early 2021/22 providing an update on the Council's participation in the Circular Procurement Pilot Project for the period 2020/21.	Peter Bice	In Progress	<p>The Circular Procurement Project is now underway, and the Memorandum of Understanding has been executed.</p> <p>Amendments to Council's procurement processes has been completed to provide effect to Council's participation in the Circular Procurement trial.</p> <p>Staff training in the Circular Procurement Project has been undertaken.</p> <p>Recording of goods purchased with recycled content has commenced including bin surrounds, wheelie bins, office paper, fence posts and road construction materials.</p> <p>To date council has purchased 3446 tonnes of recycled product including predominantly recycled road base and other items such as wheelie bins, bollards, picket fence panels and steel rails.</p>
24/09/2019	Ordinary Council	252/19	Kenton Valley War Memorial Park	None declared	That the report be received and noted That no further action be taken at this time to progress the revocation of community land classification for the land located at the intersection of Kenton Valley and Burfords Hill Roads known as the Kenton Valley War Memorial Park, being Allotment 64 in Filed Plan No. 155479 contained in Certificate of Title Volume 5718 Folio 775 ("Land") That Council staff provide assistance to the proposed community group to form plans for the use and maintenance of the Land within existing budget and resources, including assistance to identify grant opportunities that may be available to the group A	Terry Crackett	In Progress	<p>The park was impacted by the Cudlee Creek Bushfire.</p> <p>The community group remains active in looking at opportunities to improve the park and a new sign is due to be installed.</p>
24/09/2019	Ordinary Council	253/19	Oakbank Soldiers Memorial Hall	None declared	That the report be received and noted That the Council provides financial and administrative assistance to the Oakbank Soldiers Memorial Hall Inc ("Association") to make an application to the Supreme Court for a trust variation scheme to vary the charitable trust that exists over the Oakbank Soldiers Memorial Hall ("OSM Hall") located at 210 Onkaparinga Valley Road Oakbank contained in Certificate of Title Volume 5846 Folio 513. That the Council and the Association enter into a binding agreement regarding the level of financial and administrative support being provided, to a maximum of \$40,000, to undertake the trust variation scheme, and land division if deemed financially viable, with all agreed financial and administrative support to be reimbursed to Council upon sale of the OSM Hall. That the Council agree to enter into a trust variation scheme that would result in the trust being varied from the OSM Hall to the Council owned Balhannah Soldiers Memorial Hall ("BSM Hall") that would bind the BSM Hall to be held in perpetuity as a Memorial Hall in memory of the residents of the township and district of Oakbank who enlisted for and made the supreme sacrifice in the Great War 1914 - 1918 and preserve the same upon trust for the general benefit of the residents of the township of Oakbank and district, and including the Balhannah township and district, and accept monies from the Association to be held on trust for that purpose. 5. That the Mayor and CEO be authorised to sign all necessary documents, including affixing the common seal, to give effect to this resolution	Terry Crackett	In Progress	<p>Initial discussions held with the Balhannah Soldiers Memorial Hall Committee about the proposal.</p> <p>Oakbank Soldiers Memorial Hall Committee has undertaken additional notification of the proposal with the Oakbank community. Council has received some contact from community members raising some concerns about the proposal. It has been requested that the committee hold a community meeting to enable community members to express their concerns. 13/2 - meeting has been held with the committee and their lawyers to progress. Community meeting being arranged with the assistance of Council's communications team</p> <p>Council staff have facilitated 2 community meetings and assisted the committee to set up the AGM which was held on 31 August. At the AGM, a new committee was formed. The new committee will not pursue a sale of the Hall at this time. A report will be presented to Council at the October meeting to rescind this resolution of Council.</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/10/2019	Ordinary Council	249/19	Crown Land Review	None declared	That the report be received and notedThat Council commence a community land revocation process in relation to the following land: CR 5752/186, Lot 32 Fullgrave Road, CrafersCR 5753/725, Section 1609 Illert Road, Mylor CR 5753/729, Section 1657 Scott Creek Road, Scott CreekCR 5753/741, Sections 53 and 54 Sandy Waterhole Road, WoodsideCR 5753/742, Section 547 Schuberts Road, LobethalCR 5753/744, Section 553 Pedare Park Road, WoodsideCR 5753/745, Section 556 Tiers Road, WoodsideCR 5753/746, Section 565 Old Carey Gully Road, StirlingCR 5753/751, Section 489 Chapman Road, InglewoodCR 5753/754, Section 511 North East Road, Inglewood CR 5753/758, Section 262 Reserve Road, ForrestonCR 5763/631, Section 1591 Silver Road, BridgewaterCR 5763/634, Section 71 Magarey Road, Mount TorrensCR 5763/635, Section 72 Magarey Road, Mount TorrensCR 5763/636, Section 84 Forreston Road, ForrestonCR 6142/329, Lot 501 Greenhill Road, BalhannahCR 5926/487, Lot 20 Bell Springs Road, CharlestonCR 5753/718, Section 1544 Reserve Terrace, AldgateCR 5753/753, Section 495 off Kersbrook Road, Kersbrook Community consultation be undertaken in accordance with the Council's Public Consultation Policy. A further report be presented to Council following completion of the community consultation process.	Terry Crackett	In Progress	Consultation currently open
26/11/2019	Ordinary Council	277/19	MON Water Usage from Bores	None declared	1. That the CEO investigates any circumstances where Council provides water to or receives water from a person/organisation. 2. Following the investigation, a report detailing, among other things, any contractual arrangements, costs, risks and liabilities, be provided to Council by 30 April 2020	Terry Crackett	In Progress	Investigations as to various arrangements is being undertaken with a report being presented to Council
10/12/2019	Special SPDP	SP9/19	Draft Crafers Village Design Guidelines and Com	None declared	1. That the report be received and noted 2. To approve the draft Analysis and Opportunities Plan at Appendix 1 for the Crafers Village Design Guidelines for community engagement 3. To approve the proposed Community Engagement Plan at Appendix 2.	Marc Salver	In Progress	Public and stakeholder consultation on the final draft Design Guidelines has been completed and the responses have been reviewed. Some minor edits to the draft Guidelines have been made and the final document will be reported to SPDP in November for final endorsement.
17/12/2019	Ordinary Council	309/19	Mylor BMX Bike Track	Perceived - Cr Leith Mudge	1. That the report be received and noted. 2. That broad community consultation be undertaken in accordance with the consultation plan set out in this report 3. That, following completion of community consultation and further investigations by Council staff, a further report is presented to Council for consideration. 4. That consultation excludes any areas identified in the Community Land Management Plans as being for conservation purposes in the Mylor Parklands as a site considered for any potential BMX track in the Mylor region 5. To reaffirm its commitment to the Heritage Agreement application in its current form, which is in progress for the Mylor Parklands 6. To thank all community groups and volunteers who have contributed to the preservation and conservation of the Mylor Parklands over many years 7. That compliance action be taken to stop further illegal use in Mylor Parklands, signs be placed informing visitors appropriately of activities that are, and are not, allowed in accordance with Community Land Management Plans.	Peter Bice	In Progress	Consultation Plan 1. February Signage erected for Parklands 2. Letter to wider community / incl. local stakeholders to alert them of the process + update EHQ site enable people to engage through this 1. Meet with groups individually to bring people into process and set the context + Get representatives from three groups 2. May-June (delayed) - Commence working group. The aim is to: understand what is important to each group, what could future look like and develop some design principles 3. May/June Wider consultation with community invited to see proposals 4. June/July Report to council on consultation outcomes Some delays to this plan given the Covid19 situation. Email sent on the 8/4/2020 to Mylor Parklands Bushcare Group to thank the volunteers who have contributed to the preservation and conservation of the Mylor Parklands over many years.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
17/12/2019	Ordinary Council	314/19	Road Exchange Montacute Road Montacute	None declared	<ol style="list-style-type: none"> That the report be received and noted To execute under seal a Deed of Assignment of Rights to Occupation to bring land identified as proposed Allotment 11 in DP 72622 under the <i>Real Property Act 1886</i> To, in conjunction with Giuseppe Meccariello, Filomena Sanche, Vincenzo Meccariello and Telstra Corporation Ltd, undertake the road widening process in accordance with the plan attached as Appendix 2, to vest allotments 12 and 14 as public road for nil consideration The road to be closed as identified as "A" in Preliminary Plan 05/0056 be excluded as Community Land pursuant to the Local Government Act 1999 To authorise the Chief Executive Officer and Mayor to finalise and sign all documentation, including under seal if necessary, to give effect to this resolution. 	Terry Crackett	In Progress	Council has executed documents to support a process to bring land under the provisions of the Real Property Act 1886. Awaiting completion of that process before the road exchange can progress.
28/01/2020	Ordinary Council	11/20	Revocation of Community Land - Bridgewater R	None declared	That the report be received and notedSubject to the Supreme Court issuing an order granting approval for a trust variation scheme, a report be prepared and submitted to the Minister for Planning seeking approval to revoke the community land classification of Allotment 220 in Filed Plan No. 8131 known as 511 Mount Barker Road Bridgewater.The Mayor and CEO be authorised to sign all necessary documentation to give effect to this resolution.	Terry Crackett	In Progress	Application to the Minister for Planning will be made once the trust variation scheme has been approved by the Supreme Court. Currently awaiting feedback from the Attorney-General.
28/01/2020	Ordinary Council	16/20	CEO PRP Independent Membership	None declared	That the report be received and noted That in relation to the CEO Performance Review Panel:To undertake a recruitment process for the selection of one Independent Ordinary Member for the CEO Performance Review Panel for a term of 24 months, indicatively commencing 1 March 2020.To appoint Cr Mark Osterstock & Cr Kirsty Parkin and the Executive Manager Organisational Development as members of the CEO Performance Review Panel Independent Member Selection Panel.	Terry Crackett	In Progress	Interviews for the Panel Independent Member have taken place. Recommendation is coming Council via a report to the 27 October meeting.
28/04/2020	Ordinary Council	71/20	Rural Land Acquisition from DPTI - Houghton &	None declared	That the report be received and notedTo accept a transfer of land from the Commissioner of Highways for Allotment 13 in Deposited Plan No. 26030 contained in Certificate of Title Volume 5741 Folio 518 being Lot 13 Horn Street, Houghton from the Commissioner of Highways for nil consideration.To accept a transfer of land from the Commissioner of Highways for Allotment 51 in Deposited Plan No. 82071 contained in Certificate of Title Volume 6058 Folio 751 being Lot 51 Strathalbyn Road, Aldgate from the Commissioner of Highways for nil consideration.To exclude the land described in 2 & 3 above as community land pursuant to section 193(4) of the <i>Local Government Act 1999</i> . To delegate to the Chief Executive Officer to execute the necessary documentation to give effect to this resolution.	Terry Crackett	In Progress	Awaiting documentation from Crown Solicitor to execute land transfer of parcels
28/04/2020	Ordinary Council	73/20	CEO Performance Review Process & Panel Sched	None declared	That the report be received and notedThat the 2020 CEO Performance Review and TEC package review be undertaken using an external consultant.That the 2020 CEO Performance Review Panel Meeting and Process Schedule (as amended), as contained in Appendix 1, be adopted.	Terry Crackett	Completed	Council decided the matter at the 22/9/2020 Council meeting.
28/04/2020	Ordinary Council	75/20	CEO PRP Independent Member Deferral	None declared	That the report be received and notedTo defer the recruitment of an Independent Ordinary Member until the social distancing restrictions associated with COVID-19 are sufficiently reduced/removed.	Andrew Aitken	In Progress	Interviews for the Panel Independent Member have taken place. Recommendation is coming Council via a report to the 27 October meeting.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
26/05/2020	Ordinary Council	93/20	Support for Road Closures - 2020 Shannons Adelaide Rally	Cr Chris Grant - Perceived	<p>That the report be received and noted.</p> <p>That, in relation to the 2020 Shannons Adelaide Rally and 2020 Gorge Rallysprint, Council supports the event contingent on the organisers, to the satisfaction of the Chief Executive Officer: Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event Providing confirmation that the affected business owners are aware of the road closures Providing written confirmation that the concerns raised by affected residents have been adequately addressed and that arrangements for egress and regress for those properties can be managed within the event where possible Written confirmation from the organisers that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event.</p> <p>That subject to the requirements of item 2. being undertaken, Council provides consent for road closure orders in relation to the two events, to be held on Sunday 13 September and between Wednesday 25 and Saturday 28 November as follows:</p> <p>Refer to Minutes</p> <p>4. That the Council confirms that the Chief Executive Officer may use existing powers under delegation to consider, and determine whether or not to provide consent to, any proposals for minor changes to the road closures in the lead up to the event.</p> <p>5. That organisers of the 2020 Shannons Adelaide Rally be required to attend a Council workshop by February 2021 to provide</p>	David Waters	In Progress	<p>The event organiser is aware of the Council's resolution and is willing to attend the workshop in February 2021.</p> <p>Evidence of all requirements received.</p> <p>12 August - A consultation letter was sent and advanced notice signage installed for the Gorge Rallysprint event 13 September (over 4 weeks to event as per resolution)</p>
23/06/2020	Ordinary Council	104/20	Support for Road Closures 2020 Adelaide Hills Rally	Perceived - Cr Chris Grant	<p>That the report be received and noted</p> <p>That, in relation to the 2020 Adelaide Hills Rally, Council supports the event contingent on the organisers, to the satisfaction of the Chief Executive Officer: Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event Providing confirmation that the affected business owners are aware of the road closures Providing written confirmation that the concerns raised by affected residents have been adequately addressed and that arrangements for egress and ingress for those properties can be managed within the event where possible Written confirmation from the organisers that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event.</p> <p>That subject to the requirements of item 2. being undertaken, Council provides consent for road closure orders in relation to the event, to be held on Saturday 17 October 2020 as follows:</p> <p>Saturday 17 October 2020</p> <p>Retreat Valley Stage Closure 8:00am – 1:30pm</p> <p>Retreat Valley Road, Odea Road, Berry Hill Road and Langley Road closed – from Gorge Road to Cudlee Creek Road</p> <p>Kenton Valley Stage Closure 8:20am – 1:50pm</p>	David Waters	Completed	<p>Road closure consent being signed off by the CEO with minor changes.</p> <p>Evidence of most resolution conditions received by Administration, waiting only on proof of advance notice signage.</p> <p>Event was held on the weekend of 17-18 October 2020.</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/06/2020	Ordinary Council	105/20	Community & Recreation Facility Framework Pr	None declared	That the report be received and notedThat Council endorses the Community & Recreation Facilities Framework - Community Consultation Implementation Plan, contained in <i>Appendix 1</i> .	Peter Bice	In Progress	<p>Stage 1 and 2 of the consultation for this project is currently open. Data will be analysed, & used to inform new service levels & policy positions that will form part of the Framework.</p> <p>Update 19/8 - Stage 1 & 2 of the consultation for this project has now closed. Staff will begin analysing data in the coming weeks in conjunction with Council Members who form part of the CRFFIWG. Data gathered used to inform new service levels & policy positions that will form part of the Framework.</p> <p>Update 14/9 - Staff are continuing to analyse data, & will share findings with members of the CRFFIWG in the coming weeks.</p> <p>Update 8/10 - Consultation findings have been shared with members of the CRFFIWG in the past few weeks; & the group has begun to discuss models & service levels & policy positions that reflect information provided through the consultation process. Over the coming months the group will continue to progress & develop these positions, which will be presented to a Council Member workshop in early 2021.</p>
23/06/2020	Ordinary Council	122/20	Event Opportunity - Confidential Item	None declared	Refer to Confidential Minute	David Waters	In Progress	The matter remains subject to the confidentiality order.
23/06/2020	Ordinary Council	123/20	Event Opportunity - Period of Confidentiality	None declaredthat the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2021.	David Waters	In Progress	This items remains in confidence under the provisions contained in the resolution.
28/07/2020	Ordinary Council	136/20	MON Late Lewis (Lew) Brickhill	None declared	That the CEO investigates, in consultation with the family and the Friends of Bushland Park, how the memory of the late Lewis Norman Brickhill can be commemorated for his contribution to, not only Lobethal Bushland Park, but also to the wider community, and provides a report to Council by 30 September 2020.	Peter Bice	In Progress	Report complete and to be considered at October Council meeting.
28/07/2020	Ordinary Council	137/20	Genetically Modified Crops Legislation Change -	None declared	<ol style="list-style-type: none"> That the report be received and noted. The Council will consider whether to apply to the Minister for Primary Industries and Regional Development under Section 5A(1) of the <i>Genetically Modified Crops Management Act 2004</i> for the designation of the Council area as an area in which no genetically modified food crops may be cultivated. Pursuant to Section 5A(2) of the <i>Genetically Modified Crops Management Act 2004</i>, the Council seeks the views of its community, including persons engaged in primary production activities and food processing or manufacturing activities in the area of the Council, regarding whether or not such an application should be made. To approve the community engagement plan that forms Appendix 1 to this report with an amendment to the final bullet point on page 5 of the Engagement Plan by adding the following words at the end of the sentence "..., particularly those who might be positively or negatively impacted by lack of or otherwise, of a GM Free Zone in the Adelaide Hills Council district or region," and delegate to the Chief Executive Officer the authority to make minor changes to the plan as may be required prior to community and stakeholder consultation commencing. To approve a review of the Genetically Modified Crops Policy that forms Appendix 2 to run concurrently with the community engagement process. That a report be submitted to a September 2020 Council 	Marc Salver	Completed	The submission was forwarded to the Minister for consideration on 25 September 2020. We will now await his reponse which should be received on or before 15 November 2020.
28/07/2020	Ordinary Council	147/20	Citizen of the Year Awards Presentation Locatio	None declared	<p>That the report be received and noted.</p> <p>That the winners of the three primary Australia Day Awards – Citizen of the Year, Young Citizen of the Year and Community Event of the Year – be given the opportunity to receive their award at a community celebration of their choice, commencing in January</p>	David Waters	Not Started	The action arising from this resolution does not come about until January 2021.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
28/07/2020	Ordinary Council	148/20	Road Closure adj Posen Road Birdwood	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To make a Road Process Order pursuant to the <i>Roads (Opening & Closing) Act 1991</i> to close and merge the piece of land identified as "A" in the Preliminary Plan No. 20/0005 attached to this report with Piece 14 in Deposited Plan No. 63287 comprised in Certificate of Title Volume 5911 Folio 108. 3. Subject to the closure of the road identified in the Preliminary Plan attached, that: The closed road be excluded as Community Land pursuant to the <i>Local Government Act 1999</i>; and The piece marked "A" be sold to Mrs Elizabeth Addams-Williams, the owner of the property with which it is merging for the amount of \$8,000 plus GST (if applicable) and all fees and charges associated with the road closure process. 4. Authorise the Chief Executive to finalise and sign all necessary documentation to close and sell the above portion of closed road pursuant to this resolution. 	Terry Crackett	In Progress	<p>Commenced in accordance with the resolution.</p> <p>Road Process Order and transfer documents being prepared by Surveyor.</p>
28/07/2020	Ordinary Council	149/20	Road Widening Netherhill Road Kenton Valley	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To purchase the areas of land totalling 335 sqm identified in red on the Land Acquisition Plan attached as <i>Appendix 2</i> ("land") from Stephen Paul Cowie the land owner at 67 Nether Hill Road, Kenton Valley, for the purchase price of \$6,700 (excl GST) plus all reasonable costs to vest the Land as public road. 3. To purchase the area of land being 188 sqm identified in red on the Land Acquisition Plan attached as <i>Appendix 2</i> ("land") from Paul Andrew Arnup and Danielle Marie Beatrice Helbers the land owner at 109 Nether Hill Road, Kenton Valley, for the purchase price of \$3,760 (excl GST) plus all reasonable costs to vest the Land as public road. 4. The road land being acquired to be excluded as Community Land pursuant to the <i>Local Government Act 1999</i>; and 5. That the Mayor and CEO be authorised to sign all necessary documentation, including affixing the common seal, to give effect to this resolution. 6. To approve an expenditure budget of \$10,460 to purchase the two areas of land on Nether Hill Road, Kenton Valley, with funding to be sourced from favourable capital revenue identified within the 2020-21 Capital Works budget. 	Terry Crackett	In Progress	<p>Progress has commenced in accordance with the resolution</p> <p>Conveyancer has been instructed to prepare boundary realignment documents</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
25/08/2020	Ordinary Council	162/20	Boundary Reform Options	None declared	<p>1. Council reaffirms its commitment to the following Community Engagement Principles, when engaging the community in a decision-making process, Council promises to:</p> <p>1.1 seek out and encourage contributions from people who may be affected by or interested in a decision</p> <p>1.2 provide relevant, timely and balanced information so people can contribute in a meaningful way</p> <p>1.3 provide a variety of appropriate and accessible ways for people to have their say</p> <p>1.4 actively listen so that people's ideas and input assist in making the final decision</p> <p>1.5 consider the needs and interests of people in the decision-making process</p> <p>1.6 inform the community about the final decision and how their input was considered</p> <p>2. Council resolves to pursue its boundary reform option analysis in a collaborative and consultative manner, that is, importantly, considerate and respectful of the views and opinions of affected residents, ratepayers and neighbouring councils, in keeping with its Community Engagement Principles.</p> <p>3. Council resolves to request the Campbelltown City Council to formally consider, at its 6 October 2020 Ordinary meeting (or earlier), the Adelaide Hills Council's 28 January 2020 request to withdraw their Woodforde/Rostrevor boundary reform proposal.</p>	Andrew Aitken	Completed	Letter sent to Campbelltown City Council on 31 August 2020.
25/08/2020	Ordinary Council	164/20	Fabrik Development Proposal	None declared	<p>1. That the report be received and noted.</p> <p>2. That the Facility Development Plan, as contained in <i>Appendix 1</i>, be endorsed, noting that the Chief Executive Officer, or delegate, will continue to develop the plan through further stages of design.</p> <p>3. That the Council reaffirms the allocation of \$1.008m in the Long Term Financial Plan along with already committed funds of \$199,000 plus funding from the Local Roads and Community Infrastructure Fund, for the development of Fabrik and that an application be made to the Local Economic Recovery Program for the remaining \$3.0m.</p>	David Waters	Completed	The Administration submitted the funding application before the 30 September 2020 deadline.
25/08/2020	Ordinary Council	165/20	Replacement LMA 3 & 5 Pomona Road Stirling	None declared	<p>1. That the report be received and noted</p> <p>2. To enter into a deed of rescission, rescinding Land Management Agreement 10923983 dated 10 March 2008 and Variation of Land Management Agreement 12221145 dated 22 October 2014 noted on the land comprised and described in Certificate of Title Book Volume 6127 Folio 47, known as 3 Pomona Road, Stirling</p> <p>3. To enter into a deed of rescission, rescinding Land Management Agreement 13038239 dated 29 November 2018 noted on the land comprised and described in Certificate of Title Book Volume 6218 Folio 57, known as 5 Pomona Road, Stirling</p> <p>4. To enter into the new Land Management Agreement with Aldi Foods Pty Ltd attached in Appendix 1 of this report for Certificate of Title Volume 6127 Folio 47 and Certificate of Title Volume 6128 Folio 57, known as 3 & 5 Pomona Road, Stirling, subject to the acceptance by the Council Assessment Panel to the variation of the approved landscaping plan for Development Application 16/463/473 and subject to the acceptance of the State Commission Assessment Panel to the variation of the approved landscaping plan for Development Application 19/272/473 (19/E9/473)</p> <p>5. The Mayor & CEO are authorised to affix the Council Seal</p>	Marc Salver	In Progress	The new LMA approved by Council on 25 August has been forwarded to the applicant for execution and will then be registered on the respective titles.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
25/08/2020	Ordinary Council	167/20	DA Fee Waiver Policy	None declared	Council resolves to defer this item until the Ordinary Council meeting in October 2020 in order to seek clarification including, but not limited to, the maximum construction value for developments to which this policy shall apply.	Marc Salver	Completed	Council considered and adopted the revised Policy at its 22 September 2020 meeting.
25/08/2020	Ordinary Council	168/20	Gumeracha Court Resurfacing Project	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. To approve the 2020-21 capital expenditure budget of \$220k to be funded by \$220k in capital grants income from the Federal Government Community Development Grants Program in accordance with initial funding documentation. 3. That \$150,000 be brought forward from the 2021-22 LTFFP allocation into the 2020-21 Capital Program to enable the lighting and associated works at the Gumeracha courts to be undertaken. 4. That \$50,000 from the 2019-20 Capital Program be carried forward into the 2020-21 Capital Program to enable the lighting and associated works at the Gumeracha courts to be undertaken. 	Peter Bice	In Progress	<p>Update 14/9 - Staff are progressing the funding agreement with the relevant Federal Government agency, & have organised to meet with community representatives in the coming weeks.</p> <p>Update 8/10 - Staff are finalising the funding agreement with the relevant Federal Government agency. Staff have also met with a club representative to understand their needs & ensure that these are reflected in the project scope. Project scoping works, in preparation for tender have begun.</p>
25/08/2020	Ordinary Council	169/20	Heathfield Change Room & Cricket Net Project	None declared	<p>That the report be received and noted.</p> <p>To approve an increase in the 2020-21 Capital Expenditure Budget of \$1,088,949, resulting in a total project cost of \$1,414,851, to be funded by \$1,088,949 in grants and associated contributions for the Heathfield Oval Change Room and Cricket Net Project, in accordance with the Funding Agreements.</p>	Peter Bice	In Progress	<p>Update - 14/9 -Council staff & project managers are currently waiting for outcomes of planning assessment. Tender documentation continues to be progressed.</p> <p>Update 8/10 - Development Plan Consent has been completed for the project, & the Building Rules Consent process has begun. Staff & club representatives have formed a Building Reference Group that will meet throughout the duration of the project to ensure that all necessary outcomes are met. Tender documentation continues to progress.</p>
8/09/2020	Special Council	184/20	MON Woodforde/Rostrevor Boundary Reform	None declared	Receive the documents contained in Appendix 1, offered to Council by Cr Mark Osterstock as the product of a Freedom of information (FOI) request in his private capacity to Campbelltown City Council. The documents are in satisfaction of the FOI application dated 23 June 2020 and released in a determination dated 20 August 2020 with the following requested information: Copies of ALL correspondence (including yet not limited to email correspondence) received from, or to, residents residing in Rostrevor (Adelaide Hills Council), and Woodforde (Adelaide Hills Council), relating to the issue of 'boundary realignment' andFrom, or to, any person, business, government or non-government agency, in relation to the issue of 'boundary realignment', andFrom, or to, any or all Elected Members of Council in relation to the issue of 'boundary realignment' (10 November 2018 – 23 June 2020, inclusive). Copies of all correspondence (including yet not limited to email correspondence) from any member of the Council Administration to any one, or all, of the Elected Members of Council, concerning requests from Adelaide Hills Council for a deputation on the issue of 'boundary realignment', particularly in relation to the 2nd June 2020 deputation that Council received from the Adelaide Hills Council. (01 February 2020 – 23 June 2020, inclusive). Copies of all correspondence (including yet not limited to email correspondence) from any Elected Members of Council, to any person, concerning requests from Adelaide Hills Council for a deputation on the issue of 'boundary realignment', particularly in	Andrew Aitken	In Progress	Report scheduled for the 24 November 2020 Council meeting.
8/09/2020	Special Council	196/20	Election of Deputy Mayor	Cr Nathan Daniell - material	Council resolves to appoint Cr Nathan Daniell to the position of Deputy Mayor for a 12 month term to commence 27 November	Andrew Aitken	In Progress	Accounts Payable advised, email of congratulations sent to Cr Daniell from Lachlan Miller.
8/09/2020	Special Council	188/20	Audit Committee Membership appointment of	Cr Malcolm Herrmann - Perceived Cr Leith Mudge - Actual	Council resolves to appoint Cr Malcolm Herrmann and Cr Leith Mudge as members of the Audit Committee for a 24 month term to commence from 27 November 2020 until the conclusion of this	Andrew Aitken	In Progress	Records updated

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
8/09/2020	Special Council	189/20	Audit Committee Membership approval to com	None declared	That the report be received and noted That in relation to the Audit Committee:To undertake a recruitment process for the selection of one Independent Ordinary Member for the Audit Committee for a term commencing 1 November 2020 and concluding 30 April 2022 (inclusive).To appoint Cr Malcolm Herrmann, Cr Leith Mudge and the CEO (or delegate) as members of the Audit Committee Independent Member Selection Panel.	Andrew Aitken	In Progress	Appointment report scheduled for 27 October 2020 Council Meeting.
15/09/2020	Special Council	198/20	Broadcasting Council Meetings & Workshops	None declared	1. That the report be received and noted. 2. To commence broadcasting the proceedings of Council Meetings. 3. To authorise the Chief Executive Officer:To determine the social media channel(s) to facilitate broadcasting; and To make the required changes to the following Council documents to provide procedural guidance to the broadcasting resolution:Code of Procedure for Council Meeting ProceduresCode of Practice for Access to Council, Council Committee and Designated Informal Gathering Meetings & DocumentsInformal Council and Council Committee Gatherings and Discussions Policy (the Policy) 4. That the Chief Executive Officer reviews the Broadcasting of Council meetings within 12 months from commencement and report the outcome of that review to Council.	Andrew Aitken	Completed	Revised couments loaded onto Council website. Social media channels continue to be reiewed.
22/09/2020	Ordinary Council	203/20	Long Term Strategic Tree Planting Program	None declared	That the Chief Executive Officer provides a report to inform the 2021/2022 budget process on the establishment of a long term (approximately 10 years) tree planting program. Such a report to address, inter alia:Possible locations including roadsides, reserves, council and community owned landPotential involvement of schools, volunteers and/or community groupsPriorities for plantings which may inform the number of trees to be planted, and/or a \$ cost per annum	Peter Bice	In Progress	Program will be developed for consideration of the 21/22 ABP.
22/09/2020	Ordinary Council	204/20	Genetically Modified Crops	Material - Cr Linda Green Material - Cr Chris Grant Perceived - Cr Kirsty Parkin	1. That the report be received and noted. 2. That Council apply to the Minister for Primary Industries and Regional Development under Section 5A(1) of the Genetically Modified Crops Management Act 2004 for the Adelaide Hills Council area to be designated as an area in which no genetically modified food crops may be cultivated based on risks to trade and marketing. 3. That Council approve the application package as contained in Appendix 3 to apply to the Minister for Primary Industries and Regional Development requesting that the Adelaide Hills Council be designated as an area in which no genetically modified food crops may be cultivated. 4. That the Chief Executive Officer, be authorised to make any formatting, nomenclature or other minor changes to the application package contained in Appendix 3 prior to submitting it to the Minister by the 30 September 2020 deadline. 5. That the Consultation Report as contained in Appendix 1 be made available to engagement participants, in addition to notifying them of Council's decision in this regard.	Marc Salver	Completed	Council's submission was forwarded to the Minister on 25 September 2020. We will now await the Minister's decision which should be received on or before the 15 November 2020.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/09/2020	Ordinary Council	205/20	100 Old Mt Barker Road Stirling	Material - Cr Kirrilee Boyd	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To progress the budgeted upgrade of the old school building located at 100 Old Mt Barker Road Stirling including the replacement of the roof, gutters, fascia boards, downpipes and damaged internal ceilings, with the anticipated cost to be \$155,000. 3. To apply to the Minister for Environment and Water for approval to lease the land located at 100 Old Mt Barker Road Stirling, including the old school building, to The Old School Community Garden Inc. 4. Subject to obtaining the approval specified in 3 above, offer to The Old School Community Garden a 2 year lease over the land located at 100 Old Mt Barker Road Stirling, including the old school building. The rent under the lease to be \$1 per annum (if demanded). 5. That the Mayor and Chief Executive Officer be authorised to sign all necessary documents, including affixing the common seal, to give effect to this resolution. 	Terry Crackett	In Progress	Initial information provided to Crown Lands in relation to approval for lease. Designs and scope of works have been completed with a development application to be lodged before the end of October.
22/09/2020	Ordinary Council	206/20	Recovery Update	None declared	<ol style="list-style-type: none"> 1. That the report, including the update on the Council's activities in support of recovery from the Cudlee Creek Bushfire and COVID-19 pandemic, be received and noted. 2. That Council approve the submission of an application for funding of \$140,000 per year for two years for the establishment of a Resilience and Readiness Program. 3. That Council work with the Office of the Premier's Advocate for Suicide Prevention to initiate a Suicide Prevention Network in the Adelaide Hills. 4. That subject to the success of the pilot series of workshops currently being conducted to support community 	David Waters	In Progress	<p>The Administration submitted the application described in Point 2 of the resolution, and has since been advised that it was successful.</p> <p>The Office of the Premier's Advocate for Suicide Prevention has been advised of the decision made in Point 3 and staff will work with them over the coming months to establish the network.</p> <p>Two successful community support workshops were held (Point 4) and staff are presently designing another series of workshops to follow.</p>
22/09/2020	Ordinary Council	207/20	S210 Conversion to Public Road	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. To undertake a process pursuant to Section 210 of the <i>Local Government Act 1999</i> for the conversion of private road to public road for the land described as: Russell Terrace, Bridgewater being the land comprised in CT 5411/603 of 1494m2 currently owned by Bridgewater Park Ltd (In Liquidation). Lot 82 Western Branch Road, Lobethal being the land comprised in CT 5696/27 of 105m2 currently owned by Margaret Dixon Dearman, Ernest William Dearman & Burton Stirling Dearman. 1 Robert Street Woodside being the land comprised in CT 5695/342 of 58m2 currently owned by James Johnston and William Johnston. Pieces 29 and Lot 30 in FP 156206 on Western Branch Road, Lobethal being the land comprised in CT 5696/31 of 446m2 and 337m2 currently owned by South Australian Company. Norman Road, Bridgewater being Allotment 16 and 17 in DP 2167 as the land comprised in CT 5890/905 of 738m2 and 1265m2 currently owned by Donald Frederick Canham & Eileen Agnes Canham. 3. That the Mayor and the Chief Executive be authorised to finalise the above matter including signing all necessary documentation to complete all transactions. 4. That a further report be presented to Council following the completion of the notice period required under Section 210(2) of the Act detailing the outcome of the attempts to locate the owners of the roads detailed above. 	Terry Crackett	In Progress	Advertisements seeking land owners or beneficiaries of land owners have been undertaken.
22/09/2020	Ordinary Council	208/20	2020 LGA President Ballot	None declared	<p>That the report be received and noted</p> <p>For the Deputy Mayor to mark the ballot paper with the Adelaide Hills Council's vote for Mayor Jan-Claire Wisdom, Adelaide Hills Council, and to lodge the completed ballot paper in accordance</p>	Andrew Aitken	Completed	Completed Ballot Paper posted
22/09/2020	Ordinary Council	209/20	Election for GAROC 2020 - 2022	None declared	<p>That the report be received and noted</p> <p>2. For the Deputy Mayor to mark the ballot paper with the Adelaide Hills Council's vote for Mayor David O'Loughlin and Mayor Jan-Claire Wisdom and to lodge the completed ballot paper in</p>	Andrew Aitken	Completed	Completed ballot papers posted

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/09/2020	Ordinary Council	212/20	Policy Review Records & Information Management	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. With an effective date of 6 October 2020, revoke the 28 February 2017 'Records Information Management Policy' (Appendix 2) and to adopt the new 'Records Information Management Policy' as contained in Appendix 1. 3. With effective date of 6 October 2020, revoke the 28 August 2018 'Records & Information Management for Council Members Procedure' and to adopt the updated 'Records Information Management for Council Members Procedure' as contained in Appendix 3. 4. That the Chief Executive Officer, or delegate, be authorised to make any formatting, nomenclature or other minor changes to the Records Information Management Policy and/or Records Information Management for Council Members Procedure prior to the effective dates. 	Terry Crackett	Completed	Revised Policy & Procedure uploaded to external website.
22/09/2020	Ordinary Council	213/20	Policy Review Community Loans Policy	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. With an effective date of 8 October 2020, to revoke the 24 April 2018 Community Loans Policy and to adopt the revised Community Loans Policy in Appendix 1. 3. That the Chief Executive Officer, or delegate, be authorised to make any formatting, nomenclature or other minor changes to the Community Loans Policy prior to the effective date. 	Terry Crackett	Completed	Revised Community Loans Policy loaded onto Council Website.
22/09/2020	Ordinary Council	214/20	Policy Review Council Member Allowances & Support Policy	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. With an effective date of 8 October 2020, to revoke the 27 November 2018 Council Member Allowances & Support Policy and to adopt the revised Council Member Allowances & Support Policy in Appendix 1. 3. That the Chief Executive Officer, or delegate, be authorised to make any formatting, nomenclature or other minor changes to the Council Member Allowances & Support Policy prior to the effective date. 	Andrew Aitken	Completed	Revised Policy posted on Council website.
22/09/2020	Ordinary Council	216/20	Pomona Road Streetscape	None declared	That the Chief Executive Officer provide for consideration by the elected body at the November 2020 Council meeting a report detailing the way in which the Pomona Road Stirling streetscape will be returned to its prior tree-lined amenity (or similar) after all the construction works currently taking place, or planned, across various sites along the road have been completed.	Marc Salver	In Progress	Staff are preparing a report for Council's consideration at its 24 November 2020 meeting.
22/09/2020	Ordinary Council	219/20	2020 CEO Performance & Remuneration Review	None declared	as per confidential minute	Terry Crackett	Completed	The CEO was advised in writing on 24/9/2020 of the Council's decision.
22/09/2020	Ordinary Council	220/20	2020 CEO Performance & Remuneration Review	None declared	that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the CEO has been advised in writing, but not longer than one month from the date of the decision of Council.	Terry Crackett	Completed	Mr Miller was advised via email on 24/9/2020 that the CEO has received his letter regarding the Council decision.
22/09/2020	Ordinary Council	218/20	Records & Information Management Policy and	None Declared	Policy Review - The Records & Information Management Policy and Records and Information Management for Council Members Procedure was reviewed and carried by Council.	Terry Crackett	Completed	The Records & Information Management Policy and Records and Information Management for Council Members Procedure was reviewed and carried by Council. Training of Council staff and a workshop for Councillors is to commence.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
AGENDA BUSINESS ITEM**

Item: 13.1

Responsible Officer: Sharon Leith
Acting Manager Sustainability, Waste & Emergency
Management
Infrastructure and Operations

Subject: Waste & Resources Management Strategy 2016-2021 Update

For: Information

SUMMARY

This report provides a status update on the *Waste & Resources Management Strategy 2016-2021* (WRMS). The WRMS was adopted by Council in November 2016 and contains fifty seven strategies to guide Council's waste and resource recovery practices. Of these strategies 53 have been completed with two not progressed due to changing directions and two are in progress.

RECOMMENDATION

Council resolves that the report be received and noted.

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal 4	A valued Natural Environment
Objective N4	Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework
Priority N4.4	Implement new or improved waste service opportunities whilst continuing to provide ongoing resource recovery and waste service to our community

Implementing the strategies within the WRMS supports the *Strategic Plan 2020-2024* with the aim to reduce waste to landfill, increase recycling and reduce Council's waste disposal costs. Achieving these goals minimises the impact the communities waste has on the environment.

➤ **Legal Implications**

Under the *Environment Protection (Waste to Resources) Policy 2010* Council is required to provide weekly waste collection.

➤ **Risk Management Implications**

The provision of a progress update on the WRMS will assist in mitigating the risk of:

Lack of information about the delivery and outcomes of waste and recycling strategies and actions leading to minimal up to date knowledge for community enquiries.

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

This report provides a summary of existing strategies and the outcomes including those that have been completed, are ongoing, in progress or still to be undertaken.

➤ **Financial and Resource Implications**

Not applicable.

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

Undertaking this status update for the WRMS provides an opportunity for the community to become familiar with Council's progress on waste and resource recovery.

➤ **Sustainability Implications**

Delivering actions within the WRMS contributes towards Council's environmental and sustainability outcomes.

➤ **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

Administration: Manager Sustainability, Waste & Emergency Management
Sustainability Coordinator
Acting Director Infrastructure & Operations
Waste Management Coordinator

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

The Waste and Resources Management Strategy 2016-2021 (WRMS) was adopted at the Strategic Planning & Development Policy Committee meeting held on 8 November 2016.

12.5. 2016-2021 Waste and Resources Management Strategy

Councillors Green and Bailey declared an Perceived Conflict of Interest at Agenda Item 4 'Declaration of Interest by Members of the Committee' in relation to Item 12.5 – 2016-2021 Waste and Resources Management Strategy. Crs Green and Bailey remained in the chamber and voted.

8.08pm Cr Vonow left the meeting room

Moved Cr Nathan Daniell
S/- Mayor Bill Spragg

57

The Strategic Planning & Development Policy Committee resolves:

1. That the report be received and noted
2. That the Adelaide Hills Council 2016-2021 Waste and Resources Management Strategy be approved for implementation
3. That the Policy document be placed into the organisation's Strategic Policy Document format.

Carried Unanimously

The WRMS contains fifty seven strategies that aim to assist the reduction of waste to landfill, increase recycling and reduce the impact on the environment.

3. ANALYSIS

This status update on the WRMS provides information of the progress and summarises the outcomes. Refer **Appendix 1** for an update of each of the strategies. During the implementation period of the WRMS there have been significant changes in the waste and recycling industry requiring significant input from the Council administration. These include the implication of the China Sword policy and the increase in the Solid Waste Levy (metro and non- metro). Further, a *Resource Recovery and Recycling Strategy* (RRRC) was developed and adopted by Council in 2019.

Nonetheless delivery of the WRMS has progressed with many strategies completed and or commenced. In total, there are fifty seven strategies in the WRMS, the status of these are as follows:

- Strategy completed, action ongoing 41
- Strategy completed, no further action 12
- Strategy not progressed 2
- In progress 2

Some key achievements from the WRMS are listed below.

Community Chemical and Paint Drop-Off Centre

Funding from Green Industries SA in 2019 enabled the establishment of the Community Chemical and Paint Drop-Off Centre located within the Heathfield Resource Recovery Centre. This facility provides a seven day a week drop off opportunity for residents to dispose of their hazardous waste and paints in an environmentally friendly manner. There is no disposal cost to the resident for this service. Prior to the availability of this facility residents had limited opportunities to dispose of these products as only one drop off location was available at Wingfield and was operational one morning a month for a limited number of hours.

Green Organic Drop-Off Days

Since 2016 to date seventy five Free Green Organic Days have been held at the three drop off locations at Heathfield Resource Recovery Centre, Gumeracha and Woodside Depots. This service has been well received by residents who undertook a total of 20,595 green organic drop offs in the above period. Vegetation from these drop offs resulted in 3,753 tonnes of organics being recycled into nutrient rich mulch. Drop off days continue to be scheduled to meet customer demand and seasonal conditions.

Education and Awareness

Waste education and awareness has been provided in a number of ways including:

- Pop up waste education stalls
- Attendance at events including the Uraidla Show and Sustainability Fair
- Council forums
- Phone conversations
- Hard copy information provided within service centres and mailed to residents
- KESAB sessions within schools and kindergartens
- Bus tours of recycling facilities
- School holiday programs in community centres
- Use of social media

During the Covid-19 pandemic, when face to face contact was not possible, waste education continued via webinars and online sessions. These were hosted by KESAB and East Waste. It was interesting to note that many interstate participants joined the online sessions and therefore using this education platform a wider than normal audience was reached.

Cudlee Creek Bushfire

A number of strategies in the WRMS relate to meeting community expectation and demand when delivering waste and recycling services. The Cudlee Creek Bushfire resulted in the provision of tailored waste and resource recovery assistance resulting from the fire and its impact. This information is presented as it demonstrates Council's adaptability and flexibility to provide timely and responsive waste and recycling services. These services provided in response to the fire are outlined in **Appendix 2**.

The remaining in progress items are:

- Strategy 5.7.2.10 - Explore the benefits or otherwise of implementing fortnightly kerbside waste collection taking into consideration community views and the experiences of others
- Strategy 5.7.2.11 – Subject to the identification of material benefits in strategy 5.7.2.10 advocate for legislative change to occur to provide the option for metropolitan Adelaide Councils to provide fortnightly kerbside waste collection services

The above actions are to be considered as part of the Green Organics Scoping Study which is currently in progress (the outcome of which will inform a further report to Council). Due to the legislative change requirements of these two strategies further consideration and discussion is required at a state level with support from industry stakeholders including metropolitan councils and the State Government.

The two strategies not progressed are:

- Strategy 5.1.2.4 - To support research and development trials undertaken by the Authority where of benefit to member councils
- Strategy 5.14.2.3 - Develop a waste education communication strategy

Strategy 5.1.2.4, relating to the Adelaide Hills Region Waste Management Authority, has not progressed as there have been no opportunity to be involved in any trials.

Strategy 5.14.2.3 is currently organically embedded within the day to day communications and in partnership with East Waste and the Adelaide Hills Region Waste Management Authority. On completion of a kerbside bin audit that is currently in progress the education program will be informed and developed based on the results of this, and other audits.

The WRMS was intended to be a five year strategy to drive waste and resource recovery management for Council up to and including 2021. The WRMS has been successfully implemented noting a number of key initiatives that have occurred during this time.

With the implementation of the WRMS and the relatively recent adoption in 2019 of the *Resource Recovery and Recycling Strategy* it will be timely in 2021 to undertake a further review and commence a new strategy and direction. The intention is to consider an integrated strategy incorporating waste management, resource recovery and recycling to guide all Council's waste and resource recovery practices.

4. OPTIONS

Council has the following options:

- I. Receive the report and acknowledge the completion of numerous strategies within the WRMS which have contributed to improved waste and resource recovery. (Recommended)
- II. Not receive the report and the outcomes of the status update. This option will contradict the outcomes of the update and the achievements. (Not Recommended)

5. APPENDICES

- (1) Status update of WRMS
- (2) Cudlee Creek Bushfire Waste and Recycling Services

Appendix 1

Status update of WRMS

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20	Results/Comments
			C – Completed, no further action	
			C/O – Strategy completed, action ongoing	
			NP – Not progressed	
			IP – In Progress	
5.1 Landfill	5.1.1.1 To ensure a cost effective and efficient waste disposal service that complies with environmental requirements	5.1.2.1 Contribute to the review of the AHRWMA Strategic Plan and Business Plan to ensure that the business will be professionally managed with regular review of achievement against performance expectations	C/O	Feedback on the AHRWMA Business Plan is provided annually. The AHRWMA Strategic Plan was not reviewed during the period of the Strategy.
	5.1.1.2 Continue to evaluate the benefits of Council's Regional Subsidiary to ensure value for member councils and AHC	5.1.2.2 Monitor Council resourcing requirements and demands through the AHRWMA	C/O	Quarterly meetings have been held to ensure resourcing requirements and demands are discussed. These meetings align with the AHRWMA Board meetings.
		5.1.2.3 To support exploration of other regional opportunities through the AHRWMA that will benefit to member councils	C/O	Exploration of Regional opportunities have occurred through Board Meetings, Quarterly Operational Meetings and as for specific opportunities as they arise.
		5.1.2.4 To support research and development trials undertaken by the Authority where of benefit to member councils	NP	The Authority has not undertaken trials thus far.
		5.1.2.5 In alignment with major landfill investments (i.e. Prior to a new cell being established) ensure a market evaluation of the AHRWMA landfill model is undertaken and reviewed	C/O	Prior to gaining EPA approval to establish a new cell the AHRWMA undertake a market evaluation of the landfill model. They assess the model etc. via management and monitoring of the Authority’s Long Term Financial Plan.
		5.1.2.6 Stay informed of new and emerging technologies for the treatment and disposal of residual waste streams	C/O	AHC staff attend various seminars, conferences etc. to remain informed of emerging trends and technologies.
5.2 Transfer Station / Resource Recovery Centre	5.2.1.1 To maximise recovery, reuse and recycling of materials entering the Heathfield Resource Recovery Centre	5.2.2.1 Ongoing review of the opening times of the Transfer Station, to ensure they meet community demand	C/O	HRRC opening times changed from 7.30 am to 9am Sat/Sun. AHRWMA continually review opening hours.
	5.2.1.2 To operate the Heathfield Resource Recovery Centre in an economically viable manner	5.2.2.2 Regularly (at least annually) assess the gate fees to ensure they are sustainable and are in line with fees charged at other stations within the region	C/O	AHRWMA undertake a review of gate fees annually as part of the budget development process.
	5.2.1.3 Continue to operate the Heathfield Resource Recovery Centre as a facility for the community to bring unwanted materials for reuse, recycling and disposal, in a cost effective manner	5.2.2.3 Explore regional opportunities for resource sharing through the AHRWMA	C/O	Exploration of Regional opportunities have occurred through Board Meetings, Quarterly Operational Meetings and as for specific opportunities as they arise.

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20	Results/Comments
			C – Completed, no further action	
			C/O – Strategy completed, action ongoing	
			NP – Not progressed	
			IP – In Progress	
		5.2.2.4 Improve the way that waste is deposited, handled and transported to landfill in order to maximise resource recovery and provide the most effective management of received materials	C/O	The Authority continues to ensure the method of waste disposal and placement is undertaken to maximise operational efficiencies.
		5.2.2.5 Consider expanding the Construction and Demolition recycling at the site	C/O	The AHRWMA is currently reviewing Construction and Demolition recycling, (C&D), at the HRRC and is in the process of updating the Recycled Products Plan for the site. When this update is completed consideration will be given to expanding C&D options in collaboration with Council.
		5.2.2.6 Monitor and manage the operation agreement with the AHRWMA	C/O	The Managements Agreement is discussed as part of the quarterly operational meetings between AHC staff and the AHRWMA.
5.3 Salvage and Save	5.3.1.1 To maximise recovery, reuse and recycling by diverting hard waste from landfill	5.3.3.1 To continue to support FWS establishment where practical and possible	C	Mobo Group (merger of Finding Workable Solutions and Hands On SA), advised Council that it was no longer interested in pursuing this strategy.
5.4 EPA Licence sites	5.4.1.1 Ensure licenced sites are operated, managed and monitored in accordance with licencing conditions, in order to minimise the risk of environmental harm or EPA compliance action	5.4.2.1 Regularly review and monitor sites in accordance with their EPA Licence conditions	C/O	Licences are reviewed through the renewal process every five years and as required for specific circumstances (e.g. HRRC Chemical drop off facility and surrender of licence for Mt Charles).
5.5 Funding Projects	5.5.1.1 To maximise recovery, reuse and recycling by taking advantage of funding opportunities where available	5.5.2.1 To support the currently funded projects within the region and utilise these services where possible	C/O	Council utilise regional services by the Authority and where applicable support funded projects. (e.g. Household Chemical and Paint Drop –off Facility).
		5.5.2.2 To apply for suitable funding projects, regionally or individually, if and when they become available	C/O	Funding opportunities are explored as they occur. (e.g. polystyrene baler/ Household Chemical and Paint drop Off Facility and fork lift).
		5.5.2.3 Advocate for additional funding to be made available to Local Government via the Waste to Resources fund, collected through the Waste Levy	C/O	Release of additional waste levy funding sought through various submissions made by AHC, AHRWMA and East Waste to State and Federal enquiries relating to waste and resource recovery, (e.g. South Australia’s draft Waste Strategy 2020-2025 A Vision for a Circular Economy and the draft Food Waste Strategy Valuing Our Food Waste).

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20	Results/Comments
			C – Completed, no further action	
			C/O – Strategy completed, action ongoing	
			NP – Not progressed	
			IP – In Progress	
5.6 Kerbside Collection Service Provision	5.6.1.1 To provide a cost effective and efficient waste and recycling kerbside collection service that focuses on reducing waste to landfill and maximises recycling	5.6.2.1 Contribute to the review of East Waste Strategic and Business Plans to ensure that the business is professionally managed with regular review of achievement against performance expectations	C/O	Feedback on the East Waste Business Plan is provided annually. Feedback was provided in August 2020 on the East Waste Strategic Plan.
		5.6.2.2 Contribute to the effective management and operation of the kerbside collection service through Board membership and membership on committees of East Waste	C/O	AHC is represented on the East Waste Board. Council staff participate in East Waste Quarterly Operational meetings.
		5.6.2.3 To support exploration of other regional opportunities through East Waste that will benefit to member councils, such as community education	C/O	Regional opportunities are continually explored, (e.g. My Local Services app, regional recycling contract and bin purchase opportunities).
		5.6.2.4 To support research and development trials undertaken by East Waste where of benefit to member councils	C/O	The 2019 East Waste Kerbside Bulk Recycling Bin Audit was undertaken at all seven subsidiary council members. Street litter bin sensors have been trialled. An electronic collection truck has been purchased by East Waste, (currently in use at City of Prospect).
		5.6.2.5 Continue to evaluate the benefits of the Regional Subsidiary to ensure value for Member Councils	C/O	Through representation on the East Waste Board and Operational Committee the benefits of the Regional Subsidiary are evaluated. Note, a comprehensive market evaluation was undertaken in 2015 jointly with the Rural City of Murray Bridge and the District Council of Mt Barker.
5.7 Kerbside Bin Services & Street Litter Bins	5.7.1.1 To provide a kerbside bin service that meets the community's expectation	5.7.2.1 In conjunction with the AHRWMA Undertake visual waste audits at least every two years at the Brinkley landfill	C/O	A visual inspection of waste material from AHC residents was made at the Brinkley Landfill in 2019. The focus of audits has been on kerbside bins as they provide more valued data.
	5.7.1.2 Provide kerbside bin services that focus on reducing waste to landfill and increase recycling	5.7.2.2 Investigate the opportunity to undertake a kerbside waste audit in conjunction with Councils waste collection service provider East Waste	C/O	Several waste audits have been undertaken, including: Kesab Educational Door Stepping and Tagging of Residential Kerbside Bins in Adelaide Hills, Mount Barker and Murray Bridge December 2019, East Waste 2019 Household Bin Audit, 2019 East Waste Kerbside Bulk Recycling Bin Audit, Dynamic 3E Waste Audit June 2020 and Dynamic 3E Bin Audit Sept 2020.
		5.7.2.3 Monitor the kerbside bin service to ensure the community’s expectations are being met, in conjunction with East Waste	C/O	The kerbside bin service is continually monitored to identify and ensure community expectations are being met. (e.g. Green organic kerbside bins to Houghton and Inglewood township areas, development of a Green Organics Options Paper, provision of a recycling service to commercial properties within the Stirling Tiers precinct, supply of individual green organic bins upon application outside of township areas, green organic bins to schools and commercial properties and additional street litter bin provisions to cope with increase of waste during Covid 19).

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20 C – Completed, no further action C/O – Strategy completed, action ongoing NP – Not progressed IP – In Progress	Results/Comments
		5.7.2.4 Stay informed of new and emerging services and assess and implement these services where practical and viable	C/O	This action is ongoing, (e.g. solar bins and street litter bin sensors have been trialled). New options will continue to be explored.
		5.7.2.5 Consider public place recycling services within prominent locations	C	Public place recycling has been trialled (e.g. Druids Avenue Stirling Markets, Uraidla Show and Sustainability Fairs 2018 & 2019) and has proven to be unsuccessful due to significant contamination levels. This outcome is supported by the experience from East Waste. Council does provide beverage recycling bins at events that have proven to be successful (e.g. Medieval Fair and Rock and Roll Rendezvous).
		5.7.2.6 Develop and Implement a Waste Management Policy for all waste management services	C	The Waste & Resource Recovery Service Policy was adopted by Council in March 2018.
		5.7.2.7 Consider the green bin service areas within the Waste Management Policy	C	The kerbside green organics service provisions are considered in the Waste & Resource Recovery Service Policy.
		5.7.2.8 Consider commercial green organics collection services for properties within the service area, targeting food organics	C	The kerbside green organics services for commercial properties are considered in the Waste & Resource Recovery Service Policy.
		5.7.2.9 Investigate the feasibility of implementing soft plastic recycling within the Council area, in conjunction with East Waste	C	Investigation into the soft plastics end market was undertaken which revealed existing providers of this service and a saturated market. Accordingly Council resolved to repurpose resources for a soft plastics baler to a polystyrene baler which was identified by Green Industries SA as a more effective use of available funds.
		5.7.2.10 Explore the benefits or otherwise of implementing fortnightly kerbside waste collection taking into consideration community views and the experiences of others.	IP	Requires legislative change. Councils Resource Recovery and Recycling Strategy 2019 includes a strategy to explore the benefits of implementing a fortnightly kerbside bin collection. The Green Organics Options paper (which is currently under development) may recommend further consideration of this topic.
		5.7.2.11 Subject to the identification of material benefits in strategy 5.7.2.10 advocate for legislative change to occur to provide the option for metropolitan Adelaide Councils to provide fortnightly kerbside waste collection services.	IP	Refer above.
5.8 Kitchen Caddy Program	5.8.1.1 Provide services that focus on reducing food scraps and other compostable material going to landfill and increase recycling	5.8.2.1 Continue to roll out caddies until existing stocks have been exhausted and consider purchasing additional stock if there is resident demand	C/O	All original stock has been exhausted and additional stock purchased.

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20 C – Completed, no further action C/O – Strategy completed, action ongoing NP – Not progressed IP – In Progress	Results/Comments
		5.8.2.2 Upon request, provide caddies at no cost to those properties who do not have access to a kerbside green organics collection service to assist with their home composting practices.	C	All properties now have access to caddy starter kits if requested, free of charge.
		5.8.2.3 Consider introducing kitchen caddies to schools as part of a school's education program	C	All Schools have access to kitchen caddy starter kits.
		5.8.2.4 Maintain supplies of compostable bags for purchase	C/O	Supplies of compostable bags are maintained for purchase by the community at cost.
5.9 Green Organics Drop Off Days and Free Greens Vouchers	5.9.1.1 Maintain free green organics drop off services to assist the community with green organics disposal and minimising fire fuel loads	5.9.2.1 Continue to monitor green organics days and review requirements to meet demand.	C/O	Based on feedback from users of the service additional green organic days and increased opportunities to attend (Green organic days are now held on weekends and weekdays) are provided. Following the Cudlee Creek Fire additional drop off days were made available to fire affected residents and the broader community.
		5.9.2.2 Explore opportunities for residents issued with free green organic tip passes to utilise disposal sites located outside of AHC that are in close proximity to the northern part of the council area.	C	Disposal data from the Cudlee Creek Fire does not support this initiative. Alternative drop off locations were offered with minimal uptake.
5.10 Hard Waste	5.10.1.1 To increase the amount of materials recovered and reused instead of being disposed of to landfill	5.10.2.1 To support and encourage reuse and recycling of hard waste within the community	C/O	Education sessions promote the concept of reusing and recycling rather than disposing of items. (e.g. any items that can be reused can be donated to charities/ others for reuse rather than disposing to landfill).
	5.10.1.1 To ensure that cost of waste disposal is realised and some cost recovery via the resident/user is achieved	5.10.2.2 Explore options to maximise hard waste service delivery through procurement practices	C/O	Council has utilised East Waste to provide a hard waste service since late 2016. Prior to this Finding Workable Solutions provided the service.
		5.10.2.3 Assist, where possible and practical, organisations/events, such as Clean up Australia Day, who take a leading role in helping the community with waste management, on a case by case basis	C/O	Assistance was provided to the Australia Day clean-ups by removing the collected waste from the collection points (e.g. Stirling, Lower Hermitage and Woodside groups). Community based clean-ups are assisted on a case by case basis.
5.11 Illegal Dumping	5.11.1.1 Determine the impact of illegal dumping and minimise its occurrence where possible	5.11.2.1 Investigate the impact of illegal dumping, including the number of incidences and budget impact to Council	C/O	1281 incidences of illegal dumping have been reported to Council since Jan 16. The budget impact for this period has been \$299,760.
		5.11.2.2 If required, determine and assess measures to reduce the occurrence of illegal dumping	C/O	Signage has been placed in high level areas of illegal dumping. Legislative change occurred in 2017 to assist with illegal dumping reduction - <i>Local Nuisance and Litter Control Act 2016</i> .
5.12 Household Hazardous	5.12.1.1 Assist residents to dispose of their hazardous waste	5.12.2.1 Ensure residents are directed to appropriate options for Chemical disposal		The newly established Community Chemical and Paint Drop-off Facility located at the

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20 C – Completed, no further action C/O – Strategy completed, action ongoing NP – Not progressed IP – In Progress	Results/Comments
Waste			C/O	Heathfield Resource Recovery Centre, via funding from Green Industries SA, is now operational. Information on the facility is provided via Councils website, education sessions, and flyers in service centres.
		5.12.2.2 Provide advice to residents regarding appropriate disposal options		
		5.12.2.3 Participate in State Government funded hazardous chemical collection days when available		
		5.12.2.4 Lobby State Government to assist with funding for chemical collection services		
		5.12.2.5 Advocate for an expansion of current state government services available for the disposal of hazardous chemicals		
5.13 E-Waste	5.13.1.1 Provide E-waste recycling services to residents, either free where required via the National Product Stewardship or at cost	5.13.2.1 Partner with organisations under the National Product Stewardship Scheme or consider providing a service at cost if a partner organisation is not available	C/O	E-Waste free disposal is available at the Heathfield Resource Recovery Centre 7 days a week.
		5.13.2.2 Promote e-waste recycling as being free of charge to dispose of at any participating site in addition to the Heathfield Resource Recovery Centre	C/O	E-Waste disposal options are promoted via Council forums and Councils website. Alternate options to the Heathfield site are provided online.
5.14 Education	5.14.1.1 To educate our community regarding waste reduction and recycling	5.14.2.1 Provide education to all community members	C/O	For the period 2018/2020 the following waste and recycling education opportunities have been delivered - 10 school sessions, 8 community group sessions, 14 pop up waste stalls and 3 recycling displays in libraries. Waste education flyers are available at all service centres. Many tweets and Facebook posts supporting the "Which Bin" and "Why Waste it?" campaigns have also occurred. As a result of Council being awarded with the MobileMuster award for 2020 for the Council recycling the most mobile phones in SA an interview on Hills Radio 88.9FM was also undertaken, reaching the broader community.
	5.14.1.2 To educate the community with direct approach	5.14.2.2 Support and participate in regional education opportunities via East Waste and AHRWMA	C/O	Regional educational opportunities have included social media posts supporting the "Which Bin" and "Why Waste it?" campaigns and East Waste assisting with Uraidla Show and Sustainability Fair and Druids Avenue Market education stalls..
		5.14.2.3 Develop a waste education communication strategy	NP	Waste and recycling education is provided via Council, East Waste and KESAB. A specific educational strategy has not been created. The topics and scheduling are based around what is occurring within the waste/recycling arena at the time and what other agencies like East Waste and KESAB provide. (e.g. National recycling week, Clean Up Australia Day, new waste disposal options as they become available).
		5.14.2.4 Undertake Bin Tagging targeting small areas (50 to 100 households) on an ongoing basis throughout the year.	C	KESAB undertook a bin tagging/audit, on behalf of Council, in Ironbank and Bridgewater. The results of the audit showed that the tags made no material change to the disposal habits of the residents. Therefore the future use of tags is questionable.
		5.14.2.5 Review Bin Tagging information tags provided to ensure they are efficient to use and informative		

Waste and Resource Management Strategy Topic	Objectives	Strategies	Status – 30.9.20 C – Completed, no further action C/O – Strategy completed, action ongoing NP – Not progressed IP – In Progress	Results/Comments
		5.14.2.6 Provide additional waste education material via a mailbox drop at same time as undertaking bin tagging		

Appendix 2

Cudlee Creek Bushfire Waste and Recycling Services

Cudlee Creek Bushfire

Waste and Recycling Service Provision

- Skip bins were provided at six sites within close proximity of the fire scar area for affected residents as a replacement to the kerbside service
- When safe to do so replacement kerbside bins were being delivered to affected properties and kerbside collections resumed.
- Nine Free Green Drop off Days were provided in Jan/Feb 2020 to assist with disposal of fire affected organics and additional clean-ups of properties for fire prevention.
- Additional kerbside bins were provided to cope with the additional waste generated from groups assisting with the post fire community support including Mt Torrens CFS, Bushland Park, Blaze Aid, Lobethal Recreation Ground and Lobethal Recovery Centre.
- An additional 'at call' hard waste collection service was made available to all fire affected properties.
- Tip vouchers were also provided, upon request, to residents within the fire scar area. Additional vouchers were provided on a case by case basis. Vouchers were accepted at the Northern Adelaide Waste Management Authority at Edinburgh North and the Barossa Council Springton transfer station. Both of these locations were closer to the fire scar area than the Council owned Heathfield Resource Recovery Centre. As of 17 September 2020, 618 vouchers have been issued.
- Staff attendance at the Cudlee Creek Fire Recovery Update Meeting held at Woodside on 13th Jan 20 provided fire affected residents with waste disposal options and information.
- Council worked collaboratively with other stakeholders to provide waste management services to the community. Examples include Green Industries SA, Peats Soils, YCA Recycling, Sims Metal, SA Environment Protection Agency, Northern Adelaide Waste Management Authority, District Council of Mt Barker, The Barossa District Council and the SA CFS.
- Waste management for the Cudlee Creek Fires is ongoing. Vouchers are still being issued and a waste presented at drop off at allocated locations. Kerbside bins continue to be rolled out as residents rebuild and return to live on their properties.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 18.1

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Audit Committee Independent Member Appointment

For: Decision

1. Audit Committee Independent Member Appointment – 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, Andrew Aitken
- Acting Director Infrastructure & Operations, John McArthur
- Director Strategy & Development, Marc Salver
- Director Corporate Services, Terry Crackett
- Director Community & Customer Service, David Waters
- Executive Manager Governance & Performance, Lachlan Miller
- Governance & Risk Coordinator, Steven Watson
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.1: (Audit Committee Independent Member Appointments) 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 (living or dead), because it would disclose the personal details of candidates who have expressed an interest to be on the Audit Committee.

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.

Appendix 1

Audit Committee Terms of Reference

ADELAIDE HILLS COUNCIL

Audit Committee



TERMS OF REFERENCE

Effective from 1 September 2017

1. ESTABLISHMENT

- 1.1 The Audit Committee (the Committee) of Council is established under Section 41 of the *Local Government Act 1999* (the Act), for the purposes of Section 126 of the Act and in compliance with regulation 17 of the *Local Government (Financial Management) Regulations 2011*.
- 1.2 The Audit Committee does not have executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Audit Committee does not have any management functions and is therefore independent from management.

2. ROLE

- 2.1 The overall role of the Audit Committee will be to assist Council to accomplish its objectives by monitoring and providing advice on the adequacy and effectiveness of the systems and processes regarding financial management and reporting, internal control and risk management, internal audit and governance functions through the following functions:

3. SPECIFIC FUNCTIONS

- 3.1 Financial Reporting and Prudential Requirements

The Committee shall:

- 3.1.1 Provide comment on the assumptions underpinning Council's Strategic Management Plans (Strategic Plan, Annual Business Plan and Budget and Long Term Financial Plan), the consistency between plans and the adequacy of Council's plans in the context of maintaining financial sustainability;
- 3.1.2 Review and provide advice to Council on the degree to which the annual financial statements present fairly the state of affairs of the Council;
- 3.1.3 Monitor the integrity of the financial statements of the Council, including its annual report, reviewing significant financial reporting issues and judgements which they contain.;
- 3.1.4 Review and challenge where necessary:
 - 3.1.4.1 The consistency of, and/or any changes to, accounting policies;
 - 3.1.4.2 The methods used to account for significant or unusual transactions where different approaches are possible;
 - 3.1.4.3 Whether the Council has followed appropriate accounting standards and made appropriate estimates and judgements, taking into account the views of the external auditor;

3.1.4.4 The clarity of disclosure in the Council's financial reports and the context in which statements are made; and

3.1.4.5 All material information presented with the financial statements, such as the operating and financial review and the corporate governance statement (insofar as it relates to the audit and risk management);

3.1.5 Review prudential reports prepared under Section 48(1) of the Act and provide advice to Council, upon request, on other prudential matters.

3.2 Internal Controls and Risk Management Systems

The Committee shall:

3.2.1 Ensure that appropriate policies, practices and procedures of internal control (and other financial and risk management systems) are implemented, reviewed and maintained in order to assist the Council to carry out its activities in an efficient and orderly manner to achieve its objectives;

3.2.2 Review Council's risk management framework and monitor the performance of Council's risk management program;

3.2.3 Monitor the corporate risk profile and significant risk exposures for the organisation to ensure that there are appropriate management plans to manage and mitigate this business risk; and

3.2.4 Ensure an appropriate legislative compliance framework exists to identify risks and controls over compliance with applicable legislation and regulations.

3.3 Whistle blowing

The committee shall:

3.3.1 Review annually the Council's Whistleblower Protection Policy

3.3.2 Provide recommendations to Council regarding the Whistleblower Protection Policy to ensure that:

3.3.2.1 There are adequate arrangements for Council employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters; and

3.3.2.2 The policy allows independent investigation of such matters and appropriate follow-up action in a manner that is in accordance with the Independent Commissioner Against Corruption Act 2012 and Regulations 2013.

3.4 Internal Audit

The Committee shall:

- 3.4.1 Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system;
- 3.4.2 Consider and make recommendation on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with the relevant professional standards.
- 3.4.3 Review all reports on the Council's operations from the internal auditors;
- 3.4.4 Review and monitor management's responsiveness to the findings and recommendations of the internal auditor; and
- 3.4.5 Where appropriate, meet the "head" of internal audit (internal or outsourced) at least once a year, without management being present, to discuss any issues arising from the internal audits carried out. In addition, the head of internal audit shall be given the right of direct access to the Principal Member of the Council and to the Presiding Member of the committee.

3.5 External audit

The Committee shall:

- 3.5.1 Consider and make recommendations to the Council, in relation to the appointment, re-appointment and removal of the Council's external auditor. The Committee shall oversee the selection process for new auditors and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required;
- 3.5.2 Oversee Council's relationship with the external auditor including, but not limited to:
 - 3.5.2.1 Recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted;
 - 3.5.2.2 Recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit;
 - 3.5.2.3 Assessing the external auditor's independence and objectivity taking into account relevant professional and regulatory requirements and the extent of Council's relationship with the auditor, including the provision of any non-audit services;
 - 3.5.2.4 Satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and the Council (other than in the ordinary course of business);

- 3.5.2.5 Monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners; and
 - 3.5.2.6 Assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process (which shall include a report from the external auditor on the audit committee's own internal quality procedures);
 - 3.5.3 Meet as needed with the external auditor. The Committee shall meet the external auditor at least once a year, without management being present; to discuss the external auditor's report and any issues arising from the audit;
 - 3.5.4 Review and make recommendations on the annual audit plan, and in particular its consistency with the scope of the external audit engagement;
 - 3.5.5 Review the findings of the audit with the external auditor. This shall include, but not be limited to, the following;
 - 3.5.5.1 a discussion of any major issues which arose during the external audit;
 - 3.5.5.2 any accounting and audit judgements; and
 - 3.5.5.3 Levels of errors identified during the external audit. The committee shall also review the effectiveness of the external audit.
 - 3.5.6 Review any representation letter(s) requested by the external auditor before they are signed by management;
 - 3.5.7 Review the management letter and management's response to the external auditor's findings and recommendations.
- 3.6 Economy and Efficiency Audits
- The Committee shall:
- 3.6.1 Propose and review the exercise of powers under Section 130A of the Act; to examine and report on any matter relating to financial management, or the efficiency and economy with which the council manages or uses its resources to achieve its objectives,
- 3.7 Service Improvement
- The Committee shall:
- 3.7.1 Monitor the benefits achieved through Council's Service Improvement Program with a focus on efficiency and effectiveness.

4. OTHER MATTERS

The Committee shall:

- 4.1 Have access to reasonable resources in order to carry out its duties, recognising the constraints within Council's Budget;
- 4.2 Be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis for all members;
- 4.3 Give due consideration to laws and regulations of the Act;
- 4.4 Make recommendations on co-ordination of the internal and external auditors;
- 4.5 Oversee any investigation of activities which are within its terms of reference;
- 4.6 Oversee action to follow up on matters raised by the external and internal auditors;
- 4.7 Invite Council's external auditors and internal auditors to attend meetings of the Committee, as considered appropriate; and
- 4.8 At least once in its term, review its own performance and terms of reference to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the Council for approval.

5. MEMBERSHIP

- 5.1 The Committee will comprise 5 members as follows:
 - 5.1.1 Three (3) Independent Members; and
 - 5.1.2 Two (2) Council Members
- 5.2 All members of the Committee will be appointed by the Council.
- 5.3 Independent Member(s) of the Committee shall have recent and relevant skills and experience in professions such as, but not limited to accounting, financial management, risk management, law, compliance, internal audit and governance.
- 5.4 It is desirable for the Council Members to be appointed to the Committee to have a sound understanding of financial management, risk management and governance.
- 5.5 In considering appointments to the Committee, Council should give consideration to the diversity of the membership.
- 5.6 Appointments to the Committee shall be for a period of up to three (3) years.
- 5.7 Members of the Committee are eligible for reappointment at the expiration of their term of office.
- 5.8 The terms of appointment of the Independent Members should be arranged to ensure the orderly rotation and continuity of membership despite changes to the composition of the Council.

6. SITTING FEES

- 6.1 The applicable Remuneration Tribunal (or its successor) Determination outlines the applicable allowance for Council Members on the Committee.
- 6.2 The Independent Members are to be paid a sitting fee as determined by Council for attendance at meetings and authorised training sessions. Council may determine a higher sitting fee for the presiding member.

7. PRESIDING MEMBER

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

8. REPORTING RESPONSIBILITIES

- 8.1 For the purposes of Section 41(8) of the Act, the Committee's reporting and accountability requirements are:
 - 8.1.1 The minutes of each Committee meeting will be included in the agenda papers of the next ordinary meeting of the Council;
 - 8.1.2 The Presiding Member will attend a meeting of the Council at least once per annum to present a report on the activities of the Committee;
 - 8.1.3 The Committee shall make whatever recommendations to the Council it deems appropriate on any area within its terms of reference where in its view action or improvement is needed; and
 - 8.1.4 The Presiding Member may attend a Council meeting at any time that the Presiding Member sees fit to discuss any issue or concern relating to the Committee's functions. Depending on the nature of the matter, this may be held in confidence in accordance with Section 90 of the Act and staff may be requested to withdraw from the meeting.

9. MEETING PROCEDURE

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

10. SECRETARIAL RESOURCES

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

11. FREQUENCY OF MEETINGS

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

12. NOTICE OF MEETINGS

- 12.1 Notice of the meetings of the Committee will be given in accordance with Sections 87 and 88 of the Act. Accordingly, notice will be given:
 - 12.1.1 To members of the Committee by email or as otherwise agreed by Committee members at least 3 clear days before the date of the meeting; and
 - 12.1.2 To the public as soon as practicable after the time that notice of the meeting is given to members by causing a copy of the notice and agenda to be displayed at the Council's offices and on the Council's website.

12.2 PUBLIC ACCESS TO MEETINGS & DOCUMENTS

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

13. MINUTES OF MEETINGS

- 13.1 The Chief Executive Officer shall ensure that the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance are minuted and that the minutes otherwise comply with the requirements of the Regulations.
- 13.2 Minutes of Committee meetings shall be circulated within five days after a meeting to all members of the Committee and will (in accordance with legislative requirements) be available to the public.

3. Audit Committee Independent Member Appointments – Period 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 18.1 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* that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the appointment has been confirmed with the applicant.

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.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 18.2

Responsible Officer: Megan Sutherland
Executive Manager Organisational Development
Corporate Services

Subject: CEO Performance Review Panel Independent Member
Appointment

For: Decision

1. CEO Performance Review Panel Independent Member Appointment – 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, Andrew Aitken
- Acting Director Infrastructure & Operations, John McArthur
- Director Strategy & Development, Marc Salver
- Director Corporate Services, Terry Crackett
- Director Community & Customer Service, David Waters
- Executive Manager Governance & Performance, Lachlan Miller
- Executive Manager Organisational Development, Megan Sutherland
- Governance & Risk Coordinator, Steven Watson
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.2: (CEO Performance Review Panel Independent Member Appointment) 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 (living or dead), because it would disclose the personal details of candidates who have expressed an interest to be on the CEO Performance Review Panel.

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.

Appendix 1

CEO Performance Review Panel Terms of Reference

ADELAIDE HILLS COUNCIL

CEO Performance Review Panel



TERMS OF REFERENCE

1. ESTABLISHMENT

- 1.1 The CEO Performance Review Panel (the Panel) of Council is established under Section 41 of the *Local Government Act 1999* (the Act).
- 1.2 The Panel does not have executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Panel does not have any management functions and is therefore independent from management.

2. ROLE

- 2.1 The Council is responsible for the selection, remuneration and management of the Chief Executive Officer (CEO). The overall role of the Panel is to provide advice to Council on matters relating to the performance and development of the CEO.

3. SPECIFIC FUNCTIONS

- 3.1 The function of the Panel is to provide advice to Council on the CEO's performance and development, including the following matters:
 - 3.1.1 Determining the Performance Targets for the forthcoming 12 month performance period;
 - 3.1.2 Monitoring the progress on the CEO's agreed Performance Targets for the current 12 month performance period;
 - 3.1.3 Reviewing the CEO's performance over the preceding 12 month performance period, in particular the performance against the agreed Performance Targets and position description requirements;
 - 3.1.4 Identifying development opportunities for the CEO; and
 - 3.1.5 Reviewing the remuneration and conditions of employment of the CEO.

4. OTHER MATTERS

The Panel shall:

- 4.1 Have access to reasonable resources in order to carry out its duties, recognising the constraints within Council's Budget;
- 4.2 Be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis for all members;

- 4.3 Give due consideration to laws and regulations of the Act;
- 4.4 Where the Panel is required to act jointly with or to obtain the concurrence of the CEO in the performance of its functions, the Council expects that both parties will negotiate and consult in good faith to achieve the necessary objectives; and
- 4.5 At least once in its term, review its own performance and terms of reference to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the Council for approval.

5. MEMBERSHIP

- 5.1 The Panel will comprise five (5) members as follows:
 - 5.1.1 Mayor and Deputy Mayor;
 - 5.1.2 Two (2) Council Members ; and
 - 5.1.3 One (1) Independent Member.
- 5.2 All members of the Panel will be appointed by the Council.
- 5.3 The Independent Member of the Panel shall have recent and relevant skills and experience in fields related to the role and functions of the Panel.
- 5.4 It is desirable for the Council Members to be appointed to the Panel to have a sound understanding of the role and functions of the Panel.
- 5.5 In considering appointments to the Panel, Council should give consideration to the diversity of the membership.
- 5.6 Appointments to the Panel shall be for a period of up to three (3) years.
- 5.7 Members of the Committee are eligible for reappointment at the expiration of their term of office.

6. SITTING FEES

- 6.1 The applicable Remuneration Tribunal (or its successor) Determination outlines the applicable allowance for Council Members on the Panel.
- 6.2 The Independent Member is to be paid a sitting fee as determined by Council for attendance at meetings and authorised training sessions. Council may determine a higher sitting fee for the presiding member.

7. PRESIDING MEMBER

- 7.1 The Council will appoint the Presiding Member of the Panel.
- 7.2 The Council authorises the Panel to determine if there will be a Deputy Presiding Member of the Committee and, if so, authorises the Panel to make the appointment to that position for a term determined by the Panel.
- 7.3 If the Presiding Member of the Panel is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting. If there is no position of Deputy

Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Panel are absent from a meeting of the Panel, then a member of the Panel chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.

7.4 The role of the Presiding Member includes:

7.4.1 overseeing and facilitating the conduct of meetings in accordance with Act and the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations); and

7.4.2 Ensuring all Panel members have an opportunity to participate in discussions in an open and encouraging manner.

8. REPORTING RESPONSIBILITIES

8.1 For the purposes of Section 41(8) of the Act, the Panel's reporting and accountability requirements are:

8.1.1 The minutes of each Panel meeting will be included in the agenda papers of the next ordinary meeting of the Council;

8.1.2 The Presiding Member will attend a meeting of the Council at least once per annum to present a report on the activities of the Panel;

8.1.3 The panel shall make whatever recommendations to the Council it deems appropriate on any area within its terms of reference where in its view action or improvement is needed; and

8.1.4 The Presiding Member may attend a Council meeting at any time that the Presiding Member sees fit to discuss any issue or concern relating to the Panel's functions. Depending on the nature of the matter, this may be held in confidence in accordance with Section 90 of the Act and staff may be requested to withdraw from the meeting.

9. MEETING PROCEDURE

9.1 Meeting procedure for the Panel is as set out in the Act, Parts 1, 3 and 4 of the Regulations. Insofar as the Act, the Regulations, or these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Panel, the Panel may determine its own procedure.

9.2 In accordance with Section 90(7a), one or more panel members may participate in the meeting by telephone or other electronic means provided that members of the public can hear the discussion between all Panel members.

9.3 Only members of the Panel are entitled to vote in Panel meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Panel for decision.

9.4 Council Employees may attend any meeting as observers or be responsible for preparing papers for the Panel.

10. SECRETARIAL RESOURCES

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

11. FREQUENCY OF MEETINGS

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

12. NOTICE OF MEETINGS

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

12.1.1 To members of the Panel by email or as otherwise agreed by Panel members at least 3 clear days before the date of the meeting; and

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

12.2 PUBLIC ACCESS TO MEETINGS & DOCUMENTS

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

13. MINUTES OF MEETINGS

- 13.1 The Chief Executive Officer shall ensure that the proceedings and resolutions of all meetings of the Panel, including recording the names of those present and in attendance are minuted and that the minutes otherwise comply with the requirements of the Regulations.
- 13.2 Minutes of Panel meetings shall be circulated within five days after a meeting to all members of the Panel and will (in accordance with legislative requirements) be available to the public.

3. CEO Performance Review Panel and Audit Committee Independent Member Appointments – Period 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 18.2 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* that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the appointment have been confirmed with the applicants, but not longer than 2 months.

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.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 October 2020
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 18.3

Responsible Officer: Jennifer Blake
Manager Communications, Engagement & Events
Community Capacity

Subject: Event Opportunity

For: Decision

1. Event Opportunity – 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, Andrew Aitken
- A/Director Infrastructure & Operations, John McArthur
- Director Development & Regulatory Services, Marc Salver
- Director Corporate Services, Terry Crackett
- Director Community Capacity, David Waters
- Executive Manager Governance & Performance, Lachlan Miller
- Governance & Risk Coordinator, Steven Watson
- Manager Communications, Engagement & Events, Jennifer Blake
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.3: (Event 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 could reasonably be expected to

- (i) 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) 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.

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 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/agency/business who supplied the information by disclosing specific quotes and modelling by the tenderer.

6. Event Opportunity – Period 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 18.3 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* that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2020.

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.