



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: Mayor Jan-Claire Wisdom

Councillor Ian Bailey
Councillor Kirrilee Boyd
Councillor Nathan Daniell
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 April 2021
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.

Peter Bice
Acting Chief Executive Officer



ORDINARY COUNCIL MEETING

AGENDA FOR MEETING
Tuesday 27 April 2021
6.30pm
63 Mt Barker Road Stirling

ORDER OF BUSINESS

1. COMMENCEMENT

2. OPENING STATEMENT

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. They are Custodians of this ancient and beautiful land and so we pay our respects to Elders past, present and emerging. We will care for this country together by ensuring the decisions we make will be guided by the principle that we should never decrease our children's ability to live on this land.

3. APOLOGIES/LEAVE OF ABSENCE

- 3.1. Apology
Apologies were received from
- 3.2. Leave of Absence
- 3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 23 March 2021

That the minutes of the ordinary meeting held on 23 March 2021 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

6. MAYOR'S OPENING REMARKS

7. QUESTIONS ADJOURNED/LYING ON THE TABLE

- 7.1. Questions Adjourned
Nil
- 7.2. Questions Lying on the Table
Nil

8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
- 8.2. Deputations
 - 8.2.1. Sarah Bennett re Mt Lofty Botanic Gardens Carparking Proposal
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

- 9.1. Mt Lofty Botanic Gardens Carparking Proposal
Cate Hart,
Executive Director, Environment, Heritage and Sustainability
Department for Environment and Water

10. QUESTIONS ON NOTICE

- 10.1. Proposed development by Botanic Gardens of SA for 173 space carpark at 1 Lampert Road Crafers (Cr Mark Osterstock)

In the event that the State Government approves the Mt Lofty Botanic Gardens Carpark proposal, how are the following potential matters, should they arise, intended to be managed?

- *Traffic Flow/Movement*
- *On Street Car Parking*
- *Pedestrian Safety*

11. MOTIONS ON NOTICE

- 11.1. White Rock Quarry Proposed Mine Expansion (Cr Mark Osterstock)
See Agenda Item
- 11.2. GAROC Business Item – Boundary Reform Legislation Change (Cr Mark Osterstock)
That Council resolves to submit an Item of Business for the Greater Adelaide Region of Council's consideration as follows:
The Local Government Association advocate to the Minister of Local Government for changes to the provisions of Chapter 3, Part 2, Division 4 of the Local Government Act 1999 and/or the Boundary Commission's Guidelines to require the results of community consultation on a proposed boundary change proposal to form part of a Stage 1 – General proposal submission. Further, where substantial opposition exists to the proposal from the affected community, it should not be permitted to proceed to Stage 2.

12. ADMINISTRATION REPORTS – DECISION ITEMS

12.1. Lobethal Bushland Park Draft Masterplan

- 1. That the report be received and noted.*
- 2. To receive and accept the Lobethal Bushland Park Draft Masterplan and Play Space Design Brief Consultation Outcomes Report.*
- 3. To adopt the Draft Masterplan and implement Stage 2 of Engagement.*
- 4. That the results of Stage 2 Engagement and the final draft Masterplan be presented to Council for its consideration in June 2021.*
- 5. That the CEO be authorised to:*
 - a. Make any formatting, nomenclature or other minor changes to the Draft Masterplan prior to being released for public consultation and*
 - b. Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy.*

12.2. Green Organic Service Options

- 1. That the report be received and noted*
- 2. That the budget for free green organic drop off days be increased to \$138,600 as part of the 2021/22 Annual Business Plan and Budget*

12.3. 2021-22 Long Term Financial Plan Adoption

- 1. That the report be received and noted.*
- 2. To adopt the 2021-22 Long Term Financial Plan, as contained in Appendix 1 to this report, in accordance with Section 122 of the Local Government Act 1999.*

12.4. 2021-22 Annual Business Plan and Budget Consultation

- 1. That the report be received and noted*
- 2. To endorse the draft Annual Business Plan 2020-21 (ABP), as contained in Appendix 1 for community consultation in accordance with Section 123 of the Local Government Act 1999.*
- 3. That, notwithstanding the terms of Council's Public Consultation Policy (as modified on account of the making of the Public Access and Public Consultation Notice (No 2) 2020), Council determines that it will hold a public meeting as part of its consultation activities with respect to the draft annual business plan and budget for 2021-22.*
- 4. That the CEO be authorised to:*
 - a. arrange for the holding of such a meeting;*
 - b. provide notice to the public of the meeting in such manner and form as they see fit; and*
 - c. cancel entirely or defer the holding of the meeting in the event it cannot be accommodated in line with relevant State Government public health/emergency directions, regulations or legislation related to COVID-19*
- 5. That the CEO be authorised to:*
 - a. Make any formatting, nomenclature or other minor changes to the Plan prior to being released for public consultation and*

- b. Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy.*

12.5. Grant Giving Policy Review

- 1. That the report be received and noted.*
- 2. With an effective date of 31 May 2021, to revoke the Grant Giving Policy 23 July 2019 and to adopt the 27 April 2021 Grant Giving Policy, as contained in Appendix 2.*
- 3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 27 April 2021 Grant Giving Policy prior to the effective date of adoption.*

12.6. Road Closure & Opening adjacent 36 Pioneer Avenue Lobethal

- 1. That the report be received and noted*
- 2. In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, enter into an Agreement for Exchange with the owner of the land of 36 Pioneer Avenue Lobethal and issue a Road Process Order to open as public road the area identified as "1" on Preliminary Plan No. 21/0010 and in exchange to close a portion of Pioneer Avenue as identified as "A" on Preliminary Plan No 21/0010 as "A" and merge with Allotment 19 in Deposited Plan No. 4789 comprised in Certificate of Title Volume 5548 Folio 780.*
- 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 Local Government Act 1999; and*
 - The piece marked "A" be sold to the owners of 36 Pioneer Avenue Lobethal, being the owners of the property with which it is merging for the amount of \$9,200 plus GST (if applicable) and responsible for 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.*

12.7. 2021-22 GRFMA Annual Budget & Business Plan

- 1. That the report be received and noted*
- 2. To advise the Board of the Gawler River Floodplain Management Authority that it has reviewed its 2021-22 Annual Business Plan and approves the Adelaide Hills Council's contribution of \$30,816 as set out in the draft 2021-22 Budget.*

12.8. 2020-21 CEO Performance Review Process & Schedule

- 1. That the report be received and noted*
- 2. To undertake the 2021 CEO Performance Review using an internal process and utilise a consultant to undertake the remuneration package review.*

3. *To adopt the 2021 CEO Performance Review Panel Internal Process and Meeting Schedule as contained in Appendix 1 as it relates to Council meetings and workshops.*

- 12.9. Public Interest Disclosure Policy Review
 1. *That the report be received and noted.*
 2. *With an effective date of 12 May 2021, to revoke the 25 June 2019 Public Interest Disclosure Policy and to adopt the 27 April 2021 Public Interest Disclosure Policy as per Appendix 1.*
 3. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Instruments during the period of currency.*
- 12.10. Status Report – Council Resolutions Update
See Agenda Item

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

- 13.1. Kenton Valley Soldiers Memorial Park

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 April 2021
That the minutes of the CAP meeting held on 14 April 2021 as supplied, be received and noted.
- 17.2. Audit Committee - 19 April 2021
That the minutes of the Audit Committee meeting held on 19 April 2021 as supplied, be received and noted
- 17.3. CEO Performance Review Panel 18 March 2021
That the minutes of the CEOPRP meeting held on 18 March 2021 as supplied, be received and noted.

18. CONFIDENTIAL ITEMS

18.1. Advisory Group Independent Members

19. NEXT MEETING

Tuesday 25 May 2021, 6.30pm, 63 Mt Barker Road, Stirling

20. CLOSE MEETING

Council Meeting/Workshop Venues 2021

DATE	TYPE	LOCATION	MINUTE TAKER
MAY 2021			
Tues 11 May	Workshop	Woodside	N/A
Wed 12 May	CAP	TBA	Karen Savage
Tues 18 May	Professional Development	Stirling	N/A
Mon 24 May	Audit Committee	Stirling	TBA
Tues 25 May	Council	Stirling	Pam Williams
JUNE 2021			
Thurs 3 June	CEOPRP	Stirling	TBA
Tues 8 June	Workshop	Woodside	N/A
Wed 9 June	CAP	TBA	Karen Savage
Tues 15 June	Professional Development	Stirling	N/A
Tues 22 June	Council	Stirling	Pam Williams
JULY 2021			
Thurs 8 July	CEOPRP	Stirling	TBA
Tues 13 July	Workshop	Woodside	N/A
Wed 14 July	CAP	TBA	Karen Savage
Tues 20 July	Professional Development	Stirling	N/A
Tues 27 July	Council	Stirling	Pam Williams

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

Community Forums 2021

6.00 for 6.30pm

Mylor Community Hall	Tues 30 March	6.00 – 8.30pm
Basket Range	Tues 31 August	6.00 – 8.30pm
Birdwood	Tues 30 November	6.00 – 8.30pm

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 purposethe 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 deputees has addressed Council (either in a deputation or public forum) on the subject matter or a similar subject matter.

8.3 PUBLIC FORUM

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

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

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 10.1 Question on Notice

Originating from: Cr Mark Osterstock

Subject: Proposed development by the Botanic Gardens of South Australia for 173 space carpark at 1 Lampert Road, Crafers

1. QUESTION

In the event that the State Government approves the Mt Lofty Botanic Gardens Carpark proposal, how are the following potential matters, should they arise, intended to be managed?

- Traffic Flow/Movement
- On Street Car Parking
- Pedestrian Safety

2. BACKGROUND

Council has recently received many submissions from concerned residents in relation to this proposed development.

This proposal is designed to address the car parking issues which occur from time to time in the surrounding roads during events at the Mt Lofty Botanic Gardens. It is noted that the State Planning Commission is the decision-making authority for this development. Notwithstanding this, residents have raised questions in relation to traffic management and safety in the event that the current application receives approval.

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

The following responses are provided in relation to the management of three matters raised in the Question on Notice:

1. **Traffic Flow/Movement:** Should issues arise in this regard, then these are matters for SAPOL and the Mt Lofty Botanic Gardens to manage as and when they occur.
2. **On street car parking:** 'No parking' signs have been installed along Lampert Road where it is unsafe for vehicles to park on street. During events, Mt Lofty Botanic Gardens staff install temporary no parking signs on candlesticks to emphasise the parking restrictions. However, Council staff will patrol the area on event days and issue expiations for breaches of the parking restrictions.
3. **Pedestrian Safety:** It is noted that there is currently no footpath on Lampert Road between the proposed overflow car park site and the entrance to the Botanic Gardens. In relation to this, the Mt Lofty Botanic Gardens contacted Council on 26 February 2021 seeking support for implementation of a 'traffic solution' for a 300m section of Lampert Road, from the proposed car park site to the lower entrance of the botanic gardens.

Council staff committed to investigate options to improve pedestrian safety along the subject section of Lampert Road, and engaged a specialist traffic engineering consultant to undertake these works. This study is still in its early stages, and management of potential issues arising from the car park proposal will be subject to the recommendations of the study report.

To ensure Council can resource the implementation of any recommendations of the report, an application for funding for \$110,000 has been made under the Local Roads and Community Infrastructure Program. The description of the proposed project is to "improve traffic and pedestrian safety on a 300m section of road from the overflow car park to the Mount Lofty Botanic Gardens", and Council expects to receive approval for this project from the Federal Government shortly.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 11.1 Motion on Notice

Originating from: Cr Mark Osterstock

Subject: White Rock Quarry – Proposed Mine Expansion

1. MOTION

I move that:

The Mayor, on behalf of Council, writes to the Minister for Energy and Mining, the Honourable Dan van Holst Pellekaan, together with the Honourable Vickie Chapman, Member for Bragg, advising that Council:

- 1. Acknowledges the Minister's letter, dated 14 April 2021 (refer to *Appendix 1* for a copy), in response to the Mayor's letter, on behalf of Council, dated 17 March 2021 (refer to *Appendix 2* for a copy).**
- 2. Notes that the Minister, has not specifically addressed several important matters that were raised by Council, that requested action on the part of the Minister, and or State Government, in relation to the Hanson White Rock Quarry proposed expansion plan, and that Council respectfully requests, once again, that these matters be addressed by the Minister; namely:**
 - [2.2] That Council “is concerned that with any expansion of the mine's current operation, that such expansion is likely to have an adverse impact on traffic management for the area. Noting that traffic management / impact has not been addressed in the MOP, Council requests that this issue be addressed by Hanson Construction Materials Pty Ltd, as a priority, in consultation with Council, prior to any approval being granted.”**
 - [2.3] That Council “notes that separation distances do not apply to 'existing' private mines. However, notwithstanding this, Council's firm view is that given the sensitive nature of the MOP, and, importantly, the fact that the current Mining Act 1971 stipulates a 400-metre separation distance for mining operations, that no approval be granted unless a minimum 400 metre [preferably 500-metre] separation distance is adopted [noting that the EPA suggests a 500-metre separation distance for mining operations, involving blasting]. Should this require legislation to achieve this desired outcome, given that this is a private mine, seeking to expand, that legislative change be pursued, in the absence of agreement**

from Hanson Construction Materials Pty Ltd, in order to achieve this desired outcome.”

- *[2.6] That Council “notes that the current mine operation generates, amongst other dust materials, Crystalline Silica dust. Council notes that Crystalline Silica dust is harmful to human health. Council requests that the State Government, as a priority, initiate an investigation into the dust generated by the mine's current operations [with the report and findings being made publicly available], and that the investigation include, yet is not limited to, the impact that exposure to respirable Crystalline Silica dust may have on the health of members of the community who reside in the vicinity of the mine.”*
 - *“Further, we request that analysis into possible groundwater disruption and impacts on water flows into 3rd Creek be considered as part of the assessment process as Council wishes to ensure that there are no negative impacts on groundwater or the water flowing down the said Creek. If negative impacts are identified, then it is considered that the MOP should include the possible use of mains water as part of the operations in order to reduce the impact on water flows down 3rd Creek.”*
 - *“Lastly, it was noted during Hanson's presentation that there are caves on the site which may be of significance and/or sacred to Kurna People and which may be impacted by the proposed quarry expansion plans. It is therefore requested that consultation with representatives of the Kurna People be undertaken and that, if requested by them, that the caves be preserved accordingly.”*
3. Council requests, on behalf of local residents impacted by the proposed mine expansion, that in the event that the Minister is unable or unwilling to address the aforementioned matters, that a detailed response is forthcoming - as to why.
 4. As the City of Burnside (the Council) is an interested party to these proceedings, that a copy of this resolution, together with attachments and supporting information, be forwarded to the Council for information.

5. BACKGROUND

Hanson Construction Materials Ltd (Hanson) own and operate the White Rock Quarry (the quarry) located on Horsnell Gully Road, Horsnell Gully. The quarry has 'private mine' status granted in early 1970s, with quarrying having commenced at the site in 1946. Ownership of the quarry has changed over the years, with Hanson being the owner since 2007. The quarry site is predominantly located within the Adelaide Hills Council (AHC) area with a portion extending into the Burnside Council area and is approximately 10 km east of the Adelaide CBD.

The quarry expansion is detailed in a Mine Operations Plan (MOP), a statutory document required by the *Mining Act 1971* (the Act) for approval for any future expansion of a private mine. (www.whiterockquarry.com.au)

The revised MOP was lodged with the Department for Energy and Mining (DEM) on 23 December 2020 for assessment and approval. DEM completed a preliminary assessment of the MOP on 15 January 2021, and a detailed assessment is currently underway. Expansion of the quarry operations cannot occur until DEM [the State Government] has approved the MOP.

The quarry (located entirely in the Hills Face Zone), is an open cut quarry which extracts quartzite, sandstone and siltstones and uses these to produce products for the construction and road building industries. Products include concrete aggregates and road base. The site also contains a concrete batching plant which generally operates between the hours of 4am and 5pm.

The property within which the quarry is located covers an area of 136.87 hectares and is bounded by Old Norton Summit Road to the north and Horsnell Gully Conservation Park to the south, the residential suburb of Skye in the Burnside Council area to the west, and rural residential properties to the east.

Hanson currently operates under a MOP approved in 2004. Late last year, Hanson undertook informal public consultation regarding expansion proposals for the quarry over the next 100 years. As a result of the feedback received from members of the public, Hanson submitted a revised MOP to DEM on 23 December 2020 for review which outlines their long-term quarry development plan. The revised MOP only includes stages 1 – 3a (i.e., stages 4 & 5 were removed) over an 88-year period as opposed to the original 100-year period.

Since late last year, concerned local residents have been campaigning to have the proposed expansion scaled back and their concerns addressed.
(www.facebook.com/residentsagainstawhiterockquarry)

Local Residents are rightly concerned at the proposed expansion. As a consequence of the serious concerns raised by local residents with Council, such as: the size of the proposed expansion, traffic management, separation distances, hours of operation, increased noise and dust, and the potential for adverse impacts on residents health from increased exposure to Crystalline Silica Dust, the Council at its meeting of 23 February 2021, chose to advocate on their behalf by writing to the responsible Minister, Dan Van Holst Pellekaan, Minister for Energy and Mining reinforcing resident's concerns, and seeking commitments that they be addressed in any expansion approval granted [attached].

On 14 April 2021, Council received a response from the Minister (Refer to **Appendix 1** for a copy of the letter). Unfortunately, the Minister's response has omitted to address several important matters that Council had raised, on behalf of local residents, for which Council was requesting positive action to be taken on the part of the Minister and or State Government. In light of this omission, it is only appropriate that Council, on behalf of concerned residents, again seeks a formal response to these important matters.

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

Strategic Plan 2020-24 – A brighter future

Goal 3	Support and grow our region's existing and emerging industries
Goal 5	A Progressive Organisation
Objective 04	We Actively Represent Our Community
Priority 04.3	Advocate to, exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region

The Adelaide Hills Council District is a scenic area with a diversity of primary production activities and tourism offerings. There are seven open cut quarries in the Council area, the largest being White Rock and Stonyfell, and comments on any proposed expansion plans should be considered within this context. Any potential socio-economic benefits and potential negative impacts on the environment, tourism and primary production activities need to be mitigated or addressed as part of the Department of Energy and Mining's (DEM) assessment process.

➤ Legal Implications

The Minister for Energy and Mining, as the relevant authority via the DEM, considers and approves applications for mining Operations pursuant to the *Mining Act 1971*. Council has no formal role or involvement in the mine approval process other than to provide comments to the aforementioned Minister when provided with the opportunity to do so. In this instance, as this is a private mine, no formal consultation with residents or the Council is required as would otherwise be the case for a new mine. Therefore no referral to Council is required pursuant to Section 75 (2) of the *Development Act 1993*, and Regulation 84(1)(b) of the *Development Regulations 2008* in this instance.

➤ Risk Management Implications

The support for this Motion on Notice will assist in mitigating the risk of:

Council not following up on the response from the Minister for Energy & Mining in order to obtain specific responses to the issues raised in its 23 February 2021 resolution leading to a lack of confidence in Council by the residents who raised the concerns regarding the Quarry expansion plans.

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

As no formal referral was required in relation to the Mine Operations Plan, the only option for Council is to follow up with the Minister for Energy & Mining in order to obtain specific responses to the issues raised in its original letter to him dated 17 March 2021 (refer to **Appendix 2** for a copy). There are therefore no other controls to mitigate the above risk.

➤ **Financial and Resource Implications**

There are no financial implications as a result of this response to the Motion on Notice.

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

A number of residents raised concerns about the proposed quarry expansion plans. Although this is a private mine and no formal consultation with residents or the Council is required, Council considered a report on the matter at its meeting of 23 February 2021 (Item 12.1) and resolved to raise a number of concerns with the Minister for Energy & Mining about the plans thereby advocating on behalf of the concerned residents. This Motion on Notice seeks to get specific responses from the Minister in relation to the issues previously raised by Council.

➤ **Sustainability Implications**

There are no sustainability implications as a result of this response to the Motion on Notice.

➤ **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.

7. ANALYSIS

It is noted that the thrust of the Motion on Notice (MoN) is to have the Minister specifically address the matters that were raised by Council in the Mayor's letter of 17 March 2021 (refer to **Appendix 2**) which requested action on the part of the Minister, and or State Government, in relation to the Hanson White Rock Quarry proposed expansion plan. The MoN seeks that these matters again be raised with the Minister in order to ensure that they are either addressed, or at least responded to. Administration supports the Motion as it is considered that in doing so, Council and the residents (who raised the concerns) can have some certainty as to how the matters raised will be addressed so that there will be no, or minimal, long term impacts on either the environment or nearby residents in the years to come.

8. APPENDICES

- (1) Letter of response from the Minister for Energy & Mining
- (2) Mayor's Letter to the Minister for Energy & Mining

Appendix 1

*Letter of response from the Minister for Energy &
Mining*

Hon Dan van Holst Pellekaan MP



MEM2021/0159
MEM2021/0029

Dr Jan-Claire Wisdom
Mayor
Adelaide Hills Council
PO Box 44
WOODSIDE SA 5244
pwilliams@ahc.sa.gov.au

Dear Dr Wisdom,

Thank you for your further correspondence dated 17 March 2021 regarding Hanson Construction Materials Ltd (Hanson) proposed expansion of the White Rock Quarry and the resolutions resulting from the Council meeting on 23 February 2021. I understand you have also written to the Member for Bragg, the Hon Vickie Chapman MP. As this matter falls within my responsibilities as Minister for Energy and Mining, the Member for Bragg has asked me to respond on her behalf.

Further to the previous response to you dated 14 March 2021, I can confirm your letter has been provided to the Department for Energy and Mining and will be used as information to be considered during the decision-making process related to the proposed quarry expansion.

The department informs me that the detailed technical assessment by government agencies continues to progress, and further updates will be provided on the department's White Rock Quarry webpage as they arise. Officers from the department will continue to engage directly with interested stakeholders.

Thank you again for your further correspondence.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Dan van Holst Pellekaan'.

Hon Dan van Holst Pellekaan MP
MINISTER FOR ENERGY AND MINING

14/3 / 2021

Minister for Energy and Mining

Level 17, 25 Grenfell Street Adelaide SA 5000 | GPO Box 974 Adelaide SA 5001 | DX 114
Tel +61 8 8226 1300 | Email dem.ministervhp@sa.gov.au | ABN 83 768 6839 34



Appendix 2

Mayor's Letter to the Minister for Energy & Mining



PO Box 44
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www.ahc.sa.gov.au

Direct line: 8408 0438

File Ref: OC21/2900
02.67.2

17 March 2021

Hon Dan van Holst Pellekaan MP
Minister for Energy and Mining
GPO Box 974
ADELAIDE SA 5001

dem.ministervhp@sa.gov.au

Dear Minister van Holst Pellekaan

Hanson White Rock Quarry Expansion Horsnell Gully – Council’s Comments

Further to my letter of 10 February 2021, I write to advise that a report on the Hanson White Rock Quarry expansion plan, together with a deputation and submission from a number of concerned residents, was considered at Council’s meeting on 23 February 2021. Further, representatives of the Hanson White Rock Quarry presented their Mine Operations Plan (MOP) to Council at the aforementioned meeting.

In consideration of the concerns raised by the residents and issues raised by Council Members at the above-mentioned meeting, Council resolved as follows:

- “1. Council resolves that the report be received and noted.*
- 2. That the Mayor, on behalf of Council, writes to the Minister for Energy and Mining, the Hon Dan van Holst Pellekaan, together with the Hon Vickie Chapman, Member for Bragg, advising that Council:*
 - 2.1 having carefully considered the Mine Operations Plan [MOP], that has been publicly released by Hanson Construction Materials Pty Ltd, and specifically noting the position of the City of Burnside, the views of the local community, and together with the fact that the mine is wholly within the Hills Face Zone, is opposed to approval being granted beyond Stage 3 [excluding Stage 3A], due to the environmental impacts that expansion beyond Stage 3 is likely to have on the environment, including yet not limited to, the significant natural flora and fauna habitat.*
 - 2.2 is concerned that with any expansion of the mine’s current operation, that such expansion is likely to have an adverse impact on traffic management for the area. Noting that traffic management / impact has not been addressed in the MOP, Council requests that this issue be addressed by Hanson Construction*

Materials Pty Ltd, as a priority, in consultation with Council, prior to any approval being granted.

- 2.3 notes that separation distances do not apply to 'existing' private mines. However, notwithstanding this, Council's firm view is that given the sensitive nature of the MOP, and, importantly, the fact that the current Mining Act 1971 stipulates a 400-metre separation distance for mining operations, that no approval be granted unless a minimum 400 metre [preferably 500 metre] separation distance is adopted [noting that the EPA suggests a 500-metre separation distance for mining operations, involving blasting]. Should this require legislation to achieve this desired outcome, given that this is a private mine, seeking to expand, that legislative change be pursued, in the absence of agreement from Hanson Construction Materials Pty Ltd, in order to achieve this desired outcome.*
- 2.4 is concerned with the MOP's proposed hours of operation. Council is of the view that none of these activities should occur on a Sunday. Further, that any operation outside of the hours stipulated in the MOP, should not occur unless absolutely necessary to meet specific client need. Council's view is that any approval should incorporate this desired outcome.*
- 2.5 notes that current production levels from the mine are in the order of approximately 300,000 tonnes per year. Council is concerned that the MOP does not provide for any cap on production. It is reasonable to conclude that increased production is highly likely to result in increased traffic movements, and importantly, increased noise and dust. Council's view is that any approval should include a cap on annual production, in order to minimise such adverse consequences.*
- 2.6 notes that the current mine operation generates, amongst other dust materials, Crystalline Silica dust. Council notes that Crystalline Silica dust is harmful to human health. Council requests that the State Government, as a priority, initiate an investigation into the dust generated by the mine's current operations [with the report and findings being made publicly available], and that the investigation include, yet is not limited to, the impact that exposure to respirable Crystalline Silica dust may have on the health of members of the community who reside in the vicinity of the mine.*
- 3. That Council requests Hanson Construction Materials Pty Ltd publicly release all self-audit data of dust measurements, particularly Crystalline Silica dust readings.*
- 4. That Council thanks the representatives of Hanson Construction Materials Pty Ltd for their presentation and trusts that the desired outcomes that Council seeks, on behalf of the local community, can be accommodated."*

On behalf of our Council and the concerned residents, I hereby request that the above matters be considered when assessing the Quarry's MOP, and that the identified actions in the above resolutions be implemented by your Department.

Further, we request that analysis into possible groundwater disruption and impacts on water flows into 3rd Creek be considered as part of the assessment process as Council wishes to ensure that there are no negative impacts on groundwater or the water flowing down the said Creek. If negative impacts are identified, then it is considered that the MOP should include the possible use of mains water as part of the operations in order to reduce the impact on water flows down 3rd Creek.

Lastly, it was noted during Hanson's presentation that there are caves on the site which may be of significance and/or sacred to the Kurna People and which may be impacted by the proposed quarry expansion plans. It is therefore requested that consultation with representatives of the Kurna People be undertaken and that, if requested by them, that the caves be preserved accordingly.

I therefore seek your support for the above request, and should you have any further queries in this regard, then please do not hesitate to call me on 8408 0438.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'JC Wisdom', with a long horizontal flourish extending to the right.

Dr Jan-Claire Wisdom
Mayor

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 11.2 Motion on Notice

Originating from: Cr Osterstock

Subject: GAROC Business Item - Boundary Reform Legislative Change

1. MOTION

I move that Council resolves to submit an Item of Business for the Greater Adelaide Region of Council's consideration as follows:

The Local Government Association advocate to the Minister of Local Government for changes to the provisions of Chapter 3, Part 2, Division 4 of the Local Government Act 1999 and/or the Boundary Commission's Guidelines to require the results of community consultation on a proposed boundary change proposal to form part of a Stage 1 – General proposal submission. Further, where substantial opposition exists to the proposal from the affected community, it should not be permitted to proceed to Stage 2.

2. BACKGROUND

The Campbelltown City Council (CCC) boundary change proposal has been the subject of many Council reports and motions on notice over the past two years. This Motion on Notice (MON) relates specifically to the issue of the Adelaide Hills Council (AHC) community affected by a boundary change proposal being exposed to unnecessary angst and concern during the boundary change process, particularly when the majority of those affected can be demonstrated to not be in support of the proposal.

In January 2019, Campbelltown City Council (CCC) initiated a boundary change proposal with the Boundaries Commission.

In January 2020, AHC received the results of its own-initiative survey of the communities affected by the CCC proposed boundary realignment. The headline figures being 65% of respondents were against the boundary change proposal, 28% in favour, 5% undecided and 2% no preference.

At this time AHC noted that the CCC Mayor had also been provided with the survey results and, based on the majority of respondents being against the proposal, AHC resolved (Res 9/20) to request CCC to withdraw their proposal. Notwithstanding that the survey results and the request to withdraw were communicated to CCC shortly thereafter, CCC did not formally bring the AHC survey results to their Chamber until 6 April 2021.

In November 2020, CCC initiated a survey of the affected community and the results were reported to their Chamber on 6 April 2021. The headlines figures being 62% of the respondents were against the boundary change proposal and 35% were in support. These figures demonstrate that notwithstanding an ensuing year and considerable propaganda from CCC leading up their survey, that the views of the affected community remained consistent.

In December 2020, the Adelaide Hills Council considered as motion on notice and resolved as follows:

11.1 Council Boundary Reform Legislative Provisions

**Moved Cr Mark Osterstock
S/- Cr Nathan Daniell**

294/20

- 1. That a copy of Council's resolution of 28 January 2020, including annexures, 'Council Boundary Change Survey Responses' be forwarded to the current Minister for Planning and Local Government, Hon Vickie Chapman MP, for information.**
- 2. That the Minister be advised that it would appear that the Campbelltown City Council is acting in a predatory manner by refusing to listen to and accept the views of the affected residents, and the Adelaide Hills Council, in relation to their boundary change proposal.**
- 3. That the Minister be requested to consider amendments to the existing legislation and boundary reform guidelines to ensure that the affected community and relinquishing councils are consulted and their views are properly considered prior to a council-initiated Stage 1 submission being lodged with the Boundaries Commission and that where substantial community objection exists that the proposal not proceed.**

Carried Unanimously

The Minister for Local Government, Hon Vickie Chapman MP, responded to the Council's correspondence in January 2021 (**Appendix 1**) and, other than noting AHC's concerns and reiterating the current boundary change process, maintained the legislative provisions and emphasised the Boundary Commission's remit.

Given the Minister's response, this MON proposes placing a business item on the Greater Adelaide Region Organisation of Councils (GAROC) General Meeting agenda with a view to it being supported for consideration at an LGA General Meeting for an advocacy position with the Minister.

3. OFFICER'S RESPONSE – Lachlan Miller, Executive Manager Governance & Performance

➤ 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 Chapter 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 Commission.

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).

➤ **Risk Management Implications**

Realignment of Council boundaries bordering Campbelltown City Council leading to financial, resource allocation, social and representation changes

Inherent Risk	Residual Risk	Target Risk
High (2B)	High (2B)	Medium

Council has very limited ability to manage (control) the financial risks associated with a reform proposal. Risk planning will be more focused on mitigating the potential impacts should a proposal be accepted.

➤ **Financial and Resource Implications**

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.

There are no direct costs associated with this report, however if Council resolves the MON as written there will be some minor administrative resource implications to prepare the proposed GAROC Business Item.

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

In relation to the CCC boundary change proposal, the majority of the community have indicated that they do not support the proposal and Council has received feedback from community members that they believe that the boundary change process is flawed, in that the community views are not considered earlier in the process.

➤ **Sustainability Implications**

There are no direct sustainability implications from this report however there may be financial sustainability implications from a boundary change.

➤ **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: The response from the Minister to the December 2020 MON has been discussed at workshop.

Advisory Groups: Not Applicable

Administration: Chief Executive Officer
Governance & Risk Coordinator

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

Boundary Reform Legislative Provisions

A more fulsome description of the history and intent of the boundary change legislative provisions is contained in Item 11.1 of the 15 December 2021 Adelaide Hills Council agenda and will not be discussed further in this MON.

In 2017, the *Local Government (Boundary Adjustment) Bill 2017* (the Bill) was introduced to Parliament by the (then) Minister for Regional Development and Local Government, Hon Geoff Brock MP. The Bill came into effect on 1 January 2019 resulting in changes to Chapter 3 of the Act.

These provisions were supported by a series of guidelines published on the Office of Local Government website dealing with the key elements of the new boundary change regime. The guideline of relevance to this report as a council-initiated proposal is *Guideline No. 3 – Submitting a General Proposal to the Commission*¹. The Guideline sets out a three stage process for General Proposals, as follows:

- **Stage 1: Initial consideration of a potential proposal** - Write to the Commission outlining the nature of the potential proposal and the reasons why the council(s) consider boundary change as the best option, including a brief outline of how the proposal addresses the section 26 principles (**Appendix 2**), particularly in regard to the identified community of interest, social fabric and common interests of the area and how service provision would be improved as a result of the proposal.
- **Stage 2: Referral of a general proposal to the commission** - Prepare a submission to the Commission that sets out in detail the grounds on which the proposal is made and the issues that should be considered in an assessment of the change to boundaries. The Commission requires the matters listed below to be included in your

¹ Office of Local Government website,
https://www.dit.sa.gov.au/__data/assets/pdf_file/0004/463009/Boundaries_Commission_Guideline_3_-_General_Proposals_-_Submitting_a_Proposal_to_the_Commission.pdf, accessed 5 December 2020

proposal, noting that 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
 - Section 26 principles
 - Community of interest
 - Consultation
 - Advantages and Disadvantages
 - Any other relevant information
 - Administrative matters
- **Stage 3: Inquiry by Commission** - The Commission will assess the proposal in accordance with the Act and the guidelines and determine whether to inquire into the proposal or refuse to inquire into the proposal. At the conclusion of the inquiry the Commission will make recommendations to the Minister.

Effect of the changes proposed in the MON

The MON proposes a change to the legislative provisions and/or the guidelines to effectively require an additional requirement in Stage 1 for an element of community consultation to be undertaken regarding the proposed boundary change and for the results of this consultation to be included in the initiating council's Stage 1 proposal to the Boundaries Commission.

Further, the MON proposes that where substantial opposition to the proposal is encountered in the survey results, that the Boundaries Commission be bound to advise that initiating council that a Stage 2 proposal cannot be submitted.

Implications of the changes proposed in the MON

The following are some of the implications of the proposed legislative change:

- Requiring community consultation prior to the lodgement of a Stage 1 proposal has the advantage of the initiating council obtaining a clear indication of the affected community's sentiment prior to investing significant resources into preparing a Stage 2 proposal. That said, to prepare sufficient information to inform and then to conduct the statistically valid survey will in itself require the committing of additional resources than may otherwise be required for a Stage 1 proposal.

In effect it would bring forward and/or duplicate the consultation requirements required in a Stage 2 proposal. This could arguably be considered to be unreasonable at such an early stage in the process.

- While the sentiment of the affected community is an important input into a number of the principles (particularly regarding communities of interest) set out in s26, it is not a principle in its own right. Further, specifically requiring the Boundaries Commission to reject any Stage 1 proposal with significant community opposition could create a situation in which a proposal with otherwise considerable merit (in terms of the s26 principles) being abandoned solely because of the community sentiment.

- By requiring an indication of community sentiment to be included in the Stage 1 proposal, the potential angst and concern experienced by the affected community in relation to a proposal (such as with the current CCC proposal) would be relatively short-lived pending the Boundaries Commission's consideration of the Stage 1 proposal, rather than waiting for the consideration of the Stage 2 proposal months or even years later (again as experienced with the CCC proposal).

5. APPENDICES

- (1) Letter from Minister for Local Government – 29 January 2021
- (2) Section 26 principles

Appendix 1

Letter from Minister for Local Government – 29 January
2021

The Hon Vickie Chapman MP



**Government
of South Australia**

Deputy Premier

Attorney-General


Minister for Planning
and Local Government

GPO Exchange
10 Franklin Street
Adelaide SA 5000

GPO Box 464
Adelaide SA 5001
DX 336

Tel 08 8207 1723
Fax 08 8207 1736

21MLG0353

 January 2021

Dr Jan-Claire Wisdom
PO Box 44
WOODSIDE SA 5244

By email: mail@ahc.sa.gov.au

Dear Mayor Wisdom

Campbelltown City Council Potential Council Boundary Change Proposal

I write in response to your letter of 11 January 2021 regarding the Campbelltown City Council's (the Council's) potential boundary change proposal.

As you are aware, the South Australian Local Government Boundaries Commission (the Commission) is the independent body that receives, assesses and investigates council boundary change proposals, and makes recommendations to me as Minister.

I am advised that the Commission received a potential proposal from the Council in February 2019, and that the Commission determined that the Council may refer a general proposal if it wished to do so, in accordance with the two stage process outlined in the Commission's *Guideline 3 – Submitting a General Proposal to the Commission*.

I am further advised that the Council have not yet referred a general proposal (Stage 2 of the submission process) to the Commission. Whether it does so is ultimately a decision for the Council to make.

I note the concerns you have raised regarding the potential proposal, including concerns about the conduct of the Campbelltown City Council. I also note the Adelaide Hills Council's request for amendments to the *Local Government Act 1999* (the Act) and the Boundaries Commission's Guidelines to ensure that the affected community and councils are consulted prior to lodgement of a Stage 1 general proposal.

The Commission requests councils to make a general proposal in two stages to enable the Commission to provide feedback on a potential proposal (Stage 1). This assists councils to determine at the outset whether a proposal may proceed prior to undertaking extensive work on the formal submission of a proposal.

'Stage 1' therefore enables the Commission to provide advice to a proponent early in the process of developing a proposal, and to advise whether a general proposal may be formally submitted or not. Advice from the Commission to a council that it may proceed to Stage 2 (the referral of a general proposal) is not a guarantee that the Commission will undertake an inquiry of the proposal.

If the Council does decide to refer a general proposal to the Commission, the Commission will assess the proposal in accordance with the Act and Guidelines before making a decision as to whether to inquire into it or not.

I emphasise that, if this point is reached, the Commission's decision is whether or not to inquire into the proposal. It is not a decision to make recommendations to me based on the Council's proposal. These recommendations can only be made when the Commission's inquiry is complete.

I must emphasise that, while the new system enables individual councils to initiate proposals, and make a case to the Commission that they be inquired into, it is the Commission's responsibility to undertake any inquiry and make recommendations to the Minister—not the initiating council, or other affected councils.

Before making recommendations to me, the Commission must undertake a thorough investigation of all aspects of any proposal referred to it. This must include a full consideration of the impact of any boundary change on all affected councils, particularly where that change is significant. Ultimately, any recommendations that the Commission makes to me will reflect its view on what is best for the community in the area.

The Commission must also undertake comprehensive consultation on any general proposal. It must consult with councils affected by boundary change proposals, their communities and entities that represent the interests of council employees affected by proposals. *Guideline 9 - Engagement and Consultation* specifies the requirements that the Commission has determined should be in place to undertake required engagement and consultation.

In addition, section 31(3)(b) of the Act sets out the matters that an inquiry must consider, including the extent of support for the general proposal and boundary reform in the area within the community affected by the general proposal; and the extent of support for the general proposal of any council affected by the general proposal. I therefore do not consider that an amendment to the Act is necessary.

I trust this information is of assistance.

Yours sincerely



VICKIE CHAPMAN MP
DEPUTY PREMIER
ATTORNEY GENERAL

Cc: Mayor Jill Whittaker, Campbelltown City Council

Appendix 2

Section 26 principles

26—Principles

(1) The Commission should have regard to—

- The objects of the Act
- The roles, functions and objectives of councils under this Act; and
- The following principles:
 - 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
- The extent and frequency of previous changes affecting the council or councils under this Chapter or the repealed Act.
- The Commission should, so far as is relevant, give preference to structural changes that enhance the capacity of local government to play a significant role in the future of an area or region from a strategic perspective.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item:	12.1
Responsible Officer:	Renee O'Connor Sport & Recreation Coordinator Infrastructure & Operations
Subject:	Lobethal Bushland Park Draft Masterplan and Draft Play Space Brief
For:	Decision

SUMMARY

Through various Council planning and Cudlee Creek Bushfire recovery processes, a masterplan of the fire impacted Bushland Park at Lobethal has commenced.

Additionally, as a direct action from the *Bushfire Recovery Action Plan*, Council has been successful in receiving grant funding for the replacement and redevelopment of the Play Space which was considerably damaged by the Bushfire. Along with Council's contribution of \$150,000, Council has received a State Emergency Relief Fund Grant of \$150,000 and a Local Economic Recovery Program Grant of \$150,000, bringing the total project budget for the Play Space to \$450,000.

When considering the close alignment of both the masterplan and Play Space upgrade at the Bushland Park site, it was viewed as an opportunity to engage with the community on both projects at the same time. The engagement of this project has been split into two stages:

- Stage 1 – general engagement through our online tools (Engagement HQ) and in person at a drop in session at the site informing the development of the draft Masterplan and Design Brief for the Play Space.
- Stage 2 - additional engagement, seeking feedback from the community and targeted stakeholders on the draft Masterplan and the draft Play Space.

The purpose of this report is to present the findings from Stage 1 of consultation, the *Lobethal Bushland Park Draft Masterplan and Play Space Design Brief Consultation Outcomes Report (Appendix 1)* and the *Lobethal Bushland Park Draft Masterplan (Appendix 2)*. A decision is being sought to put the draft Masterplan out for public consultation (Stage 2). Additionally, an update will be provided on the *Lobethal Bushland Park Play Space Design Brief* and project.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. To receive and accept the Lobethal Bushland Park Draft Masterplan and Play Space Design Brief Consultation Outcomes Report.
3. To adopt the Draft Masterplan and implement Stage 2 of Engagement.
4. That the results of Stage 2 Engagement and the final draft Masterplan be presented to Council for its consideration in June 2021.
5. That the CEO be authorised to:
 - a. Make any formatting, nomenclature or other minor changes to the Draft Masterplan prior to being released for public consultation and
 - b. 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 3	A prosperous Economy
Objective E3.3	Work with our local communities and businesses to create active, attractive and vibrant places.
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.
Objective N3	Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment.
Priority N3.2	Collaborate and engage with public and private organisations, schools and community members (including the Aboriginal community as the first nation peoples), to improve biodiversity outcomes and land management practices.

In addition, the Masterplan and Play Space development align with principles of Council's *Sport and Recreation Strategy* and the *Bushfire Recovery Action Plan*.

Council's *Future Resilience and Recovery Survey*, conducted in March – May 2020, identified Lobethal Bushland Park as a strong environmental location that would contribute to the community's recovery process.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

By developing a Masterplan for Lobethal Bushland Park and applying principles from Council's *Sport and Recreation Strategy*, Council will ensure that Lobethal Bushland Park is adequately planned for, meeting the needs of the current and future users of the Park.

Additionally, the replacement of the Play Space and improvement of the recreation area through the Play Space design, meets the communities expectation that the impacts to community assets damaged by the 2019 Cudlee Creek Bushfire will be addressed.

The development of a Masterplan for Lobethal Bushland Park will assist in mitigating the risk of:

Inadequately planned and managed open space reserve that does not meet user needs, or require significant, unplanned asset management, leading to a lack of public confidence.

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

The delivery of this report and subsequent delivery of the Masterplan to the community through engagement processes will considerably mitigate the risk of impact to community confidence in Council.

➤ **Financial and Resource Implications**

As per the 15 December 2020 Council meeting, \$30,000 from Council's Bushfire Recovery funding has been allocated towards the development of the Lobethal Bushland Park masterplan.

Additionally, Council has matched the successful State Emergency Relief Fund grant of \$150,000 for the replacement of the Play Space, and was successful in securing further funding through the Local Economic Recovery Fund of \$150,000. This equates to total of \$450,000 towards the Play Space project.

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

The community is expecting to receive a copy of the Draft Masterplan for consultation in the near future. Additionally, there is a community expectation that the Play Space will be replaced and the site improved.

Council has, and will continue to reach out to the local Aboriginal community to contribute to the development of the Masterplan.

Council has also reviewed and considered responses from the *Future Resilience and Recovery Survey* (March – May 2020), and considers the Masterplan and Play Space Project to contribute positively to the *Recovery and Evaluation Plan 2020 -2022*.

➤ **Sustainability Implications**

The development of a Masterplan document for Lobethal Bushland Park will achieve many sustainable outcomes for the Council and community alike.

Economic

By developing a single Masterplan document for Lobethal Bushland Park, Council will be able to better plan and budget for the future management of Lobethal Bushland Park. Additional funding opportunities will become more easily accessible and greater transparency of costs will be understood in the longer term. The Masterplan will help to identify short and long term projects as well as rule out projects that do not fit within the guiding principles of the Park. The Masterplan will ensure greater budget and long term financial planning leading to economic efficiencies.

Social

The social benefits of the Masterplan document for Lobethal Bushland Park are more long term than short, but will include a greater improvement to the public profile of the park, resulting in greater stewardship and community ownership over the park. With greater community buy-in comes greater relations with the Council and other stakeholders of the Park and an improvement in social capacity. The benefits of this are vast, and can include easier negotiations, discussions and development of ideas with stakeholder groups.

Environmental

The development of a Masterplan for Lobethal Bushland Park will significantly improve the open space and natural environment of the Park. By understanding the existing vegetation management plans, works programs and other projects that occur on site, the Masterplan will be able to support these efforts and find gaps to improve the environmental management of the site.

➤ **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: Bushfire Advisory Group

Administration: Executive Leadership Team
Manager Open Space
Manager Communications, Engagement & Events
Manager Finance
Manager Property Services
Manager Economic Development
Community Engagement Coordinator
Sport and Recreation Coordinator
Sport and Recreation Officer

Coordinator Open Space Operations
Coordinator Civil Operations
Project Officer, Civil Services
Biodiversity Officer

Community & Cultural Development Officer
Procurement Officer
Senior Strategic & Policy Planner
Arts & Heritage Hub Director
Community & Social Planning Officer

Community Recovery Officer

External Agencies: Not Applicable

Community: Friends of Lobethal Bushland Park Group
Lobethal Bushland Park Community Reference Group
General Community Members

2. BACKGROUND

At its meeting on 15 December 2020, Council received information regarding the *Bushfire Recovery Action Plan*, of which the Lobethal Bushland Park Masterplan project, and replacement of the Lobethal Bushland Park Play Space was included. Project planning for both components had already commenced, and a staff working group appointed.

When considering the close alignment of both the masterplan and Play Space upgrade at the Bushland Park site, it was viewed as an opportunity to engage with the community on both projects at the same time.

The community engagement of this project has been split into two stages, with Stage 1 occurring in December and January 2020-21. Stage 1 included general engagement through our online tools and a community drop in session at the site on Sunday 13 December 2020, to provide an opportunity for the community to speak directly with staff. Additionally, in early 2021, a Community Reference Group was established to assist in the development of the Draft Masterplan and Play Space design.

Data gathered has been collated and a detailed *Community Engagement Outcomes Report* is contained within **Appendix 1**.

The *Community Engagement Outcomes Report*, additional stakeholder comments and Community Reference Group meeting comments, has been used to inform and develop the Lobethal Bushland Park Draft Masterplan contained within **Appendix 2**.

3. ANALYSIS

The project has included the following consultation and project milestones thus far:

- Listening Phase: December 2020 – March 2021
- Draft Play Space Concept Design Phase: March - April 2021
- Draft Masterplan Phase: March - April 2021

The opportunity to participate in the Listening Phase of consultation was promoted through a number of channels including:

- The Courier
- Hills Voice eNewsletter
- AHC social media
- Direct emails to key stakeholder and community
- On-site signage to promote the drop-in session

All feedback tools and accompanying background information was made available on our engagement portal.

Masterplan Feedback

The following table illustrates the themes presented to the stakeholders through various media, and a summary of answers against those themes: (Further details can be found in the Summary Report in **Appendix 1**.)

Themes	Answer Summary
Biodiversity	Continue with flora projects (weed management etc.) and consider additional fauna projects (pest management and protection of native species). Careful consideration of balance between environmental protection and visitor numbers and types of use.
Recreation, Leisure and Play	Consider camping opportunities, nature play, inclusive play, landscaping in southern area for better use, dogs in the park (on lead), gathering sites (sheltered and open), seating throughout the park, kids on bikes but generally no bikes in park.
Educational Opportunities	Education through environment opportunities throughout the park, need for some sheltered areas, more signage to assist educating about flora, fauna, indigenous culture and European heritage.
Trails and Connectivity	Inclusive trail design as well as more challenging options, upgrades to remove uneven and poor drainage surfaces, trails need regular management, signage improvements required, seating along trails, potential for dogs on leads to use.
Cultural Heritage	Local cultural knowledge to be shared through signage, including flora and fauna.
European Heritage	European heritage of the site shared through signage.

Building Use – Current and Future	Physical upgrade of building and facility to improve the friends of facilities, its versatility to hire for private functions, workshops, etc. more covered outdoor areas, improved toilets. Consider private tourism, education or other operator to use building, exclusively or other.
Bushfire Management	Continuing ‘cool’ burns and existing fire management through fire breaks and considering indigenous fire management methods.
2019 Bushfire Impacts and Acknowledgement	Signage or other promotional material developed to remind and remember the impact of bushfires in the region. Consider education through promotion also.
Reservoirs – Use and Opportunities	Kayaking, fishing (re-stocking with natives) and other use of reservoirs need to be investigated.
Park Entrances, Parking and Access	Connectivity with the Park and main street of Lobethal, parking upgraded to include disability access and parking, improved entrance statement, directional signage, inclusive access from car park to building and to the rest of the park and Play Space.
Other Suggestions	Camping, RV parking, RV Dump site, signage strategy.

All of the feedback from the first phase of engagement, including comments from respondents who attended the 13 December 2020 Drop-in Session, has been collated and is found within **Appendix 1**. Additionally, the Play Space feedback is also presented in **Appendix 1**.

Community Reference Group and Additional Stakeholder Feedback

As part of the Masterplan and Play Space Projects, a community working group has been established to assist in developing the projects. This group is made up of predominantly Lobethal Residents who have a special interest in Lobethal Bushland Park either through the Friends of the Park or other professional or personal interests (education, trails etc.).

The group first met in January and was provided with the first iteration of the Draft Masterplan at a meeting on 24 March 2021.

The following is a summary of comments from the Community Reference Group in response to the first iteration of the Draft Masterplan.

Theme/Topic	Comment
Masterplan Definition	Clearer masterplan purpose sought.
Guiding Principles	Suggestion to make them better reflect Council’s strategic objectives.
Heritage Agreement	The Draft Masterplan (Rev.A) could include more information, visual delineation and commentary around the value, significance and permitted and non-permitted activities associated with the Heritage Agreement.
Zoning of Conservation and Community Land Use areas	Maps should clearly show the two zones within the park.

Biodiversity	Biodiversity needs to be a stronger theme throughout the whole area, not just within the Conservation/Heritage Area.
	Additional actions to ensure flora and fauna management projects are included in the Conservation and Community land; including, but not limited to flora and fauna surveys.
Education	Comprehensive education opportunities need to be sought to inform all visitors and users of the site about the value, significance, permitted and non-permitted activities.
Dogs	Consider altering the language to ensure readers of the plan are not mislead into thinking dogs are permitted into the northern Heritage Agreement area. (The Heritage Agreement does not allow this).
Bushfire Management	Consider incorporating reference to burning management tools and techniques.
Play Space	Queries regarding what will be constructed, with additional comments around ensuring that the space will allow for nature play (including loose items such as sticks, cubby building etc.) that is sensitive to the environment. <i>NOTE: The design phase has not occurred so this query is taken on notice</i>
Map Edits	The community land use map shows a creek as a trail – correction required
	Adjust the play space site to ensure known threatened species and other sensitive vegetation will not be impacted during design, construction or play.

Play Space Feedback

The following table is a summary of the feedback provided online and through other formats for the Play Space design. Council has been deliberate in asking broad questions and using various tools to seek feedback. This has allowed quantitative and qualitative responses to be presented, and provides a ‘big picture’ idea on what the Community is seeking for a replacement Play Space at Lobethal Bushland Park.

Themes	Responses
Most requested aspect of the Bushland Park Play Space	Natural play elements (boulders, logs, sand) followed closely by shade, somewhere to sit, and something to do with friends.
Ideal Play Space descriptors	Nature/natural play that complements the natural amenity of the park. Suitable for all ages, whilst challenging with swings, things to climb, interaction with natural environment, open play.
Other Ideas	BBQ facilities, need to consider phytophthora infected soils and potential contaminants spreading. Connectivity from car park, flying fox, open space for ball games, potential for parties. Water play. Viewing platform/pontoon, interpretative nature trail, kids on bikes in recreation area, ropes course.

Draft Masterplan

Council has engaged Clover Designs to assist with engagement and development of both the Draft Masterplan and Play Space Design Brief. After considering the Consultation Summary report, and additional stakeholder and Community Reference Group comments and concerns, Clover Designs has developed a Draft Masterplan (**Appendix 2**).

The draft Masterplan is an overarching Masterplan document which generally identifies opportunities for projects and programs which may be considered in the future management of Lobethal Bushland Park.

Of consideration during the development of the Masterplan was the need to identify key principles which could inform all future tasks, projects or programs for the park. The following guiding principles were developed to summarise the feedback from the community engagement process:

1. Biodiversity protection, conservation, restoration and enhancement.
2. Promote community health, wellbeing and education.
3. Maintain the 'local' feel of Bushland Park, whilst improving the function and amenity for all.

Presenting the Masterplan to the community and other stakeholders will help to further define the Masterplan and ensure an accurate representation of stakeholders ideas are considered in the future development of Lobethal Bushland Park.

Subject to the endorsement of Council, we will begin Stage 2 of engagement, targeting those that responded in Stage 1, the general community and key stakeholders including business and community groups in the local area. A draft copy of the Masterplan will be made available on Council's website for comment. See **Appendix 2**.

Stage 2 is proposed to include the following project milestones:

- Masterplan, Stage 2 Engagement: April - May 2021. This will include direct discussions with the Bushland Park Community Reference Group, targeted business engagement, further online promotion seeking feedback from the wider community and additional staff engagement.
- Masterplan, Endorsement: June/July 2021.
- Play Space Design, final phase: March – May 2021. This will include a tender process, contractor appointment, etc.
- Play Space construction is due to commence by the end of 2021.

4. OPTIONS

Council has the following options:

- I. Receive the Lobethal Bushland Park Masterplan and Play Space Consultation Outcomes Summary Report and endorse the draft Masterplan to go out for final consultation (Recommended)
- II. Do not receive the Lobethal Bushland Park Masterplan and Play Space Consultation Outcomes Report, nor the draft Masterplan, and seek further engagement with stakeholders (Not Recommended).

5. APPENDICES

- (1) Lobethal Bushland Park Masterplan and Play Space Design Brief Consultation Outcomes Report
- (2) Draft Lobethal Bushland Park Masterplan

Appendix 1

Lobethal Bushland Park Masterplan and Play Space Design Brief Consultation Outcomes Report

2021

Adelaide Hills Council

www.engage.ahc.sa.gov.au



[STAGE 1: CONSULTATION OUTCOMES REPORT LOBETHAL BUSHLAND PARK MASTERPLAN AND PLAY SPACE DESIGN BRIEF PROJECT]

Lobethal Bushland Park Masterplan and Play Space Detailed Design Consultation Outcomes Report

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1. Summary

Purpose of this report

This report contains a summary of feedback received as part of the Stage 1 Lobethal Bushland Park Consultation undertaken between 1 December 2020 – 17 January 2021. The intention is for this report to be made available to anyone who participated in the consultation as well as on the engagement page for anyone to view.

Site background

Lobethal Bushland Park is an Adelaide Hills Council reserve situated approximately 40 kilometres east of Adelaide and two kilometres north of the Lobethal Township. Lobethal Bushland Park contained 118 hectares of significant remnant vegetation with a 9 kilometre network of public walking trails, a play space, picnic area and other community amenity.

The majority of the reserve is under Heritage Agreement and has been managed for conservation, as well as an area for passive recreation. The ongoing management is fostered by a strong collaboration between the committed Lobethal Bushland Park Friends group, State Government (AMLR Natural Resources), Trees for Life and Adelaide Hills Council.

The reserve was heavily impacted by the 2019 Cudlee Creek Bushfire, with 95% of all vegetation burnt. All playground, picnic and trail infrastructure was either heavily damaged or completely lost.



Photo credit: Friends of Lobethal Bushlands Park

Details of the project

The Lobethal Bushland Park Master Plan & Play Space Detailed Design Project consists of two main tasks.

1. The development of a draft Master Plan for the whole of the Lobethal Bushland Park site. This is an overarching plan for the site which will identify the main tasks that will require future funding planning and other investigations. This will **not** include detailed management plans, vegetation plans, or the specific details pertaining to proposed fauna projects, fencing works, signage strategies or trail maintenance works.
2. The development of a Play Space Design Brief for a regional scale neighbourhood play space to be used for the tender process of the Play Space Project. A Project Officer will continue with the selection, development and construction phases of the Play Space project.

Participation

Feedback could be provided in a number of ways and yielded the following results:

Type of feedback channel	Number of responses
Online feedback (survey + mapping tool + social media)	26
Emails	5
Drop in session attendees	20
Total	51

2. Consultation approach

Trails destination, family outing venue, vision of recovery and biodiversity hotspot, Lobethal Bushland Park is many things to many people.

As part of Stage 1 consultation we wanted to engage the community with a broad list of themes and ideas for a Masterplan for Bushland Park at Lobethal and seek their input on the design of the play space area. We also wanted to know what play aspects they want and don't want.

This was done through an on-site community meeting, a self-guided walking tour, direct engagement with stakeholders, online survey, social media, e-newsletter, Courier headlines, roadside signs and direct emails to those who had previously expressed interest in Lobethal Bushland Park.

The overarching consultation phases are:

1. **Listening Phase:** December 2020 – February 2021
2. **Draft Play Space Concept Design Phase:** February 2021
3. **Draft Master Plan Phase:** March/April 2021
4. **Masterplan Final Phase:** April/May 2021
5. **Final Play Space Design Phase:** March – May 2021 (*Tender Process, final design selection*)
6. **Play Space Construction commences:** End of 2021

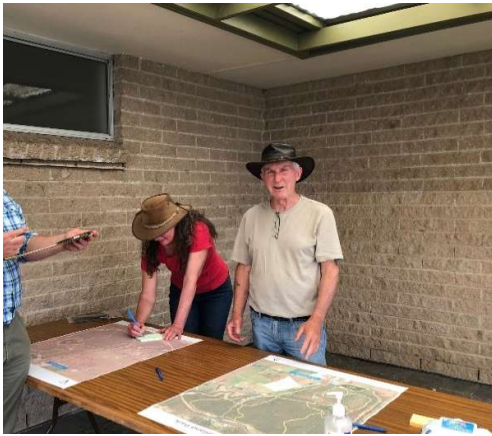
3. Feedback options

Drop-in information session

On the 13 December 2020 the community was invited to come and find out more about the project and chat directly with project staff. There were approximately 20 people in attendance.

There were a number of feedback stations available including maps, “dot democracy” activity and listening posts. Feedback gathered from this day has been collated in Section 6 & 8.

Figure 1 Attendees at Drop-in session 13 December 2020



Self-guided walking tour

Two maps were developed for participants to either pick-up at the information shelter at the Southern Reservoir or download from the engagement page (engage.ahc.sa.gov.au). Copies of the maps are included in Appendix A.

Online and hard copy survey

Two survey were developed one for the whole site masterplan and one for the play space. Anyone could participate in the surveys – it contained images to assist with completing the questions.

The Masterplan survey asked:

- What your ideas are around biodiversity protection and management at Lobethal Bushland Park.
- Your ideas for recreation, leisure and play. This might include suggestions for seating, BBQ areas, experiences for different ages and play spaces.
- What educational opportunities you see at Lobethal Bushland Park. It could be ideas for children, for locals or for visitors.
- How you want to get around Lobethal Bushland Park, what sort of trail experiences are you looking for?
- How you would like Aboriginal and other cultural heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?
- How you would like European heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

- What can you see here in the future? What should the purpose be? Who should be able to use the space? When should it be open? Tell us we'd love to hear your ideas.
- Bushfire Management is an important part of the future of Lobethal Bushland Park. What key considerations should we make in the masterplan for this?
- The 2019 Cudlee Creek Bushfires had a major impact on our community, what do you see as important ways to acknowledge what
- Happened, create hope for the future and record this history for future generations?
- How do you see reservoirs being used in the future? What opportunities are there for recreation or biodiversity?
- Thinking about the entrance to Lobethal Bushland Park what would you like to see in the future? How can we improve parking? And how can future plans make sure there is access for people of all abilities?
- Any other suggestions? All ideas welcome. Tell us anything else you would like considered in the masterplan for the site?

The play space survey asked:

- What year were you born?
- How do you get to Lobethal Bushland Park?
- Describe your ideal play space
- Please rank from 1-10 (1 is the most important) with what would you like to see most when the new Play Space is built?
- Please provide any other ideas that you feel we should consider in the design of the new Play Space
- If you've seen an idea you want us to consider upload a photo.

Ideas and mapping tool

The online ideas tool was made available along with the places tool which allowed people to map their feedback on an interactive map of Lobethal Bushland Park.

4. Distribution and promotion

The opportunity to participate in Stage 1 of this consultation was promoted through a number of channels including:

- Hills Voice: headlines, Courier
- Hills Voice: your Adelaide Hills eNewsletter
- AHC social medial (Facebook, Twitter, LinkedIn)
- Direct emails to key stakeholder and community list (those who had previously expressed interest)
- On –site signage to promote the drop-in session

All feedback tools and accompanying background information was made available on our engagement portal Hills Voice: *your say* (engage.ahc.sa.gov.au)

Figure 2 Social and digital media promotion

Facebook 30/11/20 Join the conversation about the future of LBP 2,623 people reached 143 engagements 15 reactions (14 likes, 1 caring)	Twitter 30/11/20 Join the conversation about the future of LBP 268 impressions 6 engagements
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9 shares 1 comment	
Instagram 30/11/20 What do you see for the future of LBP? 39 likes	LinkedIn 30/11/20 Join the conversation about the future of LBP 802 impressions 12 likes 17 click throughs to EHQ page (2.12%) 1 comment
Hills Voice: headlines (Courier) 2/12/20 Planning the future of Lobethal Bushland Park	Hills Voice: your Adelaide Hills (eNews) Be an active citizen; have your say > Discuss the future of this popular space 1,706 unique opens (46.2%) 17 unique click throughs to EHQ page
Facebook 12/12/20 Come and see us at LBP tomorrow 910 people reached 21 engagements 7 likes 4 shares	Twitter 12/12/20 Come and see us at LBP tomorrow 234 impressions 7 engagements
Facebook 13/12/20 Live video introducing set up at LBP 548 people reached 207 engagements 7 likes	Facebook 13/12/20 We're open to hear your thoughts 1,312 people reached 78 engagements 23 likes 2 shares
Facebook 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 929 people reached 38 engagements 10 likes 3 shares	Twitter 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 243 impressions 9 engagements
Instagram 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 24 likes	

5. Feedback analysis

All responses received during the consultation period were analysed (including meetings, emails, social media, online survey responses, drop-in session comments and map comments).

Feedback from all sources has been divided into the following sections:

- a. Masterplan
- b. Play Space

There were 24 online survey feedback responses as part of the consultation (13 in the masterplan survey and 11 in the play spaces survey). Each section recaps the number of responses received and then looks are responses to questions as well as other feedback provided.

Where data has been deleted for anonymity reasons this is marked by [...].

6. Masterplan Feedback

Feedback type	Number
Online survey	13
Email	5
Mapping tool	1
Drop-in session	7
Total	26

Overarching themes from all feedback

Themes and comments collated from online, hard copy and other methods of engagement. Also includes additional Bushfire Recovery Survey 2020.

Biodiversity	
Biodiversity – continue protection of native vegetation through weed management.	Dogs – opportunity to walk dogs in fire break up to Kenton Valley Road entrance, Dog park? Off Leash area? Dogs in the water, leash or no leash. Designated dog walking in the Heritage area?
New feral proof Fencing – keeping fauna safe and pests out & reintroduction of digging marsupials, alternative argument - site is too small for fauna populations. Pest animals need to be removed and prevented from entering.	Re-vegetation of fire affected areas with indigenous species. Re-vegetation using endemic shady species.
Volunteer group is well managed.	Great opportunity for education through signage about the environment.
Careful balance between promotion and protection	
Recreation and Leisure	
Reservoir Use – recreation opportunities (fishing (native species), yabbing, swimming, kayaking) boardwalk, jetty, pier, separate splash area. Seating. Fishing needs to be regulated	Lookout tower – upgrade, Lew’s Memorial. Another one or a canopy walk.
Fire Break – potential for greater use, nature play, orienteering, other infrastructure (shelters and toilets)	Bikes – no bikes in park, kids on bikes in recreation area only. BMX facility
Picnic areas – need to keep bbq’s, include pergola and area to host parties. Include bins	Camping/Caravans and RVs – dumps site, overnight camping, Mawson Trail riders, school groups. Waste management concern. Building will need showers.
Dogs – on leads should be allowed throughout the park	Path around lake – please retain.
	Hygiene Stations – more of them in appropriate locations, make it impossible for people to avoid. And deter dogs.
Developing the Recreation area – concern raised that it would invite greater capacity than the park could handle.	Playground – replace with nature play space, shade, bbq’s and see play space feedback.
Educational Opportunities	
Signage – whole of site, entrances, educational & informative (indigenous and European), flora, fauna, photos	Local schools use the site for environmental learning, invite them to plantings
Smart Phone App potential.	More shelters throughout the park to promote outdoor classrooms (Big enough for whole classes).
Employ someone to take groups on walks during certain times of the year	Heritage Agreement – Greater education, delineation and information.

Trails and Connectivity	
Trails – need improved ecological sustainability, improved signage, drainage and alignments.	Seating should be dotted throughout the park. Top dam should include seating, encouraging contemplative behaviours and resting.
New trail around southern reservoir safe for all	Needs diversity of trails to accommodate for all
If camping is allowed, then vehicles access.	Improved signage (maps, distances, grading etc)
Greater access for dogs (on leash)	Should allow bmx and mountain bike
Occasional two person width trails	Linkages to other places – nearby reserves and Lobethal Township
Better connectivity between car park and the rest of the park.	Boardwalks in boggy areas
Opening hours should be wide.	Lower dam boardwalk trail all the way around
Cultural Heritage	
Engage elders to help inform of indigenous heritage of the site	Information about indigenous heritage through signage
Meeting area – for groups (Fire pit, yarning circle, performance space, ceremonies etc)	Indigenous Recognition – the park should recognise first nations.
Indigenous land management techniques should be promoted through signage	Information about Indigenous resources and their uses should be made available
European Heritage	
Information about the dams use. Interpretative signs, signs to be for all ages with ability to link to further information	Similar to Adelaide City Council signs at the Weir (on rocks)
History of ownership	Other – dog poo bags, international peace pole.
Building	
Building – Upgrades required and use for private functions. It is ugly – general facelift required	Upgrade access from Car park.
Toilets are good (capacity). Hours of operation should be wide, could be upgraded.	Flat grass area great for games
Schools, kindy's, retreats and nature based activities, craft, storytelling, games for old and young. Seating and tables outside also.	More covered outdoor space – use for parties and private functions
Outside fire pit area	Space for the Friends of group to use
Commercial use of building within small scale and sensitive to the natural bushland setting and focus of the park. Café, education provider.	More bins
Have it open during day light hours.	
Bushfire Management & Acknowledgement of 2019/20 Bushfire	
Signage to help understand impact of bushfires on land (positive and negative affects)	Signage to help understand how it is currently managed
Planned, controlled, seasonal “cool” burnings should occur	Manage undergrowth better
Maintain fire breaks	Art piece to recognise fire and rebuild
Recovery story needs to be told – video, audio, photographic (flora, fauna and people)	Pro-active burns.
Bushland Parks importance in healing for locals	Celebrate resilience
Reservoirs	
See Recreation	Concerns raised about boating and fishing in reservoirs
Entrances Parking and Access	
Car Park – needs linkages with the rest of the park. Could be used for camping, rv's etc. Access to be upgraded (Signage etc)	Linkages between main street and other locations to the park.

Car park needs improvements, larger and better, surface upgrades	Remove non-native plants and revegetate with native species
Entrance statement – stone, art, sculptures	Improve steps with accessible ramp.
Toilet signs needed.	Beautify the substation with plantings
Car park closed at sunset, walk in access 24/7	Small example of parks biodiversity at the entrance of the park.
Disability parking and ramp	
Other comments	
Safe drinking water required	Needs to be maintained more often in spring and summer
Carefully consider signage – prohibited signs send a negative message.	Purpose of Park – local, regional or State? Day tripping, overnight use??
Park needs to be accessible for all not just walkers	Ski Lift

Mapping tool feedback

One person participated in the online mapping tool and left a marker (see Figure 3) and the following comments:

- Zipline
- Observation Deck
- Better viewing stations of the lake
- Fauna & Flora Placards
- Trail Lights
- Natural Playspace
- Paths & horticulture that showcases our native flora & fauna

Figure 3 Mapping tool feedback



Master plan survey responses

Of the 14 respondents to the survey 5 were from Lobethal. The other suburbs listed were: Kenton Valley, Gumeracha, Gympie (Qld), Cudlee Creek, West Croydon, Macclesfield and Stirling.

The next section captures comments made on each master plan theme:

Biodiversity - Flora and Fauna protection and management.

We want to know what your ideas are around biodiversity protection and management at Lobethal Bushland Park.

1. Well managed by the volunteer group.
2. Aim to rehabilitate as much of the lost Bushland and wildlife as possible.
3. Dogs should be allowed on leads.
4. Revegetation of fire effected areas with indigenous species to encourage and attract native Fauna back to the park. Continue removal of invasive species that threaten the recovery of native species
5. Friends of LBP do a great job in trying to maintain biodiversity by reducing weeds which can compete with the native flora. It is vital that the support of the Council to continue weed management is maintained.
6. Continue to manage the park similarly to how it has been managed previously. Obviously weed management is a priority. Consider planting endemic species in the area where with pines were before the fire. These could be set out in a more landscaped/garden like setting with signage with plant names and information. This could be a great educational opportunity for kids and adults alike.
7. This is important.
8. Keep up weed control and phytophthora control. Catch and kill foxes, cats (yes cats) and rabbits.
9. Planning for effective use of this large area of council managed land will be fraught between the obvious attraction of potentially widening recreational use in this previously underutilised space (there are still Lobethal residents unaware of it or have not visited) thereby making it more attractive and increase usage, balanced against the significant area of Heritage Agreement protected land set aside for biodiversity protection. Human development that is not biodiversity focussed alongside of biodiversity protection outcomes are mutually exclusive, particularly where the area involved is small. Pre-fire, the Heritage area was looking the best it has for years with the increased interest and involvement of the AHC, Natural Resources AMLR (now LandscapesSA) and the commitment of the Friends of BP group.

Post-fire, plant diversity appears to be making a reasonable recovery, however animal diversity will take longer as the habitat is not at a sustainable capacity to support all prior species. Reestablishment will be further impacted if the number of park visitors increases with proposed human activity spaces to be included within the Heritage area, reducing the quiet, non-invasive areas available for habitation by species previously endemic to the park.

Without a clear public understanding of what a Heritage area is, there will be a need to clearly delineate the Heritage area from the current recreational area with multiple signs required to guide park users what it means to enter the Heritage area. Dog proof fencing and signage are a minimum (still ignored by many current users). The proposed inclusion of specific recreational areas within the Heritage zone will also require equally specific boundary delineation and signage of these potential zones.

Post-fire, the availability of money means AHC now has the opportunity/quandary to make this quiet and underutilised space into something exceptional for human use. If not done with a clearly defined long term vision, and with sensitivity, the biodiversity outcomes will always be the first to suffer before human intervention/remediation occurs. Many residents and potential users will be none the wiser regarding their impact .

Recreation, Leisure & Play

Tell us your ideas for recreation, leisure and play. This might include suggestions for seating, BBQ areas, and experiences for different ages and play spaces.

1. A nature play area would be awesome located in the space of the old play space. disability inclusion of course. could the lake be available for kayaks? fishing is a must. loved using the bbq space previously.
2. Attributes which would enhance the park:
 - An elevated lookout/canopy walk
 - A 'jetty' or pier out over one of the reservoirs.
 - A camping area (for walk-in tent camping only)
 - Further development of the landscaping and hard scaping around the function building to allow for greater utility
 - A fire pit area to accommodate community get togethers
3. Please let dogs on leads accompany owners while walking in the park.
4. Have the two dams stocked with native fish species such as Golden Perch, Silver Perch and Murray Cod for a family fishing experience. Look at opportunities to include a camping area for families to enjoy an overnight stay
5. I have included some ideas in the play are feedback survey. My main hope is that there will not be too many structures. Instead I would like to see play activities that focus on encouraging children to explore the natural bush as it is and discover its wonder and beauty.
6. Nature playground for all ages of child. With seating areas bbq and pergola to host parties at. More bins provided
7. Bushland Park is one of our family's favourite spaces for family time; alone time and birthday parties. BBQs and seating areas are great. A Nature Play space would be amazing. Kids love swings. I'd love to see the path around the lower lake retained, as it's an easy, safe walk for young families. The mown flat area next to the building is great for games. My only concern with developing the recreational area of the park is that if we make it too amazing it might attract hordes of visitors from other areas, which I think would detract from the feel of the park and impact on the plants and animals that call it home. So make it wonderful, but not so amazing that everyone from everywhere wants to come and check it out.
8. Have walking paths in the park with seating dotted along the paths and throughout the park.
9. Build a BMX facility, I have seen The Trail Collective's ones and they are great!
10. BBQs and Building for hire are great and I've used both before. Keep playground too.
11. Pre fire the park has a small and committed user group. The very young visiting for part of each year of their Kindergarten term. Parents/carers who came to visit the playground and walk around the lake before enticing their children into exploring more and more of the park's trails, aiming to give the children an natural experience. The local, mobile young adults keen on fitness in a wellness setting, older adults with more time on their hands who could visit during the day and fully appreciate this valuable space. Those who value BP enough to commit to physically caring for it or who see value and challenge in 'landscape scale gardening'. Each set of users learn respect for this space over time. Then there are users knowingly breaking usage rules, bringing their dogs at less frequented times to allow them to run free.

Generally missing from common users have been bike riders. Independent but non- driving aged people using the area to hang out with friends. This lack of attention has reduced the amount of wilful damage made to infrastructure, reducing the need for AHC to repair or make right again.

The introduction of bike trails may not be easily contained to specific areas with riders seeking to discover what other thrilling geographic features can further challenge riding skills. If permitted in the

Heritage area this further reduces the quieter, non-invaded areas available for animal habitation and has the potential to challenge trail walkers as well.

By attempting to be more inclusive to all age levels, the real possibility of vandalism is disheartening to those who care, discouraging to respectful users and has the potential to range from minor graffiti to fires that get out of control. Encouraging respectful usage is hard in resistant audiences and may require the placement of surveillance cameras and police involvement to contain damage. It is right and correct to consider all people in any upgrade of human use potential but it must include an understanding of the consequences and factor in strategies to intervene rapidly if it becomes a problem or we will all lose out. (the more you provide, the more you must maintain, the more risks you must manage, the more you need to educate).

Never the less, human use is to be encouraged or we never learn that our existence is based on natural systems. The provision of more rest/contemplation sites or appreciation of natural views is always a plus. This can be easily in the form of logs or large rocks, low cost, long lasting and in keeping with the natural environment. BBQ areas are satisfactory as they currently exist in terms of location and amount of use. The provision of a larger shelter area as per Quest. 6 is a further suggestion (Local schools/kindies may apply for small grants and combine to help fund such a structure).

Educational Opportunities

Tell us about what educational opportunities you see at Lobethal Bushland Park. It could be ideas for children, for locals or for visitors

1. Local schools and kindys should have input as a part of their learning and what a great nature based activity for them to be available to help with planting signs to help us understand the effect of the bushfire and what we are seeing in regrowth a great opportunity to include indigenous land management techniques
2. A number of different 'outdoor school shelters' around the park to facilitate outdoor learning for the local schools.
3. New/ more interactive signage highlighting native plant species. Focus on plants important to indigenous people and what they were used for
4. There could be more signage with the names of significant species and their role in the ecology of the environment. Money could be set aside to employ a ranger to offer free guided walks at certain times of the year eg during spring. This could be a great attraction for Lobethal, with non-locals encouraged to come to the park for the tours.
5. Group walking trails
6. Interpretive signs with photos
7. Signs about flora and fauna are good.
8. Having run a school camp at BP it was a magnificent opportunity to provide 'hands on' experiences in Aboriginal history and use, as well as Aboriginal technology and resources used.
As a focus for arts and craft activities and real time understandings in Science (Biological and Earth and Space Sciences) it is a superb space. Fitness and inspirational activities and team work opportunities exist in abundance, including water safety skills.
To support the educational aspect of BP a separate larger gathering area/shelter where teachers can manage the activities of students away from the distraction of playgrounds and other park users would be of great benefit but would still need to be near toilets and water access. Such a space could include the suggestions made for Question 8. This space would serve as an information and gathering hub for weekend picnic use by visitors, groups and families.

Trails and Connectivity

Tell us about how you want to get around Lobethal Bushland Park, what sort of trail experiences are you looking for?

1. Established trails to enable all people to get around not forgetting those with a disability some tough trails too
2. A 4x4 fire trail track would be really good.
3. Potential for vehicle access into new camping area
4. I find that many of the trails are narrow, uneven and have poor drainage. In the summer this means I worry about snakes in the overgrown grass of the narrow tracks, and in winter I find the trails slippery and muddy. This really limits the times of year that I feel comfortable using the trails.
5. A variety of well sign posted loop trails with a range of levels of difficulty with approximate times given for the various loops.
6. Walking, more clearer designated paths and signs, top dam seating area needed
7. We love them just the way they are.
8. It would be great if it was also open to dogs (on leash) and potentially horse riders. I would be more keen to come more often if that was available
9. Walking, but have accessible areas too so people with limited mobility, people in wheelchairs, people with pushers and prams can access it too.
10. Bmx and Mountain Biking
11. Existing trails are good. Maybe boardwalks/raised path in boggy areas.
12. Walking. Trails occasionally wide enough for 2 people. Surface that requires walking shoes but is not slippery (rubble or mud slippery). Not mixing bikes or horses with walkers. Strategically placed logs or stones for natural rest spots with a focus on views, features and associated information panels (Aboriginal history/life, early European history/use, before/after fire history).

Cultural Heritage

Tell us about how you would like Aboriginal and other cultural heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

1. Engage indigenous elders to help us learn more about the local indigenous heritage of the area
2. Information around tribes local to Lobethal and surrounding area, and information about indigenous plants and their use
3. I would like there to be signage with indigenous info e.g. explaining how various plants were used.
4. Interpretive signs in significant places like the birthing tree would be great.
5. Have interpretive signs with photos
6. Maybe list bush food, shelter, medicine species that grow in the park.
7. Everyday life of the Peramangk people eg. birth and home trees, movement between different areas for different food sources in different seasons. ('The Ochre Warriors' by Richard Coles and Richard Hunter) ('Aboriginal Tribes of Australia' by N.B. Tindale Chapter 4 'Tribal Boundaries') This information, presented in panels could be presented as per Quest. 7 or as a semi circle of sheltering panels associated with the seating / meeting area as per Quest. 6 'Education'

European Heritage

Tell us about how you would like European heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

1. I think there are other parts of the community in which European heritage can be recognised
2. What the dams were used for

3. Perhaps there could be some old photos on display using some sort of weather-proof material e.g. like what was used in the display on rocks near the 3 par golf course at the weir, River Torrens, that has photos of the first German school for indigenous children.
4. Interpretive signs are great.
5. Have interpretive signs with photos
6. Signs detailing historical use/ownership of the park
7. Past land use including timber, water for the woollen mill, to current custodian AHC. Panels depicting basic information and old photos. Simple enough for Primary age children to utilise with links to more comprehensive information for those who need/desire more information

Lobethal Bushland Park Building Uses - current and future

What can you see here in the future? What should the purpose be? Who should be able to use the space? When should it be open? Tell us we'd love to hear your ideas.

1. Retreats and nature based activities. A place to bring the schools and kindys. Ensure it is redeveloped to include areas for gathering comfortably and also to make mess! Tours for older Australians are becoming more popular - this would be an awesome place for them to spend a day or an afternoon enjoying craft/stories/games
2. The park building is an incredible asset for the park and community. It has fantastic utility in its current form but to enhance it would be brilliant. More covered outdoor areas (shade as well as shelter). A nice big fire pit. Some landscapes native gardens. A jetty or pier out on to the lake. A 'bunk house' close by for accommodation. Maybe even a multi-use area separate to the current building for community groups to use as a hub (RSL, rotary, youth groups etc)
3. New facilities for friends of bush land park
4. I wouldn't like Lobethal Bushland Park to become too much of a commercial facility. The focus should still be that it is a natural bushland park for active small group, activities that focus on appreciation of the natural environment. The walking trails should have wide open hours including the toilets.
5. We used the under cover area for a party was great area to entertain adding lend too to extend the space would be great. Maybe an upgrade of the indoor area and toilets more bins provided.
6. Having it available for the local schools and kindy to use is amazing. Has council considered leasing it out to be run as a cafe on the weekends? This could help fund weeding and other programs in other areas of the park. The building is solid and practical as it is, ugly. A paint job with more modern colours could make a world of difference!
7. I think just having it open during daylight hours is suitable
8. Nice, inviting, sheltered seating, tables, and areas where groups can gather, eg school and other groups.
9. Currently enjoy little restrictions (no big, ugly unwelcoming signs saying you can't do this and that blah blah blah, like Wittunga botanic park has. No big ugly disgusting signs listing a dozen things you can't do with red circles with a red line through the middle) and want to keep it that way. Obviously you can't swim there and access to the building is through booking only but that's ok.
10. Potential base for an outdoor education provider to run primary level activities in kayaking, building structures from natural materials, nature based arts activities, team building, mindfulness etc.
Potential for a part time food/tourism based business
Room to extend the building in conjunction with a private operator (In conjunction with or similar to Lobethal Mill buildings)

Bushfire Management is an important part of the future of Lobethal Bushland Park.

What key considerations should we make in the masterplan for this?

1. Essential! I would be interested in hearing more about indigenous fire management in this area
2. Controlled seasonal 'cool' burning through areas of the park
3. There should be a plan for a pattern of cool burns across the years.
4. The difference the cold burn of a couple of years ago made is very obviously since the bushfire. Continuing this approach would be wise I think.
5. Ensure undergrowth is managed appropriately
6. Have fire breaks
7. Maintenance
8. Controlled low intensity burning when safe.
9. Asset/infrastructure insurance. Managing fire breaks, small patch controlled burns with before and after biodiversity surveys to monitor impact, sprinkler system to protect building. Vegetate and manage vegetation to mitigate impact of fire where development occurs.

2019 Bushfire Impacts and Acknowledgement

The 2019 Cudlee Creek Bushfires had a major impact on our community, what do you see as important ways to acknowledge what happened, create hope for the future and record this history for future generations?

1. A great location for us to teach generations of people about what happens in nature during and after a fire. Fire resistant plants and patterns of planting. An art piece or mosaic bench that recognises the rebuild after the fire
2. Unfortunately I think we will be reminded of bushfire impact every summer
3. Hopefully there are many photos that have been taken and will continue to be taken to show the recovery. I would like to eventually see those photos used to make a video of the restoration of the park and perhaps also a booklet for sale. I would hope also that surveys of birds and animals that have come back to the park are being carried out. If not perhaps Birds SA could be approached to assist with bird surveys.
4. Maybe have a couple of displays detailing the impact of the fire. This will be of benefit for future generations
5. Best to ask the people who were involved.
6. Signage and support for the volunteers. Remembrance days and celebrations of what we have.
7. Sign describing the fire and its impacts as well as fires role in this kind of ecosystem.
8. Strategic before and after photo panels at rest/seating points around the recreation and heritage areas. Photo point images? Celebrate resilience!

Reservoirs

How do you see reservoirs being used in the future? What opportunities are there for recreation or biodiversity?

1. Kayaking or non-motorised activities please! Fishing of course
2. Stocking with native fish species (and maybe even trout) for recreational fishing
3. I do not want the reservoirs used for recreation ie boating or fishing!!!! This is really important. They should be left for the wildlife to use undisturbed.
4. I'd love to see the lower lake opened up to kayaking/boating.
5. I don't agree with boating in reservoirs. Keep them a tranquil place.
6. Please do not ban fishing in either of the dams. Fishing does not inconvenience or prevent the enjoyment of anyone else who uses the park. This location is a marvellous place to go fishing when there's precious little other fishing venues available in the area. My children caught their first fish here and i want to continue going there with them to enjoy such a pastime. There is no conservational value in banning fishing here. The species targeted here is redfin. All angling species of fish in the Adelaide Hills are introduced. I.e. There are no native species of fish that are subject to fishing

pressure in the Adelaide Hills. Please keep this in mind when you receive submissions from extremists who wish to ban fishing here in the name of conservation. You will get submissions to ban but please dismiss them for the distorted and misinformed (and rather miserable) requests that they are.

7. Native fish and yabbies if feral species are removed.
More likely 'pond studies' associated with education opportunities. People have been known to fish and yabby there, removing species they should not as well as deposit outgrown water pets from home aquariums.
Kayaking under supervision.

Park Entrances, Parking and Access

Thinking about the entrance to Lobethal Bushland Park what would you like to see in the future? How can we improve parking? And how can future plans make sure there is access for people of all abilities?

1. A connection/path with the main street somehow so people can walk to the park
clear signage so those visiting Lobethal are aware of what an amazing space this is for people of all ages and abilities
2. The Park certainly needs an improvement of the parking area as well as the access from the car park up to the building area. A larger car park area should also be considered during the redevelopment
3. Culling of introduced plant species and revegetate with native species
4. I would like to see a more stated entrance eg in stone with perhaps some art work or the name attractively featured. The steps from the car park up to the building are unsafe and need to be repaired. The car parking area could be improved to cater for more parks. There needs to be designated disabled parking at a suitable location eg with gently slope up. At the moment there is not good access from the car park to the park for disabled.
5. Large signs at entrance
Signs in car park pointing where toilets, walking trails and playground is for people to follow. Better stairs or access for older people to walk to get to the top. More than 1 way of getting from the car park to top. Gravel and rocks are very slippery bit of a hazard.
6. I don't have any issues with how it is currently. It would be nice to beautify the substation, maybe with some sort of mural around the outside?
7. Maybe bigger parking space
8. Make the entrance inviting, eg low shrubs and bushes along the driveway. Install some sculptures and art work. Have accessible paths from the carpark to the park and paths. Avoid having steps
9. Wheelchair access to the building and maybe playground. Car parks are ok. If you close the car park at sunset that's ok but walk in access should be 24/7.
10. Inviting photo signage (angled and both sides), plant, mulch and maintain entry area until established (mini woodland) to reflect the plant diversity found in the park area.
Maintain the entry roadway (rain damage occurs)
Minimum of one paved parking site for disability parking with ramp style footpath to the building area and on to main lower lake side feature areas where possible. Formed pathways with ramp access and handrails would make entry for many a safer option.

Any other suggestions?


All ideas welcome. Tell us anything else you would like considered in the masterplan for the site?

1. Bushland park has always been a favourite of mine but very underutilized as a community asset
Lets 'build back better' and make it great again
2. Consider a jetty type boardwalk running over/around the lower dam.

3. RV Park would be wonderful for the area, so much to see in Lobethal and the history alone is a big drawcard if promoted in the correct way. Charge a small fee per night and provide coin operated showers and dump point the local businesses would benefit greatly and the surrounding area also as visitors could use Lobethal as a base to explore the region
4. Safe drinking water near seating. Perhaps a sign with images and names of birds and flowers of interest to be seen in the park. A map of trails and other park info, including images and names of birds and flowers of interest to be seen in the park, on Council website. This would encourage walkers and birders from outside the local area, to come to the park, which would be good for Lobethal business. WalkingSA and BirdsSA could be approached to include a link to the trail MAP on their Websites. If the park becomes more popular, there will need to be more regular attention to rubbish collection etc
5. More regular up keep mowing weeds etc in the spring and summer months not only for snakes but fires. General face lift of the building the tanks and rubbish bins at the front etc
6. Really want to reinforce the idea of allowing dogs on leash around more of the park. Walking dogs is a great way to improve physical and mental health. I would go here more often instead of travelling to forests at Williamstown or Mt Pleasant if that was available
7. It's hilly, but try to make some areas flat. Remember to have bushes to attract birds.
8. Don't plaster the area with signs listing a dozen things you can't do. It gives a mean and nasty vibe but is unfortunately quite common in SA. We need a cultural change to stop this miserable restrictive atmosphere (again see Wittunga Botanic Park entrance sign) The more things people are allowed to do the better. Please don't be restrictive. Let everyone enjoy it for a range of activities. I want to be able to go there after work with a long neck and do some fishing. I want to be able to take my kids there fishing as well as the dog on a leash and bring a ball if the kids get bored. Don't let miserable people add more restrictions.
9. Surprisingly the word has not gone out to more itinerant travellers and fruit pickers using the carpark as an overnight stop as occurs at the Summertown Tennis Courts carpark. Some current use noted and post Covid future use may need to be planned for/deterred?

Social media feedback

One comment was made via Facebook messenger:


Comment	AHC Response
Hope it stays Bushland  Response: What a happy message and wonderful news. Thank-you for the personal approach - much appreciated. I am one of your Rostrevor residents desperately working to remain with lovely AHC rather than being taken over by CCC....Every best wish and apologies that I can't be there (still working). Warm regards [...]	Hi [...] Lobethal Bushland Park will definitely remain a lovely green space 😊 We're hoping to improve the accessibility, trails, and recreation options for visitors, but we agree - the bushland is the real attraction!

Email feedback

Number	Key themes	Comment
1.	<ul style="list-style-type: none"> Language use regarding vegetation in history of site (impacted rather than destroyed) 	<p>I was just having a look at your page and will be making some comment regarding this park.</p> <p>However it would be prudent to modify some of the language especially regarding the vegetation.</p> <p>The statement "The Parks recent history is still evident some 12 months after the December 2019 Cudlee Creek Bushfire. Much of the parks vegetation and some of its infrastructure was destroyed in the fire with the building to its south remaining untouched. Suggest the vegetation was destroyed, but this is not factually correct at all. Whilst the area was burnt it is far too early to determine if it has been destroyed and in any case it is showing the usual signs of recovery that any bushland area exhibits after fire, suggesting it is destroyed implies it has no value and is a little misleading. The Parks vegetation has been burnt and is modified in comparison to what occurred pre fire, it most certainly hasn't been destroyed. Can this please be changed to ensure this is not the insinuation that people get from this</p>
2.	<ul style="list-style-type: none"> Peramangk Acknowledgements Feral proof fence dog walking idea Fire pit and yarning area camping ground idea Carpark use for RVs History signage Reintroduction of native fish 	<p>Hi Friends of Lobethal Bushland Park (and Staff/Crs from AHC),</p> <p>I've had several thoughts about possibilities for our wonderful Park, which I'd like to share with you in preparation for the upcoming Masterplan Community Forum on Dec 13. I would appreciate hearing anyone else's ideas too if you'd like to share beforehand, to give time to mull them over, think how they might fit together etc. I'll list them first then below go into some of the detail.</p> <ol style="list-style-type: none"> 1. A recognition of the Peramangk people and their traditional ownership of the land. 2. A feral-proof fence around the Heritage Agreement area (approx. 100 hectares), to keep out foxes and cats and allow for the presence of digging marsupials. Cost to Council would be approx. \$250,000, plus an ongoing part time job to manage feral animal removal, reintroduction of the small native animals that were once here (eg. bettongs, bandicoots, numbats), manage enforcement regarding dogs, potentially be an education officer for school groups etc. There are several matters to consider with an innovative project of this nature, below. https://www.bushheritage.org.au/species/bettongs 3. A dog walking track/boardwalk, outside of a vermin proof fence, along the creek line alongside Kenton Valley Rd, basically as a way to keep dogs out of the main part of the park, and keep dog owners on side. It could go to the Reservoir Rd gate, or perhaps link with the part of Bushland Park across Reservoir Rd, if we were willing to vary the terms of the Heritage Agreement so as to allow dogs on leash only in that part of the park. 4. A permanent fire pit and yarning space - this sort of cemented seating and fire pit is sometimes seen in National Parks, probably so people don't have too many of their own fires. Lobethal Kindergarten likes to have a fire as part of their days there. People would need to bring their own wood, which is also commonly accepted practice in National Parks. A 'yarning space' could also be a great contribution towards wellbeing and community recovery following the bushfire. It could be painted/mosaicked - and be a link to the Mosaic Couch Trail that developed after the Sampson Flat Fire.

Number	Key themes	Comment
		<p>5. A camping ground - near the buildings. Scout groups etc have used this area for camping before. It would be a great spot to be able to have a camp out, when camping is not allowed in the Park nor anywhere else in Lobethal. Maybe even several up-market glamping type safari tents could be permanently built there and available for hire?</p> <p>6. The carpark could be allowed to be an RV site, for campervans etc. This might require a toilet emptying facility. I suspect this proposal would, however, be viewed rather negatively by the likes of Cudlee Creek and Mt Pleasant Caravan Parks. On the other hand it is good to increase the accommodation offerings here in the Hills. It would also be great for people with RVs to have a communal fire place.</p> <p>7. A history board/sign - to record the dates of significant events eg. when it stopped being used as the town water supply, the controlled burn, the Cudlee Creek Fire etc.</p> <p>8. Reintroduction of native fish into the lakes. This could be as simple as releasing some in there, or more complex if there was going to be an effort made to remove existing feral fish first.</p> <p>-----</p> <p>Back to the feral proof fence concept. There would be several significant benefits to having native digging marsupials in the Park. To explain a little - marsupials like kangaroos and wallabies graze, sometimes too heavily. Marsupials like numbats break apart rotting logs in their search for termites. Brush-tailed bettongs and Southern brown bandicoots, amongst others, dig for their food, looking for native lily bulbs, moth larvae and fungi/native truffles. In doing this they turn over soil, and bury leaf litter, broken apart timber and sticks. This greatly increases the moisture retention of bushland soil, effectively adding compost to the soil (which could also be described in a carbon storage way, which is much better than it all being burnt in a bushfire), and assists native plants to be more bushfire resilient. Their spreading of fungal spores and seeds assists bushland health too.</p> <p>The other significant advantage of having digging marsupials in bushland is that they reduce the fuel load on the forest floor. Effectively they create lots of mini fire-breaks across the landscape, in this sense they are sometimes referred to as "eco-system engineers". Several houses near Bushland Park burnt down in this fire. I think they would be rather pleased with this initiative, to know that the animals in there will in future be reducing the fire risk to life and property. It would be great to also use this method to reduce the intensity of damage to the bushland from future fires.</p> <p>Some articles are attached. The third one is a photo of a young Brush-tailed bettong in my Conservation Park at Birdwood High School, which was gifted us from Urrbrae High School. I have built a feral proof fence, removed rabbits, controlled weeds and been reintroducing native marsupials at BHS for some years now.</p> <p>-----</p> <p>Some questions that you have asked, and some others that I've wondered about myself:</p>

Number	Key themes	Comment
		<p>- could there be any negative impacts from having these animals in there eg. if they breed up too much, turn over too much soil? Numbers of animals would eventually need to be managed, but this would take quite a number of years for numbers to be too many. There is a lot of expertise in doing so in the likes of Australian Wildlife Conservancy, whereby animals are shared around and distributed to new sanctuaries around the country, as well as private local sanctuaries. Numbats presently have their last remaining wild stronghold in the forests of S-W Western Australia, yet were previously living right across southern Australia, and are now being bred up in Yookamurra and Murray Cliffs National Park's new fenced area. We (an employee and/or volunteers, a Volunteer Ranger program is a possibility too) would need to manage this, learning from the scientific level monitoring that AWC do, measuring impacts on ecosystems etc.</p> <p>- animals that can't get in, or out - kangaroos, echidnas, these are already present in the wild, and not endangered. I'm not sure that it matters particularly if we don't have kangaroos coming in, in fact we would get less intense damage from grazing pressure by kangaroos, as we were seeing in the last couple of very dry years. Some echidnas would be permanent residents, and we could release some new friends for them in there from time to time to add to the genetic diversity.</p> <p>- kangaroo numbers - some concern has been expressed that we might have to reduce the kangaroo numbers, so that there is not an increasing grazing pressure as they breed and can't move out. An initial cull is a possibility, but might not even be necessary. There are people around (I personally know a couple) who remove kangaroos with tranquilizers, nets etc. Another possibility is to provide contraceptive food to them. Even if, however, we needed to do an initial cull, this is no different from how management needs to operate in some of our other local Conservation Parks, with minimal opposition. In fact we would need to do less over time than Conservation Parks, as there would not be new kangaroos moving in. Adelaide Hills Council is very good at managing community consultation. Community consultation can be done really well, and the best consultation ultimately results in keeping people onside and comes up with great solutions to problems.</p> <p>- phytophthora - would this be spread further by these digging marsupials? Possibly, but it is also steadily spreading anyway. Also, however, by having these animals and increasing the health and resilience of the bushland in general, the long term damage caused by phytophthora may be lessened. We could also consider fencing off the phytophthora patches permanently from all animals, much like the new kangaroo enclosures now. This could also be the basis of some useful scientific research.</p> <p>- are there other species that could be reintroduced? Quolls, pygmy possums, and many others are all possible, and would all have a safe sanctuary from cats and foxes.</p> <p>- is this what Council should be doing? I think that this is a logical and innovative next step in both bushfire intensity reduction and environmental restoration, is a natural extension of the park management that Council already does (weed removal etc), and is particularly relevant if Council is going to manage a reserve such as Bushland Park well. This includes reducing bushfire risk to surrounding properties.</p> <p>- the cost - personally I think a cost of \$250,000 (\$50,000 per km plus gates and signage), plus an ongoing part-time position, is very reasonable. For less than the cost of a house we get all of the above benefits to this popular park, a tourism and educational boost to Lobethal, and scientific credibility as bushfire</p>

Number	Key themes	Comment
		<p>amelioration methods are explored across the country. A sanctuary company eg. AWC, may also be very interested in co-managing this project, particularly when there is a high chance of people being able to see rare native marsupials close to a capital city.</p> <p>- what timeline is involved? Obtaining funding, tendering for the fence, building it etc would likely take a year or so (although AWC had a multi hectare fence erected within weeks, to prevent feral cats impacting the Kangaroo Island dunnart - Australia's most endangered mammal - after the bushfire there in January). Removal of feral animals inside would likely take several months. At the same time negotiations with other sanctuaries can be taking place, for native animals to be released shortly after that.</p> <p>- how cute are these native animals? Answer: very. See 4th attachment.</p> <p>Do you have any other questions or concerns? Please just ask, it's good to be able to consider these well.</p> 
3.	<ul style="list-style-type: none"> Heritage agreement should be more forefront of mind when engaging with the community on all aspects of the Masterplan and anything else done at the site. 	<p>[...]</p> <p>Our conversations on Sunday have provided me with some food for thought and I learnt a lot from talking with you and other staff – it made me reconsider some of my previous opinions – so, thanks!</p> <p>One such thing that I have been thinking more about is the Heritage Agreement...</p> <p>I was wondering if you could provide me with a copy of the Heritage Agreement document for Lobethal Bushland Park please?</p> <p>It occurs to me that Friends of Lobethal Bushland Park undertake activities in the park without any knowledge of the objectives and constraints imposed by the contractually binding Heritage Agreement that defines the use and purpose of the park – how remiss of us is that?!!!</p> <p>I feel that this issue also applies to the community consultation process. The community has been invited to re-imagine the future of LBP, but is not aware of the objectives and constraints of the HA – surely, regular consultation to this</p>

Number	Key themes	Comment
		<p>document is required in order to ensure that its terms and conditions continue to be complied with? I imagine that the HA should be the primary document that drives and directs the masterplan for the park, including activities in the non-HA area which will impact upon the neighbouring HA area.</p> <p>Since Sunday I have registered online to participate in the Master Plan Community Project Group.</p> <p>I look forward to seeing the Heritage Agreement document, I hope that it will be informative!</p>
4.	<ul style="list-style-type: none"> Permit fishing in the reservoir. 	<p>Please do not ban fishing in either of the dams. Fishing does not inconvenience or prevent the enjoyment of anyone else who uses the park. This location is a marvelous place to go fishing when there's precious little other fishing venues available in the area. My children caught their first fish here and I want to continue going there with them to enjoy such a pastime.</p> <p>There is no conservational value in banning fishing here. The species targeted here is redfin. All angling species of fish in the Adelaide Hills are introduced. i.e. there are no native species of fish that are subject to fishing pressure in the Adelaide Hills. Please keep this in mind when you receive submissions from extremists who wish to ban fishing here in the name of conservation. You will get submissions to ban but please dismiss them for the distorted and misinformed (and rather miserable) requests that they are.</p> <p>Thank you [...]</p>

Drop-in session feedback

There was an opportunity to speak with the project team and also leave feedback post it notes, below is a summary of the comments provided:

- Heritage Agreement
- Fencing (feral proof)
- Trails
- Camping & Caravan/RV's
- Reservoir Use
- Fire Break use
- Dogs
- Signage
- Building
- Native Vegetation and Weed Control
- Other - International Peace Pole
- More Plants/trees near building
- More seating near bbq, another shelter near bbq, larger group spaces
- Native fish in reservoir, numbats and other digging animals
- Fire bit
- Bushfire commemorative acknowledgement
- Welcoming and secure fencing
- Toilets good - keep close to junior/nature play
- Building should be used for private hire
- Groups you can manage like tourism and school groups.
- Use of the water - fishing, canoeing. Some don't want this.
- Animal sanctuary

- Redesign building - modernise to accommodate private functions.
- Trail upgrades
- No bikes (they should stay at Fox Creek) Bikes increase risk of damage to environment
- Signage - strong definition, entries, cleaning stations and hygiene management, interpretive
- Lookout reinstatement - make it bigger and more trails, ski lift
- Camping - how could it be managed?
- Local, regional or state promoted location?
- Dog walking - yes in Recreation area, not in HA. Others think it should be allowed everywhere only on leads. Confusion and room for people to push the rules.
- Size of site is too small for faunal populations (in response to feral proof fencing)
- There aren't any dog poo bags
- Hygiene stations very important into HA
- Wetland building improvements
- Off-road track linkage to town
- Grass trees declining
- Fire Break use along Kenton Valley Road
- Refuge island in reservoir for birds
- Aquatic native fauna protected
- No Canoeing in water
- Controlled boardwalk
- Linkage between carpark and rest of the park
- Southern reservoir family jetty, improve utility
- North reservoir reflective

7. Play Space Feedback

Feedback type	Number
Online survey	11
Drop-in session (dot democracy activity)	8
Emails	1
Total	20

Overarching play space themes from all feedback

These include drop-in session, online survey and emails.

Summary of play space feedback	
Theme	Comments
Suitable for all ages	Suitable for younger children and older children.
Not overbearing/ negatively impact on natural environment	Not an enormous "adventure playground" with large built structures/concrete dominating the landscape such as St Kilda, Morialta with all of the damaging foot traffic & erosion that they cause
Natural feeling, trees for shade	It should feel natural, with LOTS of trees & bushes for shade to immerse families in the wildlife it attracts, rather than shade sails and pergolas.
Natural feeling, fencing	A nature play-ground would be wonderful with fencing to fence off the water to make it safe for little ones.
Shelter and BBQ facilities that fit into natural landscape	An ideal play space would be an area that has a shelter and bbq facilities made to tailor the natural environment.
Climbing, slide, swings, spaces to hide in	It would then have a large space for children to play which would have things for them to climb eg - climbing frame and some rope ladders to climb: a slide and swings is a must for younger children. Things u can ride and hide in like a teepee.
Flying fox	I think a flying fox would also be a great idea cause this suitable for anyone even the adults.
Natural feeling (including amenities)	I feel like all of the play equipment and the environment like bbq and bench area all needs to be natural focused (thinking like Morialta conservation park made from timber Ect)
Timber play equipment	Also any timber playground ideas from the new victor harbour nature playground which is also another great playground.
No metal equipment	This is a natural area full of wildlife and I think normal playground metal equipment would not suit the area. It needs to be kept as natural as possible.
Natural feeling - in keeping with surrounds	Large natural play area suitable for the environment as it's a bushland park. Not something that's looks unnatural in the area.
Natural feeling	Think like para wirra conservation park and play area and Morialta conservation nature play area. Also think like the new Victor harbour nature play area on the waterfront.
Climbing, sliding, flying fox, stepping stones	It would have a large wooden frame to climb with ropes ect and a Slide. swings for kids and a flying fox, stepping stones
BBQ and shelter	A large bbq area and shelter
Celebrate natural environment, minimal built structures, learning opportunities, trails, natural materials	Opportunity for young people to freely explore and enjoy the natural environment. There should be a minimum of built structures. There should be lots of ways children can discover and learn about the natural environment through interesting and sometimes challenging walking/play

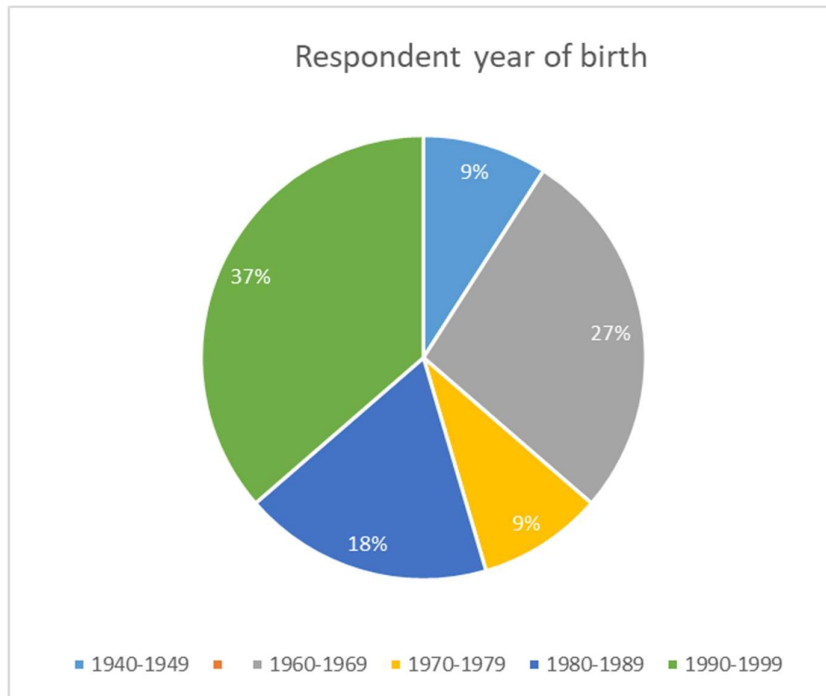
Summary of play space feedback	
	trails, interacting with different natural materials that lead children to experience the joy of the natural environment.
Seating	There should be places where adults to sit nearby so they can supervise the children whilst the children can explore independently.
Natural feeling - logs, stepping stones	Nature play-space, with large logs to climb on, swing area, seating areas, log stepping stones anything nature wise to fit in the nature feel of bushland Park
Deck around reservoir	A small deck around near the lake area
Natural play space, age play segregation	Nature play type space that challenges children of all ages and abilities that is generally segregated into age group areas so younger children are not mixing with older children.
No plastic	Somewhere that isn't just plastic moulded equipment.
Suitable for older teenagers and adults, swings for older children and adults	Don't limit it to up to 14 year olds. Older teenagers and adults need equipment. Have swings, and not just baby swings.
Nature play for exploration	Have natural equipment too, where people can explore.
Slide	Have slippery dips.
Accessibility for all people	Have accessible play spaces so children and teenagers can access it, including people who are blind and people with vision impairments and people with autism.
Pump track and or BMX facility	Pump track and or BMX facility

Play space survey responses

Of the 11 respondents to the survey 6 were from Lobethal. The other suburbs listed were: Forreston, West Croydon, Macclesfield, Kenton Valley and Mount Torrens.

Of those who responded to the play space survey 37% were aged 22-31 while 27% were aged 32-41. Further details are provided in Figure 4.

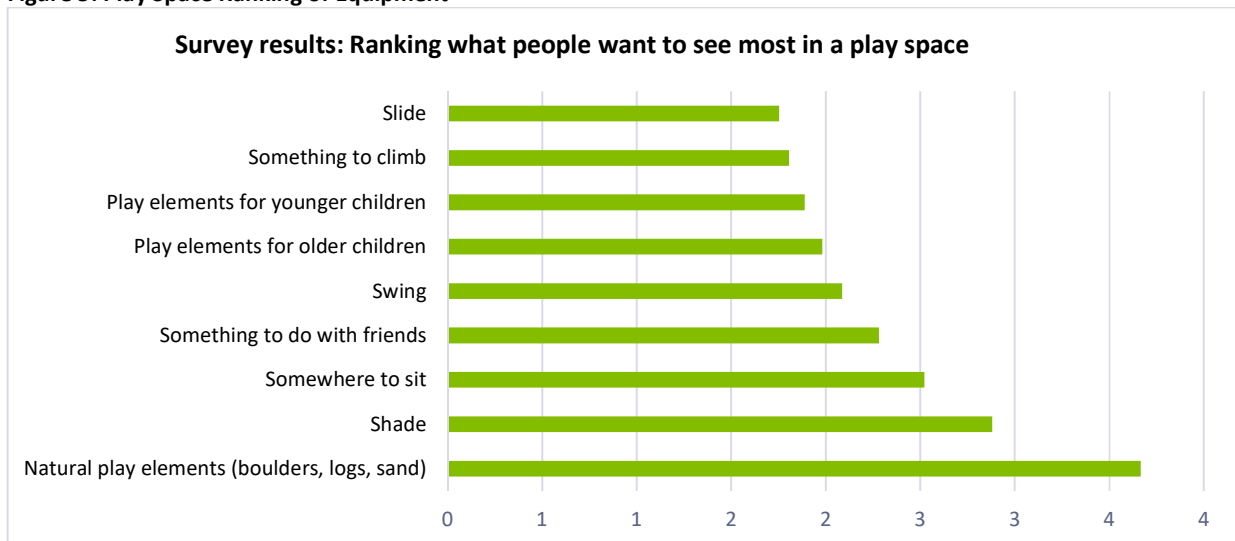
Figure 4: Respondent year of birth



When asked: How do you get to the Lobethal Bushland Park? Seven respondents said they drive and three respondents said they walk while one said they bike/ scooter.

Respondents were asked to rank from 1-10 with what they would like to see most when the new Play Space is built and results are shown in **Figure 5**.

Figure 5: Play Space Ranking of Equipment



When asked to describe their ideal play space respondents provided the following information:

Number	Ideal play space comments
1.	Suitable for younger children and older children. But not an enormous "adventure playground" with large built structures/concrete dominating the landscape such as St Kilda, Morialta with all of the damaging foot traffic & erosion that they cause. It should feel natural, with LOTS of trees & bushes for shade to immerse families in the wildlife it attracts, rather than shade sails and pergolas.
2.	For Bushlands park connected to nature- limited plastic- nature-explore
3.	A nature play ground would be wonderful with fencing to fence off the water to make it safe for little ones.
4.	An ideal play space would be an area that has a shelter and bbq facilities made to tailor the natural environment. it would then have a large space for children to play which would have things for them to climb eg - climbing frame and some rope ladders to climb.: a slide and swings is a must for younger children. Things u can ride and hide in like a teepee. I think a flying fox would also b a great idea cause this suitable for anyone even the adults. I feel like all of the play equipment and the environment like bbq and bench area all needs to be natural focused (thinking like Morialta conservation park made from timber Ect). Also any timber playground ideas from the new victor harbour nature playground which is also another great playground. This is a natural area full of wildlife and I think normal playground metal equipment would not suit the area. It needs to be kept as natural as possible.
5.	Large natural play area suitable for the environment as it's a bushland park.. not something that's looks unnatural in the area.. Think like para wirra conservation park an play area and Morialta conservation nature play area.. also think like the new Victor harbour nature play area on the waterfront. It would have a large wooden frame to climb with ropes ect and a Slide. swings for kids and a flying fox, stepping stones. A large bbq area and shelter
6.	Opportunity for young people to freely explore and enjoy the natural environment. There should be a minimum of built structures. There should be lots of ways children can discover and learn about the natural environment through interesting and sometimes challenging walking/play trails, interacting with different natural materials that lead children to experience the joy of the natural environment. There should be places where adults to sit nearby so they can supervise the children whilst the children can explore independently.
7.	Nature play space, with large logs to climb on, swing area, seating areas, log stepping stones anything nature wise to fit in the nature feel of bushland Park. A small deck around near the lake area
8.	A place that has lots of opportunities for open ended play experiences. Lots of loose parts (sticks, twigs, rocks, stones, mud, gum nuts etc.) The ideal play space would have lots of opportunities for children to risk assess, climb trees, create structures, have access to mud, water, large moveable sticks that can be used to create structures like cubbies, forts and hides holes. This space will also teach the users of the space about the need for sustainable practices and highlight and teach the importance of preservation of indigenous species of flora and fauna. I also love the idea of there being a hill so children can see things from different perspectives and can watch and play in the seasons and see the impact of their play and sustainable practices for above.
9.	Nature play type space that challenges children of all ages and abilities that is generally segregated into age group areas so younger children are not mixing with older children.
10.	Somewhere that isn't just plastic moulded equipment. Also, don't limit it to up to 14 year olds. Older teenagers and adults need equipment. Have swings, and not just baby swings. Have natural equipment too, where people can explore. Play spaces are too sanitised not. Have slippery dips. Have accessible play spaces so children and teenagers can access it, including people who are blind and people with vision impairments and people with autism.
11.	Pump track and or BMX facility

Any other ideas that you feel we should consider in the design of the new Play Space

Number	Other play space ideas
1.	<p>I have no idea what "Something to do with friends" would mean in question 7!</p> <p>BBQ facilities are important (as something to do with friends?!! :) Frankly, I felt that the pre-fire playspace was a good size, but sadly, when it was last renovated it was ridiculously "dumbed down" and catered only for very little children. The pines trees (despite being an unwanted species) were a much loved playspace for children, providing shade and play immersed in nature - I attended many school & kindy events there, and the kids loved being among those trees. I think that a tall, native forest planting to replace the pines would be perfect.</p> <p>I would not like to see any built play structures erected beyond the existing playground footprint.</p> <p>Please bear in mind that the park definitely has Phytophthora infection adjacent/uphill to the play ground; NRM took soils samples in 2019 and confirmed this. Playground structures that promote excessive scuffing of the soil (such as flying foxes, roundabouts) will certainly result in infected soil movement on footwear further around the park and possibly worsen the extreme tree die-off that was consuming large areas of the park before the fire (particularly in the lower southern section of the park, in the playground area and north of the south lake - there were extreme numbers tree deaths in the last 3/4 years). There used to be MANY large Manna Gums in the play ground area until approx 5/6 years ago when they all suddenly died. Please seek professional advice about the Phytophthora risks as a priority in the planning of the play space. If you attract a lot more people to the park to use the playground, it will result in Phytophthora spread throughout the park.</p>
2.	Connectivity to the Park- playground to lead you into the park
3.	A bigger play ground than previous one would be ideal
4.	A flying fox
5.	Flying fox
6.	I am not sure the area is big enough or suitable for kicking a ball around. That activity is more suited to an oval.
7.	Make it large enough room to host children's party and room for kids to run, climb and move BBQ area with large pergola area
8.	I think it's really important to consult and listen to children. Perhaps engage in an inquiry with the local kindy and schools around the major elements that they would like included. Their voice is vital and needs to be heard and considered as they will be the future careers and custodians of this beautiful space. Also, we as a kindy have done an incredible amount of work and internationally recognised research around children's voice (ideas) and their strong and genuine connections with Bushland park. We'd be more than happy to share our knowledge and insights with planners and designers.
9.	Maximise use of sustainable, natural long lasting and durable materials such as hardwood timber and logs; large rock and stone where ever practical and galvanised/corten steel. Minimise use of plastics and rubber. Use bark/gravel on ground as opposed to rubber soft-fall and strictly no astro-turf. Incorporate planting of indigenous planting for shade and reduce heat island effect. Exceptions to the above for potential DDA/disability access area.
10.	Putting in alternative additional features such as a BMX Facility and or pump track

Participants were able to upload photos of an idea they would like us to consider in the play space design and two submissions were made.



New Morialta Conservation Park N...
playandgo.com.au



New Morialta Conservation Park N...
playandgo.com.au



Morialta Conservation Park Nature...
busycitykids.com.au



at Morialta Conservation Park ...
environment.sa.gov.au



New Morialta Conservation Park N...
playandgo.com.au



GT Fisher Nature Playground | Kids...
kidsinadelaide.com.au



GT Fisher Nature Playground Victo...
playandgo.com.au



GT Fisher Nature Playground | Kids...
kidsinadelaide.com.au



Victor Harbor GT Fisher Playgroun...
playandgo.com.au

Drop-in session

Play space “dot democracy” results from drop-in session

Options	Votes			Other Notes
	Adults	Kids	Total	
Something to Climb	3	3	6	Ropes course tree climbing
Something to crawl through	1	2	3	
Something Springy	1	1	2	
Somewhere to sit	2	0	2	
Something to slide down	0	2	2	
Something for the little ones	2	2	4	
Something to balance on	1	3	4	
Something to swing on	0	2	2	
Something to hang from	1	1	2	
Something interesting to touch	4	2	6	
Something adventurous	4	4	8	
Something for many people	3	2	5	
Something Else	<ul style="list-style-type: none"> • That it remains outside of the heritage area • That it is appropriate for teenagers (someone put a dot next to this) • Adventure Nature Play – rocks, sticks, logs (sticker put next to this) • Climbing • View platform • Make it big • Nature trail – intrepid /interactive trail with stations • Kids bike trail in appropriate area <p><i>*(4 adults and 4 children provided dot feedback, numbers of people providing other comments is unclear)</i></p>			

Feedback received at drop-in session

There was an opportunity to speak with the project team and also leave feedback post it notes, below is a summary of the comments provided:

- Nature Play/Adventure - twigs, animals, sand, mud, paddling, dirt, leaves
- Kayaking on the water
- Swimming pontoon
- Paddling, watching tadpoles, catching yabbies
- To remain separate of HA
- Teenager use
- Viewing platform
- Climbing
- Make it Big
- Nature Trail – interpretive /interactive trail with Stations
- Kids bike trail in appropriate area
- Rope course tree climbing

Email feedback

Number	Key themes	Comment
1.	Observations around a nature play space/outdoor learning environment	<p>Observations are based on my limited experience with nature play based spaces, principally at [...]. In 2014 a decision was made to commit to introducing playing in a more natural environment in a school of 900 students. This involved reconfiguring one oval space entirely to incorporate natural features and adding features to the boundary area around a second oval, with work beginning in Dec, 2014. I was allocated 2 hours per week to oversee contractors, liaise with the landscape architect (Evette Sunset who has worked with re-landscaping several areas in Lobethal, post-fire 2019) and with contractors, record meeting data, review plan changes, assess risks and keep a photo record of progress. These changes were completed and the spaces opened to students by May, 2015. My role and time then reverted to ensuring the most effective survival of these spaces to ensure it could become the 'forest' that students had clearly asked for during consultation across 2014 and to ensure value from the \$214000 cost was maximised.</p> <p>The priority was to keep as many of the 2500 plants alive as was possible with the heavy use from active student engagement in these areas both during play and learning time. It was a true outdoor classroom and the play benefits that emanated from this setting were amazing. <u>It also doesn't play out as well intentioned adults plan.</u> Children are <u>consumers</u> of opportunities provided, but not always in ways that were intended. The following are random observations of the 4 years that I oversaw the care of this natural play space to Feb 2020.</p> <ul style="list-style-type: none"> • The evening of the day of completion of works a small group of teenagers walked through both oval areas and ripped out many specimen trees and their tall stakes or kicked/smashed tree guards and broke or pulled out seedlings. Their pathway of destruction was simply a 'bit of fun' on their way through the school grounds to the bus stop. It set back the opening of the play spaces and took a week and additional money to restore damage. • Keeping tree guards and stakes in place was the biggest challenge – stakes make excellent swords. Planting in heavily mulched patches with simple rope boundary markers was just as effective over time if maintained. • Concentrating on trees and their survival in a first stage planting was the priority. After 3 years I switched from dripper irrigation that was initially installed and ensured survival across the first 2 summers to long duration sprinkler watering (added another element of fun for the students aiming to get wet!) • Over time the ground became heavily compacted by student play, mulch was dispersed, water could not penetrate the ground so well and smaller plants struggled to compete with the vigorously growing trees. Roping off an area for regeneration also benefitted from forking over the ground, mulching heavily and providing additional water. • The original water features were constantly targeted by night time visitors (the vandals!) and hand pumps were quickly replaced by shutoff taps and then switched to intermittent use only when jammed on by night time users of the space. • Same night time users left needles, bongs, tablet packets, soda fountain capsules, cigarette butts and empty alcohol bottles after meeting up with mates. Those that came by bike added to plant damage. I was just glad that the disposable cigarette lighters left when empty weren't used to light fires. Security staff generally didn't visit the further, more secluded areas and their routine was known. (Best deterrent came when 2 were caught, after midnight, on the Kindergarten roof and the parents fined heavily!) • If a rock could be moved by 2 or 3 students it was – but the large flat half tonne rocks I added later were a success for perching and small group chats or grinding up smaller rocks to make paints and fairy dust (or stone tools). Some rocks

Number	Key themes	Comment
		<p>placed in a gully feature were tunnelled under and had to be back filled with cement mix.</p> <ul style="list-style-type: none"> • The 3 ponds were a hit, but severely misused, necessitating the need for replacement covers in stronger steel and eventually the class overseeing their care deciding to lock the entry gate to this area to ensure tadpole survival and protect their projects. • Long poles from salvaged timber and tree prunings were great for cubby building but also attracted firewood collectors. When the trees and acacias reached 2-5 metres in height cubby building switched from the rock wall area to within the forested area resulting in broken branches, snapped off trees and shrubs stripped of branches to create walls. Often this type of use began on weekends when a parent would bring their children to play 'freely' in this wonderful space while they chatted to other parents. • Students were happy to dig in the sandpits and quarry provided but they also dug <u>everywhere</u> else including the cement rubble mix pathways. • Teaching them about the food plants now available in the school grounds was fantastic, managing breakages as they harvested and tried what was on offer was a challenge, deterring them from using green fruit to throw at each when they got older other took a long time to change behaviours. • Mud brick features built by students lasted several years before eventually needing removal. A brick 'ruin' was quickly re-ruined to the point it needed to be rebuilt as a ruin again. • [...] in 2020 we were successful in achieving a federal grant which now allows for the protection of large areas for regeneration purposes using fencing panels and droppers to exclude students (other than the classes caring for and replanting this area) across several years before reopening it to students then moving the panels to another area to regenerate, and so on. • Inviting interested parents/carers of students to volunteer their time to help care for the nature play areas. (As appears to be happening in the bike track, community garden area of Woodside) • Providing masses of loose parts (many sourced from the Woodside Lions shed). • Long branches for building, multiple hundreds of cherry tree poles (most durable), sawmill off cuts, soft rocks for grinding/building, wooden bowls, cane baskets, pottery in natural colours, coloured glass beads (tossed widely and hunted as treasure), shells etc. all quickly dispersed over the natural play spaces, where, when they broke were incorporated into the soil. Heavy duty metal pots were also put out and then removed when too bent and broken, used to collect water from wherever they could find it and mix ground up rocks, clay and plants/flowers into all sorts of brews. • Play in these natural areas increased social interaction and negotiation, reduced conflict, reduced injuries reported to teachers, initiated discussion about plants and animals observed, increased awareness and concern if damage was observed and stimulated imagination. • Learning in the natural areas provided challenge and problem solving opportunities of immense value, resulting in added engagement with parents/carers and improved health and wellbeing of students.

9. Conclusion and next steps

After analysing all feedback some strong themes emerged.

Play space	Masterplan
Nature Play design concepts Environmentally sensitive Natural feeling Suitable for all ages including adults Universal design Integration with picnic areas Trails and linkages with car park and building Trail around southern reservoir – wheelchair, pram and young children on bikes Shade/Shelter Seating	Biodiversity – continue vegetation, weed and flora management. Investigate fauna protection & introduction programs Recreation & Leisure – reservoir use, overnight camping, RV and Caravan use, Nature Play in the park, and upgrade of former play space to nature play area, Dogs in the Park - leash and/or dog park, maintain use of recreation area for picnicking, play. Education – use park for education, introduce new facilities throughout the park to support education, improve communities understanding of HA. Trails & Connectivity – investigate park connectivity with township, accessible trails for all, signage improvements, general upgrades, and linkage from carpark to park. Cultural Heritage – education through signage, indigenous recognition, meeting/yarning/performance area. Building – Improve amenity and function for use by schools, community groups and investigate commercial opportunities Bushfire Management & Acknowledgement – Proactive burning, acknowledgement and education through signage. Other – Managing user impacts through design and improvements, careful balance and consideration of biodiversity strategies and the impact of visitors.

The next step is for this report to be presented at the March 2021 Council Meeting, along with a draft Masterplan document for consideration for further public consultation (Stage 2).

Meanwhile, a draft design brief for the Play Space will be developed. This will involve further consultation with internal and external stakeholders prior to the Design and Construction Tender selection occurring in late April/May 2021. The wider community will be engaged for comment on the final design (Stage 2 Engagement).

The intention is for this report to be shared with the wider community and anyone who participated in the consultation.

10. Appendix A

Play space self-guided walking tour map

LOBETHAL BUSHLAND PARK YOUR SAY

Self-guided tour Play space and Recreation Area

Use this map to explore the landscape adjacent to the southern reservoir and contemplate the potential for recreation and play in this natural setting.

Jot down your thoughts as you go and return to Council for consideration in the redevelopment of this important regional space.



Complete online at
engage.ahc.sa.gov.au



- Legend**
- Reflection point
 - Existing Trail Network
 - Low lying banks
 - Existing Picnic area
 - Southern plateau
 - Old playground location
 - Existing Picnic shelters
 - Public Toilets
 - Car park
 - Information



What are your thoughts on the following items? How might they be incorporated into the future of Lobethal Bushland Park?



Entrances, Parking & Access



Recreation, Leisure & Play



Educational Opportunities



Building Use

DATE OF VISIT: _____

Biodiversity; flora and fauna
protection and management

Trails and Connectivity

Cultural Heritage

European Heritage

Bushfire Management

2019 Bushfire Impacts and
Acknowledgment

Reservoirs

Anything else?

Masterplan self-guided walking tour map

LOBETHAL BUSHLAND PARK --- YOUR SAY

Self-guided tour Masterplanning for trails and land management

Use this map to explore the landscape of Lobethal Bushland Park and discover its many vantage points and opportunities.

Jot down your thoughts as you go and return to Council for consideration in the redevelopment of this important regional space.



Complete online at
engage.ahc.sa.gov.au



What are your thoughts on the following items?
How might they be incorporated into the future of Lobethal Bushland Park?



Biodiversity, flora & fauna protection & management



Trails & Connectivity

AND



Reservoirs



Cultural Heritage

AND



European Heritage



Bushfire Management & 2019 Bushfire Acknowledgements

Entrances, Parking and Access

Building Use

Recreation, Leisure and Play

Anything else?

Educational Opportunities

DATE OF VISIT:

Appendix 2

Draft Lobethal Bushland Park Masterplan



Adelaide Hills
COUNCIL



DRAFT

Council acknowledges that we undertake our business on the traditional lands and waters of the Peramangk and Kurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land.

LOBETHAL BUSHLAND PARK MASTER PLAN

13.04.2021 rev C

LOBETHAL BUSHLAND PARK – MASTERPLAN GUIDING PRINCIPLES

The following guiding principles have been developed to summarise the feedback from the community engagement process and align with Councils Strategic Objectives:

- *Biodiversity protection, conservation, restoration and enhancement*
- *Promote community health, wellbeing and education*
- *Maintain the 'local' feel of Lobethal Bushland Park whilst improving the function and amenity for all*

LOBETHAL BUSHLAND PARK

INTRODUCTION

Lobethal Bushland Park is located 1.3km north of the township of Lobethal. The park comprises 118 hectares of varied terrain of gentle slopes dissected by several north-south running drainage lines.

Lobethal Bushland Park is located amongst heavily cleared and primarily agricultural land, and plays an important role in providing refuge to a range of native flora and fauna. The park is renowned for its diverse native vegetation and biodiversity value containing many environmentally significant and sensitive sites, whilst providing regional views, recreation, picnic areas and natural features.

The Park is geographically split into two parts consisting of a Conservation area, and along with a prominent fire break as its boundary, this area contains over 80 hectares of Heritage protected vegetation with associated marked walking trails that are enjoyed by many visitors each year.

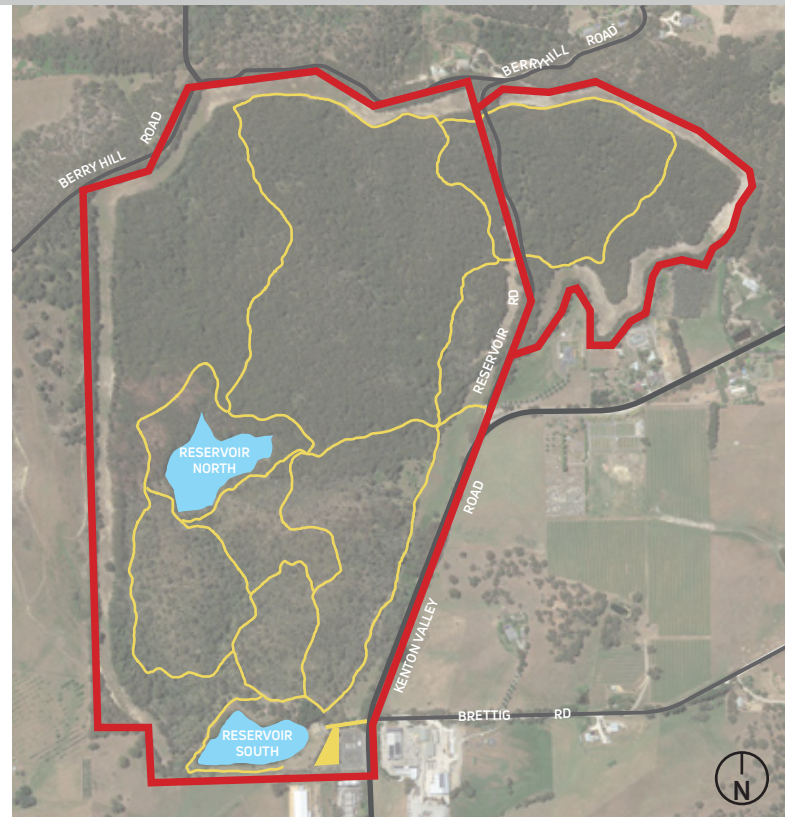
The smaller southern section, identified as Community Use land, contains much of the park's infrastructure including trails and shelters, however, prior to the 2019 Cudlee Creek Bushfire, this area also provided a popular picnic and playground.

The park has two entrances located on its eastern side with the southernmost access providing vehicle access and car parking via Kenton Valley Road.

MASTERPLAN

As part of the bushfire recovery process, Adelaide Hills Council has been preparing a masterplan for Lobethal Bushland Park to review and analyse the impacts of the fire and establish a series of strategies and objectives for the future management of the park.

This process has included consultation with the local community and stakeholders and the formation of a working group to guide and inform the creation of the masterplan.

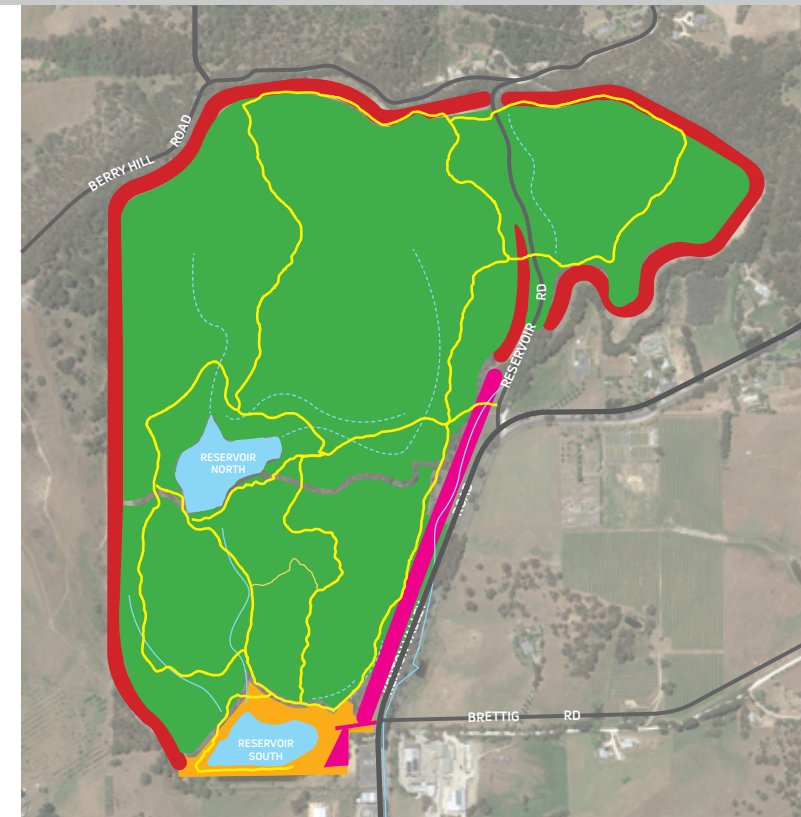


SITE PLAN

WHAT IS THE PURPOSE OF THIS MASTERPLAN?

For the purposes of Lobethal Bushland Park, the term masterplan is defined in the following way;

A dynamic, long term planning document that provides a conceptual layout to guide future growth and development of the site.



ZONES OF USE

KEY THEMES

The masterplan has been structured under the following key themes:

- GOVERNANCE
- TRAILS / CIRCULATION
- BIODIVERSITY
- RESERVOIRS
- FIRE BREAKS
- RECREATION AND PLAY
- ACTIVATION
- ENTRY / ARRIVAL

LOBETHAL BUSHLAND PARK

LAND USE

13.04.2021

rev C

CONSERVATION LAND USE AREA

Lobethal Bushland Park is distinguished by two parts, consisting of a zone located in the northern majority of the site and a smaller southern portion. This area is identified as Community Use land.

CONSERVATION LAND

The Conservation Area has a primary objective of maintaining conservation values with an allowance of low impact informal recreation. The land does not have, nor is it appropriate to be held under a lease or licence and special consideration must be given to walking tracks, vehicle access, and the acceptability of dogs on or off-leash.

COMMUNITY USE LAND

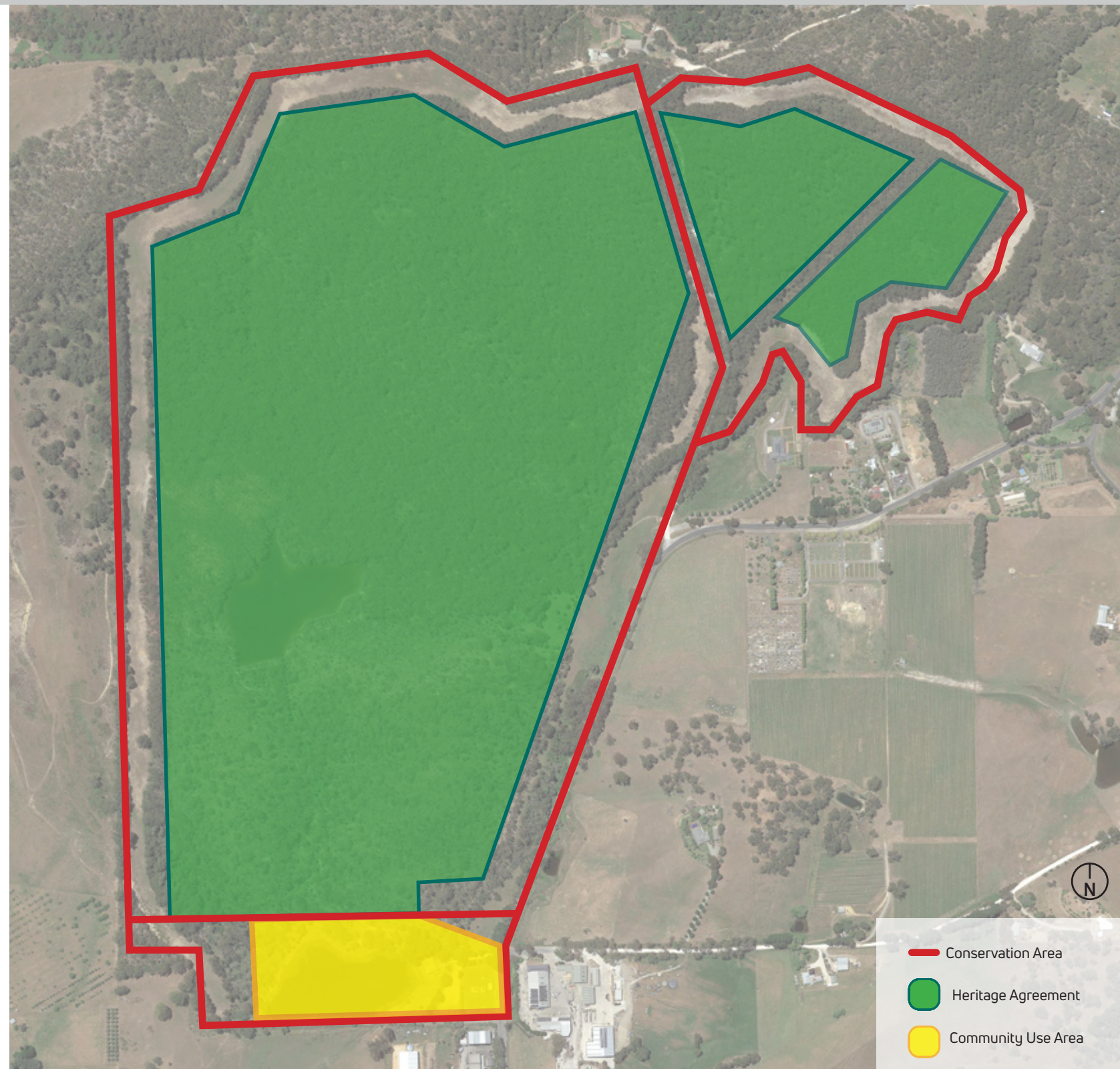
The Community Use area accepts spatial use by non-sporting organisations like kindergartens, child care, scouts or guides, or other community groups. The Community Use land and Bushland Park building are not currently subject to a lease or licence.

HERITAGE AGREEMENT

Of unique importance to Lobethal Bushland Park is the existence of a Heritage Agreement. This Agreement was first initiated in the mid 1980's over a large portion of the Conservation Area. The Heritage Agreement was one of the first agreements in South Australia of its kind and has been amended to include more of the surrounding land since it was first approved.

This Agreement provides an extra level of formal protection for the valuable vegetation communities and habitat that exists within the park. The benefits of a Heritage Agreement include highlighting the importance of conserving and improving the sensitive and significant environmental values within Lobethal Bushland Park. It provides stakeholders and land managers with greater leverage when seeking support and financial assistance for biodiversity projects and programs, and most importantly, the formal and perpetual protection of the remnant vegetation block.

The Heritage Agreement permits bushwalking and nature study activities including bird watching, photography and, sketching. No other recreational activity is permitted without the written consent of the Minister.



*All boundaries are indicative

LOBETHAL BUSHLAND PARK

CONSERVATION LAND MAP

1. GOVERNANCE

1.1 Establish Community Reference Group

- Include Community members, Stakeholders, Working Group representatives, State bodies and Council representatives

1.2 Along with State and Local Government land management legislation, policies and procedures, the Lobethal Bushland Park Masterplan objectives will consider the provisions of the Heritage Agreement placed upon the Park.

2. TRAILS/ CIRCULATION

2.1 Existing Walking Trails to be maintained and upgraded to a minimum standard using sustainable trail development techniques, principles and conservation practises that support the conservation value and principles of the land.

- Consider recommendations from Trails & Cycling Audit Report 2020
- Establish clear trail hierarchy to inform types and access (No dogs within Conservation land)

2.2 Trail remediation works to be undertaken in accordance with a minimum standard using sustainable trail development techniques, principles and conservation practises that support the conservation value and principles of the land.

- Resurfacing/ regrading at key locations
- Route re-alignment investigations and detailed design to improve grades and surface treatments
- Remove unsustainable trail sections & rehabilitate

2.3 Complete Signage Strategy for trails and broader park

- Recognise Aboriginal and Torres Strait Islander People
- Increase signage locations; including additional cultural heritage, site history and environmental interpretive information

2.4 In accordance with the Conservation Land management policies and procedures consider equitable access to and around the reservoirs ensuring known threatened and other sensitive vegetation is protected at all times.

2.5 'Value add' to trails with nodal seating

2.6 Investigate new platform at Lookout 'Lew's Memorial'

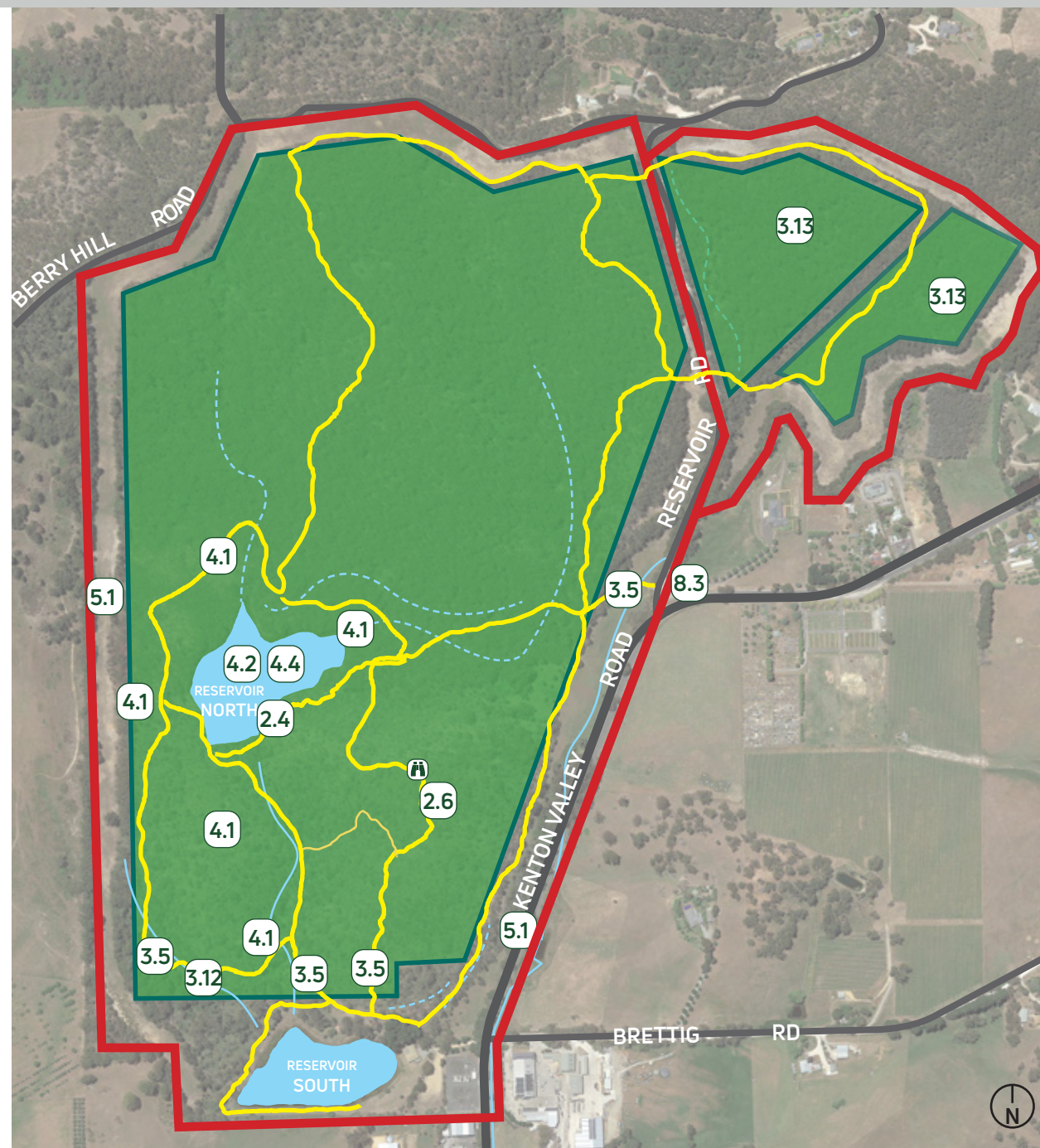
3. BIODIVERSITY

3.1 Continue erosion control measures

3.2 Continue to undertake flora and fauna management projects throughout the park.

3.3 Develop Dog Management Plan for park; include in signage strategy (No Dogs in Conservation Land)

3.4 Develop environmental education program which may include signage, school packages, induction, that inform user groups of the significance, importance and value of the Heritage Agreement and multiple land uses within the park.



- | | | |
|--------------------------|----------------|----------------------------|
| 1 Item reference | P Carpark | 2. Trails/ Circulation |
| Prescribed Watercourse | Picnic Shelter | 3. Heritage Agreement |
| Indicative drainage line | Public Toilets | 4. Reservoirs |
| | Lookout | Conservation Land Boundary |

3.5 Establish Control Points at entry to Conservation Areas including cleaning stations & signage to assist management of phytophthora spread.

3.6 Consider the removal of legacy building materials such as concrete slabs

3.7 Continue collaboration with Landscapes SA Board

3.8 Support & collaborate with Friends Group, Bush For Life and other primary stakeholders

3.9 Consider boundary management options to improve flora & fauna protection

3.10 Review Vegetation Management Plan (2020).

3.11 Conduct biodiversity surveys within Conservation & Community Use land

3.12 Consider advantages and disadvantages of extending Heritage Agreement Area

3.13 Continue to support the Bush For Life Program

4. RESERVOIRS

4.1 Consider silt traps where appropriate

4.2 Consider water quality and ecology monitoring

4.3 Consider aquatic and semiaquatic vegetation surveys and potential supportive measures to improve this environment.

4.4 Consider refuge island within reservoirs

5. FIRE MANAGEMENT

5.1 Continue fire break management

5.2 Develop Fire Management Plan in collaboration with DEW and other stakeholders

5.3 Investigate potential future uses

- Trails for dog walking, orienteering and cycling (outside of Heritage Area - potential along Kenton Valley Rd portion)
- Native grass establishment (erosion control on steeper grades)
- Other locations for outdoor education group gatherings

5.4 Include fire management education through various media and tools.

7. ACTIVATION

7.1 Review accessibility across entire park

7.2 Enhance education potential for park

7.3 Consider education group on planting activities

7.4 Investigate access potential to southern reservoir to permit water play

7.5 Consider art installations, programs and/or projects, and collaborations with Fabrik which encourage connection with the natural environment and contribute to the visitor experience

8. ENTRY / ARRIVAL

8.3 Enhance entrance statements

LOBETHAL BUSHLAND PARK

COMMUNITY LAND MAP 13.04.2021 rev C

1. GOVERNANCE

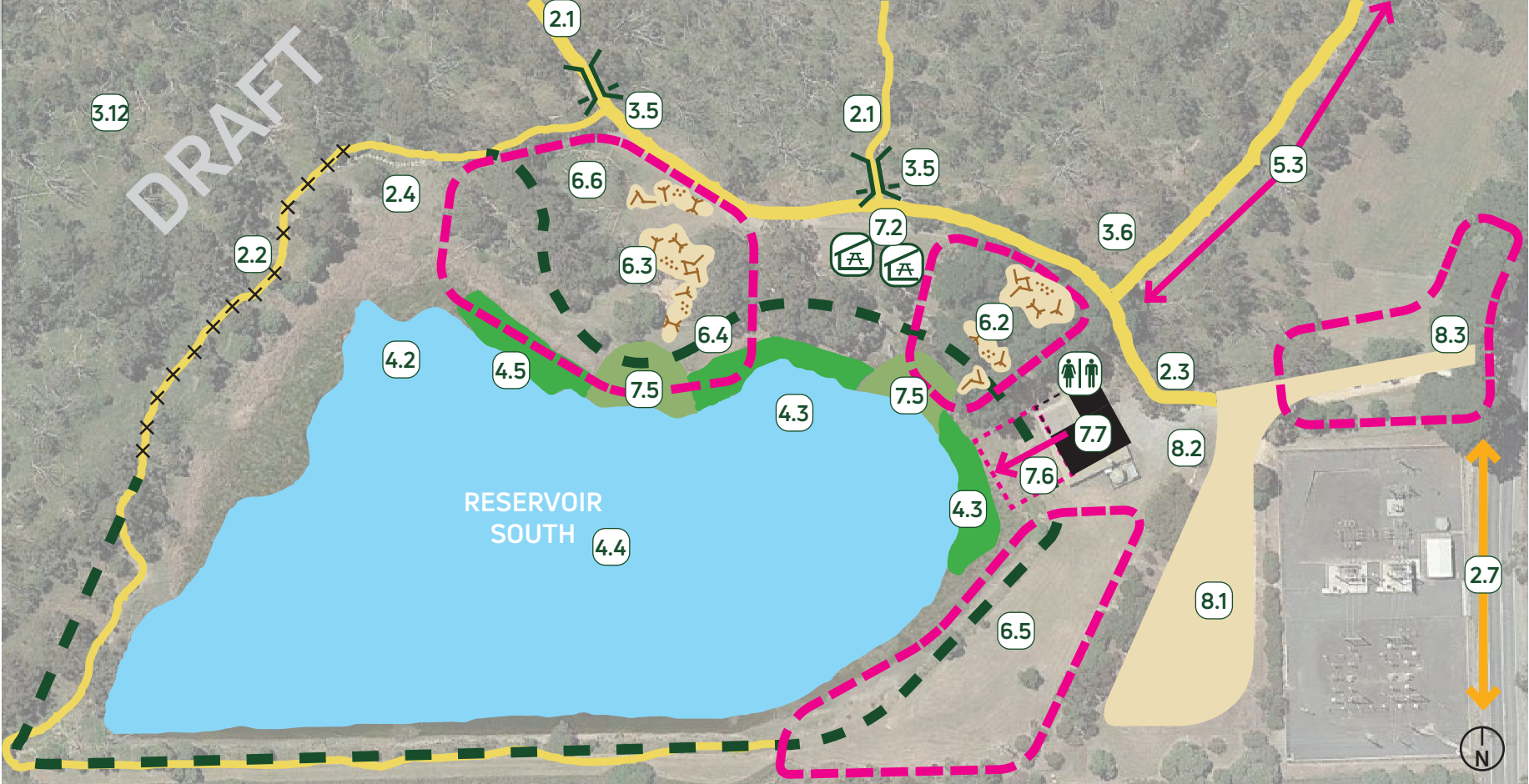
- 1.1** Establish Community Reference Group
- Include Community members, Stakeholders, Working Group representatives, State bodies and Council representatives
- 1.2** Along with State and Local Government land management legislation, policies and procedures, the Lobethal Bushland Park Masterplan objectives will consider the provisions of the Heritage Agreement placed upon the Park.

2. TRAILS/ CIRCULATION

- 2.1** Existing Walking Trails to be maintained and upgraded to a minimum standard using sustainable trail development techniques, principles and conservation practises that support the conservation value and principles of the land.
- Consider recommendations from Trails and Cycling Routes Audit Report 2020
 - Establish clear Trail hierarchy to inform types and access (No dogs within Conservation land)
- 2.2** Trail remediation works to be undertaken in accordance with a minimum standard using sustainable trail development techniques, principles and conservation practises that support the conservation value and principles of the land.
- Resurfacing/ regrading at key locations
 - Route re-alignment investigations and detailed design to improve grades and surface treatments
 - Remove unsustainable trail sections & rehabilitate
- 2.3** Signage
- Recognise Aboriginal and Torres Strait Islander People
 - Increase signage locations; including additional cultural, historical and environmental interpretive information.
- 2.4** In accordance with the Conservation Land management policies and procedures consider equitable access to and around the reservoirs ensuring known threatened species and other sensitive vegetation is protected at all times.
- 2.7** Consider walkable connections with township of Lobethal

3. BIODIVERSITY

- 3.1** Continue erosion control measures
- 3.2** Maintain and increase flora and fauna management and monitoring projects throughout the park.
- 3.3** Develop Dog Management Plan for park; include in signage strategy (No Dogs in Conservation Land)
- 3.4** Develop Environmental education program which may include signage, school packages, induction, that inform user groups of the significance, importance and value of the Heritage Agreement and multiple land uses within the park.
- 3.5** Establish Control Points at entry to Conservation Land including cleaning stations & signage to assist management of phytophthora spread.
- 3.6** Consider the removal of legacy buildings and materials such as concrete slabs
- 3.7** Continue collaboration with Landscapes SA Board
- 3.8** Support & collaborate with Friends Group, Bush For Life and other primary stakeholders
- 3.11** Conduct biodiversity surveys within Conservation & Community Use land
- 3.12** Consider advantages and disadvantages of extending Heritage Agreement Area



- Legend**
- Existing Trail Network
 - Proposed New Reservoir Loop Trail
 - Remove Trail & Rehabilitate bushland
 - Control Point to Heritage Area
 - Proposed Zones



7.3 Enhance education potential



7.5 Investigate access to reservoir for water play

4. RESERVOIRS

- 4.2** Consider water quality and ecology monitoring
- 4.3** Consider aquatic and semiaquatic vegetation surveys and potential supportive measures to improve this environment.
- 4.4** Consider refuge island within reservoir
- 4.5** Investigate recreation opportunities where appropriate
- fishing / yabbying (to be regulated)
 - kayaking
 - boardwalk / jetty / pier
 - separate splash area.
 - seating

5. FIRE MANAGEMENT

- 5.3** Investigate potential future uses
- Trails for dog walking, orienteering and cycling (outside of Heritage Area - potential along Kenton Valley Rd portion)
 - Native grass establishment (erosion control on steeper grades)
 - Other locations for outdoor education group gatherings
- 5.4** Include fire management education through various media and tools.

6. RECREATION AND PLAY

- 6.1** Ensure Inclusive Play and Equitable access in play space areas
- 6.2** Investigate Junior Nature Playspace
- 6.3** Consider Neighbourhood level playspace
- 6.4** Additional furniture to support larger group sizes (I.E. large shelters, gathering spaces etc), including drink fountain
- 6.5** Flat grass area great for games
- 6.6** Consider Recognition Project for bushfire

7. ACTIVATION

- 7.2** Enhance Picnic facilities including large shelters
- 7.3** Enhance education potential for park
- 7.5** Investigate access potential to southern reservoir to permit water play
- 7.6** Investigate access potential to southern reservoir to permit water play, functions or Community events. Potential to expand undercover area to connect with reservoir
- 7.7** Review accessibility of existing public toilets, the building and all proposed infrastructure improvements and additions must comply with the relevant Australian and Disability VStandards (AS 1428.1-2009, Disability (Access to Premises – buildings) Standards 2010 and other disability rights recommendations.)
- 7.8** Consider art installations, programs and/or projects and collaborations with Fabrik which encourage connection with the natural environment and contribute to the visitor experience

8. ENTRY / ARRIVAL

- 8.1** Investigate carpark upgrades including overnight RV stays
- 8.2** Investigate Accessible connectivity from carpark to the rest of the park.
- 8.3** Enhance Entrance statements (align with 2.3 Signage Strategy and consider 7.7 art installations)



2.1 Establish clear Trail hierarchy to inform types and access



6.2 Investigate Nature Playspace



7.2 Enhance Picnic facilities, including large shelters

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.2

Responsible Officer: John McArthur
Manager Sustainability and Emergency Management
Infrastructure and Operations

Subject: Green Organic Service Options

For: Decision

SUMMARY

Council's 2020-24 Strategic Plan contains a priority action to explore more green organic service options to achieve improved environmental and financial outcomes. In response to this priority action, a high level review has been in progress and options identified for further analysis. To assist, identify and analyse options for green organic service options external expertise was engaged to work with staff. This report provides the outcome of the review undertaken and recommends next steps.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
 2. That the budget for free green organic drop off days be increased to \$138,600 as part of the 2021/22 Annual Business Plan and Budget.
-

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal A valued Natural Environment

Objective N4 Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework

Priority N4.2 We will explore more Green Organics options to achieve improved environmental and financial outcomes

The review of green organic service options is aligned with Priority N4.2 and aligns with Council's Resource Recovery and Recycling Strategy.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

Increasing the funding for free green organic drop off days will assist in mitigating the risk of:

Not responding to the findings of the review into green organic options leading to community dissatisfaction.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Medium (3C)	Low (2D)

Implementing findings of the review of green organic options cognisant of other Council service delivery priorities will assist in mitigating the risk of:

Implementing findings of the review of green organic service options in isolation of other Council service delivery priorities leading to community dissatisfaction.

Inherent Risk	Residual Risk	Target Risk
High (4C)	High (4C)	Low (2D)

Adopting the report recommendation will result in a new control to increase funding for free green organic drop off days whilst taking into consideration other service delivery priorities.

➤ **Financial and Resource Implications**

The financial and resource implications required will vary dependent upon what Council ultimately adopt. Each of the options are discussed in detail in the Analysis section of the report including high level indicative cost estimates to provide the service.

If Council resolve to do more detailed analysis of one or more of the options identified there will be a need for additional financial resources to provide the capacity and expertise to undertake this work. Further detail regarding estimates of the additional resource required is provided in the Analysis section of the report.

Having regard to the financial impact to Council of recent events including bushfires and COVID-19 and with Council's relatively low operating surplus, recent work undertaken in developing the 2021-22 LTFP considered options that could assist Council's ability to absorb these types of events and the associated expenditure impacts without significantly impacting on the delivery of Council's Strategic Plan outcomes and full range of services and activities.

This resulted in changes to the draft 2021-22 LTFP to reflect a desire to improve Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure. As such, any Council decision to increase the cost of green organic services needs to be cognisant of Council's stated desire to improve the Operating Surplus and is therefore likely to require a rate increase over and above that proposed in LTFP to meet updated financial sustainability targets.

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

Subject to what Council adopt in response to this report there is opportunity to increase the level of green organic service provided to the community.

➤ **Sustainability Implications**

An increase to the service level provided for green organic disposal will provide greater opportunity to dispose of organic material which will, subject to what option is selected, lead to less green waste being disposed of via landfill.

➤ **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: Sustainability Advisory Group

Administration: Sustainability Officer
Waste Management Coordinator
Acting Director Infrastructure and Operations
Manager Financial Services

Community: Community engagement was undertaken (refer Analysis section)

2. BACKGROUND

The current green organic service provision provided by Council is:

- Food and garden organics bins (FOGO bin) are collected from the kerb fortnightly from households in township areas (~10,500 households)
- Kitchen caddies are provided upon request to any resident (regardless of property location) to assist them with appropriate food scrap recycling
- Free green organic drop off days are held throughout the year (~14 days per year) across three sites (Woodside, Gumeracha and Heathfield)
- Residents without FOGO kerbside bins (predominantly outside of township areas) are eligible to receive two vouchers per financial year to dispose of organics at the Heathfield Resource Recovery Centre (HRRC)
- Bushfire recovery green organic services in response to major bushfire emergencies

A high level review of options available was undertaken to identify what, if any, options justified more detailed analysis. This approach was taken rather than undertaking an in-depth analysis of each option identified which would have been cost prohibitive and beyond the resources available to undertake the review.

The review undertaken involved two major elements, these being:

- Community engagement
- Identification and analysis of options available

At the Annual Business Plan and Budget Workshop held with Council Members on 26 March 2021 the budget papers relating to the green organic service noted a review was in progress and that subject to direction of Council Members there may be an increase in financial resources for green organic services.

3. ANALYSIS

Community Engagement

Community engagement was undertaken between 6 October and 6 November 2020. The engagement undertaken involved an online survey, social media, e-newsletter, Courier headlines, roadside signs and direct emails to those who had previously expressed interest in green organics.

In response to the engagement undertaken 203 survey results were received, two people left ideas and there were responses to a quick poll and social media posts. A Green Organics Consultation Report has been produced (**Appendix 1**) providing further detail on the engagement undertaken and the results obtained.

In summary the community engagement undertaken identified positive support for the following key themes:

- More frequent green organic bin collection (weekly) – especially in the lead up to bushfire season
- Free green organic drop off days more frequently (either weekly, fortnightly or monthly)
- Green bins made available to all residents (95% of residents without a bin wanted one)
- Mulching service
- Incentives such as free mulch / compost
- More education about what goes in which bin
- Free / subsidised compost bins / worm farms
- More statistics and data transparency on bin performance and recycling / reducing waste to landfill
- Request for free kitchen caddy and bin liners
- Support for residents without the means to get to a free green waste day

The engagement undertaken advised that further community engagement would occur prior to this matter being considered by Council. Now that options have been identified it is not considered necessary at this point to undertake further consultation as direction is required from Council. If Council resolve to undertake more detailed analysis of one or more of the options further community engagement can be undertaken specific to the options endorsed to be further explored.

Green Organic Service Options

The options presented below have been developed through high level analysis (excluding Option 1) to provide guidance to what options are worth exploring in more detail. Option 1 recommends a doubling of current service levels and detailed analysis of this option was not required as the details of providing this service are already known. The options are categorised in three areas, these are:

- The recommended option
- Options that could be considered further
- Options that are not recommended to proceed or are being addressed through other activities.

Where a cost estimate has been provided below it has been shown as the additional average cost per annum over a 10 year period to provide a more realistic indication of the cost over time rather than just year 1. The costs provided are estimates only based on high level review. Detailed analysis would be required to provide a more accurate cost forecast.

Recommended Option

Option 1 – Description - Hold free green organic drop off days every fortnight (a doubling of the current service level) from approximately 14 days per site (3 sites) to ~ 26-28 days per site (3 sites)

Average additional per annum cost over a 10 year period - ~\$75K per annum assuming tonnes disposed double and no loss of income (if this were to occur) from fee paying customers at the HRRC. This amount equates to a 0.2% rate increase. This cost is based on doubling the current budget and may vary subject to volume of disposed material.

Community Engagement Alignment - An increase in free green drop off days was strongly represented in the results of the community engagement undertaken.

Pros - Currently there is approximately 640 tonnes per annum collected through green organic drop off days. Therefore, an increase in days would lead to additional green organic disposal and fuel reduction. An increase in days also increases convenience for residents and may lead to increased diversion from landfill given there would be less need to place green organics in the residual waste bin.

Cons - Higher costs and resource requirements for 3 facilities to be open more frequently, and this option still requires residents to bring product to facility.

Comment – The free green organic drop off days are a popular service with 4,600 drop offs (vehicles through the gate) made thus far in 2020/21, in 2019/20 7,000 drop offs were made (high number due to Cudlee Creek fire) and in 2018/19 3,700 drop offs were made. Further, whilst there is still demand for this service to be provided in the current financial year the budget for free green organic days has been fully spent resulting in no further days being provided.

Option 1 is recommended as the ongoing costs are lower than the other options and was one of the more sought after services identified through the community engagement. The current draft budget for green organic disposal in 2021/22 is \$69,300. It is recommended this budget is doubled to \$138,600 to provide for a fortnightly free green organic drop off service.

Options 2 and 3 listed below could be explored further if additional resources were provided to undertake a more detailed analysis. The kerbside food and garden efficiency rate referred to in the options below is the proportion of food and garden material discarded in kerbside green organics bins, out of the total food and garden material discarded in all kerbside bins. The current Business as Usual (BaU) kerbside food and garden efficiency rate is 48%.

Option 2 – Description - Expand kerbside FOGO bin to all residents to ensure equity in kerbside services

Average additional per annum cost over a 10 year period - ~\$250K per annum. This amount equates to a 0.6% rate increase.

Community Engagement Alignment – There was a strong theme in the community engagement results for a green organic bin to be provided to all properties.

Pros - Kerbside Food & Garden efficiency rate of 71% (23% improvement on BaU). Tonnes per year in green waste collected increase to 5,700 from 3,900. Landfill tonnes per annum reduce by 350. Equity and access to all residents, potential for increased organic diversion, community satisfaction with service, slight decrease in landfill disposal and potential reduction in backyard burning.

Cons - Net increase in cost, diversion may be small if resident's disposal habits do not change and bin banks having more bins.

Comment - Given the feedback received and the benefits of expanding the kerbside service to all residents, Option 2 may be worth exploring, however this would require an ongoing increase in costs if implemented. An estimated cost to further explore this option is \$40,000 to \$50,000. This work would need to be extensive as it would be used to make a recommendation to Council to provide a green organic bin to all properties or not. Key tasks would include a detailed cost benefit analysis informed by, but not limited to, a targeted survey of a representative portion of intended recipients of the service and field trials of actual bin usage behaviour.

Option 3 – Description - Allow proclaimed weeds disposal at Heathfield Resource Recovery Centre (HRRRC).

Average additional per annum cost over a 10 year period - Requires detailed analysis to determine costs. Cost would be significant given the need to either compost on site or transport off site for composting.

Community Engagement Alignment – Allowing proclaimed weeds to be disposed of at the HRRRC did not feature highly in the feedback received. Nonetheless this matter has been raised with staff previously.

Pros - Additional diversion of weeds, reduced checking time at HRRRC, potential for reduced burning, reduced fuel loads, reduced risk of contamination of mulch, potential saleable product and simplifies community messaging of what can be disposed of.

Cons – Composting required either on site or offsite, increased costs to process would need to be passed onto customer and this option leads to reduced volumes of mulch produced onsite and sold (could be offset by selling compost).

Comment - An estimated cost to further explore this option is \$10,000 to \$15,000. This work would require modelling to forecast tonnes, community engagement to ascertain the likely take up rate if a proclaimed weed service was provided and a trial to measure actual usage.

Options Not Recommended

The options listed below are not recommended to be pursued any further. Reasons for this are provided for each respective option.

Option 4 – Description - Implement year-round garden organics drop-offs to make it more convenient to dispose of organics.

Average additional per annum cost over a 10 year period - ~\$224K per annum plus processing costs of additional volume and lost revenue from HRRC. This amount equates to a 0.6% rate increase. This cost estimate does not include processing costs nor revenue lost from fee paying customers at HRRC which is likely to occur under this scenario. The additional processing costs for this option have not been included as it is not feasible to predict additional tonnes per year from implementing all year-round garden organics drop-offs. Accordingly these costs, which could be significant, would need to be added to the figure of \$224k.

Community Engagement Alignment – All year round organic drop off days featured in the feedback received but not to the same extent as other options.

Pros - Convenient for residents, may increase diversion and lower foliage volumes – reduced fire risk, captures large organics that do not fit in kerbside bins.

Cons - Higher costs and resource requirements for 3 facilities to be open all year and requires residents to bring product to facility.

Comment - A discounted fee for service could be considered to reduce costs.

Option 5 – Description - Establish a garden organics pick-up service 3 times a year (using bulker bags) for 5,000 residents who do not have a kerbside green organics service.

Average additional per annum cost over a 10 year period - ~\$860K per annum. This amount equates to a 2.2% rate increase.

Community Engagement Alignment – Kerbside pickup (non green bin) of green organic material was raised as a service some residents wanted.

Pros - Kerbside Food & Garden efficiency rate of 70% (22% improvement on BaU). Tonnes per year in green waste collected increase to 5,700 from 3,900. Convenience for residents as material collected from their property, lower bushfire risk and captures organics that do not fit into kerbside bins.

Cons – It is not anticipated landfill tonnes would reduce given the frequency is only 3 times per year and therefore green organics would continue to be placed in the residual waste bin. No additional food scrap diversion achieved, significant labour and time required, cost would increase substantially, over limit presentations and complaints if debris left on kerb.

Comment – This option is not recommended as the cost of this service is significant when compared to Option 2 that has a slightly better kerbside food and garden efficiency rate of 71%. A discounted fee for service could be considered to reduce costs.

A further option is to provide a bulker bag service to 2,500 residents which would cost in the order of ~\$430k with a kerbside food and garden efficiency rate of 49%. This amount equates to a 1.1% rate increase. This option would result in tonnes per year in green waste collected increasing to 4,800 from 3,900.

In addition to the options 1 through 5 outlined above 3 other options considered were implement a user-saves model, expand the current education campaigns and provide kitchen caddies to all properties with a green organic bin. Each of these options is already being partially implemented or planned to be explored and therefore are not included in the high level analysis above. A summary of each of these options is provided below.

Implement a user-saves model

This model gives residents the opportunity to reduce their waste costs that are currently embedded in council rates. There are potential savings for the resident when recycling more and wasting less. The draft three year strategic initiatives rolling budget has an allocation of \$25k to explore this option in 2023/24.

Key benefits of a user saves system include high diversion outcomes, communities embrace user- saves models (as demonstrated by overseas models) and can be perceived as more equitable by households as they only pay for what they throw away. Some key issues with user saves systems include limited experience in Australia of this model, significant resourcing for communication and community engagement and high start-up costs and logistics of equipment.

Expand the current education campaigns

In response to a 2020/21 CEO Performance Target ‘Kerbside Waste Audit and Education Program’ information from kerbside waste audits is currently being used to inform the development of an ongoing education program to reduce recycling contamination and reduce waste to landfill. Given this work is in progress and the outcome will include education relating to green organics it is not recommended to undertake any further work on education programs at this point in time.

Provide kitchen caddies to all FOGO residents (10,800 residents) to increase food recycling.

This option would involve providing a kitchen caddy to all properties with a green organic bin (~10,800 residents) to increase food recycling. In excess of 2000 caddies have been provided currently. Caddies are available to anyone who requests them regardless if they have a green organic bin or not.

This option is not recommended as it will lead to the rollout of some 8,000 caddies which if not used will be discarded. This outcome does not align with Council’s sustainability, waste reduction and financial goals. Alternatively, the Administration will increase awareness of the free availability of the caddies through the Kerbside Waste Audit and Education Program outlined previously.

Options Summary

None of the options analysed led to improved financial outcomes with all alternatives explored requiring additional funding. Option 2, expand kerbside FOGO bin to all residents, would result in reduced material disposed of to landfill, however the saving in landfill disposal costs was more than offset by increased green organic collection and processing costs. The recommended option to increase the number of free green organic drop off days would assist property owners to further reduce fuel loads and therefore would result in improved environmental benefits relating to bushfire prevention and mitigation.

Further exploration and implementation of Option 3, allowing proclaimed weed disposal at the HRRC, would encourage property owners to remove these weeds which in turn would benefit the environment through less spread of these pest species.

In considering green organic options for the community a number of often competing elements need to be considered and balanced, these include:

- Community needs
- Shared responsibility
- Environmental benefits
- Financial implications
- Current green organic service provision
- Other services provided by Council

It is considered that the recommended option to double the green organic drop off days strikes a good balance between the elements outlined above.

4. OPTIONS

Council has the following options:

- I. Increase the budget available for free green organic days to allow an increase in service level (Option 1). This is the recommended option as it strikes a balance between the community's green organic service needs and other service delivery priorities.
- II. Provide a budget to undertake more detailed analysis of Option 2 (green organic bin to all properties) and 3 (accept proclaimed weeds at HRRC). This is an additional option noting Options 2 and 3 will have significant ongoing costs if they were implemented.
- III. Undertake further analysis of Option 4 (year round green organic drop off) and 5 (garden organic pick-up service 3 times a year). This option is not recommended given the significant costs involved.
- IV. Make no changes to the green organic service. This option is not recommended given the demand for green organic services and the fuel reduction benefits obtained through the free green organic drop off days.

5. APPENDIX

- (1) Consultation Outcome Report

Appendix 1

Consultation Outcome Report

2021

Adelaide Hills Council

www.engage.ahc.sa.gov.au



[GREEN ORGANICS CONSULTATION REPORT]

Green Organics Consultation Outcomes Report

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2. Summary

Purpose of this report

This report contains a summary of feedback received as part of the Stage 1 Green Organics Consultation undertaken between 6 October – 6 November 2020. The intention is for this report to be made available to anyone who participated in the consultation as well as on the engagement page for anyone to view.

Background

Council has commenced a Green Organic Scoping Study. Part of the study involves public consultation to help inform options for the future.

Recycling food and garden organic waste offers significant environmental and economic benefits.

Recovered food and garden organic waste can be turned into valuable nutrient rich products (compost and mulch) which help increase soil quality and water retention. Diverting these items from landfill also creates jobs and reduces disposal costs.

Adelaide Hills Council offers its residents a number of options to encourage and enable recycling of food and garden organic waste.

- Food and garden organics bins (FOGO bins) are collected kerbside fortnightly from households in township areas (~10,000 households) and sent to a compost facility.
- Free green organic drop off days are held throughout the year (~14 days per year) across three sites.
- Residents without FOGO kerbside bins, (predominantly outside of township boundary areas), are eligible to receive two vouchers per financial year to dispose of organics at the Heathfield Resource Recovery Centre.

We engaged the local community in this first stage so we could understand views about food scrap and garden waste in the Adelaide Hills Council area. *What does the Community want in regards to green organics and food scrap disposal?*

We wanted ratepayers to let us know:

- How they currently dispose of their waste
- What Council waste services they use
- If they are satisfied with current Council waste services
- What suggestions they have for diverting food scraps and green waste going to landfill

Participation

Feedback could be provided in a number of ways and yielded the following results:

Type of feedback channel	Number of responses
Online survey	203
Email & Online ideas tool contribution	5
Total	208

3. Consultation approach

Our engagement approach aimed to collect and collate community feedback about how people dispose of their green organics, what they dispose of, their satisfaction with the current Council green organic services and their suggestions for the future.

This was done through an online survey, social media, e-newsletter, Courier headlines, roadside signs and direct emails to those who had previously expressed interest in green organics.

What we asked in the survey

A survey was developed which contained 15 questions, 8 of these were closed questions and 7 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, Courier
- Hills Voice: your Adelaide Hills eNewsletter
- AHC social media (Facebook, Twitter)
- Direct emails to key stakeholder and community list (those who had previously expressed interest)
- Road side signs throughout the district

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 during the consultation period 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 / emails
3. Quick polls
4. Social media posts
5. Phone calls

Each section recaps the number of responses received and then looks at responses to each survey question.

5. Online survey

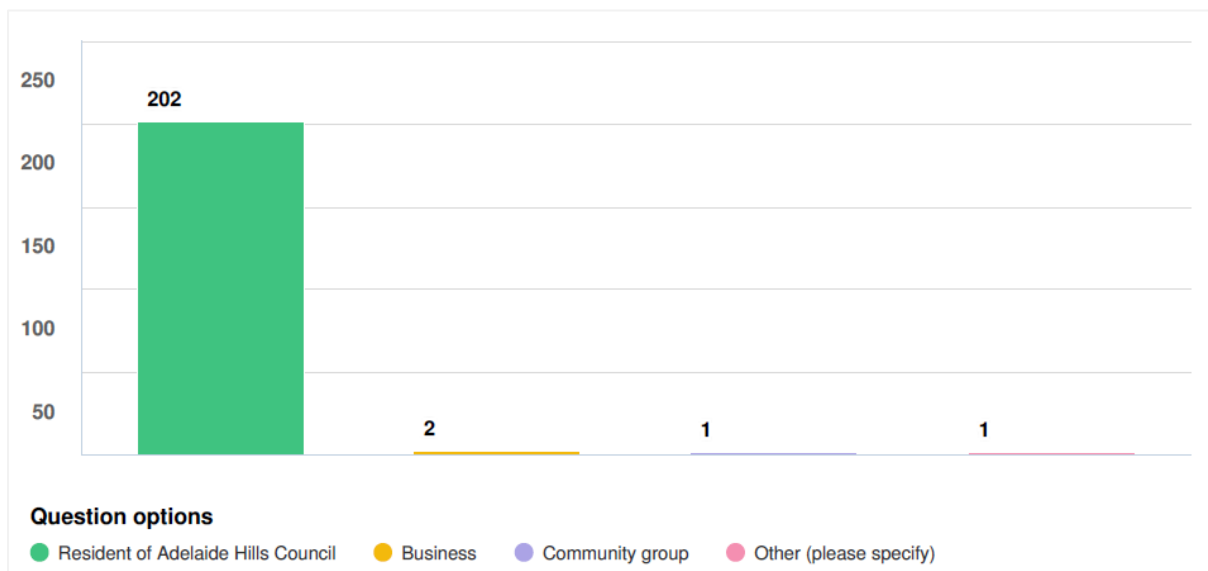
There were 203 online survey feedback responses as part of the consultation.

Where data has been deleted for anonymity reasons this is marked by [...].

Question 1 asked people to identify if they were a resident of the Adelaide Hills Council, a business, a community group or other.

As indicated by the respondents: 202 were residents of the Adelaide Hills Council, two were businesses, one community group and one person indicated 'other' stating *'my parents have lived in Uraidla for [...] years. I help maintain their property'*.

Figure 1: Question 1, Are you responding as a:

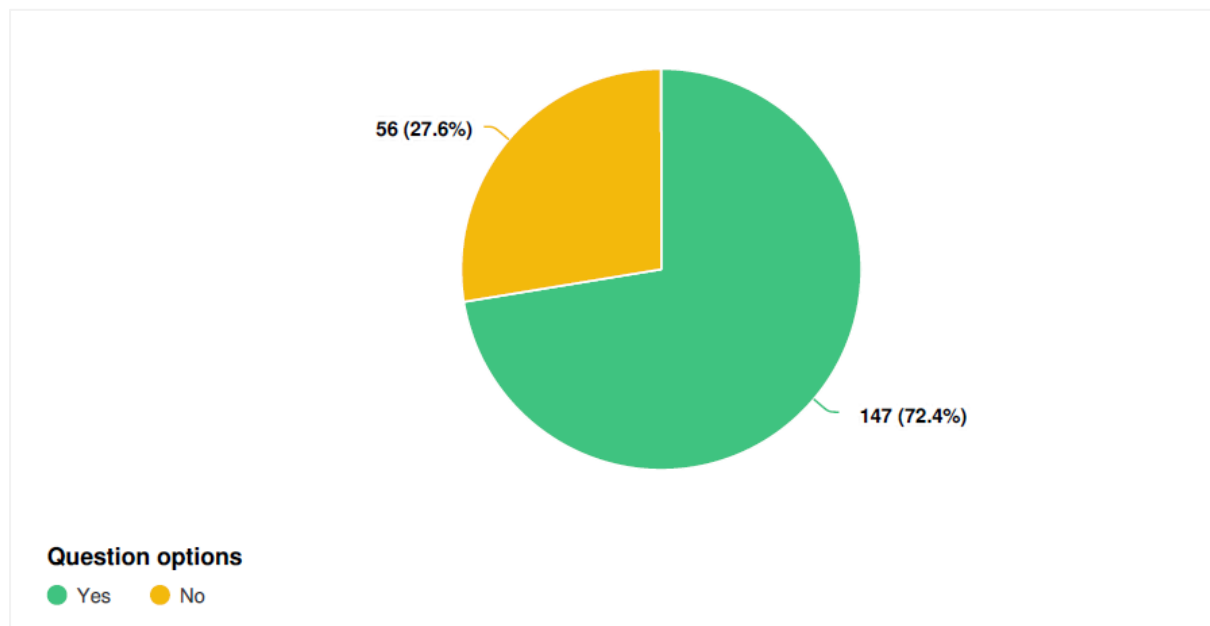


Question 2 asked those who responded as 'business' how they currently dispose of organics? Of the two businesses who responded one said they use a commercial composter and the other said compost at home.

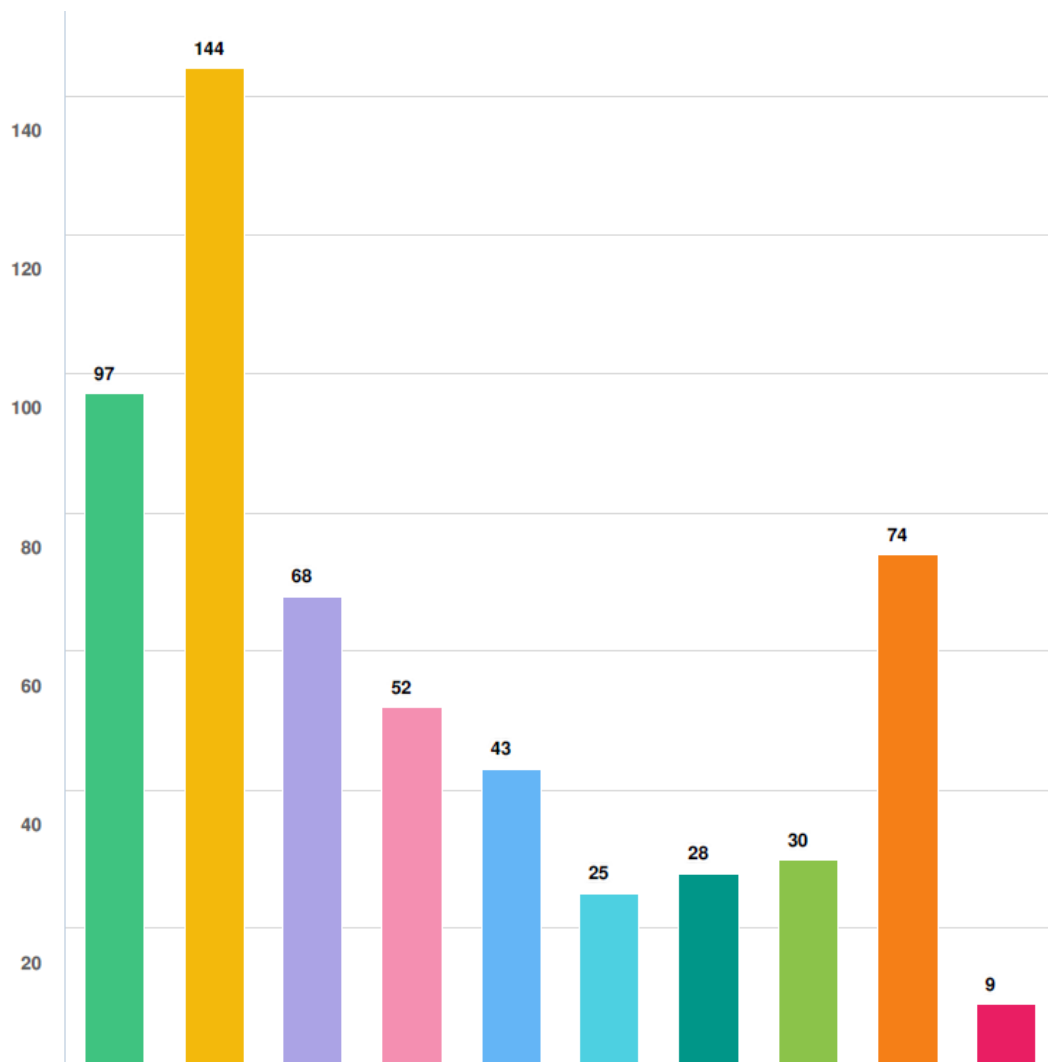
Question 3 asked for the business name which has been redacted for this report so businesses remain anonymous.

Question 4 asked whether the respondent has a green organics bin. Of the 203 that responded 72.4% said they do have a green bin while 27.6% said they do not.

Figure 2 Green organics bin ownership



Question 5 asked those people who said they had a green organics bin, what they put in their green organics bin.



Question options

- Food scraps
- Garden pruning (leaves, branches, flowers, weeds, grass etc)
- Paper towels / tissues
- Greasy pizza boxes and paper bags
- Pet waste (not in plastic bags)
- Egg cartons
- Hair and nail clippings
- Paper, including loose newspaper
- Coffee grounds and tea bags/leaves
- Other (please specify)

Of the 147 responses, 25% said they place garden prunings (leaves, branches, flowers, weeds grass etc.), 17% said they place food scraps and 12% said they place coffee grounds and tea bags/ leaves.

Of those who answered other (n=9) responses included:

- Bamboo paper plates when we have a bbq
- Guinea pig cage clean out
- Ash from fireplace
- Dead animals (not very often)
- Loose newspaper, shredded paper (not newspaper unless wet)
- shredded paper (not thermal printed receipts which I have just learnt)

- Paper, including loose newspaper, compostable cups and packaging.
- Pet waste in biodegradable bags, cat litter

Question 6 asked what people were most unsure about putting in their green bins and 85 people responded to this question.

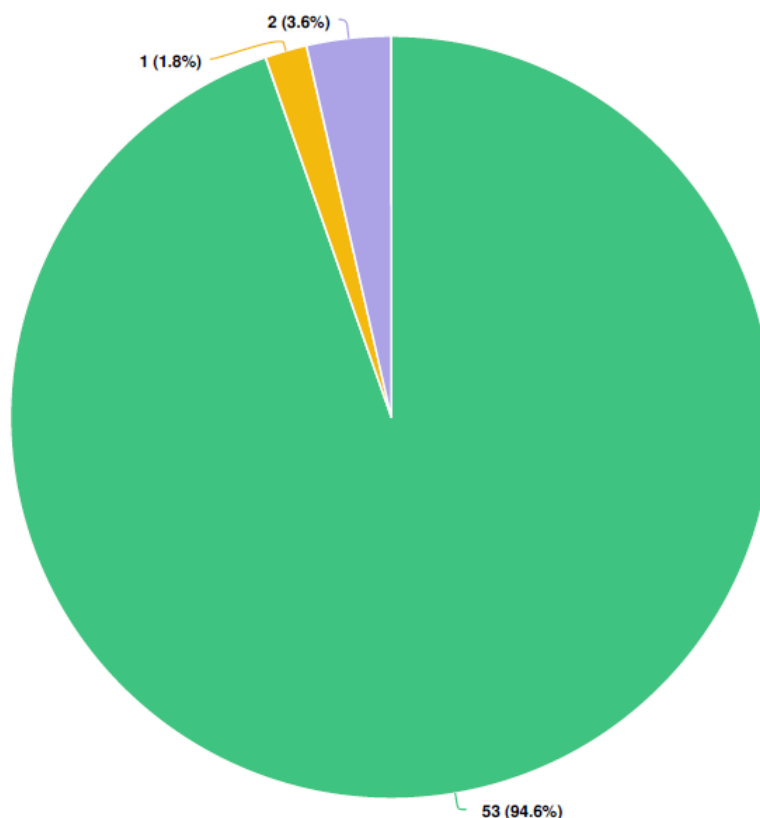
Respondents are encouraged to take a look at the Which Bin website. <https://www.whichbin.sa.gov.au/>
The site outlines what goes in which bin.

Table 1: What people are unsure of putting in green bin

Items respondents are unsure about	Council response
1. Cardboard	Recycling bin
2. Clothing / fabric	If in good condition pass onto family or charity shops. If in poorer condition consider using for dog bedding or donating to mechanical workshops for rags. Some businesses offer fabric recycling. Last resort to landfill bin.
3. Compostable green bags	Yes – organics bin
4. Cooked food waste	Yes – organics bin
5. Dead animals (e.g. rats)	Yes- organics bin
6. Degradable doggy bags	Must be compostable to go into a green organics bin not degradable
7. Egg cartons (including those with plastic labels)	Yes – organics bin or recycling bin if clean
8. Fire place ash	Yes – organics bin
9. Food scraps	Yes – organics bin
10. Items labelled biodegradable (incl. biopak compostable products)	Yes, must be compostable to go into a green organics bin not degradable .
11. Meat and bones (incl. meat that has gone off)	Yes – organics bin
12. Newspaper	Can go into green organics bin but if clean place into the yellow lidded recycling bin. Do not tie with string or place in a plastic bag.
13. Paper (different types)	All paper can go into the recycling bin. Even glossy paper.
14. Paper bags	Clean paper bags into the recycling bin. Soiled by food paper bags into the organics bin.
15. Paper based kitty litter	Yes but the packet must say compostable not bio degradable .
16. Paper towel and tissues	Yes – organics bin
17. Pet waste (including chicken poo)	Yes – organics bin
18. Pizza boxes	Yes – is soiled organics bin if very clean recycling bin.
19. Shells	Yes – organics bin
20. Size of prunings and types of plants (weed seeds, Declared weeds Rose and blackberry prunings, Ivy, African weed orchid)	No limit to size of prunings to go into the organics bin however the lid needs to be fully closed and bin not weighing more than 60kg when presented on the verge for collection.
21. Soil	No soil should not go into the organics bin. Landfill only. Small quantities around the root ball of plants is ok.

22. Tea bags (that contain plastic)	No – these tea bags need to go to landfill
23. Vacuum cleaner waste	No – Landfill bin only as may contain small quantities of plastics.

Question 7 asked those people who indicated they did not have a green bin, if they were supplied one would they use it? Almost 95% said yes they would.



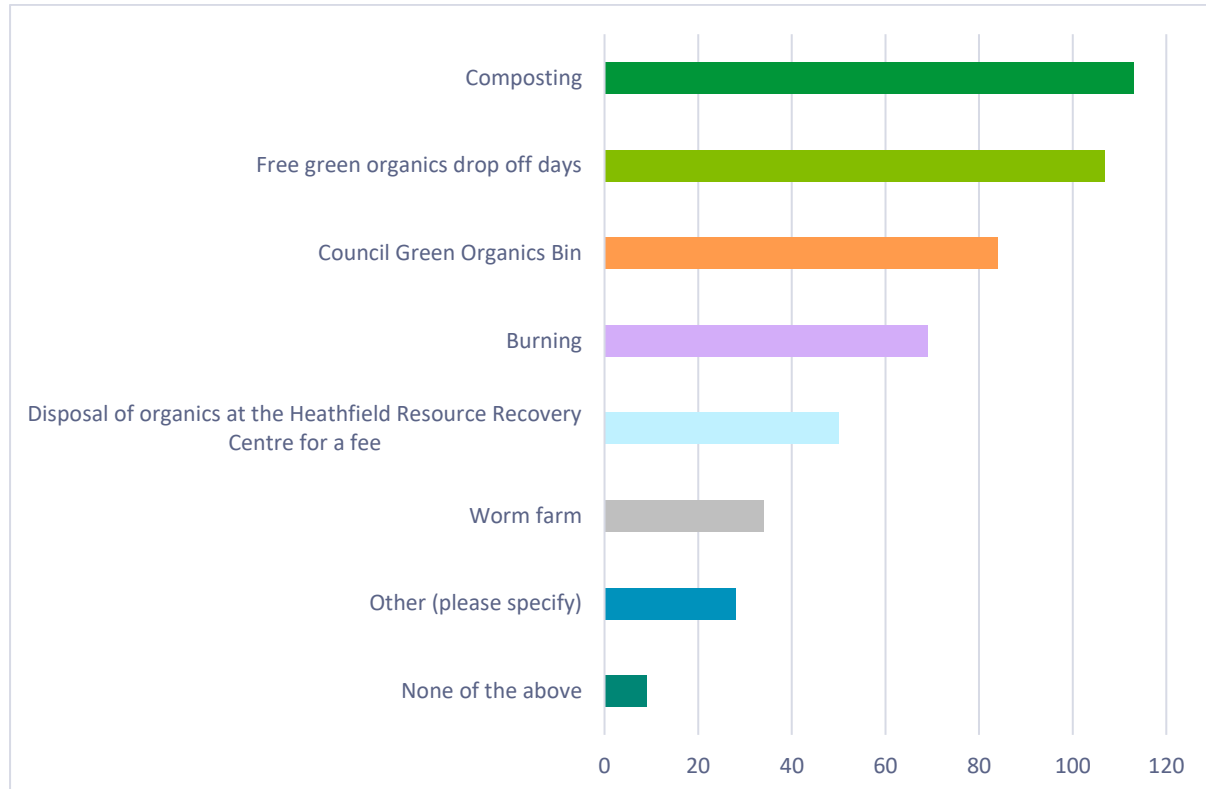
Question options

● Yes ● No ● Not sure

Question 8 asked those people who answered no to question 7 why they do not use a green bin and one person responded stating 'green waste is composted, tree branches etc are burnt).

Question 9 asked people to indicate what other green organic disposal options they use. Of the 203 responses 23% indicated they use composting, 21% said they use free green organics drop off days, 17% said they use council green organics bin and 14% said they burn their green waste.

Table 2: Organic disposal options used by respondents



In addition, 28 people responded saying 'other' and responses included:

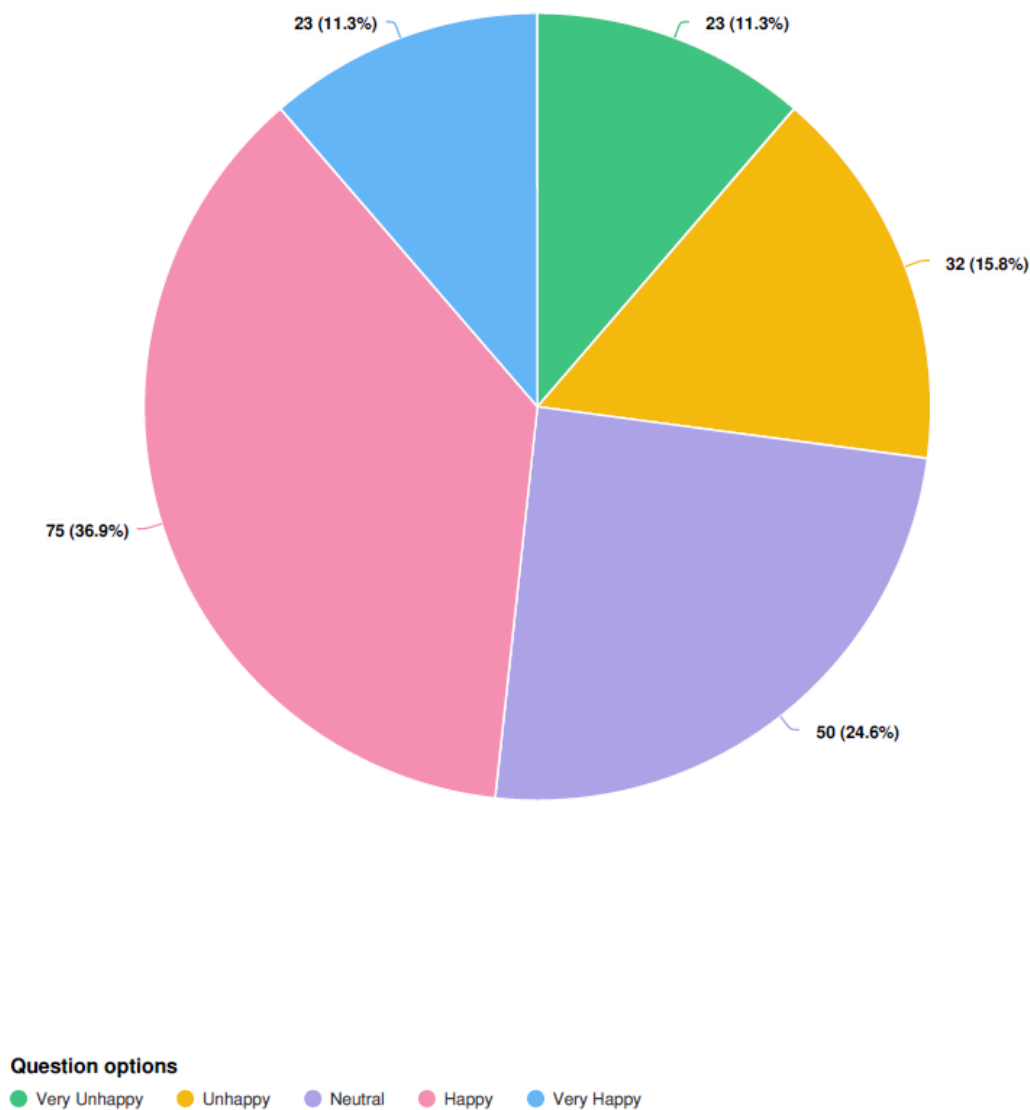
- Chickens x 9
- Mulching x 6
- General waste bin x 5
- Pay for 2 green bins x 2
- Recycle tea bags/leave and coffee back onto my garden
- Tree branches etc stored and use in combustion wood fire in winter
- Large skip in about 3 times a year
- SUEZ waste services

Question 10 asked what suburb respondents live in and 203 people responded to this question.

The highest response rates were from Bridgewater (40), followed by Aldgate (22), Stirling (19), Crafers (12), Woodside (10), Summertown (9) and 5 responses from Lobethal, Kersbrook, Balhannah and Ashton. There were an additional 27 responses from residents in the Adelaide Hills Council who represented less than 5, these are listed in **Appendix A**.

Question 11 asked how satisfied people are with current Council green organics services and 203 people responded to this question. 37% said they were 'happy', 25% said they were 'neutral', 16% said they were unhappy, 11% said they were very happy and 11% said they very unhappy.

Table 3: Satisfaction with Council Green Organics Services



Question 12 asked people to tell us a bit more about their satisfaction with Council green organics services. 177 people responded to this question and a summary of their feedback is listed in Table below.

Table 4: Comments about satisfaction with green organics services

Satisfaction	Comments
Very happy	<p>Respondents stated the services work, that they are pleased food scraps are accepted, frequency and bin size is good, great value and free service, they are very happy with the free waste caddy and compostable bags.</p> <p>Recovery centre service is good, managed well, smooth process, no long queues, staff are helpful. Good number of free green waste days.</p> <p><i>"I think it's great. The only thing that would be better is getting it collected weekly!"</i></p> <p><i>"The frequency is good. Bin size good. Our property generates a lot more green 'material' (large garden) but we do our own mulching, have compost bays and compost worm farms. If we didn't I imagine we would of needed to take many, many trailer loads to tip to avoid burning off."</i></p> <p><i>"Not having access to a car with a tow bar we have to use the green bin. It's been a life saver."</i></p> <p><i>"The number of free green waste days and the way the Heathfield facility is managed on these days is appreciated."</i></p> <p><i>"We live in a high bush fire risk area- lots of bush very close to the property. So it is absolutely essential to us to be able to have the kerbside green organics collection so we can keep the property as clear as possible of weeds, branches etc."</i></p>
Happy	<p>Respondents stated they were happy they could access a second green bin for a fee, weekly green bin services would be preferred (even if seasonally in preparation for fire season),</p> <p>Suggestions for hard rubbish to be picked up fortnightly if green bin could be picked up weekly. Also suggestion for roadside pick-up for large limbs/ branches and more free green waste drop off days. Bigger green bins were also suggested and more clarity on free green pick up dates and what can/ cannot go in the green bin. Requests for additional green waste vouchers and more frequent free organic waste drop off days or days outside the 'normal' schedule.</p> <p><i>"We currently have 2 green waste bins. We can currently burn on site to clear larger fallen branches. We mulch on site, compost and worm farm."</i></p> <p><i>"Would prefer to have my second bin as a free service - since fuel reduction/fire prevention is so important."</i></p> <p><i>"It's great to have a green waste pick up, but collection needs to be more frequent given we are in a bushfire prone area. We could fill our green bin weekly & that is with 4 compost bins."</i></p>

Satisfaction	Comments
	<p><i>"As an active member of the CFS, I am conscious of minimising fuel load on our property. Yesterday, the free green day at Heathfield enabled me to take a couple of loads of green waste."</i></p> <p><i>"The free green organic drop off days are of great value and very worthwhile as they enable residents to clear and tidy properties removing significant fuel loads from around homes. However, this service should be provided every 2-3 weeks all year round as this is an ongoing necessity, not just a spring and summer function."</i></p> <p><i>"Generally happy. I am educating my neighbours on what can and cannot go in the green bin. Perhaps council could do some more education. The kids 'get it' as this is now second nature."</i></p>
Neutral	<p>Respondents stated they would like green waste collection to be weekly especially prior to fire season. Suggestions made included education sessions and letter box drops to educate around recycling and green bins, there were comments that online information is confusing. Respondents also wanted to see more free green waste drop off days as the current days are limiting and more vouchers for those without green bins.</p> <p>Respondents felt that a weekly green bin service would avoid them burning green waste.</p> <p><i>"Bin always get collected but I would love for it to be weekly. With gardens the size they are in the area, there is lots of garden waste that does not fit in the bin. Our bin is always full with a pile waiting to go in it."</i></p> <p><i>"We do not use green waste drop off days anymore as there was a traffic jam the couple of times we went."</i></p> <p><i>"I am not happy with the service as I do not have access to a green organics bin and I am not unhappy as I can still burn my green waste. Having a green organics bin would cut down on the amount of burning I would need to do which would assist with air quality."</i></p> <p><i>"I do not like putting food scraps or dog poo unbagged in green bin during summer months due to smell. I do not have a trailer so cut up all garden clippings for fortnightly service. I would prefer green bin weekly, blue bin fortnightly. I would avoid having to burn off if green bin was weekly."</i></p> <p><i>"People in high risk fire zones would benefit from weekly green organic services, and fortnightly blue bins instead of weekly. More Green pick-up and less blue pick-up would make me VERY HAPPY."</i></p> <p><i>"I walk a lot and see SOOOO many landfill bins overflowing with recyclable and compostable items. There needs to be a system of accountability/monitoring/education, as far too many people either don't know or have no motivation to do the right thing."</i></p>

Satisfaction	Comments
	<p><i>"Stopped using the green bin for food waste because it's not collected often enough and the bin starts to smell and breed maggots and flies, particularly in summer."</i></p> <p><i>"I generally have more green waste than I can fit in my bin. I wish there was a local service closer to home. It is hard for me to get to green drop off days with a young family and I have to borrow a trailer. I wonder what people do with no tow bar."</i></p>
Unhappy	<p>Respondents felt the limited availability of drop off days and the need to have a suitable vehicle were barriers to dealing with green organics. More green bin pick-ups and less landfill bin pick-ups were requested in order to adequately manage bushfire preparation.</p> <p>Children sport impacted availability of residents to drop off green organics and so a preferred method would be a voucher system that can be used at anytime.</p> <p>Many residents stated they did not want to burn organic waste but felt this was their only option.</p> <p><i>"Where no green bin is provided - Resorting to burning green organics individually is adding to emissions and can create unsafe practices for people who are not familiar with how to manage burning green waste. The free drop off days are not always convenient and waste has to be stored until the days are available creating more hazards particularly in bushfire areas."</i></p> <p><i>"Living in the hills, on larger blocks of land, we need more opportunity to get rid off green waste. Fire safety is another issue and trying to dispose of all of the greens to do so is costly."</i></p> <p><i>"We are not allocated a green bin and find this as unfair compared to other residents."</i></p> <p><i>"I think all hills residents should have equal services. We are not on a huge property so we shouldn't be classified differently to a property of similar size in another hills suburb. Also our food waste all goes into landfill or compost currently."</i></p> <p><i>"I hate that clean timber dropped to the Heathfield Resource Recovery Centre is treated as landfill instead of being sent to Jeffries to be turned into mulch. I think this is very poor."</i></p> <p><i>"I have lived in Norton Summit for 10 months now. Coming from the Tea Tree Gully area it was a bug change to adjust to not having a green waste bin. I had a fantastic recycling system now all my food scraps goes into the blue bin 😞 this upsets me and it's not great for the environment."</i></p> <p><i>"With an acre to take care of and, as an aging person, I have no means to access green drop off days, leaving me only with the option of burning. I would like to see a quarterly kerbside pick-up and mulch service - happy to pay. This would make the</i></p>

Satisfaction	Comments
	<i>area safer, with less pollution from bonfires, and help those who are most vulnerable as they age."</i>
Very unhappy	<p>Respondents who indicated they were very unhappy stated they want a green bin. Other comments related to not enough options to dispose of large prunings, large amounts of vegetative debris, stumps and noxious plants.</p> <p>Suggestions included a list of noxious plants with photos sent to all ratepayers annually to assist with identification and how they can be disposed of.</p> <p>Concern people who have no drivers licence, have a disability or are elderly are unable to prepare their property for the bushfire season through the current system. Regular trips to the dump are not always feasible for busy families who play hills weekend sport and work fulltime and there is concern that as the green organics piles build up they create fire and snake risk.</p> <p>Overall the inability to get rid of green organics safely to prepare for the bushfire season was the main concern for respondents.</p> <p><i>"It is very difficult to prepare our property for fire season with no green bin. We are burning what we can and throwing kitchen waste in rubbish but this is very unhealthy for the environment. Green bin services to suburban sized blocks along Paracombe Road are needed and are available on similar sized blocks in nearby Houghton."</i></p> <p><i>"Without a green bin we will remain dissatisfied."</i></p> <p><i>"We are not eligible for a green bin even when we offered to pay for one- for the business. We asked for advice about managing food waste from the environmental health officer with no response other than 'don't create any green waste' this is a cafe/ cellar door. We manage 16 acres total for both our properties, so green waste drop off days for vegetation removal is impossible, we burn, and compost our vegetation. Having a commercial green bin has solved so many issues with rodents etc, and our land fill bin has reduced dramatically. We have felt very unsupported by AHC while we have been doing our best to do the right thing, I know of businesses in the area who just put food waste in land fill."</i></p>

Question 13 asked if respondents have any suggestions regarding green organic services provided by council.

A summary of suggestions is listed by theme in Table 5.

Table 5: Green Organic Service Suggestions

Theme	Summary of feedback
Fee structure (17 responses)	<p>Respondents made a number of suggestions about fee structures for both green organic bins and green organic drop offs. The main suggestion was for free green waste drop off all year round. It was suggested that this would promote cleaning up for the fire season continuously.</p> <p>It was also suggested that free pick-up of bulk green waste is provided for people who don't have access to trailer.</p> <p><i>"Bins allocated on property size i.e. 2 per acre - 1 for less = less administration , free green waste days problematic - what about a flat rate of say \$10 per load for green waste all year round or "free" green waste all year round and a flat \$10 per property on rates Annually?"</i></p> <p><i>"Free weed drop offs at resource recovery centres so weeds are controlled and don't become greater environmental hazard."</i></p> <p><i>"I think that the council should take green waste at the local rubbish dump sites for free at all times. This would encourage members of the community to be more proactive with their bushfire clean ups etc. This would also mean that the council could be harsher with penalties for those who do not ensure their yard is safe. I also think that the council should positively support working groups to clean up the areas they maintain, instead of limiting the amount of times they will come and collect green waste that has been collected. They are saving the council a job by cleaning up particular areas which the council would not have the resources to be able to service."</i></p> <p><i>"I own a business looking after gardens throughout the Adelaide Hills Council area, and find it hard to dispose of excess green waste after filling the green organics bin. Which creates a bush fire, vermin, etc hazard problem. Being in a major bush fire region the 14 or so free organic drop off days are nowhere near enough to reduce the overburden of green waste on many of the properties I work on. The cost to take green waste to local dumps is unaffordable to many clients. It recently cost a customer of mine \$1,080 to clean up their property at ridiculous prices of \$90 per trailer load for green waste to dump. This I believe is unacceptable and the AHC should look into reducing these costs, or provide more free organic drop off days on a regular basis to reduce fire hazards on properties, especially in spring."</i></p> <p><i>"The green waste services are fantastic. I would like to see residents be charged a fee for the use of the general rubbish bins (the landfill type) as an incentive to learn better ways of recycling and consume less plastic, be more conscious about the planet and the impact that we have on the environment."</i></p>
Frequency of green	Frequency of green pick up services was a strong theme. Respondents stated they would like their green bin picked up weekly and their blue landfill bin or recycling bin

Theme	Summary of feedback
organic bin pick up service (41 responses)	<p>picked up fortnightly or even monthly. Suggestions were also made that this increase in frequency could be seasonal, e.g. spring/ summer in preparation for the bushfire season.</p> <p><i>"Green bin should be collected weekly to encourage people to use dispose of green waste properly and efficiently. I feel that a lot of people fill up their green waste bins and are forced to use the general waste bin as well."</i></p> <p><i>"Need weekly collection, especially leading up to fire season. Organic drop off days are inconvenient (no trailer, wrong car), and building a pile of organics in the yard seems counterintuitive."</i></p> <p><i>"What is the offset between the extra truck run vs. the amount of greenhouse gas emissions from the collective 30-50% organic matter in blue bins from non-green bin households?"</i></p>
Frequency of free green organic drop off days (34 responses)	<p>There is strong sense from respondents that more free green organic drop off days would help reduce bushfire risk. Suggestions were made to making more vouchers available to those without green bins and having green waste drop off all year round, every second Saturday or Sunday or monthly or the last Sunday of every month 9am - 4pm.</p> <p><i>"The free green waste days should be regular and predictable so we know when we can drop off and plan for it. There could be increased opportunities prior to and during fire ban season."</i></p> <p><i>"Green waste dropoff vouchers instead of free dropoff days would be much easier. The queue on the free days is hours long. It would make our bushfire prevention much easier."</i></p> <p><i>"I think we should have free green waste drop offs all year round at Heathfield and others. It gets reused and sold, therefore, we should have access."</i></p> <p><i>"Free drop off days are not always convenient, perhaps residents could have also have additional coupons each year for green-waste."</i></p> <p><i>"Instead of specific days have every second Sunday or Saturday a green waste day."</i></p> <p><i>"Free greens drop offs should be allocated more often. Burning green waste is outdated, especially in times of us trying to reduce carbon emissions. Plus reducing fuel is getting more and more important."</i></p> <p><i>"Organic drop off days should also be scheduled for week days on a regular basis for trades to help clients who have no means of transporting green waste to drop off sites."</i></p>
Additional services	<p>Respondents made suggestions for a number of additional services these included:</p> <ul style="list-style-type: none"> • Providing Redcycle (soft plastic) pick up service

Theme	Summary of feedback
(23 response)	<ul style="list-style-type: none"> • Give/ subsidise worm farms and consider sponsoring community worm farms • Setting up community compost centers • Provide a mobile mulcher service at residential addresses • Provide compost bins • Negotiate with Jefferies so each household can claim 2 or 3 bags of compost free each year • Provide mini grants for community gardens who become a compost co-op • Free pick-up of bulk green waste for people who don't have access to trailer • Free / low charge mulch in exchange for green organic waste drop off • Green collection points for rural areas - closed bins like commercial businesses use • Lower fee for a second green bin • Free access to borrowing mulching equipment • Council selling compost to residents • Communal food waste depository • Tracking green waste produced by communities and sharing statistics <p><i>"Council could supply compost bins so people can compost at home and use in their garden. This also further reduces the carbon footprint due to reduced collections by trucks."</i></p> <p><i>"Or to encourage better use of green bins negotiate with Jefferies so each household can claim 2 or 3 bags of compost free each year. So people feel rewarded for their contributions to better green waste management."</i></p> <p><i>"Maybe provide mini grants for community gardens who become a compost co-op. Council could supply a compost bin or bigger green bin and community members can put their green waste there. The grant would support the clearing of an area for the bin. Obviously a little more thought required but a grass roots idea nonetheless."</i></p> <p><i>"I would love to see a communal food waste depository in Uraidla, especially for people who don't have a green waste bin. I drive through Uraidla everyday and if there was easy access to this I would drop my food waste rubbish off (maybe somewhere in Uraidla Oval?). I think this would also be good because more and more takeaway food containers are BioPak which you can throw into green bins."</i></p>
Kitchen caddy (9 responses)	<p>A number of responds commented on the need for more widespread availability of kitchen caddies, this included comments that the compostable waste bags should be available to the community for free.</p> <p><i>"Provide the green waste bags for the caddies free as many other councils do (ie Burnside)."</i></p> <p><i>"Providing all households with compostable bags and/or kitchen caddy to raise awareness and encourage behaviours change so food scraps collected and then can go into green bin."</i></p>

Theme	Summary of feedback
	<p><i>"Some people are not aware of the kitchen organic bin, I think everyone should have one."</i></p>
<p>Availability of green bins</p> <p>(32 responses)</p>	<p>There was a strong request from many respondents who currently do not have a green bin for a green bin. Respondents felt that green bins should be provided wherever they live. Some residents felt disadvantaged and unsure why residents only a few streets away receive a green bin. Respondents said access to a green bin is essential for property clean up in preparation for the bushfire season.</p> <p>It was also suggested that those who are unable to burn off should be able to receive a second green bin for free.</p> <p><i>"Provide a green organics bin to every resident as this would cut down on green organics like grass clippings, weeds, plant cuttings and food scraps going to landfill. The savings could assist to balance the cost of supplying and continuing the service."</i></p> <p><i>"Don't just assume that because people live outside of a township they have alternative green waste options. Green bins should be offered to everyone."</i></p> <p><i>"I believe in a high fire risk area such as this, all properties in the Adelaide Hills should have access to green bins, it encourages people to clean up their properties."</i></p> <p><i>"Extend the collection service - we pay the same rates and should have the same service."</i></p>
<p>Education</p> <p>(20 responses)</p>	<p>Respondents made a number of suggestions for further education around green organics, these included:</p> <ul style="list-style-type: none"> • How to give Council bins a clean • More information about what can be put into the bin (letter box drop leaflet and signs at general stores) • Information that encourages reduction of people burning off green waste • More transparency around how much waste households are producing and comparisons across other households in council area (tracking green waste and communicating back to communities) • Statistics on website, newsletter, socials about how much waste is recycled/saved from landfill • Youth and parent education • More information about environmentally friendly alternative products • Small regular reminders and prompts about what can and cannot go in bins with pictures • Community target to get to 20% food waste in landfill by 2022 • Green bins at events and education for volunteers and organisers around use • Free information sessions/ community garden classes on DIY composting, worm farms and general recycling • Waterproof sticker to attach to blue, yellow and green bins as to detail of what can and cannot be put in bins.

Theme	Summary of feedback
	<ul style="list-style-type: none"> Working with / supporting CFS to help with education of residents Information on how to rid pest plants/ calendar on when to spray or alternative less toxic means of ridding them Community forums to be more hands on with waste education <p><i>"Providing all households with compostable bags and/or kitchen caddy to raise awareness and encourage behaviour change so food scraps collected and then can go into green bin."</i></p> <p><i>"Providing greater motivation for the 'less conscious' residents to make better use of their 3 bins. Whether that be charging much closer to the actual cost of using the garbage bin, rewarding those that actively work to reduce the amount not recycled or eventually composted/repurposed as green waste. I believe there is a method of doing this in the garbage trucks weighing the bins they collect."</i></p> <p><i>"...showing households how much they throw away compared to other households for each garbage, recycling and organics. In a similar way to how they appear on water or electricity bills."</i></p> <p><i>"Help parents to teach their children the importance of this. It all comes back to community care for their environment. Get the kids when they're young. Put some programs in primary schools and kindergartens, even the high schools. Make parents care because their kids care. A 'Keep the Hills Beautiful' initiative. Engage Peramangk elders and people to explain why Land is important to them."</i></p> <p><i>"Readily available and obvious information for households about green-er alternatives, such as nappies, wipes, toothbrushes, cleaning supplies, where to buy food in bulk, affordable bulk produce bags, discounted farmer's market memberships, etc."</i></p> <p><i>"Provide information regarding access to compostable bags like currently available in Klose's Foodland as this may mean more things go into the green bin whilst controlling odour and insects."</i></p>
Burning (1 response)	There were a number of comments made by respondents that they do not like burning their green organics but feel it is their only option. One comment was made about the inconsistency with regards to burning regulations/limitations across the AHC.

Question 14 asked for peoples email addresses which will be used to share this report, all email addresses will be kept confidential and used only by council.

The final question asked respondents if they would be interested in being part of a project focus group as part of the next stage. Of the 203 respondents 70 said they would be interested.

6. Ideas Tool & Emails

There was an opportunity to leave ideas through the Your Say website. Two people left ideas and one followed up their idea with an email.

Feedback tool	Comment	Theme
Idea	Many of us outside the township have larger blocks with trees that shed branches. Some of us are also older and more vulnerable and yet not able to access the free green waster drop offs - no trailer nor the ability to stack and unstack it. The only option therefore is to burn, which is polluting and can be dangerous. My proposal would be for a mobile mulcher that would come round and pick up from the kerbside (I would be happy to pay!) This could occur 2-4 times/year, once before the fire season and maybe even once during the fire season if we have storms. Residents would be notified via the council website of the date the mulcher would be in the area and would have to get their garden rubbish to the kerbside for collection. Note this would only be for branches and materials that are non-compostable and not include any food scraps! A mobile mulching service (mulch left or taken away for Council to sell) would alleviate a lot of stress for older residents, particularly when approaching the bushfire season. Paying someone to take to the dump is exorbitant, but hiring help to get to the kerbside would be much more financially manageable.	Additional service (mulching)
Idea	Residents on acreage need to be able to continue to burn off green waste. Waste bins are insufficient in size. Burning off green waste is the only way to maintain Bush fire prevention.	Burning
Email	Having been an Adelaide hills resident for a number of years, we moved back to the UK in 2018. I enjoy the emails which I still receive as they give me ongoing connection to a beautiful area which I still miss terribly. On the note of waste, I would like to enlighten you as to the process of waste here in Somerset. We have one large bin for general waste for landfill, one small box for glass and paper, another for cardboard, cans and plastic bottles, and a smaller bin for un-compostable foods such as cooked food waste and clean kitchen paper. The latter 3 are left out weekly. There is also another large bin for green waste which carries an annual subscription. Whilst we still have a long way to go with plastics, the little food waste bin is a great idea. I do have a compost heap in my garden, but it is never a good idea to put cooked meat, bones etc on it because of vermin. I am aware that this may not work as your trucks are a one man band. Just some food for thought; no pun intended! Keep up the good work, you live in a beautiful part of the world.	Additional services (small food waste bin)
Email	We would like to see a green waste bin collection in our small street. We have not all got big properties so unable to dispose of green waste. It is already collected down Bonython Rd. which is very close	Request for a green bin

	and other residents think as council provides a collection so close we deserve consideration as well. I know other residents feel the same.	
Email	When is Collins Rd Ashton getting a green Organics Bin! We have never had one and are still waiting!!!!	Request for a green bin

7. Quick poll

There was an opportunity to participate in some quick polls via our Your Say page. There were three questions.

Question	Response (n=number of people who participated in poll)
If you were supplied with a green organics bin would you use it?	94% Yes (n=17) 6% Unsure (n=1)
If you have a green bin, what's the top thing you put in your bin?	63% garden pruning (weeds, branches, leaves and flowers) (n=3) 37% food scraps including seafood & meat (n=5)
How do you currently dispose of your green organics?	38% burning (n=3) 25% general waste (n=2) 13% green organics bin (n=1) 12% free green organic drop off days (n=1) 12% Heathfield resource recovery centre for a fee (n=1)

8. Social media posts

Facebook 5/10/20 Join the conversation. 4,551 reached 258 engagements 10 reactions (likes) 17 shares	Facebook 26/10/20 Have you joined the conversation? 794 reached 53 engagements 8 reactions (likes)
Twitter 5/10/20 Join the conversation. 477 impressions 11 engagements	Twitter 26/10/20 Have you joined the conversation? 394 impressions 9 engagements

9. Conclusion and next steps

After analysing all feedback some strong themes emerged.

Respondents wanted to see:

- More frequent green organic bin collection (weekly) – especially in lead up to bushfire season
- Free green organic drop off days more frequently (either weekly, fortnightly or monthly)
- Green bins made available to all residents (95% of residents without a bin wanted one)
- Mulching service
- Incentives such as free mulch/ compost
- More education about what goes in which bin
- Free/ subsidised compost bins/ worm farms
- More statistics and data transparency on bin performance and recycling/ reducing waste to landfill
- Request for free kitchen caddy and bin liners
- Support for residents without the means to get to a free green waste day

Burning green organics and preparing for bushfires through disposal of green organics were major concerns for respondents.

The next step is for this report to be presented at an upcoming Council meeting. We will use the feedback provided to inform the Green Waste Scoping Study.

After the completion of a draft Green Waste Scoping Study Council will work on developing options for improvements to green organic services and invite people to participate in a conversation about the options. This will likely take the form of a general survey to the wider community plus an online focus group.

The intention is for this report to be shared with the wider community and anyone who participated in the consultation.

10. Appendix A

List of all suburbs who had respondents who participated in the survey

What is your suburb?	
BRIDGEWATER, SA	40
ALDGATE, SA	22
STIRLING, SA	19
CRAFERS, SA	12
WOODSIDE, SA	10
SUMMERTOWN, SA	9
HEATHFIELD, SA	6
MYLOR, SA	5
LOBETHAL, SA	5
KERSBROOK, SA	5
BALHANNAH, SA	5
OAKBANK, SA	5
PICCADILLY, SA	4
MOUNT TORRENS, SA	4
CRAFERS WEST, SA	4
BIRDWOOD, SA	4
URAILLA, SA	4
UPPER STURT, SA	4
CAREY GULLY, SA	3
IRONBANK, SA	3
NORTON SUMMIT, SA	2
PARACOMBE, SA	2
ROSTREVOR, SA	2
BASKET RANGE, SA	2
GREENHILL, SA	2
LOWER HERMITAGE, SA	2
LONGWOOD, SA	2
GUMERACHA, SA	2
MONTACUTE, SA	2
CHARLESTON, SA	2
MOUNT BARKER, SA	1
SCOTT CREEK, SA	1
OAKBANK, SA	1
GLENALTA, SA	1
VERDUN, SA	1
NAIRNE, SA	1
BRADBURY, SA	1
FORRESTON, SA	1
CUDLEE CREEK, SA	1
MOUNT GEORGE, SA	1

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.3

Responsible Officer: Mike Carey
Manager Financial Services
Corporate Services

Subject: 2021-22 Long Term Financial Plan Adoption

For: Decision

SUMMARY

Council's proposed *2021-22 Long Term Financial Plan* (LTFP) has been developed in alignment with the two other strategic management plans required under s122 of the *Local Government Act 1999* (the Act) being the *Strategic Plan 2020-24 –A brighter future* and the *Infrastructure and Asset Management Plan 2021*. The LTFP is structured to demonstrate the proposed financial performance and position of the Council over a 10 year period. The assumptions and projections contained therein provide a financially sustainable position to support the achievement of the *Strategic Plan* and the *Asset Management Plans*.

On 23 February 2021 an update of Council's LTFP was endorsed for community consultation. The consultation subsequently took place between 3 March 2021 and 31 March 2021 and resulted in 41 responses being received. The feedback was discussed at the Council workshop on 13 April 2021 and considered as part of updating and finalising the LTFP (**Appendix 1**).

This report tables the 2021-22 LTFP for adoption by Council.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. To adopt the 2021-22 Long Term Financial Plan, as contained in Appendix 1 to this report, in accordance with *Section 122 of the Local Government Act 1999*.
-

1. GOVERNANCE

➤ Strategic Management Plan/Council Policy

Goal 5	A Progressive Organisation
Objective O3	Our organisation is financially sustainable for both current and future generations

➤ Legal Implications

The LTFP is prepared as a part of Council's strategic management plans and in accordance with Section 122(1) of the Act. In particular:

- 1 (ab) - provide assessments that relate to the following matters (with particular reference to the relevant period):
 - (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; and
 - (iv) anticipated changes in its area with respect to—
 - (A) real property development; and
 - (B) demographic characteristics of its community to the extent that is reasonable taking into account the availability of appropriate and accurate data; and
 - (v) the council's proposals with respect to debt levels; and
 - (vi) any anticipated or predicted changes in any factors that make a significant contribution to the costs of the council's activities or operations
- 1a (a) A council must, in conjunction with the plans required under subsection (1), develop and adopt a long-term financial plan for a period of at least 10 years;
- 4 A council may review its strategic management plans under this section at any time but must—
 - (a) undertake a review of—
 - (i) its long-term financial plan; and
 - (ii) any other elements of its strategic management plans prescribed by the regulations for the purposes of this paragraph,as soon as practicable after adopting the council's annual business plan for a particular financial year; and
 - (b) in any event, undertake a comprehensive review of its strategic management plans within 2 years after each general election of the council.
- (4a) A council must, for the purposes of a review under subsection (4), take into account—
 - (a) in relation to a review under subsection (4)(a)(i)—a report from the chief executive officer on the sustainability of the council's long-term financial performance and position taking into account the provisions of the council's annual business plan and strategic management plans; and
 - (b) insofar as may be relevant—any other material prescribed by the regulations.

- 6 A council must adopt a process or processes to ensure that members of the public are given a reasonable opportunity to be involved in the development and review of its strategic management plans

The LTFP is also required to comply with Section 5 of the *Local Government (Financial Management) Regulations 2011*. In particular:

- 1 A long-term financial plan developed and adopted for the purposes of section 122(1a)(a) of the Act must include—
 - (a) a summary of proposed operating and capital investment activities presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances; and
 - (b) estimates and target ranges adopted by the council for each year of the long-term financial plan with respect to an operating surplus ratio, a net financial liabilities ratio and an asset renewal funding ratio presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.
- 2 A long-term financial plan must be accompanied by a statement which sets out—
 - (a) the purpose of the long-term financial plan; and
 - (b) the basis on which it has been prepared; and
 - (c) the key conclusions which may be drawn from the estimates, proposals and other information in the plan.
- 3 A statement under subregulation (2) must be expressed in plain English and must avoid unnecessary technicality and excessive detail.

➤ **Risk Management Implications**

Preparing a LTFP as required by the Act and Regulations will assist in mitigating the risk of:

Inability to discharge role and functions of a local government entity leading to a breach of legislation and loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	High (5E)	High (5E)

It ensures that financial resources are deployed in areas that align with Council's strategic management plans, are affordable and supported within the Council's LTFP.

➤ **Financial and Resource Implications**

The LTFP is the fundamental instrument of accountability addressing the financial and resource implications for Council's planned activities over a ten year timeframe to assess the financial sustainability of Council.

The LTFP is a financial model that aims to achieve long term financial sustainability, using the key financial indicators and benchmarks for guidance, projected over 10 years using inputs from the *Strategic Plan 2020-24 –A brighter future*, *Asset Management Plan 2021* and other key Strategies.

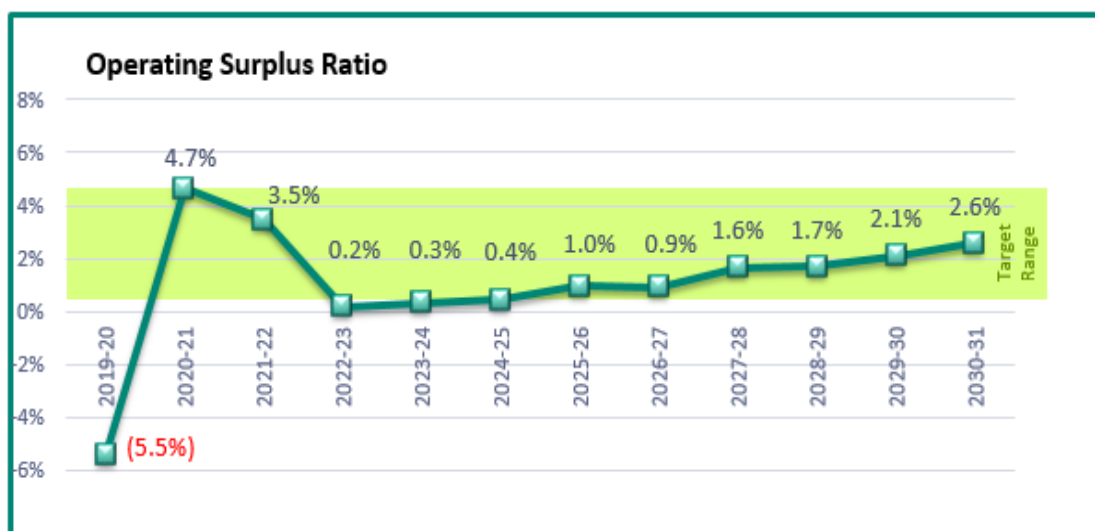
A council's long-term financial performance and position is sustainable where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services.

The draft 2021-22 LTFP for Consultation concluded that financial sustainability had been demonstrated although it was noted that the Operating Surplus Ratio while positive for the first few years was less than the updated target range of 1% to 5%.

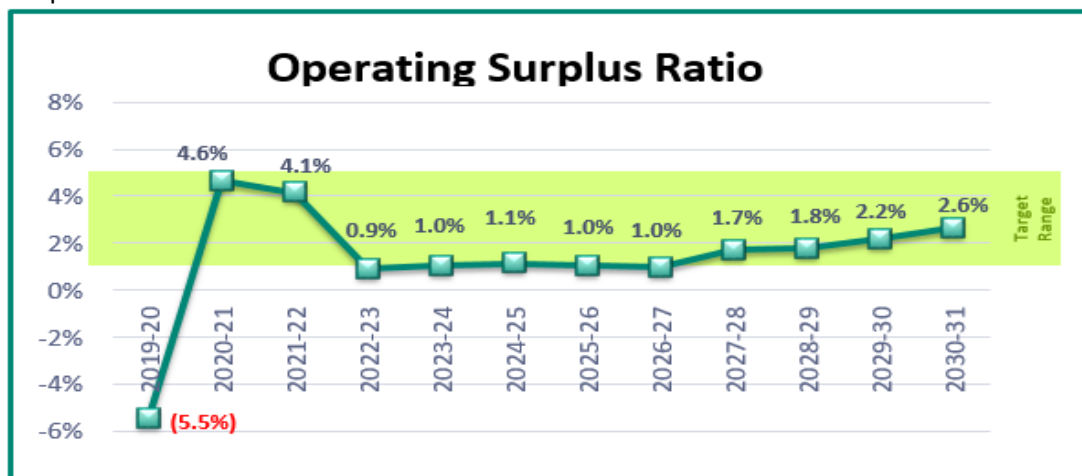
Recent investigation of the future funding of the Federal Government Supplementary Local Road Grant indicated that federal funding for this grant should continue for the full four year period of the Federal Government budget forecast estimate period. In June 2019, Council received three years funding covering the 2018-19, 2019-20 and 2021-22 financial years. The 2021-22 Draft LTFP had been prepared on a conservative basis with no budget included for future year given that no recent advice had been received on this matter. It is now considered appropriate to update the 2021-22 Draft LTFP to reflect an amount of \$345k per annum for the period 21-22 to 24-25.

As a result this has increased the Operating Surplus Ratio for the next 4 years and shows an improvement in the Operating Surplus Ratio from the draft consultation document Graph 1 below to the revised Graph 2.

Graph 1 Draft 2021-22 LTFP –



Graph 2 - Revised 2021-22 LTFP



Budgeting for the additional Supplementary Local funding for the next 4 years also has had a positive impact in reducing Council's borrowings and therefore the Net Financial Liabilities Ratio.

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

There is a high community expectation that the Council delivers a range of services and facilities that meet the needs of the community while ensuring that the Council remains financially sustainable.'

➤ **Sustainability Implications**

The Council's sustainability (financial, social and environmental) is a key consideration in the development of the LTFP.

The key objective of Council's LTFP is financial sustainability in the medium to long term, while still achieving Council's corporate objectives as specified in its *Strategic Plan 2020-24 –A brighter future* and Functional Strategies. Council has specific functional strategies that address environmental and economic sustainability goals, objectives and priorities. At the same time the LTFP ensures that there is an understanding of the impact of decisions made today on future sustainability. This means ensuring the cost effective delivery of works and services, and the appropriate maintenance and renewal of our asset base in a financially sustainable manner.

➤ **Engagement/Consultation conducted with Council Committee, Regional Subsidiary, Advisory Group, the Administration and Community**

Council Committees: The Audit Committee considered the draft LTFP for Consultation on 15 February 2021. This was in accordance with its role under its Terms of Reference in relation to the Council's strategic management plans and to seek a recommendation to Council for the LTFP's adoption.

Council Workshops: A workshop of Council was held on 8 December 2020 to gain an understanding of the process undertaken to develop the LTFP and consider whether the financial targets and/or approach to financial sustainability should be modified given the key parameters have remained unchanged for a number of years. These were further

reviewed at Council's Integrated LTFP & Annual Business Plan Workshop held on 30 January 2021 to provide an overview of the process undertaken to develop the LTFP; review the current sustainability ratios and consider proposed targets for future years, examine options to ensure Council can achieve those ratios and review Council's strategic initiatives for the next 3 years having regard to proposed ratios.

A further workshop of Council was held on 13 April 2021 reporting back on the LTFP Consultation Results and advising of the proposed adjustments incorporated in the updated LTFP included in this report.

Advisory Groups: Not Applicable

Administration: The Executive Leadership Team (ELT) has reviewed and endorsed the updated LTFP for presentation to Council. In addition, the functional leads across the organisation provided input on the funding requirements to be captured in the LTFP to support the implementation of the *Strategic Plan* / Functional Strategies.

Community: In accordance with Section 122 of the Act consultation with the community was undertaken on the draft LTFP following endorsement by Council on 23 February 2021. The consultation process subsequently took place between 3 March 2021 and 31 March 2021 and involved the following:

- Publishing the draft LTFP on Council's engagement website
- Advertising the availability of the LTFP in local papers, and
- Making copies available at Council Service Centres and libraries

In addition, the following was also undertaken:

- Hills Voice: your Adelaide Hills e-Newsletter
- AHC social medial (Facebook, Twitter)
- My local services app – banner carousel
- Direct emails to key stakeholder and community lists including businesses, general EHQ engagement platform registrations, previous respondents to similar consultations and those identifying an interest in Council Policy, Budget and Management Plans registered in the EHQ platform)
- Posters, flyers and hardcopy feedback forms available at customer service centres and libraries.

At the conclusion of the consultation period there were 41 responses received.

2. BACKGROUND

Council considers that its LTFP is a fundamental instrument of accountability and provides projections for Council's planned activities over a ten year timeframe.

The Act requires Council to prepare a LTFP as part of its strategic management plans, and to update it on the same basis. Members of the public are to be given a reasonable opportunity to be involved in the development and review of the Council's plan.

The key objective of Council's LTFP is financial sustainability in the medium to long term, while still achieving Council's corporate objectives as specified in its *Strategic Plan*. At the same time the LTFP ensures that there is an understanding of the impact of decisions made today on future sustainability. This means ensuring the cost effective delivery of works and services, and the appropriate maintenance and renewal of our asset base in a financially sustainable manner based on Council's adopted *Asset Management Plans*.

The LTFP provides a decision making tool that allows various assumptions and sensitivity analysis to be carried out that will indicate the ability of Council to deliver cost effective services to our community in the future in a financially sustainable manner.

A council's LTFP must contain a summary of the proposed operating and capital investment activities in the Uniform Presentation of Finance format for a period of at least ten years. It should include estimates of the key ratios, operating surplus, net financial liabilities and asset sustainability. This illustrates the expected long term financial performance of the Council, and hence whether financial sustainability is being achieved.

Each year, the LTFP is updated after the audited financial statements for the previous year have been adopted. An assessment of assumptions and indices is also undertaken as well as consideration of alignment with Council's *Strategic Plan* and any new/updated functional and other strategies endorsed by Council since the previous LTFP has been adopted.

This draft LTFP is also updated for the latest adopted budget including budget amendments undertaken as part of formal Budget Reviews. One of the outputs of the draft LTFP is to produce an uplifted 2021-22 LTFP budget that is capable of being used as a "target" for the 2021-22 budget setting process.

This draft LTFP was then presented to the Audit Committee at its meeting on 15 February 2021 and subsequently to Council prior to a formal Community Consultation process in line with Council's *Public Consultation Policy*.

At Council's meeting on 23 February 2021, it was resolved as follows:

12.6 Long Term Financial Plan 2021

Administrative Action: Commentary of LGPI rationale to be enhanced

Moved Cr Malcolm Herrmann

S/- Cr Leith Mudge

33/21

Council resolves:

- 1. That the report be received and noted**
- 2. To endorse the Draft *Long Term Financial Plan*, as contained in Appendix 1 for community consultation in accordance with Section 122 of the *Local Government Act 1999*.**
- 3. That the CEO be authorised to:**
 - a. Make any formatting, nomenclature or other minor changes to the Plan prior to being released for public consultation and**
 - b. Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's *Public Consultation Policy*.**

Carried

Consultation formally commenced on 3 March 2021 and concluded on 31 March 2021 and consisted of the following:

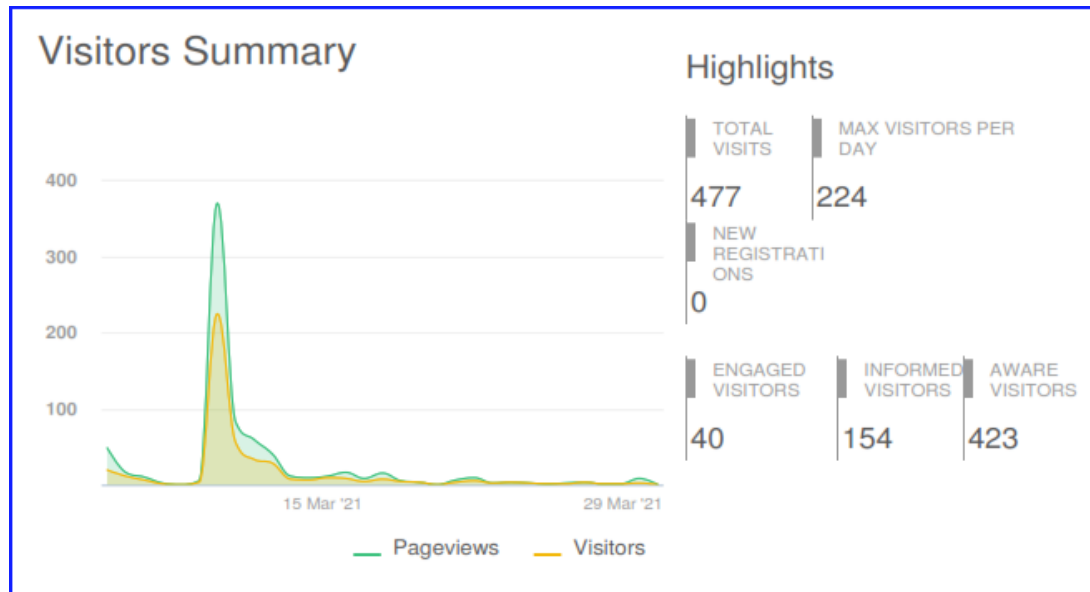
- Publishing the draft LTFP on Council's website and increasing engagement via specific questions on the different LTFP elements and changes to the Plan
- Additional promotion through Facebook & Twitter
- Advertising the availability of the LTFP in local papers
- Making copies available at Council libraries and Community Centres
- Hills Voice: your Adelaide Hills e-Newsletter
- My local services app – banner carousel
- Direct emails to key stakeholder and community lists including businesses, general EHQ engagement platform registrations, previous respondents to similar consultations and those identifying an interest in Council Policy, Budget and Management Plans registered in the EHQ platform)
- Posters, flyers and hardcopy feedback forms available at customer service centres and libraries.

This change in approach driven by Council's Communication team resulted in feedback being up substantially on previous years.

3. ANALYSIS

Consultation Outcomes:

There was increased interest in the Plan as highlighted in the following extract showing number of visitors to Council's engagement platform.



An 'aware' visitor (of which there were 423) is one who has made one single visit to the site or project. An 'informed' visitor however (of which there were 154) has taken the next step and clicked on information provided on the site, downloaded a document or participated in the feedback survey.

Based on a review of the consultation report, of the 154 individuals considered to be 'informed', 62 had downloaded a full copy of the LTFP for review and 40 had provided feedback via the survey tool to the consultation. Out of the 40 online survey respondents, 18 indicated that they had read the LTFP in detail, a further 20 had indicated that they had had a quick look and 2 had not read the document. A full copy of the Draft Long Term Financial Plan 2021-22 Community Engagement Outcomes Report April 2021 is available at **Appendix 2**.

A summary of the feedback includes:

There is a good level of support for the Draft Long Term Financial Plan 2021-22 with 80% (n=32) of Respondents having a neutral or happy feeling with their overall impression of the Plan.

Three of the four key changes proposed in the Draft Long Term Financial Plan 2021-22 were valued including support for tree management, an increased operating surplus and financial sustainability target changes.

The key change that was not as highly valued was the application of the Local Government Price Index (LGPI).

The following key views identified throughout the feedback are highlighted here as important and representative of Respondents views in this engagement. They include:

- Council having an operating surplus
- Council keeping rates low
- Respondents are supportive of tree management; and
- Respondents are supportive of the new financial sustainability target ranges.

The following shows some of the responses received. They have been split into 3 key themes and a general category.

Trees

- Manage dangerous trees
- Tree replanting rather than cutting down or mangling trees
- Preserve trees and maintain sustainable environment
- Better tree management
- Discourage tree removal by developers and others
- Remove non-significant trees from council land

Rates and LGPI

- Divert rates revenue from 'feel good' projects into basic services
- Save money instead of raising rates, manage what you have better
- Don't agree to increase rates by more than CPI
- Find efficiency before increasing rates
- Struggling to pay rates
- What is LGPI, is it credible?
- No trust in LGPI, CPI perfectly understandable
- People can't afford more increases in rates

LTFP

- Good plan, no concerns, well thought out (3 comments)
- Asset plans out of date
- Increasing debt a concern
- Climate Change Future Fund
- Proactive financial contingency planning for bushfires and other extreme weather events

General

- Underground wires in high risk areas
- Improve controlled burn off program and bushfire mitigation
- Upgrade public spaces, better fire management and improve planning
- More expenditure on compliance – cat, noise, dirt bikes
- Seeking details behind CWMS allocation?
- Stop wasting money ie art & celebrations, more promoting tourism and local businesses
- Remove cyclists, speed limit, improve pest control,

Finalisation of 2021-22 LTFP for Adoption

The consultation feedback was discussed at the Council workshop on 13 April 2021 and considered as part of updating and finalising the LTFP with the following proposed adjustments:

- an amount of \$345k per annum for the period 2021-22 to 2024-25 relating to Supplementary Local Roads funding
- an update of the Operating Surplus Ratio and Net Financial Liabilities Ratio associated with the increased funding
- further wording to better communicate and increase understanding of the Local Government Price Index used in rate setting from 2023-24 and beyond.

Key Outcomes:

This LTFP, incorporating minor amendments from the draft LTFP for consultation, demonstrates that the Council is financially sustainable over the 10 year term of the LTFP, whilst achieving the objectives outlined in the *Strategic Plan 2020-24 –A brighter future*.

Financial sustainability has been demonstrated through adherence to the agreed target ranges in all of the following three key ratios:

- Operating Surplus Ratio, target range 1% to 5%
- Net Financial Liabilities Ratio, target range 25% to 75%
- Asset Renewal Funding Ratio, target range 95% to 105%

In achieving these targets, which are explained in more detail within the LTFP, there is a level of certainty provided to the community that financial sustainability will be maintained.

It therefore follows that if the proposed 2021-22 budget aligns with the LTFP targets that have been set this will also demonstrate that a financially sustainable position is being achieved. As such, in Council's Annual Business Plan (ABP) a comparison of the proposed budget to Council's LTFP is undertaken to ensure the link to financial sustainability. It is noted that in the Draft 2021-22 ABP and Budget there is an increase in New/Upgraded capital expenditure relating to Federal Government Local Roads and Community Infrastructure Program funding.

Next Review of LTFP

Council is required by Section 122(a) of the Act to adopt an updated LTFP annually after adopting the council's annual business plan for a particular financial year. It is anticipated that the next version of the LTFP will be prepared for Audit Committee and Council consideration once the 2021-22 Budget is set and actual results for 2020-21 are known. Similarly to previous years, it is likely that the next LTFP will be presented to the Audit Committee and Council early in the 2022 calendar year.

4. OPTIONS

1. To adopt the proposed 2021-22 Long Term Financial Plan as updated without making any further amendments (Recommended).
2. Decline to adopt the Long Term Financial Plan, and suggest further amendments be made, with the amended Plan being re-presented to Council at a subsequent meeting (Not recommended).

5. APPENDICES

- (1) Proposed 2021-22 Long Term Financial Plan for Adoption
- (2) Draft Long Term Financial Plan 2021-22 Community Engagement Outcomes Report April 2021

Appendix 1

*Proposed 2021-22 Long Term Financial Plan for
Adoption*

2021-22 Long Term Financial Plan for Adoption



Adelaide Hills
COUNCIL

Long Term Financial Plan

April 2021

Why does Council prepare a Long Term Financial Plan (LTFP)?

The *Local Government Act 1999* requires Council to prepare a Long Term Financial Plan (LTFP) as part of its Strategic Management Plans. Council considers that its Long Term Financial Plan (LTFP) is a fundamental instrument of accountability and provides projections for Council's planned activities over a ten year timeframe.

The LTFP provides Council with a decision making tool that ensures there is an understanding of the impact of decisions made today on future sustainability. This means ensuring the cost effective delivery of works and services, and the appropriate maintenance and renewal of our asset base in a financially sustainable manner.

The LTFP contains estimated financials over a ten year period and includes estimates of the key ratios which are operating surplus, net financial liabilities and asset renewal funding ratios. This projection of estimates creates a model that illustrates the expected long term financial performance of the Council, and hence whether financial sustainability is being achieved.

The model is a complex and fluid document, continually reviewed, modified and refined as new information is discovered. This is usually at each quarterly Budget Review and during the construction and adoption of Council's Annual Budget.

The plan does not provide specific detail about individual works or services, as this level of detail is addressed in the Annual Business Plan and Budget.

The key objective of Council's LTFP is financial sustainability in the medium to long term, while still achieving Council's corporate objectives as specified in its Strategic Plan, Corporate Plans and Functional Strategies.

How does Council prepare the plan?

The 10 year LTFP is prepared using a number of assumptions about projected rate income, projected fees, charges and grants and also includes assumptions about future operational and capital expenditure. As the plans are derived from an estimate of future performance, the actual results are likely to vary from the information contained in this LTFP.

Calculating a sustainable Long Term Financial Plan

The LTFP calculations are based on a complex model which is built on a very large range of variables applied to its performance in recent years. In order to use it to guide each year's budget setting process, the key variables have been divided into two groups:

- *Controllable variables* – items that Council can control such as service levels, capital expenditure, rate increases and wage increases
- *Non-controllable variables* – items outside Council's control, such as interest rates, inflation and economic growth (eg. residential development, new businesses, etc).

For controllable variables, Council is able to change different variables up or down to see what effect they have on financial performance. The long term effects of each decision can then be assessed.

For non-controllable variables, the plan uses reasonable long term estimates which do not change (except to update them at the beginning of each budget cycle). In this way the impact of different choices about the controllable variables can be better assessed.

For example: Inflation which is measured by the Local Government Price Index (LGPI) for Councils has fluctuated substantially in recent years. Because inflation works differently on different elements of Council's income and expense it can easily distort the LTFP, especially in later years. If the distortion negatively impacted the LTFP, Council could assess which controllable variables could be adjusted to keep the plan sustainable.

Key considerations incorporated in the current LTFP review

As part of the development of the 2021-22 LTFP, a full day workshop of Council was held on 30 January 2021 to:

- review amended economic assumptions (in particular changes to CPI and interest rates that has occurred)
- review the current sustainability ratios and consider proposed targets for future years,
- examine options to ensure Council can achieve those ratios, and
- review Council's strategic initiatives for the next 3 years having regard to the proposed ratios.

Council also considered emerging cost pressures relating to tree management, and the financial impact from recent events including bushfires and COVID-19. Given the relatively low operating surplus that has previously been projected, detailed consideration was given to options that could assist Council's ability to absorb these type of events without significantly impacting on the delivery of Council's Strategic Plan outcomes and the full range of services and activities.

However, once additional tree management costs were factored in, LTFP modelling showed that from 2023-24 Council's resultant operating result changed from a moderate surplus to a deficit in the majority of years.

As such, given Council's desire to:

- improve Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure and
- provide increased flexibility to better absorb financial impacts of events such as bushfires

Council has made changes to Council's 2021-22 Long Term Financial Plan assumptions to ensure that Council's financial sustainability is maintained in the medium to long term.

Resulting changes

To mitigate the impact on future years, it is proposed to increase revenue through indexing rates relative to the Local Government Price Index (LGPI) as opposed to CPI from 2023-24 and beyond. In this 2021-22 LTFP, this is estimated to have an impact of increasing rates from 2023-24 by 0.4% per annum more than that envisaged in Council's previous LTFP.

The Local Government Price Index (LGPI) is reflective of the escalation in the weighted cost of the goods purchased by Local Government entities which is quite different to the goods and services contained within the Consumer Price Index. Given that an indicator of LGPI for future years is not readily unavailable the historic variance of 0.4% has been added to the forecast CPI for LTFP modelling purposes. Further context on the LGPI is provided in a subsequent page of this document.

In summary, the LTFP has thus been amended to incorporate:

- Tree management – the additional costs required to mitigate the significant risks associated with the management of trees following a recent review
- Local Government Price Index (LGPI) - An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI from 2023-24
- Increase to Operating Surplus - an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure
- Sustainability target changes - amendments to Councils financial sustainability targets to narrow the range of each target
- An estimated revenue amount of \$345k per annum for Supplementary Local Roads Grant funding for the period 2021-22 to 2024-25

Local Government Price Index (LGPI)

The Consumer Price Index (CPI) is calculated using the mix of goods and services typically consumed by households, however the mix of goods and services purchased by Local Councils is quite different. Council's major expenditure purchases include waste disposal and processing, solid waste levy, arboriculture services, maintenance for infrastructure including bitumen and other materials, insurance, energy, diesel and water as well as employment costs

Because Councils expenses are so different from households, the Australian Bureau of Statistics were commissioned to develop a Local Government Price Index (LGPI) over 10 years ago as an independent measure of price movements faced by Local Government in South Australia in respect of their purchases of goods and services. In more recent years the South Australian Centre for Economic Studies has taken over responsibility for preparing the LGPI.

Council has then used both the LGPI and CPI when considering the setting of rates as part of its Annual Business Planning and Budget process.

When Council bases rate increases only on CPI it can significantly impact Council's overall financial sustainability as it may not accurately reflect the actual cost increases that Council is facing over time.

Improving Council's Operating Surplus Ratio is important to Adelaide Hills Council given Council's desire to:

- assist Council's ability to absorb recent events including bushfires and COVID-19 and the associated expenditure impacts
- help fund additional services required by the community including tree management;
- provide for the capacity to reduce debt
- help fund a proportion of new/upgraded capital expenditure

This position to improve the operating surplus has been further supported by community consultation on the LTFP. As such it is proposed to increase revenue through indexing rates relative to the Local Government Price Index (LGPI) from 2023-24.

What key conclusions may be drawn from the plan?

The LTFP demonstrates that the Council is financially sustainable over the 10 year term of the LTFP, whilst achieving the objectives outlined in the Strategic Plan. This includes:

- Implementation and funding of the appropriate level of maintenance and renewal of the portfolio of infrastructure assets
- Meeting the ongoing expectations of service delivery to our community
- Managing the impact of cost shifting from other levels of government
- Enabling the delivery of strategies identified within the Strategic Plan as well as other endorsed Functional Strategies
- The appropriate use of debt as a means of funding new capital expenditure
- Ensuring the financial sustainability of Council's operations.

Financial sustainability has been demonstrated through adherence to the agreed target ranges in all of the following three key ratios:

- 1. Operating Surplus Ratio, target range 1% to 5%**
- 2. Net Financial Liabilities Ratio, target range 25% to 75%**
- 3. Asset Renewal Funding Ratio, target range 95% to 105%**

In achieving these targets, which are explained in more detail within this document, there is a level of certainty provided that financial sustainability will be maintained.

Ratios

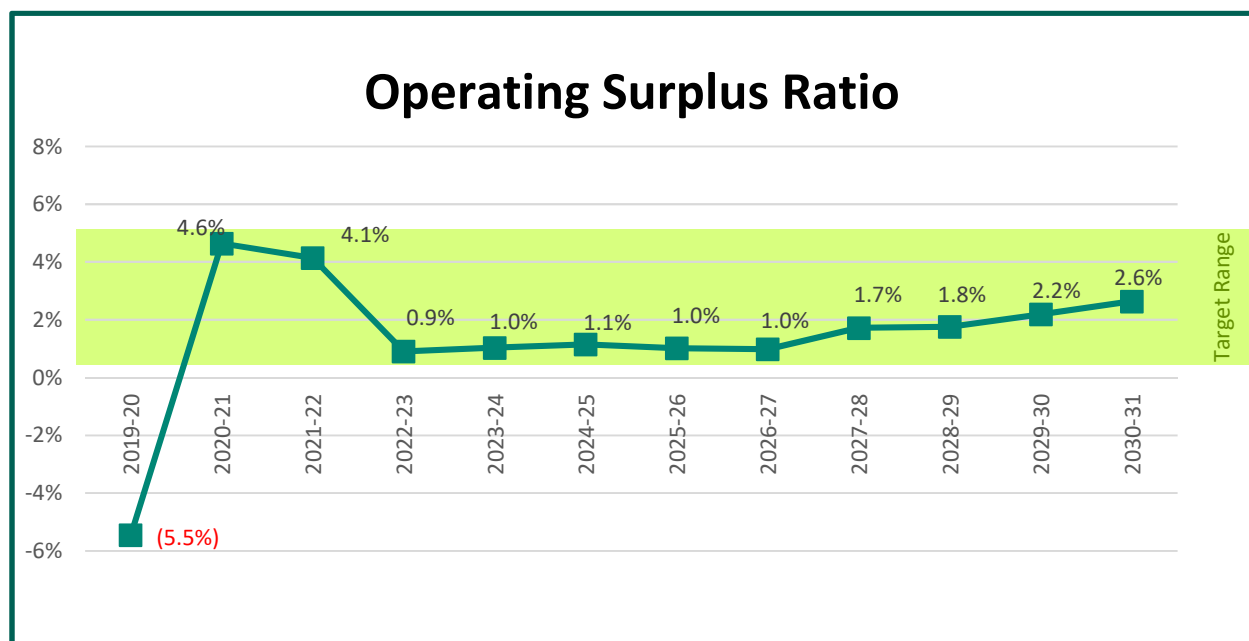
Operating Surplus Ratio

The operating surplus ratio indicates whether operating revenue is sufficient to meet all operating expenses and whether current ratepayers are paying for their consumption of resources.

The Operating Surplus ratio expresses the operating surplus as a percentage of total operating income. A negative ratio indicates the percentage that the operating expenses outweigh the operating income. A positive ratio indicates the percentage that the operating revenue exceeds the operating expenses.

Target Range: 1% - 5%
10 Year Result Range 0.9% - 4.1%

The ratio above indicates that the cost of services provided to ratepayers is being met from operating revenues with surplus's being used to fund new infrastructure works in line with our LTFP projections.



Net Financial Liabilities Ratio

Net Financial Liabilities is an indicator of the Council's total indebtedness and includes all Council's obligations including provisions for employee entitlements and creditors.

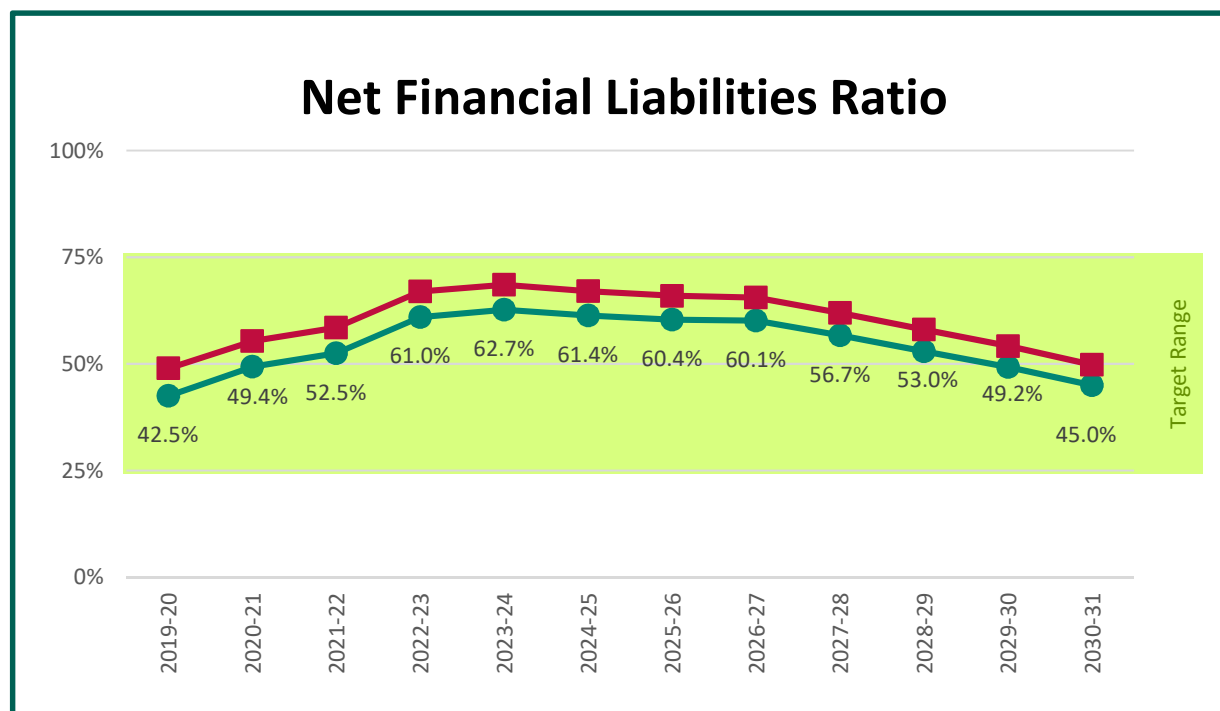
This ratio indicates whether the net financial liabilities of the Council can be met by the Council's total operating revenue. Where the ratio is falling, it indicates that the Council's capacity to meet its financial obligations from operating revenues is strengthening. Where the ratio is increasing, it indicates that a greater amount of Council's operating revenues is required to service its financial obligations.

Council has considered the financial impact of significant events such as disasters including bushfire or storm as these type of events have occurred more regularly in recent years. As a result, Council has also assessed its Net Financial Liability ratio with an additional \$3m of borrowings represented by the top red line in the graph below. The resultant ratio shows that even with the additional \$3m, Council still maintains this ratio within a sustainable target range.

The \$3m represents the likely Council net contribution to a very significant disaster in the order of \$10m taking into account financial assistance from State and Federal Governments. This assumption is also based on Council's strong preference to borrow if such a major event did occur rather than requiring an increase in rates to fund any financial impact.

Target Range: 25% - 75%

10 Year Result Range 43% - 63%



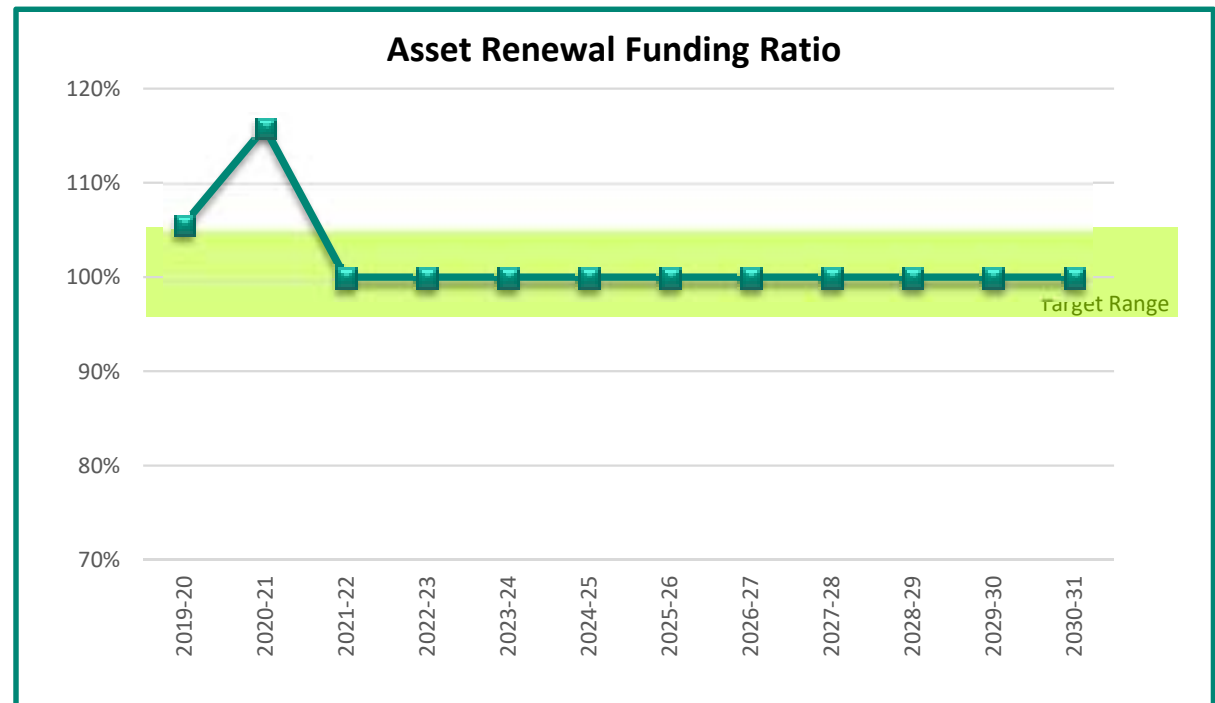
Asset Renewal Funding Ratio

This ratio indicates whether a Council is renewing or replacing existing infrastructure assets at the same rate that its asset management plan requires.

The target for this ratio is to be between 95% and 105% in any given year, with 100% on average over five years. This would mean that Council is replacing 100% (or all) of the assets that require renewal.

Target: 95 - 105%
10 Year Result Range 100%

The result achieved for this measure is the same throughout the 10 year horizon of the LTFP as the amount of future renewal expenditure is based on the required asset management expenditure.



Key sections explained.....

Uniform Presentation of Finances (including assumptions and key financial indicators)

In accordance with the requirements of *Local Government (Financial Management) Regulations 2011* this section of the LTFP presents the financial position of Council for the next 10 years in the mandated format consistent across the Local Government sector.

This section of the LTFP is broken into the following key elements:

- A summary of all operating income and expenditure to highlight the Net Operating Surplus
- Net outlays on existing assets after providing for depreciation and proceeds from any replacement asset sales
- Net outlays on new and upgraded assets after providing for grants received and proceeds from any surplus asset sales
- Key indexation forecasts and interest rate projections for borrowings and investments

The resultant key financial ratios are derived from the above and demonstrate financial sustainability through the adherence to the agreed target ranges over the 10 year life of the LTFP. Detailed information is provided in relation to each ratio within this plan.

Statement of Financial Position

This Statement provides a 10 year projection of Council's assets and liabilities using the projected 30 June 2021 Budget as the base year. The projections result from proposed capital expenditure emanating from the Asset Management Plans and adopted strategies, together with borrowings necessary to meet those capital requirements, and net funding generated by operations.

Council's borrowings are represented by a Cash Advance Drawdown (CAD) facility as well as credit foncier (principal and interest) loans split between short term and longer term loans. Over the life of the LTFP, total borrowings peak at \$28m in 2026-27.

Summary of Strategic Initiative Expenditure

This section provides a detailed breakdown of all strategic initiative expenditure that has been included within the LTFP to ensure that the Strategic Plan and related Strategies can be delivered. This expenditure is largely project or program related and is in addition to expenditure captured within base operating requirements.

Information is broken down into each goal area and strategic objective identified within the *Strategic Plan 2020-24 – A brighter future*. It is important to note that for a number of strategic objectives there is no additional funding required over and above existing operational budgets in order to ensure the objective can be delivered.

The total value of strategic initiative expenditure captured within the life of the LTFP is \$34.9 million. This includes operating expenditure of \$14.5 million and capital expenditure of \$20.4 million.

Capital Investment by Asset Category

Council's Asset Management Plans are progressively reviewed to ensure future provisions for asset related expenditure are sufficient. Recent reviews have highlighted the need for additional renewal expenditure in some of the infrastructure categories which has been provided for within the current LTFP.

Key points of note include

- Total capital expenditure projected over the 10 year period totals \$134 million of which \$114 million has been allocated to the renewal of existing assets.
- As identified above, the remaining \$20.4 million relates to new assets, as well as capacity/upgraded assets derived from Council's current adopted Strategic Plan and endorsed Functional Strategies.

Risks Associated with the Long Term Financial Plan

The LTFP has been developed based on the best information and assumptions available at the time. However, users of this information should be aware that there are risks associated with using estimated increases to Consumer Price Index (CPI), Local Government Price Index (LGPI), Average Weekly Earnings (AWE) and predictions in finance costs and interest rates.

In addition, the LTFP may be impacted by events such as new legislation or disasters that could materially affect the projected outcomes and results of the LTFP. Whilst Council has factored in the known impacts of prior events (including recent bushfires and the COVID-19 pandemic), it is important to acknowledge that significant future events will necessitate ongoing review. The projected increase in the operating surplus ratio will assist in mitigating this risk.

Council is aware that Campbelltown City Council (CCC) has received approval from the Boundaries Commission to lodge a Stage 2 proposal for the boundary between CCC and Adelaide Hills Council to be realigned to the eastern and southern side of Woodforde and Rostrevor suburbs, effectively moving those suburbs into CCC's area. Given that boundary change process involves a number of assessments (and some development is still to occur) prior to the Commission determining whether to recommend a change, no adjustment has been made to Council's LTFP for any possible impact on rates revenue, servicing costs and capital expenditure.

In order to reduce risk the plan is reviewed and updated annually to incorporate the best available information. In addition, the LTFP and its assumptions are reviewed by Council's Audit Committee.

Adelaide Hills Council 10 Year Financial Plan for the Years ending 30 June 2031 UNIFORM PRESENTATION OF FINANCES 2021-22 Long Term Financial Plan													
	Actuals 2019/20 \$'000	Current Year 2020/21 \$'000	Projected Years 3 Year View 2021/22 2022/23 2023/24 \$'000 \$'000 \$'000			Remaining Projected Years 2024/25 2025/26 2026/27 2027/28 2028/29 2029/30 2030/31 \$'000 \$'000 \$'000 \$'000 \$'000 \$'000 \$'000							Accumulation of 10 Yrs of LTFP
Operating Activities													
Income	46,624	50,450	50,143	50,003	51,188	52,573	53,851	55,525	57,253	59,037	60,879	62,780	553,230
less Expenses	(49,166)	(48,107)	(48,067)	(49,553)	(50,660)	(51,971)	(53,302)	(54,981)	(56,270)	(57,998)	(59,549)	(61,125)	(543,477)
Operating Surplus / (Deficit)	(2,542)	2,343	2,076	450	527	602	549	544	983	1,039	1,330	1,655	9,753
Capital Activities													
less (Net Outlays) on Existing Assets													
Capital Expenditure on Renewal and Replacement of Existing Assets	(9,718)	(10,677)	(10,775)	(11,476)	(11,352)	(10,678)	(11,107)	(12,029)	(11,089)	(11,503)	(11,872)	(12,036)	(113,917)
add back Depreciation, Amortisation and Impairment	9,207	9,237	9,762	10,069	10,378	10,641	10,942	11,246	11,561	12,094	12,421	12,481	111,595
add back Proceeds from Sale of Replaced Assets	714	646	665	575	618	549	495	685	650	735	582	806	6,360
(Net Outlays) on Existing Assets	203	(794)	(348)	(832)	(356)	512	330	(98)	1,122	1,326	1,131	1,251	4,038
less (Net Outlays) on New and Upgraded Assets													
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	(3,223)	(10,810)	(6,267)	(4,687)	(1,675)	(1,186)	(1,037)	(1,215)	(1,075)	(1,075)	(1,075)	(1,075)	(20,367)
add back Amounts Received Specifically for New and Upgraded Assets	556	2,791	2,000	1,000	-	-	-	-	-	-	-	-	3,000
add back Proceeds from Sale of Surplus Assets (including Investment Property & and Real Estate Developments)	1,647	1,486	1,230	-	-	-	-	-	-	-	-	-	1,230
(Net Outlays) on New and Upgraded Assets	(1,020)	(6,533)	(3,037)	(3,687)	(1,675)	(1,186)	(1,037)	(1,215)	(1,075)	(1,075)	(1,075)	(1,075)	(16,137)
Net Lending / (Borrowing) for Financial Year	(3,359)	(4,984)	(1,308)	(4,070)	(1,504)	(72)	(159)	(769)	1,030	1,289	1,386	1,831	(2,346)
Total Net Financial Liabilities	19,822	24,907	26,316	30,485	32,089	32,261	32,519	33,387	32,457	31,267	29,981	28,249	
Total Borrowings	12,731	18,454	21,093	25,103	26,689	26,846	27,068	27,880	26,957	25,740	24,427	22,628	
INDEXATION FORECASTS													
General operating income and expenditure - CPI applied			1.50%	1.50%	1.50%	2.00%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	
Employment Costs (includes superannuation guarantee increases)			3.05%	2.53%	2.50%	2.98%	3.36%	2.95%	2.95%	2.95%	2.95%	2.95%	
Proposed rate increase (from 2023-24 based on Local Government Price Index)			2.50%	2.50%	1.90%	2.40%	2.80%	2.80%	2.80%	2.80%	2.80%	2.80%	
Rates growth from new development			1.00%	0.80%	0.60%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	
TREASURY FORECASTS													
Estimated Loan rate			2.20%	2.35%	2.50%	2.50%	2.50%	2.50%	2.50%	2.80%	2.80%	2.80%	
Estimated Cash Advance Rate			1.30%	1.45%	2.20%	2.20%	2.20%	2.20%	2.20%	2.50%	2.50%	2.50%	
KEY FINANCIAL INDICATORS													
Operating Surplus Ratio	(5.45%)	4.6%	4.1%	0.9%	1.0%	1.1%	1.0%	1.0%	1.7%	1.8%	2.2%	2.6%	10 Year Average 1.8%
Net Financial Liabilities Ratio	42.51%	41.0%	52.5%	61.0%	62.7%	61.4%	60.4%	60.1%	56.7%	53.0%	49.2%	45.0%	56.2%
Net Financial Liabilities Ratio + \$3m	48.50%	47.0%	58.5%	67.0%	68.5%	67.1%	66.0%	65.5%	61.9%	58.0%	54.2%	49.8%	61.6%
Asset Renewal Funding Ratio	105.55%	115.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Adelaide Hills Council 10 Year Financial Plan for the Years ending 30 June 2031 STATEMENT OF FINANCIAL POSITION 2021-22 Long Term Financial Plan			Projected Years									
	Actuals 2019/20 \$'000	Current Year 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000
ASSETS												
Current Assets												
Cash & Cash Equivalents	518	451	500	500	500	500	500	500	500	500	500	500
Trade & Other Receivables	2,761	2,461	2,563	2,535	2,560	2,625	2,688	2,769	2,849	2,934	3,021	3,113
Other Financial Assets	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	18	19	19	19	19	19	19	19	19	19	19	19
Other Current Assets	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "Held for Sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	3,297	2,931	3,082	3,054	3,079	3,144	3,207	3,288	3,368	3,453	3,540	3,632
Non-Current Assets												
Financial Assets	-	-	-	-	-	-	-	-	-	-	-	-
Equity Accounted Investments in Council Businesses	1,491	1,591	1,691	1,791	1,891	1,991	2,091	2,191	2,291	2,391	2,491	2,591
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	422,745	437,988	448,588	459,416	466,851	473,053	479,438	486,582	492,523	498,422	504,682	510,993
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "Held for Sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	424,236	439,579	450,279	461,207	468,742	475,044	481,529	488,773	494,814	500,813	507,173	513,584
TOTAL ASSETS	427,533	442,510	453,361	464,261	471,821	478,189	484,736	492,061	498,182	504,266	510,713	517,215
LIABILITIES												
Current Liabilities												
Cash Advance Debenture	2,000	2,008	2,055	2,081	2,103	2,039	2,021	2,046	2,080	2,058	1,990	2,024
Trade & Other Payables	5,254	4,514	4,413	4,571	4,640	4,747	4,875	5,042	5,143	5,283	5,426	5,615
Borrowings	5,285	1,208	1,517	1,936	7,278	2,960	3,314	3,756	4,094	4,446	4,833	3,981
Provisions	3,588	3,454	3,362	3,356	3,351	3,346	3,341	3,337	3,334	3,332	3,331	3,331
Other Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities relating to Non-Current Assets classified as "Held for Sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	16,127	11,184	11,347	11,944	17,372	13,092	13,551	14,182	14,651	15,117	15,580	14,951
Non-Current Liabilities												
Cash Advance Debenture	-	-	-	-	-	-	-	-	-	-	-	-
Trade & Other Payables	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	5,446	15,238	17,521	21,085	17,307	21,847	21,733	22,077	20,783	19,237	17,604	16,623
Provisions	1,528	1,397	511	491	469	446	423	398	372	346	317	287
Liability - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-	-
Other Non-Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities relating to Non-Current Assets classified as "Held for Sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	6,974	16,635	18,032	21,576	17,776	22,293	22,156	22,475	21,155	19,583	17,921	16,911
TOTAL LIABILITIES	23,101	27,820	29,379	33,520	35,149	35,386	35,707	36,657	35,806	34,700	33,501	31,861
Net Assets	404,432	414,691	423,982	430,741	436,673	442,803	449,029	455,404	462,376	469,565	477,211	485,354
EQUITY												
Accumulated Surplus	138,645	143,779	147,855	149,305	149,833	150,435	150,984	151,528	152,511	153,550	154,880	156,536
Asset Revaluation Reserves	265,206	270,331	275,546	280,854	286,258	291,787	297,465	303,295	309,284	315,434	321,750	328,237
Available for Sale Financial Assets	-	-	-	-	-	-	-	-	-	-	-	-
Other Reserves	581	581	581	581	581	581	581	581	581	581	581	581
Total Equity	404,432	414,691	423,982	430,741	436,673	442,803	449,029	455,404	462,376	469,565	477,211	485,354
Total Net Financial Liabilities	19,822	24,907	26,316	30,485	32,089	32,261	32,519	33,387	32,457	31,267	29,981	28,249
Total Borrowings	12,731	18,454	21,093	25,103	26,689	26,846	27,068	27,880	26,957	25,740	24,427	22,628

Adelaide Hills Council										
10 Year Financial Plan for the Years ending 30 June 2031										
SUMMARY OF STRATEGIC INITIATIVE EXPENDITURE										
2021-22 Long Term Financial Plan										
	2021-22 Year 1 \$'000s	2022-23 Year 2 \$'000s	2023-24 Year 3 \$'000s	2024-25 Year 4 \$'000s	2025-26 Year 5 \$'000s	2026-27 Year 6 \$'000s	2027-28 Year 7 \$'000s	2028-29 Year 8 \$'000s	2029-30 Year 9 \$'000s	2030-31 Year 10 \$'000s
BUILT ENVIRONMENT										
B1 - Easily accessible	645	365	365	325	325	325	325	325	325	325
B2 - Preserve and enhance the unique Hills character	270	50	80	0	0	0	0	0	0	0
B3 - Long term asset management and adaptation planning	515	420	278	50	0	0	0	0	0	0
B4 - Sustainable management of our built assets	926	1,024	1,028	812	716	967	830	833	836	839
NET CAPITAL EXPENDITURE FOR BUILT ENVIRONMENT	2,356	1,859	1,751	1,187	1,041	1,292	1,155	1,158	1,161	1,164
COMMUNITY WELLBEING										
C1 - An inclusive, welcoming and accessible community	117	143	49	71	72	73	74	76	77	78
C2 - A connected, engaged and supported community Lead	13	3	23	0	0	0	0	0	0	0
C3 - A community that grows together	0	0	0	0	0	0	0	0	0	0
C4 - An active, healthy, thriving and resilient community	162	133	115	117	119	51	53	55	57	59
C5 - Respect for Aboriginal Culture and values	15	15	15	5	5	5	5	5	5	5
C6 - Celebrate our community's unique culture	3,219	3,066	343	352	360	369	378	387	398	410
NET CAPITAL EXPENDITURE FOR COMMUNITY WELLBEING	3,526	3,360	545	545	556	498	510	523	537	552
ECONOMY										
E1 - Support and grow our region's existing and emerging industries	103	106	108	111	114	117	121	124	127	128
E2 - Provide local infrastructure to drive growth and productivity	15	15	15	15	15	15	15	15	15	15
E3 - Encourage, attract and retain regional workforce	0	0	0	0	0	0	0	0	0	0
E4 - Cultivation of regional identity	5	5	0	0	0	0	0	0	0	0
E5 - Encourage & support positive regional population growth	0	0	0	0	0	0	0	0	0	0
NET CAPITAL EXPENDITURE FOR ECONOMY	123	126	123	126	129	132	136	139	142	143
NATURAL ENVIRONMENT										
N1 - Conserve and enhance landscape character and amenity	760	260	260	259	265	271	278	285	292	300
N2 - improve environmental resilience	93	203	93	94	95	96	97	98	100	102
N3 - Partnerships and collaborations to manage natural environment	20	30	30	0	0	0	0	0	0	0
N4 - Reduce the impact of waste to landfill	0	0	25	0	0	0	0	0	0	0
N5 - Assist our community to reduce the impact of waste to landfill	165	10	0	0	0	0	0	0	0	0
NET CAPITAL EXPENDITURE FOR NATURAL ENVIRONMENT	1,038	503	408	353	360	367	375	383	392	402
ORGANISATION										
O1 - People	55	5	5	5	5	5	5	5	5	5
O2 - Easy to interact with Council and improved customer experience	315	70	70	77	80	73	84	87	90	93
O3 - Financially sustainable for both current and future generations	26	26	27	28	29	30	31	32	33	34
O4 - We actively represent our community	20	193	0	0	0	212	0	0	0	238
O5 - Accountable, informed decision making	77	37	10	11	12	13	14	15	16	17
O6 - Utilisation of technology and innovation	100	138	130	133	138	141	146	149	154	155
NET CAPITAL EXPENDITURE FOR ORGANISATION	593	469	242	254	264	474	280	288	298	542
STRATEGIC PLAN TOTAL	7,635	6,317	3,069	2,465	2,350	2,763	2,456	2,491	2,530	2,803
TOTAL CAPITAL INITIATIVES	6,267	4,687	1,675	1,186	1,037	1,215	1,075	1,075	1,075	1,075
TOTAL OPERATING INITIATIVES	1,368	1,630	1,394	1,279	1,313	1,548	1,381	1,416	1,455	1,728
GRAND TOTAL STRATEGIC INITIATIVES	7,635	6,317	3,069	2,465	2,350	2,763	2,456	2,491	2,530	2,803

Adelaide Hills Council 10 Year Financial Plan for the Years ending 30 June 2031 CAPITAL INVESTMENT BY ASSET CATEGORY 2021-22 Long Term Financial Plan		Projected Years									
	2020-21 \$'000	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000
RENEWAL CAPITAL WORKS											
Bridges	155	250	280	52	211	54	222	57	58	60	62
Buildings	815	1,100	1,100	1,100	685	638	762	582	613	656	650
Cemeteries	40	40	41	41	42	43	44	46	47	48	49
CWMS	48	224	187	131	85	273	70	46	54	97	43
Footpaths	404	400	389	386	383	382	382	382	382	383	382
Kerb & Water	247	250	255	259	264	270	277	285	292	300	308
Other (Guardrail/RetWalls/Cemeteries/SFurniture/Traffic Controls)	211	184	147	149	152	147	141	145	148	152	157
Road Pavement	914	954	1,380	1,109	1,031	1,439	1,677	1,226	1,259	1,293	1,328
Road Seal	1,096	1,864	1,871	1,996	1,996	1,747	2,244	2,167	2,226	2,286	2,348
Shoulders	250	250	255	259	264	270	277	285	292	300	308
Sport and Recreation	0	500	410	408	157	150	210	207	226	190	197
Playgrounds	360	240	244	249	253	259	266	273	281	288	296
Stormwater	75	60	81	104	105	108	111	114	117	120	123
Unsealed Roads	1,109	900	1,018	1,185	1,177	1,176	1,178	1,181	1,184	1,186	1,218
Heavy Plant	1,519	1,000	1,140	1,312	1,312	1,318	1,324	1,330	1,336	1,342	1,378
Light Fleet	649	632	689	709	690	753	775	754	822	847	824
Information, Communication & Technology	411	485	506	363	288	452	395	288	396	504	493
Minor Plant & Equipment	56	60	60	75	75	75	75	75	75	75	75
F&F including Library	20	20	20	20	20	20	20	20	20	20	20
Project Management Costs	1,323	1,362	1,403	1,445	1,488	1,533	1,579	1,626	1,675	1,725	1,777
TOTAL RENEWAL CAPITAL WORKS:	9,702	10,775	11,476	11,352	10,678	11,107	12,029	11,089	11,503	11,872	12,036
NEW, CAPACITY / UPGRADE CAPITAL WORKS											
Bridges	0	0	0	0	0	0	0	0	0	0	0
Buildings	1,285	3,399	2,963	150	150	100	100	100	100	100	100
Cemeteries	0	38	39	40	41	42	0	0	0	0	0
CWMS	30	50	510	540	400	0	290	100	100	100	100
Footpaths	308	640	325	325	325	325	325	325	325	325	325
Kerb & Water	520	0	0	0	0	300	300	350	350	350	350
Other	487	295	320	280	180	180	180	180	180	180	180
Road Pavement	0	140	0	0	0	0	0	0	0	0	0
Road Seal	0	0	0	0	0	0	0	0	0	0	0
Shoulders	0	0	0	0	0	0	0	0	0	0	0
Sport & Rec	1,386	315	200	250	0	0	0	0	0	0	0
Playgrounds	180	120	70	70	70	70	0	0	0	0	0
Stormwater	480	530	200	0	0	0	0	0	0	0	0
Street Lighting	0	0	0	0	0	0	0	0	0	0	0
Unsealed Roads	0	0	0	0	0	0	0	0	0	0	0
Plant and Fleet	20	420	20	20	20	20	20	20	20	20	20
ICT	212	265	40	0	0	0	0	0	0	0	0
Minor Plant	35	55	0	0	0	0	0	0	0	0	0
Minor Equipment including Library	0	0	0	0	0	0	0	0	0	0	0
Project Management Costs	0	0	0	0	0	0	0	0	0	0	0
TOTAL NEW CAPACITY / UPGRADE CAPITAL WORKS:	4,943	6,267	4,687	1,675	1,186	1,037	1,215	1,075	1,075	1,075	1,075
TOTAL CAPITAL WORKS:	14,605	16,964	16,083	12,946	11,781	12,059	13,200	12,118	12,531	12,899	13,062
AMOUNTS RECEIVED SPECIFICALLY FOR NEW/UPGRADED ASSETS											
Grants for New/Upgrade Assets	2,791	2,000	1,000	0	0	0	0	0	0	0	0
TOTAL AMOUNTS RECEIVED FOR NEW/UPGRADED ASSETS:	2,791	2,000	1,000	-	-	-	-	-	-	-	-
PROCEEDS FROM SALE OF SURPLUS ASSETS											
Proceeds - Retirement Village Divestment	780	0	0	0	0	0	0	0	0	0	0
Proceeds - AHBTC Divestment	0	1,230	0	0	0	0	0	0	0	0	0
Proceeds - Other	0	0	0	0	0	0	0	0	0	0	0
TOTAL PROCEEDS FROM SALE OF SURPLUS ASSETS	780	1,230	-	-	-	-	-	-	-	-	-

Appendix 2

*Draft Long Term Financial Plan 2021-22 Community
Engagement Outcomes Report April 2021*

2021

Adelaide Hills Council

engage.sa.gov.au

Draft Long Term Financial Plan 2021-22



Community Engagement Outcomes

April 2021

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1 INTRODUCTION

This report presents the qualitative and quantitative feedback from the engagement with the community conducted from 3 March to 31 March 2021 regarding Council's Draft Long Term Financial Plan 2021-22.

This report will be made available to those who participated in the consultation and will be available on Council's Have Your Say Engagement Platform as well as included in a report to Council on 27 April 2021.

The consultation comprised an opportunity for the Community to provide feedback via hardcopy and online survey response as well as providing submissions by email, letter or phone contact. A copy of information provided on Councils Have Your Say Engagement Platform and feedback form is available in Appendix A.

40 Respondents provided their views on the Long Term Financial Plan by online survey. A further 1 participant provided a response by email.

Verbatim comments received through surveys in relation to the Draft Long Term Financial Plan 2021-22 are provided in Appendix B.

Social media posts are provided in Appendix C.

It is worth noting that with the small number of Respondents providing feedback although the feedback is valuable and is being considered it may not be representative of the community as a whole and should not be considered in context with other priorities and information as part of the process of developing the Long Term Financial Plan.

2 KEY FINDINGS

The key findings from the consultation are:

- 41 Respondents Participated in this consultation, providing feedback.
- 97.5% (n=39) of Respondents were either Ratepayers/Residents or Business owners in the Adelaide Hills Council.
- Respondents resided in at least 22 AHC suburbs/townships.
- 95% (n=38) of Respondents had either read the Draft Long Term Financial Plan 2021-22 in detail or at least had a glance at it.
- 80% (n=32) of Respondents either had a neutral or happy feeling with their overall impression of the Draft Long Term Financial Plan 2021-22.
- Three of the four key changes proposed in the Draft Long Term Financial Plan 2021-22 were valued including:
 - 62.5% (n=25) of Respondents valued the key change for Tree Management
 - 60% (n=24) of Respondents valued the Increase Operating Surplus
 - 77.5% (n=31) Respondents valued the Financial Sustainability Target Changes
- The key change that was not as well supported was the Local Government Price Index (LGPI). This was only valued by 25% (n=10) of Respondents.
- Key considerations and concerns raised by 30 Respondents supported the following views:
 - Council should keep rates low
 - Council should have an operating surplus
 - Tree management is important
 - Respondents are supportive of the new target ranges for measures.

3 SUMMARY OF ENGAGEMENT

3.1 BACKGROUND

Each year Council develops a Long Term Financial Plan (LTFP) which is a requirement of the *Local Government Act 1999*. It is updated annually and provides projections in Council's planned activities over a ten year timeframe.

This financial year consideration was given to emerging cost pressures relating to tree management, and the financial impact from recent events including bushfires and COVID-19. Given the relatively low operating surplus that has previously been projected, detailed consideration was given to options that could assist Council's ability to absorb these type of events without significantly impacting on the delivery of Council's Strategic Plan outcomes and the full range of services and facilities it provides.

Once additional tree management costs were factored in, LTFP modelling showed that from 2023-24 Council's resultant operating costs changed from a moderate surplus to a deficit in the majority of years.

To ensure that Council's financial sustainability is maintained in the medium to long term the following key changes and amendments to the LTFP were included:

- **Tree Management** – the additional costs required to mitigate the significant risks associated with the management of trees following a recent review
- **Local Government Price Index (LGPI)** - An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI (Consumer Price Index) from 2023-24
- **Increase Operating Surplus** - an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure
- **Financial Sustainability Target Changes** - amendments to Council's financial sustainability targets to narrow the range of each target.

Residents and Ratepayers had the opportunity to be informed of the above considerations and assist in finalising the plan by providing feedback.

3.2 COMMUNITY ENGAGEMENT STRATEGY

A community engagement strategy was developed and consultation was undertaken with the Community over 29 days from Wednesday 3 March until 4pm, Friday 31 March 2021.

Consultation was undertaken in accordance with Section 122 of the *Local Government Act 1999* and Council's Public Consultation Policy.

3.3 ENGAGEMENT APPROACH

Our engagement approach aimed to collect and collate community feedback about how people feel about the Draft Long Term Financial Plan 2021-22 (LTFP or the Plan) including considerations and concerns. Feedback could be provided via an online or hardcopy survey, email, mail or phone.

3.4 QUESTIONS ASKED

A survey was developed which contained seven questions, six of these were closed questions and one was open. Anyone could participate in the survey which was made available online and in hard copy at our customer service centres and libraries.

Participants were asked to respond to whether they:

- reviewed the Plan?
- had an overall impression of the Plan?
- saw value in the overall key changes proposed for the Plan?
- had any other considerations or concerns for the Plan?

A copy of the survey questions is included in Appendix A.

3.5 DISTRIBUTION AND PROMOTION

The opportunity to provide feedback was promoted through a number of channels including:

- Advertisement in the local Courier
- Hills Voice: your Adelaide Hills e-Newsletter
- AHC social medial (Facebook, Twitter)
- My local services app – banner carousel
- Direct emails to key stakeholder and community lists including businesses, general Have Your Say Engagement Platform registrations, previous Respondents to similar consultations and those identifying an interest in Council Policy, Budget and Management Plans registered in the EHQ platform)
- Posters, flyers and hardcopy feedback forms available at customer service centres and libraries.

Email promotion statistics are presented below:

<p>3 Mar 2021</p> <p>Engagement HQ Platform</p> <p>33 previous similar engagement participants</p> <p>20 unique opens (58.8%)</p> <p>9 unique click throughs to EHQ (26.5%)</p>	<p>3 Mar 2021</p> <p>Engagement HQ Platform</p> <p>44 EHQ registrants interested in Policy, Budget and Management Plans</p> <p>30 unique opens (66.7%)</p> <p>10 unique click throughs to EHQ (22.2%)</p>
<p>4 March 2021</p> <p>Hills Voice: your Adelaide Hills (eNews)</p> <p>Your Council, Your Say:</p> <p>Interested in our Long Term Financial Plan?</p> <p>1,365 unique opens (36.16%)</p> <p>12 unique click throughs to EHQ</p>	<p>9 March 2021</p> <p>Your Council Your Say eBlast (special eNews)</p> <p>Opportunity to provide feedback on Council's Long Term Financial Plan (<i>EHQ member edition</i>)</p> <p>1,093 unique opens (40.33%)</p> <p>157 unique click throughs to EHQ</p>
<p>9 March 2021</p> <p>Your Council Your Say eBlast (special eNews)</p> <p>Opportunity to provide feedback on Council's Long Term Financial Plan (<i>business edition</i>)</p> <p>1,857 unique opens (28.32%)</p> <p>152 unique click throughs to EHQ</p>	

Social media promotion statistics are presented below:

<p>9 March 2021</p> <p>Facebook</p> <p>LTFP open now for your comment</p> <p>429 people reached</p> <p>8 engagements</p> <p>3 likes</p>	<p>10 March 2021</p> <p>Twitter</p> <p>LTFP open now for your comments</p> <p>339 impressions</p> <p>1 engagement</p>
-----------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------

4 PARTICIPANTS

This section provides details about participation during the engagement period and demographic information about Respondents who completed a survey.

Participants are considered to be those who were aware of and informed about the consultation process and also chose to provide their feedback. The number of aware and informed people who chose not to provide feedback is presented within the table below:

Table 1 Aware, informed and engaged community

	Email	Social Media	EHQ Platform
Aware	4365	768	423
Informed	340	9	154
Engaged	Within EHQ Platform		40

4.1 PARTICIPATION RATE

The following table displays the level of engaged participation.

Table 2 Level of Participation

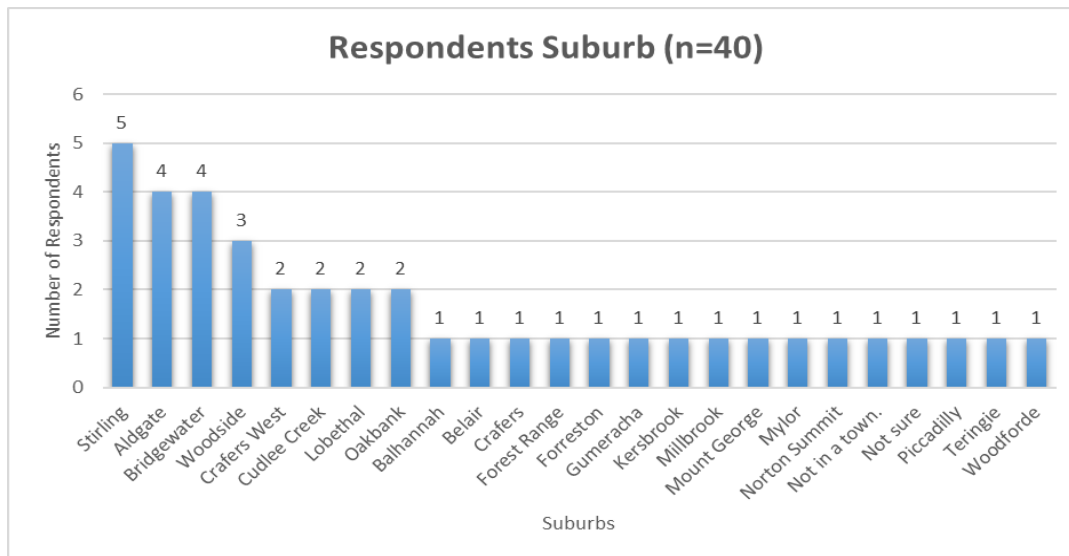
Activity	Number Participating
Online Surveys	40
Written response –email	1
TOTAL CONSULTATION PARTICIPATION	41

4.2 PARTICIPANT CHARACTERISTICS

Demographic data was collected from Respondents on the Suburb/township in which they lived and whether they identified as a Resident/Ratepayer of AHC, Business Owner in AHC or other.

Respondents Suburb

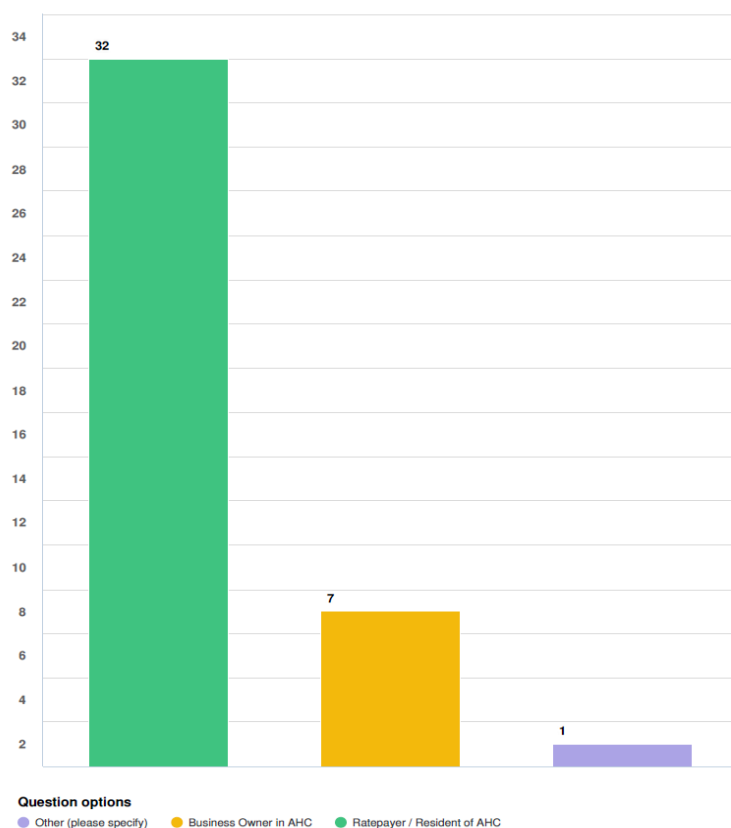
12.5% (n=5) of Respondents came from Stirling; a further 10% of Respondents came from Aldgate (n=4) and 10% from Bridgewater; 7.5% (n=3) came from Woodside. Additional suburbs represented are presented below with only 1 Respondent from each. 22 suburbs were represented in total, an additional 2 suburbs were unidentifiable.



Respondents Identity

- 80% (n=32) of survey Respondents were Ratepayers/Residents of Adelaide Hills Council.
- 17.5% (n=7) of online survey Respondents were business owners in Adelaide Hills Council.

Q5 Are you providing this feedback as a:



5 FEEDBACK

All responses received during the consultation period were analysed (40 online survey responses and one email response).

Feedback from all sources has been divided into the following sections:

1. Online survey
2. Email

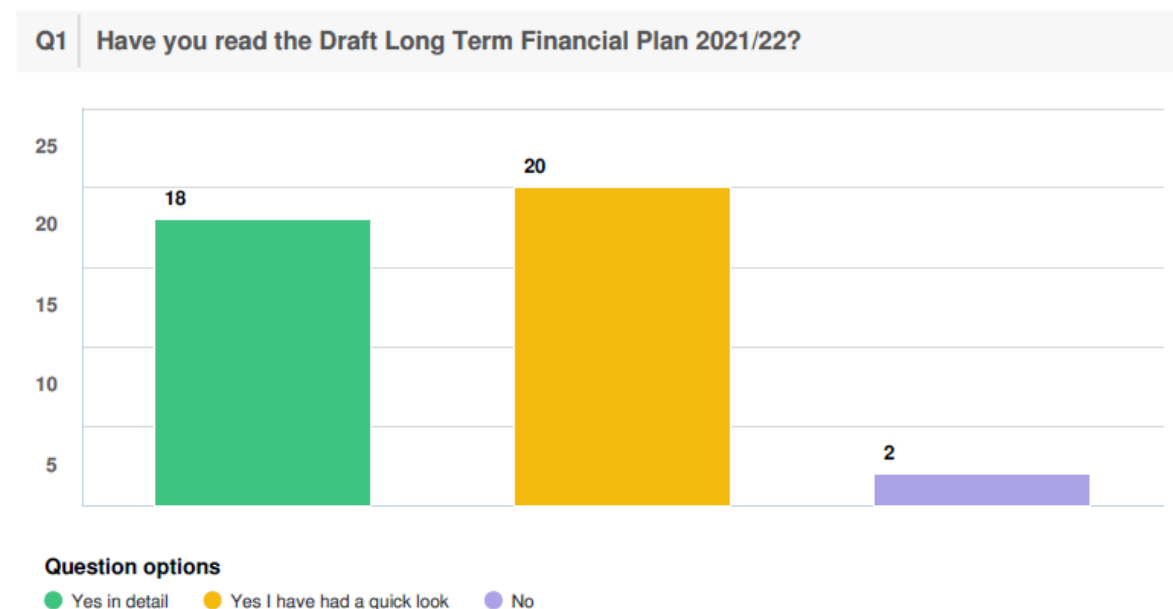
5.1 ONLINE SURVEY RESPONSES

There were 40 online survey responses as part of the consultation.

Where data has been deleted for anonymity reasons this is marked by [...].

Q1 asked Respondents if they had read the Draft Long Term Financial Plan.

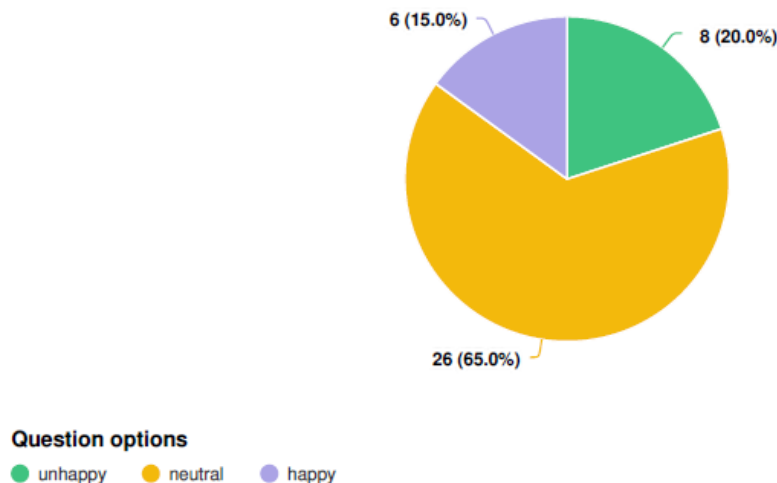
As presented below 45% (n=18) of Respondents said they had read the Long Term Financial Plan in detail while 50% (n=20) said they had a quick look. 5% (n=2) of Respondents who provided response did not read the Draft Long Term Financial Plan.



Q2 asked Respondents for their overall impression of the Draft Long Term Financial Plan.

65% (n=26) of Respondents had a neutral feeling for the Draft Long Term Financial Plan. 20% (n=8) of Respondents were unhappy with the plan and 15% (n=6) were happy with the plan.

Q2 What is your overall impression of the Long Term Financial Plan?



Q3 asked Respondents whether they could see value in the key changes proposed for the Long Term Financial Plan. A scale from 1 – 5 was provided where 1 indicated no value and 5 indicated extremely valuable.

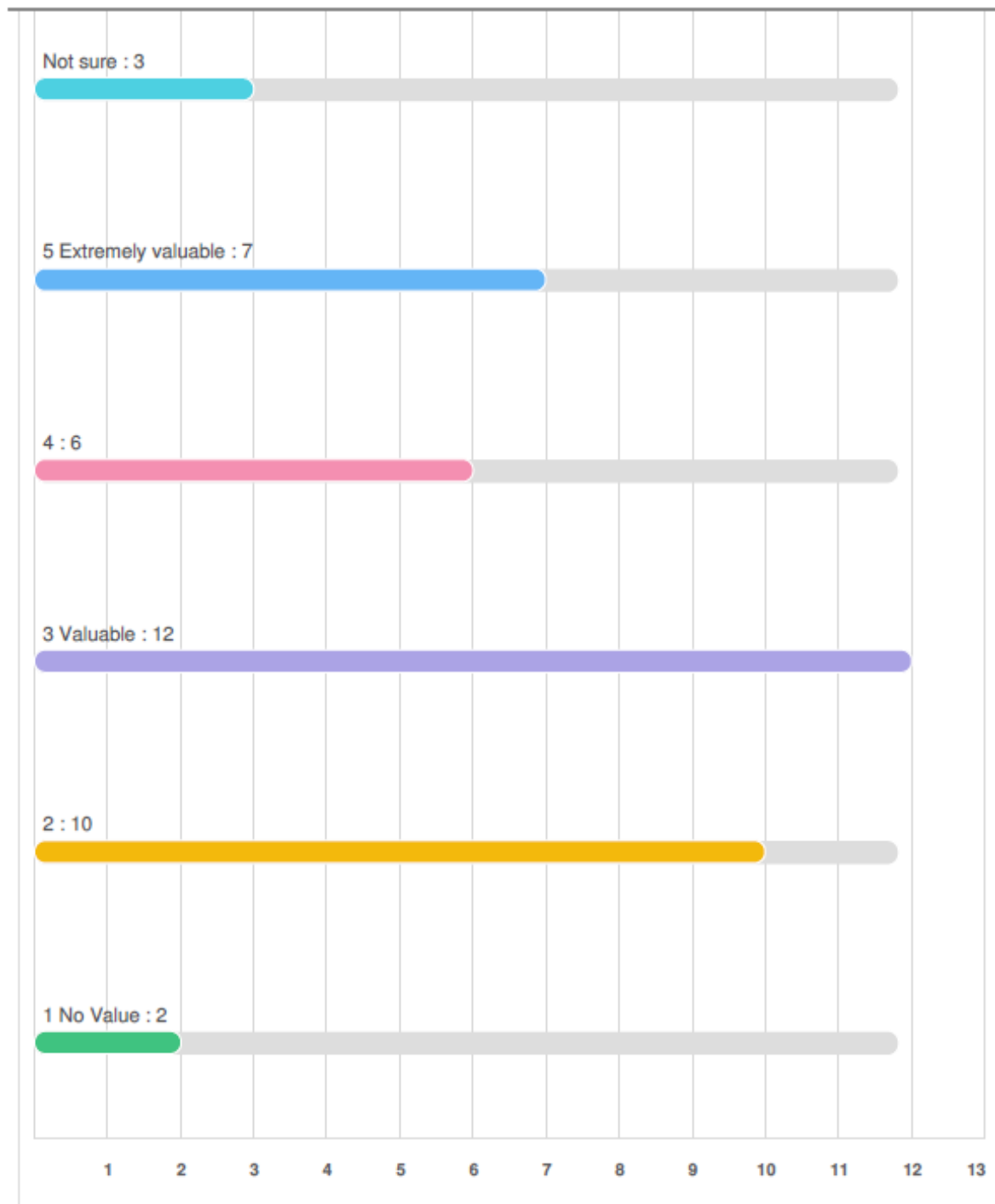
Key changes included:

- **Tree Management** – the additional costs required to mitigate the significant risks associated with the management of trees following a recent review
- **Local Government Price Index (LGPI)** - An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI from 2023-24
- **Increase Operating Surplus** - an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure
- **Financial Sustainability Target Changes** - amendments to Council's financial sustainability targets to narrow the range of each target.

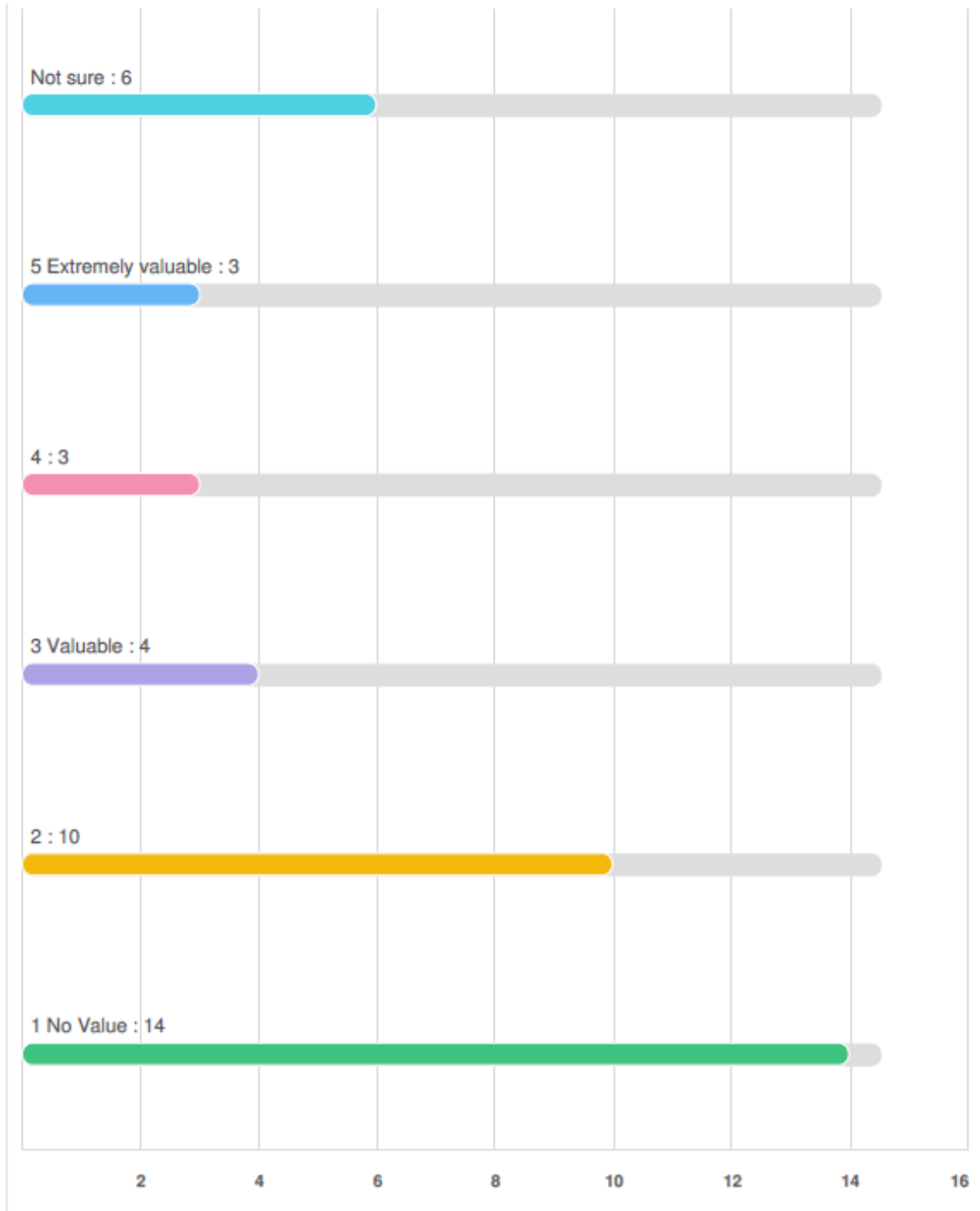
Further information on each of the above key changes was provided to Respondents via [frequently asked questions](#) and in the [Draft LTFP](#) document on the Have Your Say engagement site.

Results for each of the key changes are presented below:

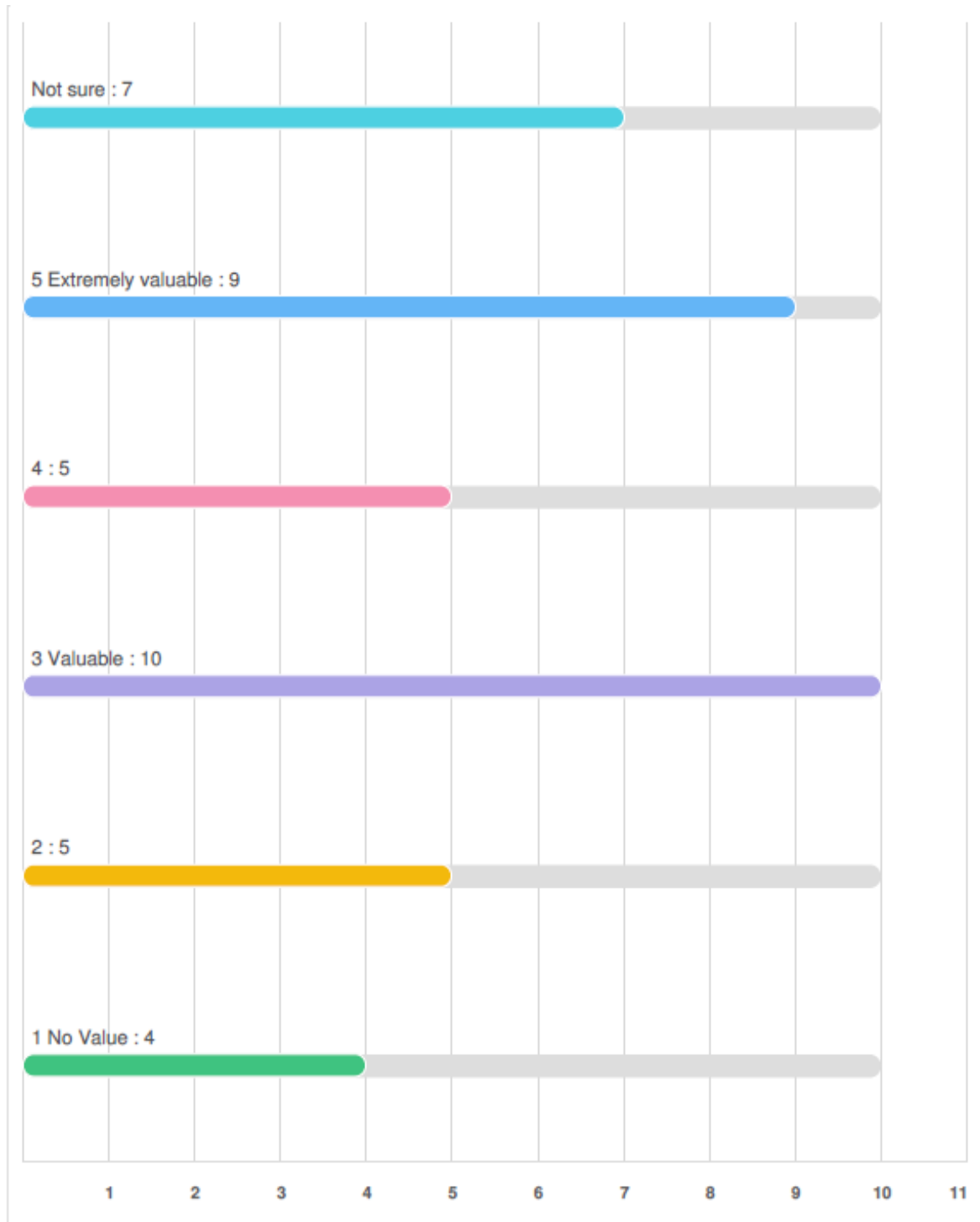
62.5% (n=25) of Respondents valued the key change for **Tree Management** (the additional costs required to mitigate the significant risks associated with the management of trees following a recent review). 30% (n=12) of Respondents had little or no value and 7.5% (n=3) were unsure.



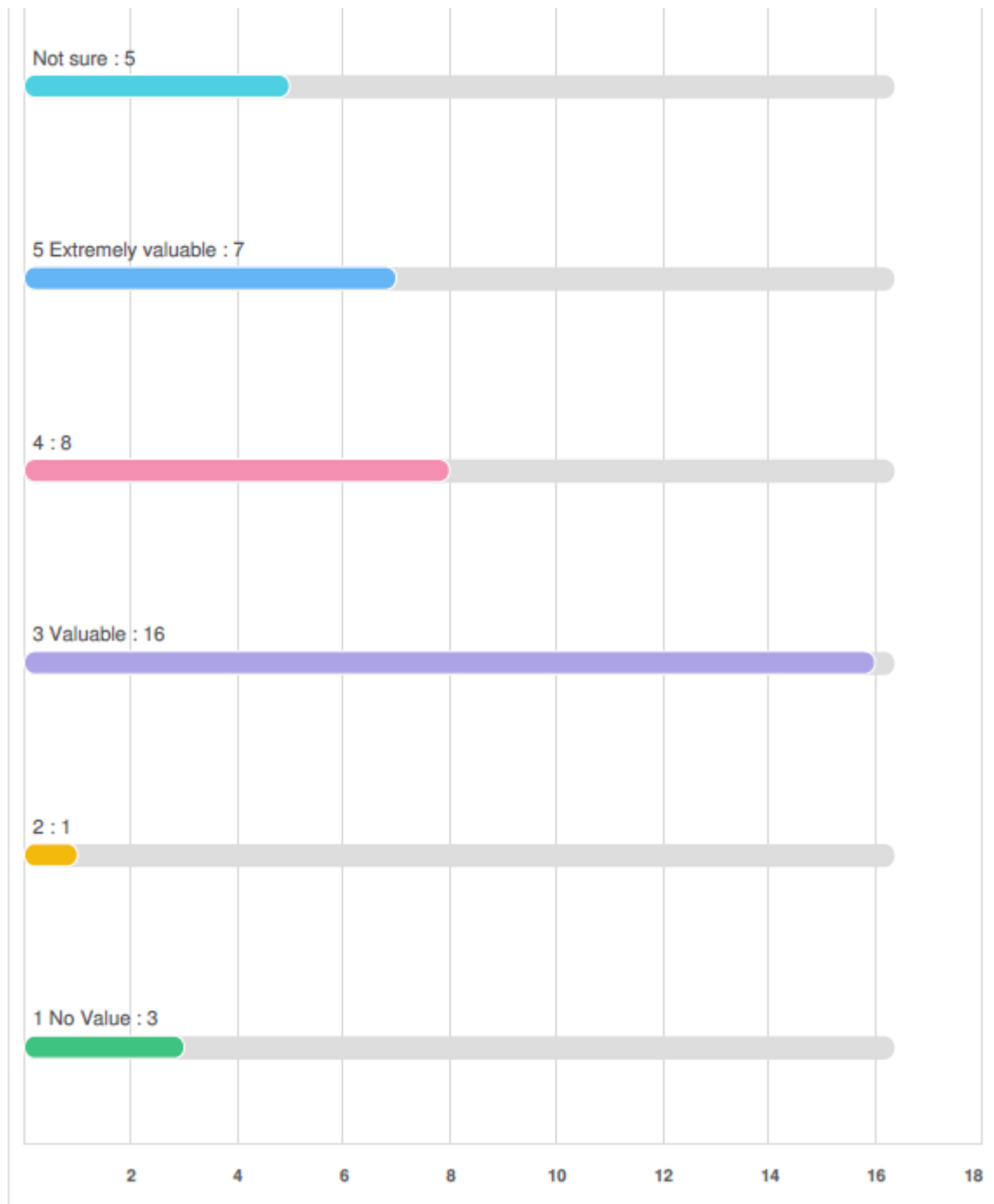
25% (n=10) of Respondents valued the **Local Government Price Index (LGPI)** (An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI from 2023-24). 60% (n=24) of Respondents had little or no value and 15% (n=6) were unsure.



60% (n=24) of Respondents valued the **Increase Operating Surplus** (an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure). 22.5% (n=9) of Respondents had little or no value and 17.5% (n=7) were unsure.



77.5% (n=31) Respondents valued the **Financial Sustainability Target Changes** (amendments to Councils financial sustainability targets to narrow the range of each target). 10% (n=4) of Respondents had little or no value and 12.5% (n=5) were unsure.



Q4 asked Respondents whether they had any considerations or concerns that they would like to share on the Long Term Financial Plan.

Feedback on additional considerations and concerns was provided by 30 Respondents. The feedback represented three key themes including trees, rates and LGPI and LTFP. Additional ad hoc feedback was grouped as general responses. A full list of feedback is provided verbatim in Appendix B.

Examples of responses in regard to the trees theme included:

- Manage dangerous trees
- Tree replanting rather than cutting down or mangling trees
- Preserve trees and maintain sustainable environment
- Better tree management
- Discourage tree removal by developers and others
- Remove non-significant trees from council land

Examples of responses in regard to the Rates and LGPI included:

- Divert rates revenue from 'feel good' projects into basic services
- Save money instead of raising rates, manage what you have better
- Don't agree to increase rates by more than CPI
- Find efficiency before increasing rates
- Struggling to pay rates
- What is LGPI, is it credible?
- No trust in LGPI, CPI perfectly understandable
- People can't afford more increases in rates

Examples of responses in regard to the Long Term Financial Plan included:

- Good plan, no concerns, well thought out (3 comments)

- Asset plans out of date
- Increasing debt a concern
- Climate Change Future Fund
- Proactive financial contingency planning for bushfires and other extreme weather events




Examples of responses in regard to general responses included:

- Underground wires in high risk areas
- Improve controlled burn off program and bushfire mitigation
- Upgrade public spaces, better fire management and improve planning
- More expenditure on compliance – cat, noise, dirt bikes
- Seeking details behind CWMS allocation?
- Stop wasting money i.e. art & celebrations, more promoting tourism and local businesses
- Remove cyclists, speed limit, improve pest control,

This feedback will be considered and any resulting alterations to the Long Term Financial Plan will be presented to Council for endorsement.

5.2 EMAIL RESPONSE

One Respondent provided a response by email as presented below. The Respondent found it difficult to view the Long Term Financial Plan and was not supportive of Council adopting the LGPI index or increasing rates. The preference was to save money, cut waste and reduce services.

 **Re: Invitation to AHC Draft Long Term Financial Plan 2021/22 Consultation**
To:  AHC Communications Engagement & Events
 You replied to this message on 12/03/2021 11:23 AM.
If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

It is all too difficult to view your plan or to tell what it is really about.
However I can see that council is planning to adopt a different index so it can charge higher rates.

Previously council was following a practice of each year increasing rates 1 % beyond CPI.

I object strongly to council's sense of entitlement to an ever increasing proportion of ratepayer's money.

Instead of grabbing extra rates each year, please save money, cut waste, reduce services, and cut down the endless list of highly-paid "managers" of everything under the sun.

6 CONCLUSION

There is a good level of support for the Draft Long Term Financial Plan 2021-22 with 80% (n=32) of Respondents having a neutral or happy feeling with their overall impression of the Plan.

Three of the four key changes proposed in the Draft Long Term Financial Plan 2021-22 were valued including support for tree management, an increased operating surplus and financial sustainability target changes.

The key change that was not as highly valued was the Local Government Price Index (LGPI) as it was only valued by 25% of Respondents.


The following key views identified throughout the feedback are highlighted here as important and representative of Respondents views in this engagement. They include:

- Council keeping rates low
- Council having an operating surplus
- Supporting tree management; and
- Respondents are supportive of the new financial sustainability target ranges.

Feedback and proposed actions will be reviewed and presented to Council for discussion and then be presented in the Council report for adopting the Long Term Financial Plan 2021-22 at the 27 April 2021 Council meeting.

This report will be shared with the wider community and anyone who participated in the consultation via Councils Have Your Say Engagement Platform.

APPENDIX A – Information Provided and Feedback Form



Adelaide Hills
COUNCIL

YOUR COUNCIL YOUR SAY

Are you interested in Council's
Long Term Financial Plan?

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Long Term Financial Plan 2021-2022



We have recently reviewed our Long Term Financial Plan (LTFP) and updated it for projections in Council's planned activities over a ten year time frame.

Consideration was given to emerging cost pressures relating to tree management, and the financial impact from recent events including bushfires and COVID-19. Given the relatively low operating surplus that has previously been projected, detailed consideration was given to options that could assist Council's ability to absorb these types of events without significantly impacting on the delivery of Council's Strategic Plan, outcomes and the full range of services and activities.

Once additional tree management costs were factored in, LTFP modelling showed that from 2023-24 Council's resultant operating costs changed from a moderate surplus to a deficit in the majority of years. Council also had a desire to:

- improve its Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure, and
 - provide increased flexibility to better absorb financial impacts of events such as bushfires.
- To ensure that Council's financial sustainability is maintained in the medium to long term the following key changes and amendments to the LTFP were included:
- **Tree Management** – the additional costs required to mitigate the significant risks associated with the management of trees following a recent review
 - **Local Government Price Index (LGPI)** - An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI from 2023-24
 - **Increase Operating Surplus** - an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure
 - **Financial Sustainability Target Changes** - amendments to Council's financial sustainability targets to narrow the range of each target.

Further information on each of the above key changes can be found under FAQs or in the LTFP in the document library on the right pp 4-9.

We invite you to take a look and let us know if you have any comments by **Friday 31 March 2021**.

On the right of this page, in the document library, you can download a copy of the [Draft Long Term Financial Plan](#) which includes an explanation as to why we need a plan and how we prepare it. Copies of the Long Term Financial Plan and Summary Document are available at all Libraries, Customer Service and Community Centers, (Woodside, Gumeracha, Stirling and Norton Summit). If you would prefer a hard copy posted please call our team on 8400 0400 or email 803395@ahc.sa.gov.au.

Have your say

If you need help with providing comments our team is here to help.

- You can use the question function below to ask our team, or
- You can get in touch to arrange a meeting via 803395@ahc.sa.gov.au or call 8408 0400
- A feedback form is also provided below for your comments or a hardcopy in the document library on the right.

The results of the feedback provided will be discussed with Council and incorporated into the Final Long Term Financial Plan prior to consideration of the 2021-22 Annual Business Plan and Budget. Feedback closes Friday 31 March 2021.

Key Dates

 Consultation Open
03 March – 31 March 2021

Document Library

 Long Term Financial Plan 2021-22 DRAFT for consultation.pdf (743 KB) (pdf)

 LTFP Hardcopy Feedback Form (21.7 KB) (pdf)

FAQ

 Why does Council prepare a Long Term Financial Plan?

 How does Council prepare the plan?

 What key conclusions may be drawn from the plan?

 What are the key changes to the LTFP for Tree Management?

 What are the key changes to the LTFP for Local Government Price Index (LGPI)?

 What are the key changes to the LTFP for increase Operating Surplus?

 What are the key changes to the LTFP for Sustainability Target Changes?

 How can I provide feedback?

Life Cycle

 Consultation now closed
This consultation is no longer accepting contributions.

Long Term Financial Plan 2021-2022

Hills Voice: your say

Have Your Say - Long Term Financial Plan

It is recommended you have a look at the [Draft Long Term Financial Plan 2021/22](#) to be able to answer the following questions. We appreciate you taking the time to provide your feedback.

Have you read the Draft Long Term Financial Plan 2021/22?

(Choose any 1 options) (Required)

- ☐ Yes in detail
☐ Yes I have had a quick look
☐ No

What is your overall impression of the Long Term Financial Plan?

(Required)

- ☐ unhappy
☐ neutral
☐ happy

Do you see value in the key changes proposed for the Long Term Financial Plan?

Please select from a scale of 1 – 5 (where 1 is no value and 5 is extremely valuable) for each key change stated below.

(Required)

Questions	1 No Value	2	3 Valuable	4	5 Extremely valuable	Not sure
Tree Management - the additional costs required to mitigate the significant risks associated with the management of trees following a recent review						
Local Government Price Index (LGPI) - An increase in rate revenue through indexing rates relative to the LGPI as opposed to CPI from 2023-24						
Increase Operating Surplus - an improvement to Council's Operating Surplus Ratio over the period of the LTFP to enable capacity to reduce debt whilst also funding a proportion of capital upgrade expenditure						
Financial Sustainability Target Changes - amendments to Council's financial sustainability targets to narrow the range of each target						

Do you have any considerations or concerns you would like to share on the Long Term Financial Plan?

Are you providing this feedback as a:

(Choose any 1 options) (Required)

- ☐ Ratepayer / Resident of AHC
☐ Business Owner in AHC
☐ Other (please specify)

Can you please confirm the township in which you live.

(Required)

Page 1 of 2

If you would like us to inform you of the outcomes of this consultation please leave your email address:

APPENDIX B – Verbatim comments RE: Respondents considerations and concerns with the Draft Long Term Financial Plan 2021-22.

Q5 (<p>Do you have any considerations or concerns you would like to share on the Long Term Financial Plan?<-p>)
Page 11 is clearly made up. It states that Asset Plans are regularly reviewed yet the latest published Asset Plans are from 2012! How can this be accurate, as far as I can tell from your published plans you are 2 iterations behind where you should be in terms of having up to date Asset Plans under the local govt act. As a rate payer I find this a complete and utter joke. How is this LTFP even generated, I have no confidence what so ever in it in terms of what it is predicting for the future.
Cut the long grass more on the side of the road ..from lobethal to woodside ..its terribly high and a fire hazard .
Great LTF Plan well done to the relevant director and CEO for pulling this together.
We already pay high council rates in the Adelaide Hills Council. We are not really interested in a measure that will increase them further. Manage what you have got better.
increasing debt is a concern
I do not agree with your proposal to increase rates by more than CPI. This is not sustainable and not reflective of earnings growth by your ratepayers. Using LGPI instead of CPI is going to cost ratepayers more, those same ratepayers who are also suffering financial hardship from the same causes as the council. Does the council not have insurance to draw on in case of disaster? Why must residents be financially burdened above their already exorbitant rates?
What funding has been forecast for an IMPROVED controlled burn-off program and other bushfire risk mitigation programs? It appears that for the most part, unforeseen events have initiated this review. There is no easy way presented to compare the impact of the forecast LGPI increases as opposed to the forecast CPI increases on the cost to ratepayers. Most ratepayers would no doubt be primarily concerned with how much extra this is going to cost them considering that council rates are a considerable part of their annual household budget.
I'm not an account, but I'm sure this means I pay more for the same service? Also can you please forward a copy of the tree management review as this seems to be the reason for increases. Why hasn't this been a part of councils normal yearly budgets? I'm struggling to pay your rates now on a fixed income, good luck getting more out of me unless the government increases pensions etc.
Have no trust in the LGPI index. the CPI is fully understandable and is a universal accepted measurement. I bet London to a Brick that the LGPI has been chosen because it will be the base the Council uses to increase rates and expenditure
What are the details behind CWMS allocations?? Eg are they capital or R&M If capital at what locations?
Too superficial-general. No-not enough detail as to deadlines for targets to be met.
Ratepayers in the AHC area have traditionally been hit with a high rate in the \$ for council rates. This combined with the dramatic increase in property values around 15 years ago has made it very difficult for many to afford council rates. That coupled with the fact that, from personal experience, council is not addressing many road maintenance issues, some of which pose a significant risk to road users I would prefer that, rather than increasing rates, existing rate revenue is diverted from 'feel good' projects into the basic-core services for which councils exist to provide.

The entire LTFP is contingent on the Council adopting the LGPI instead of CPI to adjust rates, but there is only an extremely cursory explanation of what the LGPI is, or whether it is in fact a credible index. Without knowing what the LGPI is, it is impossible to comment on the plan. Has the LGPI been adopted by a vote of the Council already, or is this speculation?

There is also an unexplained spike in the estimated operating surplus ratio for 2020-21, following a similarly unexplained slump into the negative in 2019-2020 (a 10 percentage point turnaround in 12 months). Neither the crash nor the predicted spike are explained in the document.

No

Unnecessary tree removal by developers and others should be discouraged, with approximately financial fines. This includes stating exaggerated levels of danger-risk.

I have had an increase of my rates every single year for 5 years - how has the value of my property increased: not to the same extent. People cannot afford more increases in rates.

Stop wasting money on useless & expensive decorations & art purchases such as the drawings on the wall below the Gumeracha hospital. Try to find ways of saving money instead of raising rates constantly. What happens to outdated-surplus- replaced plant & machinery ? There is no visible return for this in the financial plan. If project management is costing in excess of \$1 million per year maybe employ a council based project manager. Spend less on celebrations & more on promoting tourism & local businesses. Treat our money with respect.

How much revenue is put back into council road repair from car rally's that are consistently in my area?

Need more expenditure on ensuring compliance eg. Cat registration, dirt bike riding noise etc

I believe greater consideration should be given to (if necessary) the purchase of associated plant - equipment and appointment of an ongoing tree gang. Would a single ongoing tree gang, working year round on tree maintenance, impact on the cost of the seasonal tree management contractor?

The plan talks about "managing" trees but that's not clear as to what that means... I do not believe that removing trees is the way to manage bush fire risk. I think we desperately need to preserve the trees in Adelaide Hills before we become just another concreted suburb devoid of the wonderful wildlife and birds that makes our area unique and special both for human living & maintaining a sustainable environment.

If council adopted a long term plan to underground wires in high risk areas then ongoing expenses and bushfire risk would eventually reduce. This may take 30years but would be well worth the vision.

Upgrade to public use spaces. Better-balanced fire management and less internal squabbling about environmental issues (too much over reach compared to environmental legislative requirements). Planning sections needs better customer service and consistency.

Your "tree mitigation" program... which from past experience seems to just involve cutting down or mangling trees is destroying the hills atmosphere. Where in there is any replanting program? ?

No discussions of finding efficiencies before increasing rates. I think council's overreach and take on too much. you are not as important as you may believe.

Pest control....kangaroos, rabbits, foxes, snakes

Ongoing dangerous tree management must be factored in, there have been too many accidents and people killed.

The land verge between Aldgate and Stirling has been an eyesore for years and many pine trees have also fallen over the years creating a serious hazard. All these pine trees should be removed and the verge and pathway should be brought up to a usable standard and fit in with rest of the manicured landscapes in these towns.

Stock road speed limit needs to be reduced, 80km is way too fast along this road that is too narrow and winding for this speed.

Cyclists to be removed from narrow winding roads and must use pathways provided for walking. When the tour down under is on especially, it can be a very dangerous and frustrating time for all road users, and if cyclists are going to be continued to be allowed to use roads in the Adelaide Hills, they should have to pay-register to do so as do motor vehicles and motor cycles, or be removed from roads and use bike paths instead!

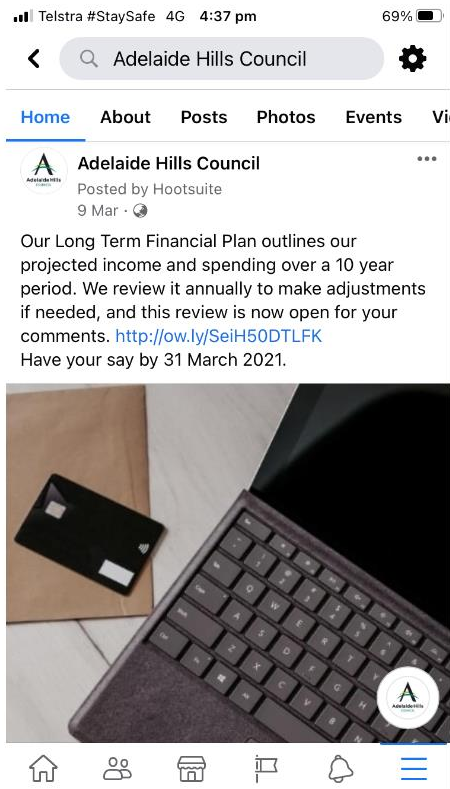
Over the last few decades the amount of trees on private land in the AHC area has grown substantially. Where possible perhaps AHC should be removing many non-significant trees from council land to reduce the burden in the longer term.

I think the amendments-changes considered to be well thought out and necessary.

Climate change and impacts on infrastructure should also be included in modelling. We can assume higher maintenance and capital renewal costs for infrastructure like roads from longer drier hotter periods or weather or from more frequent extreme weather events. I think Council should consider a Climate Change future fund which invests a % of income each year for future liabilities to be incurred due to impacts of Climate Change.

I think it's clear that bushfires and other extreme weather events will increase in both frequency and severity as a function of time. I'm not sure if you have allowed for these increases with proactive financial contingency planning, rather than waiting for and reacting to future events. The report also does not address how costs are being reduced pro-rata with value engineering and value management, and specifically whether alternative methods of procurement and provision of services are being considered. An example of improving revenue with value engineering is to increase allowable plot ratio of property development (as opposed to further spreading of development into farming land)- this method could be more acceptable to the electorate rather than simply increasing rates pro-rata, especially if the plot ratio increase is carried out with improved liveable design requirements (eg requiring improved energy efficiency, dual visual aspects, and improved environmental conditions and all types of amenity). This approach would also improve energy efficiency and infrastructure costs per resident overall, in turn making business increasingly viable, and so creating further rates revenue increases. Another approach may be to share facilities with adjacent LGAs to improve cost efficiencies, generate own energy, improve energy efficiency of all facilities and team this with electric vehicles. Another approach is to create businesses which replace Council operations which are a cost; ie replace a cost with a revenue generator. eg An environmental tourism business managed by indigenous rangers, focussed upon a conservation or natural regeneration area. If Council would like to discuss any of these ideas with me, I also wish to advise that my business, Oviiso, is available to manage and establish the operational aspects of such enterprises.

APPENDIX C – Social Media Posts



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.4

Responsible Officer: Kira-marie Laverty
Corporate Planning & Performance Coordinator
Office of the Chief Executive

Subject: 2021-22 Annual Business Plan and Budget Consultation

For: Decision

SUMMARY

The *Annual Business Plan 2021-22* is a legislative requirement under s122 of the *Local Government Act 1999* (the Act). It is also a key element of Adelaide Hills Council's *Corporate Planning and Performance Framework*.

The draft *Annual Business Plan 2021-22* has been developed to align to the draft *Long Term Financial Plan (LTFP) 2021*, the *Asset Management Plan 2021 (AMP)* and the *Strategic Plan 2020-24 –A brighter future*. Council resolutions, staff and community feedback, and risk assessments have also informed projects and programs included in the ABP.

The purpose of this report is to provide the draft *Annual Business Plan 2021-22 (Appendix 1)* to Council for endorsement for the purpose of community consultation.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. To endorse the draft *Annual Business Plan 2020-21 (ABP)*, as contained in Appendix 1 for community consultation in accordance with Section 123 of the *Local Government Act 1999*.
3. That, notwithstanding the terms of Council's *Public Consultation Policy* (as modified on account of the making of the Public Access and Public Consultation Notice (No 2) 2020), Council determines that it will hold a public meeting as part of its consultation activities with respect to the draft annual business plan and budget for 2021-22.
4. That the CEO be authorised to:
 - a. arrange for the holding of such a meeting;
 - b. provide notice to the public of the meeting in such manner and form as they see fit; and
 - c. cancel entirely or defer the holding of the meeting in the event it cannot be accommodated in line with relevant State Government public health/emergency directions, regulations or legislation related to COVID-19

5. That the CEO be authorised to:

- a. Make any formatting, nomenclature or other minor changes to the Plan prior to being released for public consultation and
- b. 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 A progressive Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.3 Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community

The ABP has been developed based on the financial projections and targets of the *Long Term Financial Plan (LTFP)* and in alignment with the *Strategic Plan 2020-24 – A brighter future* and *Asset Management Plans*.

➤ Legal Implications

The preparation of an ABP is a requirement of Section 123 of the *Local Government Act 1999* (the Act), and the *Local Government (Financial Management) Regulations 2011* (the Regulations).

Section 123(3) of the Act states that before a council can adopt its ABP that it must prepare a draft ABP and follow the relevant steps set out in its public consultation policy (i.e. consultation for at least 21 calendar days).

Section 123(4)(a) of the Act requires that publication of a notice in a newspaper circulating in the area informing the public of the preparation of the draft annual business plan and inviting interested persons to attend:

- i. A public meeting which must be held at least 21 days after the publication of the notice; or
- ii. A meeting of the council at which members of the public may ask questions and make submissions for a period of at least one hour.

As group meetings may still be restricted due to the COVID-19 pandemic, the Minister for Local Government has gazetted the *Public Health Emergency: Public Access and Public Consultation Notice (No 2) 2020* to remove the “public meeting” requirement from the Act. On 18 February 2021, the LGA advised that this direction is still in force, however we may choose to hold a public meeting by resolution of Council provided we adhere to all COVID-19 related State Government public health and emergency directions, regulations or legislation.

Section 123(7) of the Act requires that each budget of council must:

- a) Be considered in conjunction with the council's ABP (and must be consistent with that plan); and
- b) Be adopted by the council after the council has adopted its ABP.

Part 2 of the Regulations sets out what financial information must be included as well as the required formats.

➤ **Risk Management Implications**

Preparing an ABP as required by the Act and Regulations will assist in mitigating the risk of:

Inability to discharge role and functions of a local government entity leading to a breach of legislation and loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	High (5E)	High (5E)

It ensures that financial resources are deployed in areas that align with Council's Strategic Management Plans, are affordable and support Council's Long Term Financial Plan.

➤ **Financial and Resource Implications**

The ABP sets out the priorities and application of the Council's resources over the next financial year. The plan has been developed to be consistent with the *Strategic Plan 2020-24*, LTFP and Asset Management Plan 2021.

The finalisation of the ABP document will be primarily produced internally using mainly existing staff resources. External costs will be associated with activities such as the design and printing of the final copy and any promotional costs related to the public consultation.

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

The ABP provides transparency for the community regarding Council's plans for the next financial year. It highlights key goals and objectives and the strategies to achieve these objectives.

➤ **Sustainability Implications**

The Council's sustainability (financial, social and environmental) is a key consideration in the development of the ABP.

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

Consultation on the development of this report was as follows:

Council Committees: The draft ABP was presented to the Audit Committee at the 19 April 2021 meeting in their capacity as advisors to Council on the consistency and adequacy of the plan in the context of maintaining financial sustainability

<i>Council Workshops:</i>	Strategic initiatives included within the ABP were discussed in the Long Term Financial Plan workshop on 30 January 2021. An ABP and budget workshop was held on 26 March 2021 to discuss key budget elements and other related topics. A further workshop was held on 13 April to further discuss the ABP draft, rating policy and consultation process.
<i>Advisory Groups:</i>	Strategic initiatives will have been discussed by the various advisory groups throughout the development of the LTFP and ABP.
<i>Administration:</i>	All directors and function owners across the organisation have provided input into the development of the Plan.
<i>External Agencies:</i>	The service delivery and budget implications of each of the regional subsidiaries have been considered in the development of the ABP and budget.
<i>Community:</i>	LTFP Community Consultation feedback was considered during the ABP process

2. BACKGROUND

The ABP and Budget are legislative requirements under the Act. The ABP is a key element of *Council's Corporate Planning and Performance Framework*.

The draft *Annual Business Plan 2021-22* has been developed to align to the *Strategic Plan 2020-24 –A brighter future*, the draft *Long Term Financial Plan*, and the *Asset Management Plan 2021*. Council resolutions, staff and community feedback, and risk assessments have also informed projects and programs included in the ABP.

Strategic initiatives included within the ABP were discussed in the Long Term Financial Plan workshop on 30 January 2021. An ABP and budget workshop was held on 26 March 2021 to discuss key budget elements and other related topics. The focus in developing the initiatives and budget has been on:

- continued recovery and renewal following the impacts of bushfires and COVID-19,
- continuing to deliver on our strategic plan goals, and
- aligning as close as possible to our LTFP

From this there was a general consensus that a rate increase of 2.5% (CPI plus 1%) would maintain the financial sustainability of the Council and allow funding of the proposed strategic initiatives.

The draft ABP was presented to Audit Committee at their 19 April 2021 meeting where it was resolved:

6.2. Draft Annual Business Plan for consultation

Moved Natalie Johnston
S/- David Moffatt

AC14/21

The Audit Committee resolves:

1. That the report be received and noted
2. To advise Council that the Committee has reviewed the draft *Annual Business Plan 2021-22 (ABP)*, as contained in Appendix 1, in terms of the assumptions underpinning the Plan, its consistency with the Strategic Management Plans and the adequacy of the plans in the context of maintaining financial sustainability.
3. That, on the basis of the Committee's review, to recommend the draft ABP to Council for community consultation.

Carried Unanimously

3. ANALYSIS

The draft ABP has been developed to be consistent with the financial and strategic goals outlined in the *Strategic Plan 2020-24 – A brighter future*, draft *Long Term Financial Plan (LTFP)* and *Asset Management Plan (AMP)*. It has also been aligned with Council's targets for its key financial sustainability ratios i.e. Operating Surplus, Net Financial Liabilities and Asset Renewal Funding ratios.

The draft LTFP set the following key parameters and targets in relation to the development of the 2021-22 Budget:

- Operating Surplus of \$1.729m
- Renewals Capital Expenditure of \$10.775m
- New & Upgrade Capital Expenditure of \$6.267m
- Net Borrowings of \$3.0m, resulting in forecast Borrowings at June 2022 of \$21.4m.

As per the *Draft Annual Business Plan 2021-22 – Consultation document (Appendix 1)* based on the proposed General Rate increase of 2.5%, the financial summary shows the following:

- Operating Surplus of \$2.070m
- Renewals Capital Expenditure of \$10.816m
- New & Upgrade Capital Expenditure of \$6.979m
- Revised Net Borrowings of \$3.1m, resulting in forecast Borrowings at June 2022 of \$21.8m

The 2021-22 Proposed Operating Surplus of \$2.070m includes one off funding of \$1.572m relating to the Federal Government Local Roads and Community Infrastructure Project Program to support jobs, businesses and the resilience of local economies.

The increase in New/Upgraded capital expenditure relates to a number of projects that Council determined were the most appropriate projects to maximise the benefit of a new round of additional Federal Government Local Roads and Community Infrastructure Program funding. This Phase 2 funding is to be provided to support jobs, businesses and the resilience of local economies. Projects identified for this program funding were approved by Council at its March 2021 Council meeting.

Council has been advised that in relation to the 2021-22 Valuer-General Valuation used for rating purposes, that the Valuer-General is conducting a Revaluation Initiative Project across the whole state resulting in a reassessment of valuation assumptions. Data received recently from the Valuer-General indicates that this review has resulted in increased variability in valuation increases within the Council area, particularly within the primary production land use.

This is likely to result in many of the rate assessments experiencing an change in rates payable much higher or lower than the average rate increase proposed.

As a response to the impact of the Revaluation Initiative Council's rating policy position for the 2021-22 Annual Business Plan consultation is proposed as follows:

- Retain Council's fixed charge and increase by the average increase of 2.5%
- Consider a rate cap/rate rebate as follows:
 - Reduce cap/increase from 15% to 12.5% (being 10% on top of the proposed 2.5% increase)
 - Apply cap/rebate to all land use categories (expanding the cap from only principal place of residence)
 - Retain the exclusion of the cap for changes in land use
 - Adjust the exclusion of change of ownership properties to those properties sold after 30 June 2020 (previously from 1 January 2020)
 - Make automatic (previously by application) but also retain an application process subsequent to the issuance of a rate notice
- Retain the commercial/industrial differential for 2021-22 at 15% higher than other land use categories

Financial sustainability is demonstrated through adherence to Council's agreed target ranges in all of the following three key ratios. The target ranges were reviewed during the 30 January 2021 workshop and updated as part of the LTFP process.

1. Operating Surplus Ratio
 - a. target range 1% to 5%
 - b. Result = 4.1%
2. Net Financial Liabilities Ratio
 - a. target range 25% to 75%
 - b. result = 51%
3. Asset Sustainability Ratio
 - a. target range 95% to 105%
 - b. result = 100%

In conclusion, it is therefore considered that in achieving these targets, there is a level of certainty provided to the community that financial sustainability will be maintained.

Consultation Process

In line with section 123 of the Act, the attached draft *Annual Business Plan 2020-21* (**Appendix 1**) will be published for community consultation utilising Council's EngageHQ website over the proposed period 5 May to 26 May 2021.

As group meetings may still be restricted due to the COVID-19 pandemic, the Minister for Local Government has gazetted the *Public Health Emergency: Public Access and Public Consultation Notice (No 2) 2020* to remove the "public meeting" requirement from the Act.

On 18 February 2021, the LGA advised that this direction is still in force, however we may choose to hold a public meeting by resolution of Council provided we adhere to all COVID-19 related State Government public health and emergency directions, regulations or legislation.

The community will be invited to submit their feedback online, to send it to us via email or post, or to give feedback in person at a public meeting (should Council resolve to hold a public meeting as part of the public consultation process). Some of the promotional activities that will be occurring include:

- A newspaper ad in the Courier on 5 May 2021
- AHC newsletter articles
- Social media posts, and
- Targeted emails to AHC subscribers such as business and community groups.

Draft Annual Business Plan 2021-22 – Consultation document (**Appendix 1**)

The attached document is for the purpose of community consultation, and therefore does not contain all elements that will be published in the final ABP document.

The elements being included for community consultation are:

- An overview – providing a high level summary of what is included in the plan
- Overview of Council details and org structure
- The capital and operating strategic initiatives- these are included under each strategic goal they are aligned to along with a 3 year view of their funding, in this way helping to demonstrate what activities we are undertaking to achieve our Strategic Plan goals.
- Corporate performance indicators and other measurements
- Financial Summary – An overview of the budget and financials
- Operating budget by function
- Capital Summary – an overview of what is included in our capital works program
- Rates Summary – an overview of the rates changes and other important information from the rates policy.
- The *Uniform Presentation of Finances* which provides a summary of Council's proposed operating and capital investment activities together with financial sustainability ratios.
- The detailed Capital Works Program 2021-22 (**Appendix 2**)

What is not included in the consultation document but will be in the final ABP:

- Mayor's introduction
- Demographic information - infographic
- The full statutory financial statements in accordance with the Model Set of Accounts

4. OPTIONS

Council has the following options:

- I. To endorse the draft *Annual Business Plan 2020-21* to enable progression to the next stage of community consultation (Recommended)
- II. To endorse the holding of a public meeting as part of the community consultation process and authorising the CEO to arrange, provide notice and make adjustments to the meeting in line with COVID-19 directions, regulations or legislation. (Recommended)
- III. To amend any/all of the draft *Annual Business Plan 2020-21* prior to progression to the next stage of community consultation
- IV. To not endorse the draft *Annual Business Plan 2020-21* for progression to the next stage of community consultation (Not recommended)
- V. To not endorse the holding of a public meeting as part of the community consultation process (Not recommended).

5. APPENDICES

- (1) Draft *Annual Business Plan 2021-22* – Consultation document
- (2) Capital Works Program 2021-22

Appendix 1

*Draft Annual Business Plan 2021-22 – Consultation
document*

Annual Business Plan 2021-22



Adelaide Hills
COUNCIL

Welcome


This is our Annual Business Plan for 2021-22 which outlines how we plan to achieve our goals over the next financial year. These goals are linked directly to our *Strategic Plan 2020-24 – A Brighter Future*, but also come from our other plans and strategies. Our priorities for this year have been refined through community consultation held over the period 5 to 26 May 2021.

The Annual Business Plan meets the requirements of the *Local Government Act 1999*, and also provides relevant information for our community.

This publication is provided for our ratepayers, residents, business operators, visitors, government agencies and other interested people.

Contents

3	Overview
4	About us
5	Our Goals
6	Goal 1: A functional Built Environment
12	Goal 2: Community Wellbeing
17	Goal 3: A prosperous Economy
20	Goal 4: A valued Natural Environment
24	Goal 5: A progressive Organisation
28	Financial Overview
34	Capital Budget Overview
35	Rates Overview
	Appendix 1: Budgeted Uniform Presentation of Finances
	Appendix 2: Rating Policy
	Appendix 3: Corporate Performance Indicators



Council acknowledges that we undertake our business on the traditional lands and waters of the Peramangk and Kaurna people.

We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land.

Overview

The Annual Business Plan 2021-22 shows our services, programs and projects for the next financial year. It also shows how we will allocate our resources to achieve the goals we set out in our *Strategic Plan 2020-24 – A Brighter Future*, while ensuring Council's long term financial targets are met.

Our focus in 2021-22 is on supporting the Adelaide Hills community, environment and economy to recover and strengthen through the challenges we continue to face from bushfires and COVID-19.

There will be an average general rate increase of 2.5% which will allow for continued financial sustainability and maintaining our much needed services. This will also provide an operating surplus of \$2.07m which can be used to invest further in our community and to prepare for future emergencies.

The key elements of the Annual Business Plan are outlined in the table to the right, and explained in more detail throughout this document.

Planned Activities

- We have **110** strategic initiatives identified which contribute towards achieving our long term goals
- These include:
 - **56** capital initiatives (\$6.97m)
 - **54** operating initiatives (\$1.8m)

Capital Budget

- **\$6.97** million for capital expenditure on new or upgraded assets
- **\$10.8** million for capital renewal

Operating Budget

- Expenditure of **\$48.2** million
- Income of **\$50.3** million
- The Operating Surplus of **\$2.07** million includes one off funding of **\$1.572** million from the Federal Government Local Roads and Community Infrastructure Project Program to support jobs, businesses and the resilience of local economies.

Borrowing

- Net Borrowings of **\$3.1m**, resulting in forecast Borrowings at June 2022 of **\$20.7m**

Rates

- Average increase in general rates of **2.5%**. For an average value residential property this equates to an increase of approximately \$50.

Financial Sustainability

- Operating surplus ratio **4.1%** in line with Council's target of 1% to 5%
- Net financial liabilities ratio **51%** in line with Council's target of 25% to 75%
- Asset sustainability ratio **100%** in line with Council's target of 95% to 105%

About us

Council and Committees

The Elected Council's role is to provide for the governance and management of the Council area. It does this through representing the interests of the community; providing and coordinating public services and facilities; encouraging and developing initiatives to improve the community's quality of life; and exercising, undertaking its functions under legislation and its strategic management plans.

A number of committees have been established in accordance with legislation to assist the Council to discharge its responsibilities in specific areas. These are the Audit Committee, the Chief Executive Officer Performance Review Panel (CEOPRP), the Council Assessment Panel (CAP), the Building Fire Safety Committee and the Health & Safety Committee.

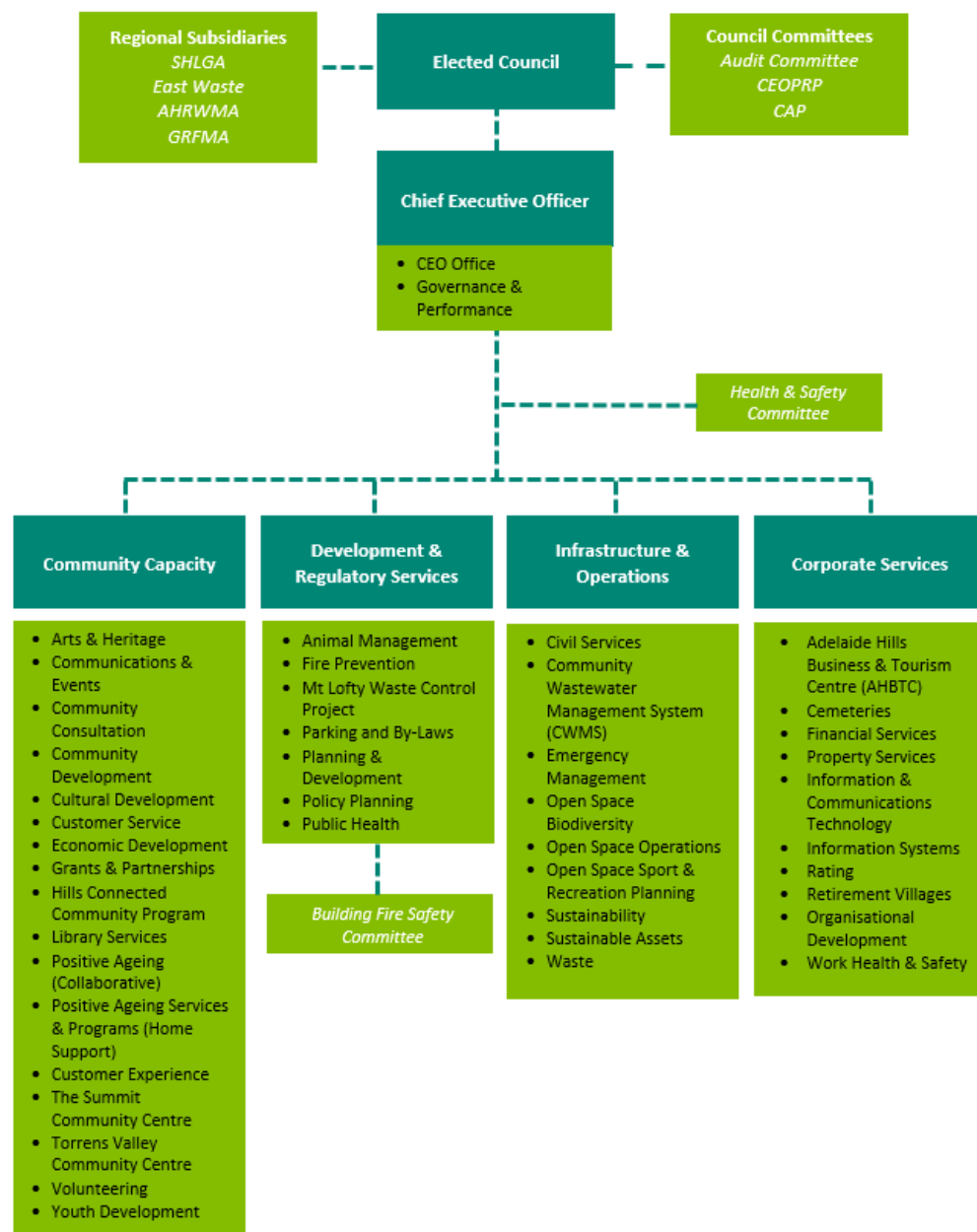
Regional Subsidiaries

Council is a member of four regional subsidiaries which assist in the strategic planning and service delivery activities. The subsidiaries are the Southern and Hills Local Government Association (SHLGA), the Eastern Waste Management Authority (East Waste), the Adelaide Hills Region Waste Management Authority (AHRWMA), and the Gawler River Floodplain Management Authority (GRFMA).

Administration

The Council's Administration is led by a Chief Executive Officer appointed by the Council.

The Chief Executive Officer appoints staff to carry out the functions and duties delegated to them and to implement Council decisions. The Administration is organised into directorates (see diagram), each with a specific area of focus and functional responsibilities. The arrangement of the directorates provides for the separation of the regulatory activities (into the Development & Regulatory Services Directorate) from the other activities of the Council.



Our Goals

The Annual Business Plan has been developed to align with our *Strategic Plan 2020-24 – A Brighter Future*, which was adopted by Council on 28 April 2020 and sets out what we wanted to achieve over the four year period. These goals and objectives are listed in the table below. Over the following pages we will show how our day to day activities, recovery efforts and strategic initiatives will help us to deliver each of these long term goals.

A functional Built Environment

B1 Our district is easily accessible for community, our businesses and visitors

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

B3 Consider external influences in our long term asset management and adaptation planning

B4 Sustainable management of our built assets ensures a safe, functional and well serviced community

Community Wellbeing

C1 A community for everyone - that is inclusive, welcoming and accessible

C2 A connected, engaged and supported community

C3 A community that grows together

C4 An active, healthy, thriving and resilient community

C5 Respect for Aboriginal Culture and values

C6 Celebrate our community's unique culture through arts, heritage and events

A prosperous Economy

E1 Support and grow our region's existing and emerging industries

E2 Provide local infrastructure to drive growth and productivity

E3 Encourage, attract and retain a creative, talented and skilled workforce in our region

E4 Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention

A valued Natural Environment

N1 Conserve and enhance the regional natural landscape character and amenity values of our region

N2 Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts

N3 Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment

N4 Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework

N5 Assist our community to reduce the impact of waste to landfill on the environment

A progressive Organisation

O1 We have the right people with the right knowledge and skills in the right jobs and they are supported and developed

O2 Our customers find it easier to interact and do business with Council and have an improved customer experience

O3 Our organisation is financially sustainable for both current and future generations

O4 We actively represent our community

O5 We are accountable, informed, and make decisions in the best interests of the whole community

O6 Technology and innovation is utilised to better meet our community's expectations and deliver value for money



A functional Built Environment



Our Aspiration

Ensure that all decisions regarding the built environment recognise our unique character and natural environment to maintain and enhance liveability for our community.

Some of the key highlights we have planned for 2021-22 include:

- Implementing the State's new Planning and Development System including the conversion of Council's Development Plan into the new Code
- Implementing a new Cemetery Management System
- Preparing revised Asset Management Plans

How we will measure our success

Our success will be demonstrated through service based performance measures and customer feedback in delivering what our community needs and what we aspire to achieve under our Capital Works Program, Civil Zone Maintenance Program, Asset Management Plans, and energy usage targets.

We have developed Corporate Performance Indicators (*Appendix 3*) which will be used in our reporting to Council each quarter, and in our Annual report for 2021-22.

Our Services

- **Planning & Development** – Assessment of development applications and activities within the region. Inspection of approved buildings and swimming pools and taking compliance action where required. Reviewing safety of publicly accessible buildings.
- **Policy Planning** – undertaking policy and project work such as amendments to the new Planning and Design Code, and preparation of urban design guidelines.
- **Customer Service** – frontline customer service including processing of development applications.
- **Property Services** - Ongoing maintenance and management of Council's real estate assets including some 380+ parcels of land and 180+ buildings.
- **Cemeteries** – Ongoing maintenance and management of 16 Council owned cemeteries within the region.
- **Strategic Assets** – Develops and refines the Asset Management Plans and the future renewal Capital Works Programs. Manages Council's Geographic Information Systems and associated corporate data.
- **Open Space Operations** – Carries out Capital Works upgrades for projects such as playgrounds.
- **Civil Services** – Ongoing management, maintenance and replacement planning of public infrastructure including roads, bridges, signage, stormwater, kerbs and footpaths.
- **Community Wastewater Management Systems (CWMS)** – Management of CWMS and associated infrastructure e.g. septic tanks, treatment ponds.

Our Objectives and Priorities

Objectives

Priorities

B1 Our district is easily accessible for community, our businesses and visitors

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

B1.2 Improve outcomes for the elderly by incorporating Council's Age Friendly Strategic Plan into built environment design and delivery

B1.3 Progress state-wide and inter-regional connectivity of cyclist routes by partnering with neighbouring councils

B1.4 Ensure that the key road network is accessible for heavy vehicles used by the primary production, tourism and construction sectors through engagement with industry and Government

B1.5 Provide accessibility for the full range of users by ensuring Council's road, footpath and trails network is adequately maintained and service levels for all users are developed and considered

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

B2.1 Continue to embrace and support community led public place revitalisation across our district

B2.2 Incorporate Water Sensitive Urban Design principles within Council developments and projects and advocate for other developments within the region to do the same

B2.3 Proactively work with developers to ensure that built form complements or enhances existing local character whilst preserving the character and amenity of our towns, historic buildings and scenic environment

B2.4 Ensure our planning framework, council policies and guidelines support privately owned local heritage places

B2.5 Continue to collaborate with other councils and stakeholders in pursuing our World Heritage Bid to protect the landscapes, sites and facilities that represent the State's aboriginal and early colonial history

B2.6 Support communities recovering from natural disasters with expedited development assessment services

B3 Consider external influences in our long term asset management and adaptation planning

B3.1 Improve water security by maximising water reuse opportunities, reducing reliance on ground water and improving water efficiencies for open space irrigation and building facilities

B3.2 Aim to achieve 100% renewable energy use for our corporate operations and strive towards carbon neutrality

B3.3 Investigate and source recyclable materials for asset renewal projects wherever practical and in doing so promote the circular economy

B3.4 Proactively adapt our built environment to changes in social and environmental factors to minimise the impact from natural hazards such as fire and flood

B4 Sustainable management of our built assets ensures a safe, functional and well serviced community

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

B4.2 Embrace innovative and new technology solutions to proactively maintain our built assets that further enhance the provision of efficient services to the community

B4.3 Ensure Council owned or managed assets, including staff accommodation, are functional and adaptive to meet service requirements. Also, where appropriate and endorsed by Council, equitably assist community owned site (halls and recreation sites) to ensure their facilities are functional and meet service standards

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

B4.5 Explore and provide the infrastructure to support Electric Vehicles (EV) and investigate infrastructure requirements for emerging technological transport such as Connected and Automated Vehicles (CAV)



Built Environment - Strategic Initiatives

Strategic Initiatives are specially funded and prioritised activities, projects and programs of work that are planned over the next 3 years. “Capital” initiatives are generally related to new physical assets and infrastructure investment, while “Operating” initiatives are related to administrative projects, community programs and other activities and tasks.

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
B1001	Recreation Trails & Cycling Route Upgrades	Infrastructure & Operations	B1.1	Capital	75	75	75
B1003	New bus shelter installation program	Infrastructure & Operations	B1.3	Capital	20	40	40
B1004	New and upgraded footpaths	Infrastructure & Operations	B1.5	Capital	250	250	250
NEW36	Crafrers Village Main Street Traffic Calming and Open Space Upgrades (G)	Infrastructure & Operations	B1.5	Capital	300	-	-
B2001	Federation Park and oval masterplan implementation	Infrastructure & Operations	B2	Capital	-	50	50
B2004	Gumeracha Main Street Stormwater	Infrastructure & Operations	B2.1	Capital	100	-	-
B2005	Transition to the Planning, Development & Infrastructure Act (PDI Act)	Development & Regulatory Services	B2.3	Operating	CO	-	-
B2006	Local Heritage Grant Fund	Development & Regulatory Services	B2	Operating	20	-	-
B3001	Water reuse for Woodside Recreation Ground irrigation (Investigation Year 1)	Infrastructure & Operations	B3.1	Capital	200	200	-
B3002	Implementing water efficiencies through irrigation renewals /upgrades	Infrastructure & Operations	B3	Capital	100	100	100
B3003	Investigate and implement central irrigation control system (region wide)	Infrastructure & Operations	B3	Capital	-	50	100
B3004	Prepare turf and irrigation design/management plans for key bore water use areas	Infrastructure & Operations	B3	Operating	-	20	20

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year



Lobethal Centennial Hall,
Lobethal

Built Environment - Strategic Initiatives *continued...*



Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
B3005	Energy Upgrades, Battery & Efficiency Actions from new Carbon Management Plan	Infrastructure & Operations	B3	Capital	170	50	50
B3008	Sustainable Buildings Policy	Infrastructure & Operations	B3	Operating	-	10	-
B3011	Carbon Offsets Policy	Infrastructure & Operations	B3	Operating	-	-	8
B4006	Asset Management – Additional System Licences and Field Devices	Infrastructure & Operations	B4	Capital	40	40	-
B4007	Asset Management Plans for Buildings	Infrastructure & Operations	B4.1	Capital	100	-	-
B4008	Combined maintenance team for playgrounds/park furniture/cemeteries	Infrastructure & Operations	B4.1	Operating	148	152	157
B4009	Building Upgrades - Minor	Infrastructure & Operations	B4.1	Capital	100	100	100
B4010	Cemeteries Upgrades	Infrastructure & Operations	B4.1	Capital	38	39	40
B4011	Community Wastewater Management System Capacity Upgrades (Birdwood and Woodside Gravity Mains)	Infrastructure & Operations	B4	Capital	50	510	540
B4014	Road Safety Program including co-contribution to Road Blackspot	Infrastructure & Operations	B4	Capital	200	200	150
B4015	Installation of further Electric Vehicle charging stations	Infrastructure & Operations	B4	Capital	35	-	-
B4016	Purchase of Electric Vehicles for Council fleet	Infrastructure & Operations	B4	Capital	20	20	20
NEW46	Aldgate Main Street amenity upgrade (G)	Infrastructure & Operations	B4	Capital	38	-	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year

Built Environment - Strategic Initiatives *continued...*

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
NEW05	Reporting on embodied energy of materials used in Council activities	Infrastructure & Operations	B4	Operating	-	-	30
NEW20	Merchants Rd slip repair (G)	Infrastructure & Operations	B4	Capital	60	-	-
NEW21	Western Branch Creek erosion protection - design only.	Infrastructure & Operations	B4	Capital	20	-	-
NEW02	Bushland Park lookout tower (G)	Infrastructure & Operations	B4.1	Capital	45	-	-
NEW14	Bridgewater Oval Drainage	Infrastructure & Operations	B4.1	Capital	40	-	-
NEW15	Playspace Audit	Infrastructure & Operations	B4.1	Operating	10	-	-
NEW16	Woodside Rec Ground - Driveway & Carpark Upgrade	Infrastructure & Operations	B4.1	Capital	40	-	-
NEW17	Woodside Recreation Ground - Masterplan progression	Infrastructure & Operations	B4.1	Capital	20	-	-
NEW19	Aldgate Bridgewater Crafers Stormwater Master Plan	Infrastructure & Operations	B4.1	Capital	50	-	-
NEW23	Park Furniture Audit	Infrastructure & Operations	B4.1	Operating	-	-	20
NEW41	Mill Road, Lobethal - School Crossing (G)	Infrastructure & Operations	B4	Capital	30	-	-
NEW42	Public Toilet Upgrades – Stirling, Aldgate and Bridgewater (G)	Infrastructure & Operations	B4	Capital	560	-	-
NEW45	Mount Barker Road, Aldgate ' Park and Ride' (G)	Infrastructure & Operations	B4	Capital	20	-	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year





Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
NEW47	Upper Sturt Road Walking Path (G)	Infrastructure & Operations	B4	Capital	15	-	-
NEW48	Strathalbyn Rd - Service road Sealing (G)	Infrastructure & Operations	B4	Capital	12	-	-
NEW49	Hunters Road - Amenity Upgrade (G)	Infrastructure & Operations	B4	Capital	10	-	-
NEW44	Mount Lofty Gardens - Lampert Road Safety Upgrade (G)	Infrastructure & Operations	B4	Capital	110	-	-
NEW50	Birdwood footpath from Kindergarten to playground (G)	Infrastructure & Operations	B4	Capital	25	-	-
NEW51	Bus Stop Replacement – Main street Stirling (G)	Infrastructure & Operations	B4	Capital	20	-	-
NEW52	Civil Services Cadet Engineer	Infrastructure & Operations	B4	Operating	15	15	16

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year



Our Aspiration

An inclusive and prosperous community with the capacity to flourish and fulfil their potential through opportunities to engage, connect, participate and enhance wellbeing.

Some of the key highlights we have planned for 2021-22 include:

- Development of a Regional Health Plan with a focus on wellbeing
- Implementation of the Multicultural Action Plan, which will assist us to bring cultural experiences and shared understanding to the community
- Implementation of the Access and Inclusion Plan
- Progression of the development of Fabrik Arts & Heritage Hub
- Development of a Library Strategic Plan which will help to guide the future development and programs related to our library services and staff
- Development of the Innovate Reconciliation Action Plan
- Supporting Youth in areas of leadership, skill development and engagement with their community, through workshops and other programs
- Progressing the Community and Recreation Facilities Framework

How we will measure our success

We demonstrate our success by using service based performance measures and customer feedback in areas of community participation and volunteering, community development programs and support, ageing support, library usage and the achievement of our disaster recovery objectives.

We have developed Corporate Performance Indicators (*Appendix 3*) which will be used in our reporting to Council each quarter, and in our Annual report for 2021-22.



Our Services

- **Fabrik Arts and Heritage Hub** – Providing community exhibitions, workshops and events. Supporting community on creative recovery after the Cudlee Creek fire and COVID-19.
- **Library & Customer Services** - Providing access to information resources for learning or leisure. Providing opportunities for community to engage, learn and connect. Staffing libraries, outreach services, customer service desks and call centre. Processing payments, registrations and development applications.
- **Volunteering** – Encouraging voluntary participation across the Adelaide Hills through provision of opportunities, training and support for volunteer involving groups.
- **Property Services** – Management and maintenance of Council’s Bridgewater retirement village.
- **Public Health** – Inspections of food businesses, waste water and public swimming pools.
- **Parking and By-law Enforcement** – Activities aimed at maximising safety and enjoyment for all road users and pedestrians. Assisting with community events and markets.
- **Sport & Recreation Planning** – Management and utilisation of Council’s sport, recreation and open space assets; and support of clubs and the community’s recreational activities throughout the region.
- **Youth Development** – Providing a range of programs and activities to support and develop youth in our community.
- **Positive Ageing** – Providing home and social support. Developing and implementing targeted strategies and programs in our region.
- **Community Centres** – Providing opportunities to improve health and wellbeing, participate in lifelong learning, share their skills and experience and contributing to their community through volunteering.
- **Communications, Engagement and Events** – Ensuring communication between the Council and community is accurate, relevant, valuable and engaging. Promoting and supporting community events.
- **Community Development** – Overseeing community wellbeing and disability access and inclusion programs, as well as a number of regional support programs.
- **Cultural Development** – Focusing on cultural diversity, Aboriginal respect and recognition, and the arts in all its forms.
- **Grants & Partnerships** – Grant giving programs supporting community based initiatives. Partnerships with other stakeholders to deliver local and regional outcomes.

Our Objectives and Priorities

Objectives	<i>C1 - A community for everyone that is inclusive, welcoming and accessible</i>	<i>C2 - A connected, engaged and supported community</i>	<i>C3 - A community that grows together</i>	<i>C4 - An active, healthy, thriving and resilient community</i>	<i>C5 - Respect for Aboriginal Culture & values</i>	<i>C6 - Celebrate our community's unique culture through arts, heritage & events</i>
Priorities	<p>C1.1 Provide welcoming spaces and places for the community through our libraries, community centres, and Council and community facilities</p> <p>C1.2 Support and promote opportunities for social inclusion and celebration of our cultural diversity</p> <p>C1.3 Make the district more accessible and welcoming for all with a focus on youth participation, positive ageing, disability inclusion and multiculturalism</p> <p>C1.4 Advocate and Seek opportunities to improve transport options for those who need it most</p> <p>C1.5 - Encourage more housing opportunities where provided for in the Development Plan</p>	<p>C2.1 - Work with community to provide a range of programs and opportunities to connect and engage around shared interests</p> <p>C2.2 - Support our ageing community to access services and continue to participate and contribute to community life</p> <p>C2.3 - Facilitate opportunities for our youth to develop skills, build resilience and be actively involved in and connected to their community.</p> <p>C2.4 - Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them</p> <p>C2.5 - Continue to work with government agencies and non-governmental organisations to support the community recovery from natural disasters and the COVID-19 pandemic.</p>	<p>C3.1 - Provide and support programs and services that encourage and enhance personal growth, lifelong learning and professional development</p> <p>C3.2 - Support volunteering both organisationally and in the community as an essential element in delivering community outcomes and building wellbeing</p> <p>C3.3 - Empower our community groups and leaders to shape and determine change in their community through the provision of training opportunities, grants that meet strategic priorities, building relationships and supporting communities to be cohesive in progressing local projects.</p> <p>C3.4 - Build partnerships with community and other stakeholders to enhance our capacity to provide and support opportunities for them to thrive</p>	<p>C4.1 - Support community wellbeing through our contribution to public health planning, disaster recovery activities and the implementation of strategies that aim to measure and enhance wellbeing.</p> <p>C4.2 - Support the provision of formal and informal sport, recreation and play spaces for the community to enjoy</p> <p>C4.3 - Recognise that trails are a destination in their own right and support both commuter and recreational trail opportunities</p> <p>C4.4 - Support clubs and groups to continue to provide sport and recreation activities to the community</p> <p>C4.5 - Take an all hazards approach to emergency management so we can support the emergency services and the community before, during and after disaster events.</p>	<p>C5.1 - Partner with the Aboriginal and Torres Strait Islander community to develop our second Reconciliation Action Plan (Innovate) and actively participate in Reconciliation Week</p> <p>C5.2 - Celebrate and recognise Aboriginal culture and heritage through participation in and the delivery of programs and activities that engage our community in cultural experience and learning</p>	<p>C6.1 - Develop Fabrik as a vibrant cultural hub for the Adelaide Hills, fostering community connections and creativity and presenting the significant history of the Woollen Mill site</p> <p>C6.2 - Develop, support or bring events to our district that have social, cultural, environmental or economic benefits</p> <p>C6.3 - Recognise, encourage and support artists, emerging artists, writers and performers through promotion of the Arts and supporting opportunities to exhibit and perform</p> <p>C6.4 - Foster the development of Public Art that adds value to public spaces and supports place making in our community</p>

Community Wellbeing - Strategic Initiatives

Strategic Initiatives are specially funded and prioritised activities, projects and programs of work that are planned over the next 3 years. “Capital” initiatives are generally related to new physical assets and infrastructure investment, while “Operating” initiatives are related to administrative projects, community programs and other activities and tasks.

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
C1001	Disability Planning - staffing	Community Capacity	C1	Operating	54	56	57
C1002	Disability Planning - materials	Community Capacity	C1	Operating	10	10	10
NEW03	Mylor BMX - Pump track at Sherry Park (G)	Infrastructure & Operations	C1.1	Capital	50	-	-
NEW06	Gumeracha Library upgrades	Community Capacity	C1.1	Capital	5	95	-
NEW12	Stirling region Skate Park	Infrastructure & Operations	C1.1	Capital	15	-	-
C2002	Develop the next Age Friendly Community Plan	Community Capacity	C2	Operating	-	-	20
NEW30	The Summit Community Centre Natural Amenity Space	Community Capacity	C2.1	Capital	10	-	-
C4001	Community Wellbeing Initiatives - staffing	Community Capacity	C4.1	Operating	21	21	22
C4002	Regional Health Planning Initiatives - staffing	Community Capacity	C4.1	Operating	21	22	23
C4006	Play Space Upgrades	Infrastructure & Operations	C4.2	Capital	120	70	70
B3013	Community Carbon Management Plan	Infrastructure & Operations	C4	Operating	-	20	-
NEW43	Bridgewater Court Resurfacing (G)	Infrastructure & Operations	C4	Capital	22	-	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year



Community Wellbeing - Strategic Initiatives *continued...*



Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
C4012	Climate Change Adaptation Plan projects	Infrastructure & Operations	C4.5	Capital	-	20	30
NEW40	Community Resilience and Readiness program (G)	Community Capacity	C4.5	Operating	140	-	-
C5001	Reconciliation Action Plan (RAP) initiatives	Community Capacity	C5	Operating	5	5	5
C5002	Aboriginal Cultural Centre development	Community Capacity	C5	Operating	10	10	10
C6001	Fabrik Activation - Capital	Community Capacity	C6	Capital	2000	2008	-
C6002	Capital Divestment - Sales Revenue	Corporate Services	C6	Capital	(1,230)	-	-
C6003	Capital Divestment - Capital Cost	Corporate Services	C6	Capital	979	710	-
C6004	Activation Arts & Heritage Hub - Operating (Income)	Community Capacity	C6	Operating	(295)	(305)	(342)
C6005	Activation Arts & Heritage Hub - Operating (Expenditure)	Community Capacity	C6	Operating	505	603	635
C6006	Grow our involvement in the Women's Tour Down Under	Community Capacity	C6.2	Operating	10	10	10
C6007	Support for small community events	Community Capacity	C6.2	Operating	5	5	5
C6008	Support for high profile regional event	Community Capacity	C6	Operating	-	20	20
C6009	Public Art (including acquisition)	Community Capacity	C6.4	Operating	15	15	15

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year

A prosperous Economy



Our Aspiration

Our region's economy is diverse and sustainable with a reputation for quality, niche products, services and experiences underpinned by a culture of creativity and innovation.

Some of the key highlights we have planned for 2021-22 include:

- Supporting events in the region such as the Tour Down Under
- Funding and supporting preparation for tourism restart across the region
- Seeking external funding opportunities for key projects and programs in the region
- Progressing our World Heritage Bid

How we will measure our success

Getting feedback from our business community as well as analysing business demographic, growth and visitor data will help to show where our services are assisting local businesses and overall economic prosperity.

We have developed Corporate Performance Indicators (Appendix 3) which will be used in our reporting to Council each quarter, and in our Annual report for 2021-22.

Our Services

- **Economic Development** - Providing networking opportunities, coordinating local development efforts, promoting branding and tourism initiatives, and advocating to other levels of government to support projects and investments benefiting the local economy.
- **Property Services** – Managing permits related to events, outdoor dining, roadside trading and mobile food vans.
- **Old Woollen Mills Precinct** – Maintaining strong relationships with the owners and tenants of the site (Council being one of the owners) to support the continued success of the businesses and the development of Fabrik.
- **Public Health** – Legislative function related to public safety with regard to food businesses and treatment and disposal of waste water on site.
- **Communications, Engagement and Events** – Managing, promoting and supporting various large and small events to benefit our community such as the Tour Down Under, Stirling Markets, and Gumeracha Medieval Fair.
- **Development Advice & Approvals** – Assisting businesses and landowners when wishing to develop their properties.

Our Objectives and Priorities

Objectives

Priorities

E1 - Support and grow our region's existing and emerging industries

E1.1 - Support and encourage local and international tourists to visit the Adelaide Hills

E1.2 - Take advantage of the full potential of our region's primary production and associated value adding activities

E1.3 - Support and encourage the growth and development of our region's creative industry micro businesses

E1.4 – Promote, support and encourage our existing and emerging businesses to respond to economic changes by being creative, innovative, productive and resilient to unexpected impacts.

E1.5 - Engage and assist our region's key business and industry groups to be resilient, proactive and successful

E1.6 - Encourage and facilitate local supplier participation in all level of Government tendering processes

E2 - Provide local infrastructure to drive growth and productivity

E2.1 - Work with all levels of Government to ensure the region's infrastructure needs are understood and prioritised

E2.2 - Explore and advocate for the opportunities that new technologies could bring to our region

E2.3 - Support changes to planning and development that leverages and encourages sustainable economic development

E2.4 - Manage and maintain Council assets to maximise their utilisation and benefit to the community

E3 - Encourage, attract and retain a creative, talented and skilled workforce in our region

E3.1 - Attract and encourage professional and business development and networking activities

E3.2 - Understand the nature of skills our region's businesses will require to prosper into the future

E3.3 - Work with our local communities and businesses to create active, attractive and vibrant places

E3.4 - Enable start-ups and home based business through services, information and networking opportunities

E4 - Cultivate a clear, unique and consistent regional identity that can be leveraged to attract national and international attention

E4.1 - Work with key stakeholders to develop a realistic, yet inspiring, collective vision to connect the region and its industries

E4.2 - Work with our communities and businesses to encourage co-ordinated and strategic regional projects that enhance and support the regional identity

E4.3 - Support and encourage events that supports the region's identity and generates social, cultural and economic benefits

E4.4 - Support the continued development and community engagement for the World Heritage nomination of the region



Economy - Strategic Initiatives

Strategic Initiatives are specially funded and prioritised activities, projects and programs of work that are planned over the next 3 years. “Capital” initiatives are generally related to new physical assets and infrastructure investment, while “Operating” initiatives are related to administrative projects, community programs and other activities and tasks.

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
E1001	Economic Development Officer	Community Capacity	E1	Operating	114	106	108
E2001	Review and upgrade Council signage and branding	Community Capacity	E2.5	Capital	15	15	15
E2002	Place making program to shape, activate and coordinate place making at a community level	Development & Regulatory Services	E2	Operating	CO	CO	CO
E4001	Additional Tree safety work required to support the Tour Down Under	Infrastructure & Operations	E4	Operating	30	30	30
E4002	UNESCO World Heritage Bid	Development & Regulatory Services	E4.4	Operating	5	5	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year





Our Aspiration

The natural environment of the Adelaide Hills contributes significantly to the character of the region and is greatly valued by our local community and visitors.

Some of the key highlights we have planned for 2021-22 include:

- Community education on the proposed cat confinement rules in preparation of 1 January 2022 implementation
- Exploring options for a cat facility
- Expanded incorporation of recycled materials into our Capital Works program
- Expanding on our emergency management response
- Property inspections and education as part of bushfire prevention strategies

How we will measure our success

The services we provide and the influence we have in the community will demonstrate our success in maintaining a healthy and resilient region. In particular this will be shown through community education outcomes, achieving biodiversity targets, and service driven performance in managing animals, waste and resources, and our natural spaces.

We have developed Corporate Performance Indicators (Appendix 3) which will be used in our reporting to Council each quarter, and in our Annual report for 2021-22.

Our Services

- **Sustainability**– Including climate change considerations into Council decision making, providing strategies for carbon neutrality, water management and renewable energy in response to climate change impacts.
- **Open Space Biodiversity**– Undertaking activities such as weed management, habitat conservation and expansion, research and knowledge development, and supporting community in their related activities.
- **Animal Management** - Promoting responsible dog and cat ownership, responding to nuisance and hazards caused by other animals including livestock, eradicating European wasp nests and conducting a Feral Cat Study.
- **Open Space Operations** – Maintaining parks and reserves, biodiversity activities, and fire breaks/tracks.
- **Fire Prevention**– Legislative function of ensuring identified properties are prepared for the bushfire season. Assessing the extent of bushfire hazards within the Council area and providing advice to land owners in respect of bushfire prevention and management.
- **Wastewater Systems Compliance** – working with landowners to ensure their on-site wastewater systems are compliant and operating correctly to minimise impact on the water catchment.
- **Waste** - Providing waste collections and recycling services to 16,500 properties, green waste organics kerbside collections in townships, ‘at call’ hard waste collection, and operates the Heathfield Resource Recovery Centre for community use.

Our Objectives and Priorities

Objectives

Priorities

N1 - Conserve and enhance the regional natural landscape character and amenity values of our region

N1.1 - Enhance and manage horticultural amenity, including succession planning for street trees that contribute to and reinforce our distinctive streetscapes and villages

N1.2 - Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts

N2 - Recognise the benefits of ecosystem services and improve environmental resilience by reducing environmental impacts

N2.1 - Monitor and manage areas of high biodiversity or habitat value on Council reserves and Native Vegetation Marker Scheme (NVMS) sites using best practice methodologies

N2.2 - Explore opportunities and take appropriate actions to monitor current and emerging threats to biodiversity including feral cats and Phytophthora

N2.3 - Mitigate bushfire risks across the landscape by undertaking fuel reduction activities including woody weed control, maintenance of asset protection zones and educate & enforcement to reduce fuels on private property

N2.4 - Work with supporting organisations and agencies to foster the restoration of native flora and fauna habitat following the 2019-20 bushfire

N3 - Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment

N3.1 - Increase knowledge and environmental awareness within the community through engagement and education

N3.2 - Collaborate and engage with public and private organisations, schools and community members (including the Aboriginal community as the first nation peoples), to improve biodiversity outcomes and land management practices.

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

N4 - Reduce the impact of waste to landfill by maintaining a robust waste and resource management framework

N4.1 - We will work with partners to analyse the benefits and feasibility of introducing a fee incentive to property owners to produce less waste in relation to the kerbside bin service

N4.2 - We will explore more Green Organics options to achieve improved environmental and financial outcomes.

N4.3 - We will provide specific education to the community to increase their level of food scrap recycling

N4.4 - Implement new or improved waste service opportunities whilst continuing to provide ongoing resource recovery and waste service to our community

N5 - Assist our community to reduce the impact of waste to landfill on the environment

N5.1 - Encourage and educate the community to help minimise the generation of household waste by advocating the principles of the Waste Management Hierarchy to avoid, reduce and reuse

N5.2 - Support and assist the community to prevent valuable resources going to landfill and reduce contamination in kerbside recycling bins

Natural Environment - Strategic Initiatives

Strategic Initiatives are specially funded and priority activities, projects and programs of work that are planned over the next 3 years. “Capital” initiatives are generally related to new physical assets and infrastructure investment, while “Operating” initiatives are related to administrative projects, community programs and other activities and tasks.

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
NEW01	Long Term Strategic Tree Planting Program	Infrastructure & Operations	N1.1	Operating	20	20	20
NEW09	Strategic Tree Planting - Avenue of trees	Infrastructure & Operations	N1.1	Operating	100	-	-
NEW28	Internal resourcing of Tree Team	Infrastructure & Operations	N1.1	Operating	245	252	260
				Capital	400	-	-
N2002	Heritage Agreements for land under Council's care and control	Infrastructure & Operations	N2.3	Operating	5	5	5
N2003	Roadside Marker Program to protect and manage roadside vegetation	Infrastructure & Operations	N2.1	Operating	45	45	45
N2004	Review Unformed Public Roads to ascertain connectivity potential & habitat value	Infrastructure & Operations	N2.1	Operating	-	64	-
N2005	Develop Encroachment Policy	Infrastructure & Operations	N2.2	Operating	-	6	-
N2006	Develop and review Council Management Plans for high value reserves	Infrastructure & Operations	N2.1	Operating	3	3	3
N2008	Develop informative and attractive signage in Council reserves/playgrounds	Infrastructure & Operations	N2.1	Capital	10	10	10
N2010	Follow up weed control post-burn on Bushfire Management Area Plan sites	Infrastructure & Operations	N2.3	Operating	20	60	20

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year



Natural Environment - Strategic Initiatives continued...



Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
N3001	Local Climate Adaptations for landscape conservation	Infrastructure & Operations	N2.1	Operating	10	10	10
N3002	Resilient community facilities and open space including water fountains	Infrastructure & Operations	N3	Capital	20	30	30
N4001	Explore feasibility and benefits of a User Pays Kerbside Bin Service	Infrastructure & Operations	N4.1	Operating	-	-	25
N5001	Undertake kerbside waste audits	Infrastructure & Operations	N5.1	Operating	10	10	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year

A progressive Organisation



Our Aspiration

Council is recognised for its skilled and agile workforce, for its representative and accountable governance, its commitment to cost effectiveness and efficient service delivery.

Some of the key highlights we have planned for 2021-22 include:

- Continuing to explore and implement digital solutions to improve the staff and customer experience
- Undertake a Cyber Security Audit to assess whether the necessary systems and strategies are in place to mitigate the threat of cyber attacks
- Implement the Service Review Framework

How we will measure our success

As an organisation, our measures of success include service-driven performance measures, achievement of financial targets, evidence of our corporate governance, implementation of innovative processes and technology, and organisational development achievements.

We have developed Corporate Performance Indicators (Appendix 3) which will be used in our reporting to Council each quarter, and in our Annual report for 2021-22.

Our Services

- **Customer Experience** – Driving organisational improvement and innovation to improve the customer experience.
- **Information, Communication and Technology** – Providing support for over 1300 devices, 250 system users and 100 public access devices for libraries and community centres. Manages system security, asset maintenance and renewal.
- **Financial services** – Providing accounting and financial activities including procurement support, payments, collection of rates and debt recovery, treasury management and support to Council in financial decision making.
- **Organisational Development and Work Health & Safety** – Providing support across the whole organisation including development, human resource management, work health and safety and payroll.
- **Governance** – Supporting elected Council Members, the Administration and community with their legislated roles and responsibilities including coordination of Council & Committee meetings, elections, risk management, audit and review activities, and corporate planning and reporting activities.
- **Property Services** – Ongoing maintenance and management of Council's service centres and operational sites.
- **Information Systems** – Systems for the capture, dissemination, storage, security, accessibility and management of information received and generated by Council.
- **Emergency Management** – Working collaboratively to prevent, prepare, respond and recover from natural disasters and other hazards.
- **Bushfire Recovery** – Planning, coordination and overall impact of the recovery effort related to the Cudlee Creek Bushfire.

Our Objectives and Priorities

Objectives	Priorities					
	<i>O1 - We have the right people with the right knowledge and skills in the right jobs and they are supported and developed</i>	<i>O2 - Our customers find it easier to interact and do business with Council and have an improved customer experience</i>	<i>O3 - Our organisation is financially sustainable for both current and future generations</i>	<i>O4 - We actively represent our community</i>	<i>O5 - We are accountable, informed, and make decisions in the best interests of the whole community</i>	<i>O6 - Technology and innovation is utilised to better meet our community's expectations and deliver value for money</i>
Priorities	O1.1 - Progressively enhance our safe systems of work to maintain emotional and physical safety of our people	O2.1 - Develop our digital channels to better meet customers' current and future needs	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	O4.1 - Optimise opportunities for the community to access and provide input into the decision-making processes	O5.1 - Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations	O6.1 - Progressively strengthen Council's systems security to minimise the impact of cyber attack
	O1.2 - Continue to develop a positive culture through supporting an equitable, diverse and continuously improving work environment	O2.2 - Modernise our services and enhance the customer experience by making service delivery faster, more convenient and more proactive	O3.2 - Ensure that renewal of assets and the associated maintenance is based on current asset management plans which consider reviewed service levels and whole of life costing	O4.2 - Attract and develop a diverse and capable elected body that represents, promotes and reflects the composition of the community	O5.2 - Make evidence-based decisions and prudently assess the risks and opportunities to our community before taking action.	O6.2 - Utilise technology to enable more evidence based and efficient delivery of services to the community
	O1.3 - Support our people leaders in further developing the skills necessary to lead engaged and productive teams	O2.3 - Build the capabilities of our people through a focus on two-way communication, cooperation and placing customers at the centre of everything we do	O3.3 - Actively pursue alternative funding opportunities to reduce reliance on rates income	O4.3 - Advocate to, and exert influence with, our stakeholders on behalf of our community to promote the needs and ambitions of the region	O5.3 - Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community	O6.3 - Provide more resilient business systems by utilising cloud technologies where appropriate
	O1.4 - Continue to support all staff through training, mentoring, coaching and development to enable the achievement of organisational and community goals	O2.4 - Continuously strive to measure and improve performance and service delivery across all functions	O3.4 - Assess the range and level of services undertaken to ensure they fulfil Council's legislative and strategic intent	O4.4 - Explore council boundary reform options that best serve the community		O6.4 - Utilise our online engagement tools to reach a wider range of community members to obtain their views and input.
						O6.5 - Support the delivery of services to the community through improved utilisation and connectivity of existing business systems
						O6.6 - Ensure the way in which we provide our digital services delivers an enhanced experience for our community

Organisation - Strategic Initiatives

Strategic Initiatives are specially funded and priority activities, projects and programs of work that are planned over the next 3 years. “Capital” initiatives are generally related to new physical assets and infrastructure investment, while “Operating” initiatives are related to administrative projects, community programs and other activities and tasks.

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
O1001	Resource to manage Skytrust (WHS system) implementation following WHS Improvement Plan	Corporate Services	O1	Operating	35	-	-
O1002	Update of Business Continuity Plan and implementation	CEOs Office	O1.1	Capital	20	5	5
NEW38	Heathfield Resource Recovery Centre (HRRC) - Concreting of Bays (G)	Infrastructure & Operations	O1.1	Capital	140	-	-
NEW39	Heathfield Resource Recovery Centre (HRRC) - Pedestrian movement safety upgrade (G)	Infrastructure & Operations	O1.1	Capital	15	-	-
O2001	New Council website and e-services	Community Capacity	O2.1	Capital	200	-	-
O2002	Annual Council website licence subscription	Community Capacity	O2	Operating	-	60	60
O2003	Customer experience improvement projects	Community Capacity	O2	Operating	20	-	-
O2004	Customer Experience training	Community Capacity	O2.3	Operating	10	10	10
NEW33	Cemetery mapping and imaging	Corporate Services	O2	Capital	25	-	-
O3001	Service Review Framework development	CEOs Office	O3.4	Operating	26	26	27
O4001	Local Government Election support	CEOs Office	O4.2	Operating	-	183	-
O4002	Council Member induction training	CEOs Office	O4.2	Operating	-	10	-
O4003	Develop or respond to boundary reform proposals	CEOs Office	O4.4	Operating	CO	CO	CO

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year



Organisation - Strategic Initiatives continued...

Project ID	Strategic initiatives (Operating and Capital)	Area	Objective and/or Priority	Type	Budget 2021-22 (\$'000)	Long term financial plan (\$'000)	
						2022-23	2023-24
NEW35	Council Member Honour Boards	CEOs Office	O4.2	Capital	20	-	-
O5001	Local Government legislative reform implementation	CEOs Office	O5.1	Operating	CO	CO	CO
O5004	Establishment of performance benchmarking program	CEOs Office	O5.3	Operating	-	10	10
O5005	Resource to manage building and swimming pool inspections to ensure legislative compliance	Development & Regulatory Services	O5	Operating	77	27	-
O6002	Cyber & Systems Security - Program Management	Corporate Services	O6.1	Operating	70	26	26
O6005	Records Management software (Record Point) subscription	Corporate Services	O6.3	Operating	-	70	72
O6007	Conduct of Community Perception Survey	Community Capacity	O6	Operating	-	10	-

Legend: **G** Grant funding **CO** resourced through the Core Operating expenditure - not resourced for this financial year

Financial Overview

Key financial information for 2021-22 is summarised below:



Budget Summary		\$'000
General Rates Income (2.5% increase)		38,466
All Other Operating Income (incl initiatives)		11,728
Total Operating Income		50,294
Core Operating Expenses (excluding Initiatives)		46,390
Operating Initiatives		1,834
Total Operating Expenditure		48,224
Operating Surplus		2,070
Gross Capital Renewal Program Expenditure		10,816
Gross capital expenditure on new /upgraded assets		6,979
Total Gross Capital Expenditure		17,795
Estimated New Borrowings		4,072
Repayment of Fixed Term Borrowings		1,000

Council's projected operating income is sufficient to meet projected operating expenses and means Council is financially sustainable.

The 2021-22 Operating Surplus of \$2.07m includes one off funding of \$1.572m relating to the Federal Government Local Roads and Community Infrastructure Project Program to support jobs, businesses and the resilience of local economies.

Long Term Financial Plan

The *Local Government Act 1999* requires the Council to prepare a *Long Term Financial Plan* (LTFP) as part of its suite of strategic management plans.

Prior to the development of the *Annual Business Plan* a detailed review of the LTFP was undertaken in consultation with the community. The revised LTFP was adopted at Council's 27 April 2021 meeting and can be found at ahc.sa.gov.au.

The key objective of our LTFP is to demonstrate that the Council is financially sustainable over the 10 year term of the LTFP, while achieving the objectives outlined in the *Strategic Plan*. This includes:

- Implementation and funding of the appropriate level of maintenance and renewal of the portfolio of infrastructure assets
- Meeting the ongoing expectations of service delivery to our community
- Managing the impact of cost shifting from other levels of government
- Enabling the delivery of strategies identified within the Strategic Plan as well as other endorsed Functional Strategies
- The appropriate use of debt as a means of funding new capital expenditure
- Ensuring the financial sustainability of Council's operations.

The LTFP has been used to set the context and targets for the development of the 2021-22 Budget

Elements of the Budget: Income and Expenses

Income

Rate revenue accounts for over 80% of Council's operating income, while grants, fees and charges make up the majority of the other operating income. We continue to pursue grant income and partnerships with external funders where possible to minimise the requirement for revenue via rates.

Fees and Charges

Section 188 of the *Local Government Act 1999* sets out how fees and charge are managed in Council. Council reviews its fees and charges each year, in conjunction with the development of the annual budget to ensure that the fees proposed:

- reflect (or move progressively toward) the cost of the services given
- are comparable with market rates, where appropriate
- take into account benefit derived by users of community facilities
- are consistent with Council directions articulated through existing policy or plans
- are consistent with Council's LTFP assumptions

Generally, this has resulted in proposed fee increases that are in line with CPI, insofar as this is practicable.

Expenses

40% of the Council's operating expenditure is attributable to the payment of salaries and wages and around 39% is applied to materials, contracts and other expenses.

Key financial targets and financial sustainability

Financial sustainability is demonstrated through adherence to Council's agreed target ranges in all of the three key ratios:

Indicator	Adopted Target	2021-22 Budget
Operating Surplus Ratio	1 - 5%	4.1%
Net Financial Liabilities Ratio	25 - 75%	51%
Asset Renewal Funding Ratio	95– 105%	100%

The table above shows we achieved the targets for all ratios which provides a level of certainty to the community that financial sustainability will be maintained.

Impact on ratepayers

The overall amount existing ratepayers will pay in general rates will increase on average by 2.5%. For a residential property of average value, this equates to an increase of approximately \$50 for the 2021-22 year. Rate increases may vary from the average where there has been new development, capital improvements or other significant change to the value of the property.

To reduce the impact of significant valuation changes for 2021-22 Council is proposing:

- Applying a rate cap/rebate to all land use categories (expanding the cap from only principal place of residence)
- Setting the rate cap at 12.5%, being 10% on top of the proposed 2.5% increase – previously 15%
- Retaining the exclusion of the cap for changes in land use
- Adjusting the exclusion of change of ownership properties to those properties sold after 30 June 2020 (previously from 1 January 2020)
- Make automatic (previously by application) but also retain an application process subsequent to the issuance of a rate notice

Significant influences for the 2021-22 budget

A number of factors have influenced the preparation of Council's 2021-22 Annual Business Plan. These include:

- The ongoing impact of recent events including the COVID-19 pandemic and Cudlee Creek and Cherry Gardens fires on our community
- The inclusion of additional costs for tree management to mitigate the significant risks associated with the management of trees following a recent review
- Local Government Price Index increases on relevant goods and services, which in recent years has tracked above CPI
- Consideration of waste costs and volumes relating to recyclables, hard and green waste, and anticipated movements in the solid waste levy imposed by the State Government
- Provision for Enterprise Development Agreements for staff which determines conditions of employment and provide for annual salary and wages increases, and a separate increase of 0.5% in the Superannuation Guarantee levy.
- Maintaining asset management (renewal) expenditure at a sufficient level to ensure long term maintenance of Council infrastructure, property and IT assets
- Increased maintenance requirements due to an increase in capital works and construction of new assets over recent years
- Ensuring key strategies from Council's Strategic Plan and Functional Strategies are costed appropriately
- The divestment of the southern side of Adelaide Hills Business and Tourism Centre at Lobethal resulting in reduced rental and reimbursement income but offset by reduced operating and capital costs
- The increased activation of an Arts and Heritage Hub resulting in a net cost of \$210k in 2021-22
- Insurance where the market has hardened resulting in increased premiums above CPI





Borrowings

Borrowing is an important funding source, especially for expenditure relating to new Capital and is undertaken in accordance with Council's *Treasury Policy*. The key objective of the Policy is to manage the finances of the Council holistically in accordance with the overall financial sustainability strategies and targets.

An independent local government report on financial sustainability encourages the increased use of borrowings to promote intergenerational equity. This involves spreading costs in relation to significant capital expenditure based on the pattern of benefits over time so that one generation is not excessively subsidising another.

Where there is a persuasive argument relating to intergenerational equity, Council will consider the appropriate use of borrowings. This will be managed within financial targets with the intention that future cash flows are sufficient to recoup borrowings with minimal impact on general operations over the medium term.

Estimated New Fixed Term Borrowing as shown in the following table for 2021-22 is \$4.0m and together with a small increase in Council's Cash Advance Debenture results in an estimated borrowings at 30 June 2022 of \$20.7m.

Borrowing	\$'000
Forecast Opening Balance of Borrowings July 2021	17,612
Estimated New Borrowing for 2021-22	4,072
Repayment of principal for 2021-22	(1,000)
Forecast Closing Balance of Borrowings June 2022	20,684
Split as follows:	
Cash Advance Debenture (Short Term Borrowings)	1,953
Fixed Term Borrowings	18,000
Lease Liabilities	731
Forecast Closing Balance of all Borrowings June 2022	20,684

Operating Budget by Directorate and Function

Directorate	Function	Revenue			Expenditure			Net Cost / (Revenue) 2021-22 Budget \$'000	Staff FTE 2021-22 Budget
		2021-22 LTFP Target \$'000	2021-22 Budget \$'000	Variance Fav/(Unfav) \$'000	2021-22 LTFP Target \$'000	2021-22 Budget \$'000	Variance Fav/(Unfav) \$'000		
CEO	CEO Office	-	-	-	323	315	7	315	1.0
	Governance and Performance	39	39	-	1,738	1,796	(20)	1,758	4.0
	CEO Total	39	39	-	2,099	2,112	(13)	2,073	5.0
Community Capacity	Communications, Engagement & Events	3	0	(3)	672	672	0	672	3.6
	Community Development (M&P)	0	0	0	368	378	(10)	378	2.3
	Cultural Development	0	0	0	180	180	0	180	1.0
	Customer Experience	0	0	0	174	165	9	165	1.0
	Community Resilience	140	140	0	140	140	0	0	1.3
	Customer Service	0	0	0	1,155	1,155	0	1,155	8.8
	Director's Office Community Capacity	0	0	0	309	304	5	304	1.7
	Economic Development	95	95	0	538	550	(13)	455	2.0
	FABRIK Arts & Heritage Hub	295	295	0	505	505	0	210	2.0
	Grants & Partnerships	0	0	0	237	237	0	237	0.0
	Hills Connected Communities Projects	65	65	0	70	70	0	5	0.6
	Library Services	343	337	(6)	1,577	1,572	6	1,234	16.1
	Positive Ageing (Collaborative)	82	87	5	82	87	(4)	0	0.6
	Positive Ageing (Home Support)	1,029	1,051	22	1,067	1,096	(30)	46	5.8
	The Summit Community Centre	15	15	0	179	177	2	163	1.6
	Torrens Valley Community Centre	37	37	0	178	179	(2)	143	1.6
	Volunteering	0	0	0	86	86	0	86	0.7
	Youth Development	2	2	0	161	161	0	159	1.0
	Community Capacity Total	2,104	2,123	19	7,676	7,713	(37)	5,590	51.7
Corporate Services	Cemeteries	217	301	84	163	163	0	-138	1.0
	Director's Office Corporate Services	3	3	0	331	331	0	328	1.8
	Financial Services	40,848	40,812	-37	411	315	96	-40,496	8.5
	General Property	106	107	1	1,782	1,776	6	1,669	6.7
	Information Services	0	0	0	2,769	2,738	31	2,738	12.0
	Old Woollen Mills Precinct - Lobethal	371	338	-33	249	246	4	-92	1.0
	Organisational Development & WHS	0	0	0	611	697	-86	697	5.3
	Corporate Services Total	41,546	41,561	15	6,318	6,267	51	-35,294	36.2

Operating Budget by Directorate and Function

Directorate	Function	Revenue			Expenditure			Net Cost / (Revenue) 2021-22 Budget \$'000	Staff FTE 2021-22 Budget
		2021-22 LTFP Target \$'000	2021-22 Budget \$'000	Variance Fav/(Unfav) \$'000	2021-22 LTFP Target \$'000	2021-22 Budget \$'000	Variance Fav/(Unfav) \$'000		
Development & Regulatory Services	Animal Management	416	416	0	392	395	(2)	(21)	3.1
	Director's Office DRS	0	0	0	337	332	5	332	2.0
	Fire Prevention	14	14	0	100	81	19	67	0.9
	Mt Lofty Project	51	0	(51)	53	0	53	0	0.0
	Parking and By-Laws	47	47	0	198	196	2	150	1.3
	Planning & Development	569	552	(17)	1,943	2,008	(66)	1,457	16.4
	Policy Planning	0	0	0	157	146	11	146	1.0
	Public Health	170	179	9	484	500	(16)	321	3.8
	Development & Regulatory Services Total	1,267	1,208	(59)	3,664	3,658	6	2,450	28.6
Infrastructure & Operations	Civil Services	3,372	3,372	0	5,543	5,580	(38)	2,209	44.2
	CWMS	1,822	1,822	0	1,093	1,079	14	(742)	1.2
	Director's Office Infrastructure & Operations	0	0	0	335	332	2	332	2.0
	Emergency Management	0	0	0	83	112	(29)	112	0.4
	Open Space - Operations	0	0	0	5,079	5,108	(28)	5,108	26.8
	Open Space - Biodiversity	0	0	0	569	572	(4)	572	3.4
	Open Space - Sport & Recreation Planning	10	10	0	561	564	(3)	554	1.8
	Strategic Assets	0	0	0	9,904	9,873	31	9,873	3.8
	Sustainability	0	0	0	264	222	42	222	1.2
	Waste	73	149	76	4,969	5,018	(49)	4,869	1.4
	Infrastructure & Operations Total	5,277	5,353	76	28,400	28,462	(62)	23,109	86.2
ORGANISATION TOTAL		50,232	50,294	62	48,156	48,223	(67)	2,071	207.15

Capital Budget Overview

The 2021-22 Capital Budget continues to focus on the renewal of infrastructure. The Council has in excess of \$600m (Current Replacement Values) of infrastructure assets that it manages, to ensure that our current and future communities have access to the ongoing services these assets provide.

This year our capital works program will include:



- **\$10.816m** Capital renewal detailed in the Capital Expenditure Renewal Summary Table (to the right)
- **\$6.979m** in capital expenditure on new or upgraded assets, detailed in the strategic initiative pages (pg 6 -27)

The total of \$17.795m for the capital works program is more than the Long Term Financial Plan target of \$17.042m but is considered to be the appropriate level of sustainable investment to meet the Council strategic goal to have a proactive long term view regarding the renewal and maintenance of its infrastructure.

As in previous years, a significant portion of the program is applied to road works, with buildings, footpaths, stormwater and plant accounting for a large proportion of the remaining allocation.

To see a detailed listing of our Capital projects, refer to the *Capital Works Program 2021-22* published on our website.

Capital Expenditure Renewal Summary

Asset Category	2021-22 Allocation \$'000	LTFP Target Renewal \$'000	Variance to LTFP \$'000
Bridges	250	250	-
Buildings	1,100	1,100	-
CWMS	224	224	-
Footpaths	392	400	(8)
Kerb & Water	250	250	-
Other*	218	224	(6)
Road Pavement	953	954	(1)
Road Seal	1,861	1,864	(3)
Shoulders	250	250	-
Sport and Recreation (including Playgrounds)	740	740	-
Stormwater	60	60	-
Unsealed Roads	908	900	8
Plant and Fleet	1,683	1,632	51
Information, Communication & Technology	485	485	-
Minor Plant & Equipment (including Library)	80	80	-
Project Management Costs	1,362	1,362	-
NET RENEWALS	10,816	10,775	41

*Other includes Guardrail, Retaining Walls, Cemeteries, Street Furniture, and Traffic Control

Rates Overview

In setting the rates for 2021-22 Council proposes to continue with its current method of rating, which is two differential rates with a fixed charge, applied against the capital value of properties. Council considers this to be a fair and equitable method of rating for the Adelaide Hills Council.

Rates are used to deliver the services. Rates are a form of property taxation, and property values determine how much each property contributes. This system of taxation means that the rates paid may not directly relate to the services used by each ratepayer.

The 2021-22 budget was initially developed from Council's LTFP which had a rate revenue target that incorporated a general rates increase of 2.5% and estimated growth of 1.0%.

Growth represents new development (primarily related to the Woodforde, Mount Torrens and Inverbrackie developments), capital improvements to existing properties and changes to value as a result of land divisions and will be confirmed by the Valuer-General as part of completing the valuation of the Council area.

As a result of a Revaluation Initiative Project across the whole state undertaken by the Valuer-General, Council has noted increased variability in valuation increases within the Council area, particularly within the primary production land use. As such, Council is proposing to reduce the impact of significant valuation changes for 2021-22 by:

- Applying a rate cap/rebate to all land use categories (expanding the cap from only principal place of residence)
- Setting the rate cap at 12.5%, being 10% on top of the proposed 2.5% increase – previously 15%
- Make automatic (previously by application) but also retain an application process
- Adjusting the exclusion of change of ownership properties to those properties sold after 30 June 2020 (previously from 1 January 2020)

The table below provides a summary of the average rate increases that have been applied in recent years as well as the proposed increase for 2021-22 as discussed above.

Description	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
To meet inflation (CPI)	1.5%	1.25%	2.3%	1.8%	2.4%	1.5%
To fund increased capital renewal	1.0%	1.0%	1.0%	1.0%	0.55%	1.0%
Solid Waste Levy	-	-	-	\$10 (0.5%)	-	-
Sampson Flat Bushfire (one year only)	(1.0%)	-	-	-	-	-
TOTAL INCREASE	1.5%	2.25%	3.3%	3.3%	2.95%	2.5%



Summary Basis of Rating (*Rating Policy*)

Key elements of the Policy include:

Rating Structure

- A fixed charge rating structure that includes a fixed charge applying to all properties. This charge is to increase from \$682 to \$699 which represents a 2.5% increase in line with the average increase previously highlighted.
- The same rate in the dollar, based on capital value, being applied to all categories of ratepayer, except commercial and industrial ratepayers who pay a 15% premium.
- The ability of primary production ratepayers genuinely in the business of primary production but not benefitting from a notional capital value for their property to apply for a 10% rebate.

Stirling Separate Rate

- A separate rate for businesses in Stirling that generates \$95k that is distributed to the Stirling Business Association (SBA) to promote Stirling as a destination, the "Gateway to the Hills" through a three year funding agreement to June 2023 . Council also sets a maximum amount ('top') and a minimum amount ('tail') per property each financial year for this separate rate.
- Council also proposes in accord with Council's taxation principles to increase the top and tail of the separate rate in line with CPI to better maintain an even distribution across all separate ratepayers.

Other Rates and Levies

- A separate rate to provide for the sealing in 2014-15 of the northern end of Verrall Road, Upper Hermitage. This rate is levied on those properties that actually adjoin this section of road.

Help when you need it

An empathetic and individually tailored approach to ratepayers who are experiencing financial difficulties as a result of Covid-19 and bushfire events through the provision of a number of alternative arrangements made available to ratepayers including:

- smaller, more regular payment options
- acceptance of reduced payments toward Council Rates arrangement
- Deferment or postponement of payment of rates in whole or in part for an agreed period
- consideration of the waiving of fines & interest where appropriate

The *Rating Policy* includes a number of options to address financial hardship specifically targeted to those ratepayers that have been significantly and permanently impacted by recent events.



Impact of Office of Valuer-General Revaluation Initiative Project

Council's valuations used for rating purposes are undertaken by the Office of the Valuer-General.

For 2021-22, the Valuer-General is completing a Revaluation Initiative Project across the majority of Councils within South Australia resulting in a reassessment of valuation assumptions. Data received recently from the Valuer-General indicates that this review has resulted in increased variability in valuation increases within the Council area, particularly within the primary production land use.

This is likely to result in many rate assessments experiencing a change in rates payable much higher or lower than the average rate increase proposed.

As a response to the impact of the Revaluation Initiative undertaken by the Valuer-General, Council's rating policy position for the 2021-22 Annual Business Plan consultation is proposed as follows to reduce the impact of significant valuation changes for 2021-22:

- applying a rate cap/rebate to all land use categories - expanding the cap from only principal place of residence
- setting the rate cap at 12.5%, being 10% on top of the proposed 2.5% increase – previously 15%
- making the rate cap automatic (previously by application) but also retaining an application process
- adjusting the exclusion of change of ownership properties to those properties sold after 30 June 2020 (previously from 1 January 2020)
- giving consideration to whether the cap should apply to properties with recent improvements - currently recent improvements to a property worth more than \$20,000 are excluded

Rate Statistics

Council has just over **18,800** assessments split by land use as follows:



13 400
Residential



710
Commercial
and Industrial
differential rate



3,000 +
Primary
production



600 +
Vacant



800 +
Non-rateable



200
Other

Rates Modelling

The valuation of the Council area by the Valuer-General is ongoing and information provided to date reflects an increase of over 3.5% in valuation for existing properties. This valuation information is still being updated as well as being subject to Valuer-General and internal quality assurance processes and revisits.

Analysis indicates that:

- Residential properties, representing over 70% of the overall valuation, had an average valuation **increase** of just under **3.7%**
- Primary production properties, being 17% of total assessments, have an average valuation **increase** of **5.4%**
- Commercial and Industrial properties had had an average valuation **decrease** of over **1%**
- Vacant land valuations have **increased** on average by just under **2.5%**.

The Budget has been formulated on the basis of retaining differential rates for all categories of ratepayer, including commercial and industrial ratepayers at the appropriate rate in the dollar to provide an overall increase in general rate revenue of 2.5% excluding growth.

Allocation of Rates Burden

The Council uses the capital value method of valuing properties. This method values the land and all improvements on the land. It is the most widely-used method across South Australian councils.

Council considers this valuation method the most equitable method to spread the rates burden across the measure of wealth within the Adelaide Hills Council area. It equates to the taxation principle that people should contribute to community, social and physical infrastructure in accordance with their capacity to pay as measured by property wealth.

Further, in determining how rates are applied, and the rate in the dollar, Council has also made specific policy choices in relation to uses the differential rating rate and the option of a fixed charge rather than a minimum rate to allocate the rates burden across the community.

Differential Rates

Section 153 of *Local Government Act 1999* (the Act) allows councils to 'differentiate' rates based on the use of the land, the locality of the land, the use and locality of the land or on some other basis determined by the council. The application of a Differential General Rate is generally intended to alter the amount payable by particular land uses.

Council has determined to apply the same rate in the dollar, based on capital value, to all categories of ratepayer, except commercial and industrial ratepayers who pay a differential rate in the dollar that is 15% higher than the rate in the dollar charged for other categories of ratepayer.

Council has considered the higher amount payable by the Commercial & Industrial sector with reference to the Economic Development function as well as the services and activities that the sector does not regularly use.

Council has considered the principle of rate stability when assessing the rates burden across the above categories. Other considerations were given to the change in capital value across the land use categories and the rates income provided by each.

It is estimated that the Commercial & Industrial Differential General Rates will raise net rate revenue in the order of \$1.5m in 2021-22.

It is estimated that the Residential & Non Commercial and Industrial Differential General Rate will raise net general rate revenue in the order of \$37.0m in 2021-22.

Fixed Charge

Under the Act, Council has some mechanisms available to enable all ratepayers to contribute more equitably to the administration of Council's services and the development and maintenance of the community's infrastructure. Council considers a fixed charge (applying equally to all rateable properties) to be the most fair and equitable means of achieving this.

For the 2021-22 year, it is proposed to increase the fixed charge from \$682 to \$699, representing a 2.5% increase in line with the overall average increase in rates.

Community Wastewater Management System

The Council provides Community Wastewater Management System (CWMS) to some areas within the Council district. To fund the provision of this service Council imposes an annual service charge to recover the cost to the Council of establishing, operating, maintaining, improving and replacing infrastructure (taking into account depreciation of any assets and including future capital works).

Council is currently undertaking its annual detailed assessment of the cost of providing CWMS services, in accordance with the guidelines set by the Essential Services Commission of South Australia (ESCOSA). This will identify whether current charges are at the levels necessary to achieve full cost recovery. For the 2021-22 financial year, CWMS revenue has currently been budgeted with an increase in line with CPI but will be reviewed in light of the findings from the assessment.

The background image shows a forest floor with several clumps of tall, thin grasses and small green plants. In the background, there are many dark tree trunks. Overlaid on the bottom half of the image is a large, colorful geometric pattern consisting of interlocking triangles in shades of orange, red, yellow, and green. The text is centered over the bottom portion of this pattern.

Appendix 1: Budgeted Uniform Presentation of Finances

Adelaide Hills Council
BUDGETED UNIFORM PRESENTATION OF FINANCES
2021-22 Proposed Budget

**2020-21
Revised
Budget**

**2021-22 Proposed
Budget**

\$'000

\$'000

INCOME

40,231	Rates	41,585
1,280	Statutory charges	1,197
738	User charges	849
7,860	Grants, subsidies and contributions	5,869
17	Investment income	17
237	Reimbursements	210
476	Other income	467
100	Net gain - equity accounted Council businesses	100
50,940	Total Income	50,294

EXPENSES

18,343	Employee costs	19,232
20,801	Materials, contracts & other expenses	18,753
9,237	Depreciation, amortisation & impairment	9,762
676	Finance costs	477
-	Net loss - equity accounted Council businesses	-
49,056	Total Expenses	48,224

1,883 NET BUDGETED SURPLUS / (DEFICIT) BEFORE CAPITAL AMOUNTS

2,070

Net Outlays on Existing Assets

(10,646)	Capital Expenditure on Renewal and Replacement of Existing Assets	(10,816)
646	Proceeds from Sale of Replaced Assets	665
9,237	Depreciation	9,762
(763)	NET OUTLAYS ON EXISTING ASSETS	(389)

Net Outlays on new and Upgraded Assets

(9,438)	Capital Expenditure on New and Upgraded Assets & Remediation costs	(6,979)
2,966	Capital Grants & Monetary Contributions - New & Upgraded Assets	2,000
1,486	Proceeds from Sale of Surplus Assets	1,304
(4,985)	NET OUTLAYS ON NEW AND UPGRADED ASSETS	(3,675)

(3,865) Net Lending/ (Borrowing) Result for Financial Year

(1,994)

(19,822) Net Financial Liabilities at Beginning of Year

(23,787)

- Decrease / (increase) in Other

-

(100) Non Cash Equity Movement

(100)

(23,787) Net Financial Liabilities at End of Year


(25,881)

In a year, the financing transactions identified below are associated with either applying surplus funds stemming from a net lending result or accommodating the funding requirement stemming from a net borrowing result.

Financing Transactions

10,000	New Borrowings	4,000
(119)	Increase/(Decrease) in Short Term Draw Down	72
64	(Increase)/Decrease in Cash & Investments	-
-	(Increase)/Decrease in Working Capital	-
(5,000)	Principal Repayments on Borrowings	(1,000)
(200)	Reinstatement/Restoration Provision Payment	(978)
(780)	Debenture Payment	-
(100)	Non Cash Equity Movement	(100)
3,865		1,994

It should be noted that the figures in this appendix have been rounded and consequently individual sub-totals, whilst being correct, may differ slightly from the sum of the rounded amounts.

The background image shows a forest floor with several clumps of tall, thin grasses in shades of green and yellow. In the background, there are dark, slender tree trunks. Overlaid on the lower half of the image is a large, colorful geometric pattern consisting of interlocking triangles in various shades of orange, red, yellow, and green. The text 'Appendix 2: Corporate Performance Indicators' is written in white, bold, sans-serif font across the bottom right portion of the image, partially overlapping the geometric pattern.

Appendix 2: Corporate Performance Indicators

ID	Corporate Performance Indicator	Target	Strategic Objective	Reporting Frequency
Goal 1: A functional Built Environment				
CPI-B01	Inspections of footpaths in high priority zones	100%	B1	Quarterly
CPI-B02	Delivery of capital works program	90%	B1	Annually
CPI-B03	Compliance inspections completed within 5 business days of development completion notification	80%	B2	Quarterly
CPI-B04	Compliance inspections completed within 5 business days of notification of alleged unlawful development	80%	B2	Quarterly
CPI-B05	Comparison of Council's Energy Usage (Kwh) against previous financial year	Less than previous financial year	B3	Annually
CPI-B06	Tonnes of recycled plastic content in products purchased by Council	25	B3	Annually
CPI-B07	Operational tasks completed within the Civil Zone Maintenance Program	80%	B4	Quarterly
Goal 2: Community Wellbeing				
CPI-C01	Positive ageing wellbeing score	7 Average	C2	Quarterly
CPI-C02	Community Centre participants who feel better connected to others or community	85%	C2	Bi-annual
CPI-C03	Community centre participants who would use the knowledge/skills gained in the future	80%	C3	Bi-annual
CPI-C04	Number of volunteer hours contributed to AHC programs each year	4800	C3	Quarterly
CPI-C05	Library visits per capita compared with the state average	25% above state average	C3	Annually
CPI-C06	Library loans per capita compared with the state average	35% above state average	C3	Annually
CPI-C07	Attendance at programs, events and workshops at Fabrik Arts and Heritage Hub	8,000	C6	Annually
CPI-C08	Percent of available studio spaces occupied	50	C6	Annually
CPI-C09	Number of events and programs celebrating cultural diversity	8	C6	Annually

ID	Corporate Performance Indicator	Target	Strategic Objective	Reporting Frequency
Goal 3: A prosperous Economy				
CPI-E01	Net Easy Score of respondents who rated ease of getting assistance from Council as Easy or Very Easy v Difficult or Very Difficult	>0	E1	Every 2 Years
CPI-E02	Visitor numbers (visitor domestic day trips)	1.2mil	E1	Annually
CPI-E03	Average number of days for Building Rules Consents	20 or 60 business days*	E2	Quarterly
CPI-E04	Percentage of new development application decisions upheld in Council/CAPs favour under appeal	85%	E2	Quarterly
CPI-E05	Percentage of Planning Consents completed within statutory timeframes	85%	E2	Quarterly
CPI-E06	Number of local jobs in AHC area compared to previous financial year	Maintain 2019-20 Financial Year = 11200	E3	Annually
Goal 4: A valued Natural Environment				
CPI-N01	Number of Native Vegetation Marker System BushRAT Assessment sites complete (actual versus planned)	60 NVMS sites per annum	N2	Annually
CPI-N02	Woody Weed Control Program - no. of sites complete (actual versus planned)	17 sites per annum	N2	Quarterly
CPI-N03	Percent of nuisance and litter queries resolved	90%	N2	Quarterly
CPI-N04	Percent of private properties inspected prior to bushfire season that comply with fuel load management requirements	At least 90%	N2	Annually
CPI-N05	Tonnes of green organics collected on Green organic days	150	N4	Quarterly
CPI-N06	Percentage change in tonnes of waste disposed to landfill compared to previous financial year	Reduction in waste percentage	N5	Annual
CPI-N07	Number of community education actions delivered (Waste Management Strategy 2016-2021) – Actioned vs Planned	6	N5	Quarterly

*20 Business Days for dwellings, pools and outbuildings and 60 business days for other buildings

ID	Corporate Performance Indicator	Target	Strategic Objective	Reporting Frequency
Goal 5: A progressive Organisation				
CPI-001	Number of Lost time injuries	0	O1	Quarterly
CPI-002	Customer Net Ease Score (NES)	50	O2	Bi-annual
CPI-003	Overall customer satisfaction	75%	O2	Bi-annual
CPI-004	Operating Surplus Ratio	0-10%	O3	Annually
CPI-005	Net Financial Liabilities Ratio	0-100%	O3	Annually
CPI-006	Asset Renewal Funding Ratio	90-110%	O3	Annually
CPI-007	Decisions (Council resolutions) considered in open Ordinary & Special Council meetings during the reporting period	90%	O4	Quarterly
CPI-008	Council member attendance at Ordinary & Special meetings	90%	O4	Quarterly
CPI-009	FOI requests completed within the legislated timeframe	100%	O6	Quarterly
CPI-010	Ombudsman investigations upholding Council's decisions (general investigations and FOI external reviews)	100%	O6	Quarterly
CPI-011	Employee Turnover	7-15%	O1	Quarterly

The background image shows a forest floor with several clumps of tall, thin grasses. A semi-transparent geometric pattern, consisting of interlocking triangles in shades of orange, red, yellow, and green, is overlaid on the lower half of the image. The text 'Appendix 3: Rating Policy' is written in a bold, white, sans-serif font across the bottom right portion of the image, partially overlapping the geometric pattern and the forest floor.

Appendix 3: Rating Policy

COUNCIL POLICY

 Adelaide Hills <small>COUNCIL</small>	RATING
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Policy Number:	FIN-02
Responsible Department(s):	Financial Services
Other Relevant Policies:	None
Relevant Procedure(s):	None
Relevant Legislation:	<i>Local Government Act 1999</i> <i>Valuation of Land Act 1971</i> <i>Landscape South Australia Act 2019</i> <i>Aged Care Act 1987 (Commonwealth)</i> <i>Community Housing Providers National Law</i> <i>Community Titles Act 1996</i> <i>Education Act 1972</i> <i>Health Commission Act 1976</i>
Policies and Procedures Superseded by this policy on its Adoption:	Rating, 28 June 2016, Item 14.9, 1.11, 122 Rating, 27 June 2017, Item 14.3, 1.11, 130/17 Rating, 26 June 2018, Item 12.3, 1.11, 138/18 Rating, 25 June 2019, Item 12.2, 1.11, 156/19 Rating, 30 June 2020, Item 7.1, 1.11, 124/20
Adoption Authority:	Council
Date of Adoption:	TBA
Effective From:	1 July 2021
Minute Reference for Adoption:	
Next Review:	

RATING POLICY

1. INTRODUCTION

- 1.1 In South Australia, council rates are a form of property tax levied by Local Government, as our primary source of funding for the many mandatory and discretionary services that are provided by councils. Rates are administered by each council in line with the *Local Government Act 1999* (the Act) which allows some flexibility for each council to make decisions that suit its local community. This document sets out the policy of the Adelaide Hills Council for setting and collecting rates from its community.

2. PURPOSE

- 2.1 The purpose of this policy is to outline Council's approach towards rating its communities and to meet the requirements of the Act with particular reference to section 123 which requires Council to have a rating policy that must be prepared and adopted (as part of the Annual Business Plan) each financial year in conjunction with the declaration of rates.

3. DEFINITIONS

- 3.1 **'Act'** refers to the *Local Government Act 1999* (SA).
- 3.2 **'Capital value'** refers to the valuation methodology used in determining the value of land, as defined in the *Valuation of Land Act 1971*.
- 3.3 **'Council'** refers to the elected Council body.
- 3.4 **'CWMS'** refers to the Community Wastewater Management System within the Council area.
- 3.5 **'Differential rate'** refers to a rate that may be applied to a category of land that is different to the rate applied to other land categories (termed differential rates under the Act).
- 3.6 **'Fixed charge'** refers to a charge that must apply equally to each separate piece of rateable land in the area under section 152(1) of the Act.

4. POLICY STATEMENT

- 4.1 Council's powers to raise rates are found in Chapter 10 of the Act which provides the framework within which the Council must operate, but also leaves room for the Council to make a range of policy choices. This document includes reference to compulsory features of the rating system, as well as the policy choices that the Council has made on how it imposes and administers the collection of rates.

All land within a Council area, except for land specifically exempt (e.g. Crown Land, Council occupied land and a few other limited categories under section 150(a) of the Act, is rateable.

Rates are not fees for services. They constitute a system of taxation for Local Government purposes. Council considers the fairest and most equitable method of charging rates to our community is through the combined use of a fixed charge component and a variable rate per rateable property.

4.2 PRINCIPLES OF TAXATION

This Policy represents the Council's commitment to balancing the five main principles of taxation.

- i) **Benefits received** (i.e. services provided, or resources consumed). Reliance on this principle suggests that (all other things being equal) a person who received more benefits should pay a higher share of tax.
- ii) **Capacity to pay.** This principle suggests that a person who has less capacity to pay should pay less; and that persons of similar means should pay similar amounts.
- iii) **Administrative simplicity.** This principle refers to the costs involved in applying and collecting the tax and how difficult it is to avoid.
- iv) **Economic efficiency.** This refers to whether or not the tax distorts economic behaviour.
- v) **Policy consistency.** The principle that taxes should be internally consistent, and based on transparent, predictable rules that are understandable and acceptable to taxpayers.

Further, in achieving equity across the community, this policy has an overriding principle that all ratepayers should contribute an amount to basic service provision.

4.3 VALUATION OF LAND

Council is permitted to adopt one of three valuation methodologies to value the properties in its area (section 151 of the Act):

- **Capital Value** – the value of the land and all of the improvements on the land.
- **Site Value** – the value of the land and any improvements which permanently affect the amenity of use of the land, such as drainage works, but excluding the value of buildings and other improvements.
- **Annual Value** – a valuation of the rental potential of the property.

The Council has adopted the use of capital value as the basis for valuing land. Council considers that this method provides the fairest way to distribute the rate burden across all ratepayers on the following basis:

- the 'capacity to pay' principle of taxation requires that ratepayers of similar wealth pay similar taxes and ratepayers of greater wealth pay more tax than ratepayers of lesser wealth;

- the 'property value' is a relatively good indicator of wealth (when lifetime incomes, including incomes from capital gains, are taken into account). Capital value closely approximates the market value of a property, provides the best indicator of overall property value

Council does not determine property valuations but chooses to exercise the right under Section 151 of the Act to adopt the capital valuations as assessed by the Valuer-General through the State Valuation Office. If you are dissatisfied with the valuation made by the State Valuation Office your rates notice will include information about how to object to the valuation. The Council has no role in this process. The lodgement of an objection does not change the due date for the payment of rates.

4.4 COMPONENTS OF RATES

Fixed Charge or Minimum Rate

Council has discretion to apply either:

- a fixed charge (applying equally to all rateable properties); or
- a minimum rate (to lower-value properties)

but cannot use both of these mechanisms.

The Adelaide Hills Council will apply a fixed charge this financial year as in previous years. Council considers a fixed charge to be the most fair and equitable means of ensuring that all ratepayers contribute equally to the administration of Council's services and the development and maintenance of the community's infrastructure. In addition, the fixed charge provides a mechanism to adjust the rates contributions across high and low valued properties. This redresses the balance and equity of the rate system.

The Council is unable to raise more than 50% of total rate revenue by the imposition of a fixed charge component of general rates as per section 151(10) of the Act.

A rate in the dollar

The largest component of rates levied is the component that is calculated by reference to the value of the property. Property values reflect, among other things, the relative availability of and access to Council services. This applies to all types of land use, and to land in all locations.

The Act allows councils to 'differentiate' rates based on the use of the land, the locality of the land, the use and locality of the land or on some other basis determined by the council. The Council applies different rates on the basis of land use.

Definitions of the use of the land are prescribed by regulation and are categorised as follows for rating purposes:

- Residential
- Commercial
- Industrial
- Primary Production
- Vacant Land
- Other

In accordance with Section 148 of the Act, Council assesses any piece or section of land subject to separate ownership or separate occupation.

Commercial and Industrial Differential Rate:

Those properties categorised as commercial or industrial will pay a differential rate in the dollar that is 15% higher than the rate in the dollar charged for other categories of ratepayer.

Council has considered the higher amount payable by the Commercial & Industrial sector with reference to the commercial differential rates of other Councils, costs of the Economic Development function as well as the services and activities that the sector does not regularly use.

If a ratepayer believes that a particular property has been wrongly classified as to its land use, then an objection may be made with the Council.

Separate Rate

Stirling Business Separate Rate:

A separate rate for businesses in Stirling (Stirling Business Separate Rate) will be applied to carry out the activity of promoting and enhancing business viability, profitability, trade and commerce within the zone.

This rate is levied on all properties within the precinct known as the District Centre (Stirling) Zone and businesses fronting both sides of Mt Barker Road east of the District Centre (Stirling) Zone to Pine Street, excluding land attributed a land use category 1 (residential) and government owned land. Council also sets a maximum amount ('top') and a minimum amount ('tail') per property each financial year for this separate rate **with the top and tail adjusted each year with reference to the Consumer Price Index**. The amount raised is distributed to the Stirling Business Association to promote Stirling as a destination, the 'Gateway to the Hills'.

Verrall Road Separate Rate:

A separate rate for Verrall Road, Upper Hermitage at a value of \$858 will be applied for a period of 10 years to 2023-24. This rate which provided for the sealing of the northern end of the road in 2014-15 is levied on the properties that use that section of road.

Regional Landscape Levy

The Regional Landscape (RL) Levy is a State tax.

Councils are required under the Landscape South Australia Act 2019 to collect the levy on all rateable properties on behalf of the State Government. The levy helps to fund the operations of regional landscape boards that have responsibility for the management of the State's natural resources. These responsibilities include regional landscape planning, water allocation planning, community capacity building, education and compliance activities.

Adelaide Hills Council falls within the Hills & Fleurieu Regional Landscape board region. The effect of the new regions and boundary changes on landscape levies is being managed through a levy transition scheme. For 2021-22, Adelaide Hills Council has been advised that Council will have a single landscape levy.

Community Wastewater Management System

The Council provides Community Wastewater Management System (CWMS) to some areas within the Council district. To fund the provision of this service Council imposes a service charge to recover the cost to the council of establishing, operating, maintaining, improving and replacing infrastructure (taking into account depreciation of any assets and including future capital works).

Annually, an independent consultant is engaged to provide a review of:

- Council's compliance with ESCOSA's Minor to Intermediate Retailers Price Determination and the National Water Initiative (NWI) Pricing Principles;
- The pricing model for future CWMS price setting.

This review included the annual service charge for both occupied and vacant properties.

Council is currently undertaking this detailed assessment of the cost of providing CWMS services, in accordance with the guidelines set by the Essential Services Commission of South Australia (ESCOSA). This will identify whether current charges are at the levels necessary to achieve full cost recovery. For the 2021-22 financial year, CWMS revenue has currently been budgeted with an increase in line with CPI but will be reviewed in light of the findings from the assessment.

4.5 RATES CAPPING

Council's valuations used for rating purposes are undertaken by the Office of the Valuer-General.

For 2021-22, the Valuer-General is completing a Revaluation Initiative Project across the majority of Councils within South Australia resulting in a reassessment of valuation assumptions. Data received recently from the Valuer-General indicates that this review has resulted in increased variability in valuation increases within the Council area, particularly within the primary production land use.

This is likely to result in many rate assessments experiencing a change in rates payable much higher or lower than the average rate increase proposed.

As a result of a Revaluation Initiative Project across the whole state undertaken by the Valuer-General, Council has noted increased variability in valuation increases within the Council area, particularly within the primary production land use.

As such, Council is proposing to reduce the impact of significant valuation changes for 2021-22 by:

- Applying a rate cap/rebate to all land use categories (expanding the cap from only principal place of residence)
- Setting the rate cap at 12.5%, being 10% on top of the proposed 2.5% increase – previously 15%
- Make automatic (previously by application) but also retain an application process
- Adjusting the exclusion of change of ownership properties to those properties sold after 30 June 2020 (previously from 1 January 2020)
- Considering whether the cap should apply to properties with recent improvements - currently excluded

In terms of legislation, the Act (s153 (3)) requires a council to decide each year whether to apply a maximum rate increase (or a rates cap) to a ratepayers principal place of residence. A cap is applied to provide relief against a substantial change in rates payable incurred due to rapid changes in valuations.

4.6 REBATE OF RATES

Mandatory rebates

Councils are required to rebate (discount) the rates payable on some land.

The Adelaide Hills Council will act in accordance with the Local Government Act in providing mandatory rebates as referenced in Section 160 – 165 of the Act.

A 100% rebate must be applied to land used for:

- Health services,
- Religious purposes,
- Public cemeteries,
- The Royal Zoological Society.

A compulsory rebate of at least 75% must be applied to land used by:

- Community service organisations, and
- Schools and universities.

Where a “community services organisation” is eligible for a mandatory rebate, the residential rate must be applied to the land to which the rebate relates in accordance with Section 161 (2) of the Act. This is as a result of Council declaring differential rates according to land use and providing for a distinct residential rate.

Where the Council is satisfied from its own records, or from other sources, that a person or body meets the necessary criteria for a mandatory rate rebate, the Council will grant the rebate accordingly.

Where the Council is not satisfied based upon the information in its possession or otherwise does not hold relevant information it will require the person or body to lodge an application form with such information as stipulated and any other information that the Council may reasonably require.

Applicants who satisfy the criteria for a mandatory rebate will be granted the rebate at any time provided the application is lodged prior to the 30 June of the rating year and provided the entitlement to the rebate existed at 1 July of the rating year.

Council will confirm the continuation of a person or body’s eligibility for a mandatory rebate on a regular basis (at least biennially) to ensure that rebates are only granted where they are warranted. This will require the relevant person or body to lodge an application form with such information as stipulated and any other information that the Council may reasonably require to confirm the continuation of eligibility.

Discretionary rebates

As identified in Section 166 of the Act Council may grant a discretionary rebate of rates up to and including 100% of the relevant rates under a number of criteria and for a period not exceeding the timeframe.

As required by legislation, Council should give reasonable consideration to the granting of rebates and does not adopt a policy that excludes the consideration of applications for rebates based on their merits.

Have considered this, Council is of the view that except in very specific circumstances outlined below, the maximum discretionary rebate should be 75% to ensure ratepayers contribute an amount towards basic service provision.

Council has determined pursuant to Section 166(1) (b) that those primary production properties genuinely in the business of primary production but not benefitting from a notional capital value for their property can apply for a 10% rebate on the differential rate. For the 2021-22 financial year this rebate will also be considered with reference to whether a property is also eligible for a rates cap due to a significant increase in valuation.

Excluding the primary production rebates granted pursuant to Section 166(1) (b), Council in accordance with Section 166 (1a) will take the following matters into account in deciding whether to grant a discretionary rebate for land uses covered by Section 166 (a to k):

- (a) the nature and extent of Council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in the Council's area;
- (b) the community need that is being met by activities carried out on the land for which the rebate is sought; and
- (c) the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons and
- (d) specific policy positions considered relevant by Council

Notwithstanding the direction provided by Council pursuant to Section 166(1)(b) which is then actioned by Administration, Council has retained the delegation to grant all other discretionary rate rebates under land uses covered by Section 166 a) to k).

Council's specific policy positions to meet discretionary rate rebates eligibility are as follows:

- An organisation needs to meet one of the criteria listed under Section 166 a) to o);
- An organisation needs to be not-for-profit;
- A rebate of 100% will only be granted where community organisations seeking a rebate provides a service that would be required to be provided by Council if not undertaken by the organisation;
- A rebate of 75% will be granted if the organisation provides a community service that support the disadvantaged or sections of the community that require assistance, as defined;
- Where an organisation does not meet the above criteria, it is still eligible for a 75% rebate where it meets all of the following criteria:
 - limited capacity to raise funds;
 - meets a "community need", as defined; and

- undertake services and activities that are not primarily the responsibility of Federal or State Government

Council has determined the following definitions to assist in the determination of eligibility for a discretionary rate rebate.

“Disadvantaged persons” refers to persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability. To meet this criteria the organisation would need to establish that the predominant extent of the activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons.

“community need” is defined as those services and activities that are aligned to achievement of one or more of Council’s strategies resulting in:

- a direct benefit to the residents of Adelaide Hills Council; and
- a significant proportion of users are Adelaide Hills residents.

Due to the complexities involved in the application of discretionary rate rebates under Section 166 (l) to (o), any application relating to these elements will be subject to a separate report to Council to consider the appropriateness of such a rebate.

Persons who, or bodies which, seek a discretionary rebate will be required to submit an application form to the Council and provide to the Council such information as stipulated on the application form and any other information that the Council may reasonably require.

All persons who or bodies which wish to apply to the Council for a discretionary rebate of rates must do so on or before 30 April prior to the rating year unless the application is a result of a change in eligibility for a mandatory rebate or rate exemption. In those circumstances where an application relates to a change in rebate/rate exemption in a relevant rating year, then the application will be applied for the full rating year if received within 2 months of the change in rebate/exemption being advised. The Council reserves the right to refuse to consider applications received after the specified date.

Persons or bodies who previously received a discretionary rebate greater than 75% may apply for a phasing in period (up to 2 years) in circumstances where the above change impacts significantly on the persons or bodies’ financial capacity. In these circumstances, an application will be considered if received within 2 months of the change in rebate being advised. The Council reserves the right to refuse to consider applications received after the specified date.

Where there is no maximum timeframe specified for a rebate provided under Section 166, Council will grant a discretionary rebate to the last rating period commencing within a Council term to allow for a regular review of discretionary rate rebates.

A summary of all discretionary rebates applied for, including whether they have been successful or not and the associated reasons will be reported to Council on an annual basis.

Each rebate that is granted either reduces the Council’s revenue and hence its capacity to provide services, or else it effectively increases the amount that must be collected

from other ratepayers. The principles of equity dictate that Council remains diligent in only awarding rebates and exemptions where they are warranted.

If you or your organisation wishes to apply for a discretionary rate rebate, you may apply by contacting the Council's Rate Administrator.

Discretionary Rate Rebates under Section 166 (I) relating to a substantial change in Rates Payable

Council can also use a discretionary rate rebate to address properties with substantial valuation increases that are not the principal place of residence of a ratepayer under Sect 166 (I) of the LGA where the rebate is considered by the council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to—

- (i) a redistribution of the rates burden within the community arising from a change to the basis or structure of the council's rates; or
- (ii) a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations

As such this mechanism will be considered by Council to alleviate those properties that do not meet the specified criteria covered under s153 (3) of the LGA relating to a ratepayers principal place of residence. This is covered in more detail under Section 4.5 Rate Capping within this Policy.

All rebates

As Council's CWMS service charges are set to recover the cost to the council of establishing, operating, maintaining, improving and replacing infrastructure (taking into account depreciation of any assets and including future capital works) no rebates are provided by Council.

If an entitlement to a rebate ceases or no longer applies during the course of a financial year, council will recover rates proportionate to the remaining part of the financial year.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to do so that person or body is guilty of an offence.

The Council will, in writing, advise an applicant for the rebate of its determination of that application. The advice will state:

- if the application has been granted, the amount of the rebate; or
- if the application has not been granted, the reasons why.

Any person or body who is aggrieved by a determination of the delegated officer in respect of an application for a rebate may seek a review of that decision in accordance with Council's Internal Review of Council Decisions Policy.

Single Farming Enterprise

The Local Government Act 1999 provides that "if two or more pieces of rateable land within the area of the Council constitute a single farm enterprise, only one fixed charge may be imposed against the whole of the land".

A Single Farm Enterprise is defined in the Local Government Act -

"A reference to a single farm enterprise is a reference to two or more pieces of rateable land

(a) which –

- (i) are farm land; and*
- (ii) are farmed as a single enterprise; and*
- (iii) are occupied by the same person or persons,*
whether or not the pieces of land are contiguous; or

(b) which –

- (i) as to all the pieces except one, are farm land farmed as a single enterprise occupied by the same person or persons; and*
- (ii) as to one piece contiguous with at least one of the other pieces, is the principal place of residence of that person or one of those persons."*

In effect, this means that land can be recognised as a "single farming enterprise" and not attract a fixed charge to each of the assessments, provided:

- that if the occupier of all the land concerned is the same person, (this means that if there is a house being occupied that is not your principal place of residence, it cannot be part of the single farm enterprise)
- all of the land is used to carry on the business of primary production, and
- managed as a single unit for that purpose,

Primary producers can apply to the Council for the 'single farming enterprise' provisions of the Local Government Act.

You should also be aware that if the grounds on which you apply for a single farm enterprise cease to exist, the person or body who have the benefit of the provisions must immediately inform the Council of the fact.

4.7 RATE RELIEF

Council applies rate remissions and postponement in accordance with the Act.

Financial Hardship

If you are suffering financial hardship, you should contact the Council's Rates Administrator to discuss the matter. Such inquiries are treated confidentially, and any application will be considered on its merits. Options to address financial hardship can include:

Regular payments other than Quarterly

If you are experiencing financial hardship and anticipate difficulty paying the next rate instalment notice, we will work with you to make alternative arrangements. These arrangements will be treated in the strictest confidence.

In addition to quarterly instalments, ratepayers can arrange with Council to pay their rates weekly, fortnightly or monthly to provide for a smaller, more regular payment option via BPAY, phone or internet.

Waiving of Fines and Interest

Council can consider the waiving of fines and interest as part of addressing financial hardship. When a ratepayer has committed to a payment plan and adheres to a regular payment, Council will consider the waiving of fines and interest to assist the ratepayer.

Postponement of Rates

A ratepayer may apply to Council to postpone payment of rates in whole or in part for a period of due to hardship. Any such application must be made in writing and outline the reasons why postponement is requested.

If postponement is granted then Council will consider the waiving of fines and interest for the same period to assist the ratepayer.

In accordance with legislation, a postponement may, if Council thinks fit, be granted on condition that the ratepayer pays interest on the amount affected by the postponement at a rate fixed by the council (but not exceeding the cash advance debenture rate as defined in the Local Government Act).

As postponement may only delay financial hardship for a period of time, options involving a regular payment plan are more likely to be beneficial for ratepayers to assist in reducing rates balances outstanding over time.

Remission of rates

The Council has a discretion to partially or wholly remit (i.e. waive) rates on the basis of hardship.

Council has a charge over the land under Section 177 of the LGA and therefore is likely to be able to recover rates outstanding upon sale. The granting of a remission forgoes this right and therefore is only considered as an option in circumstances where the ratepayer has demonstrated serious and long term hardship and where there is no chance of improvement in the ratepayers financial circumstances. Consideration must also be given to the tax burden redistribution effect on other rate payers of any remission.

For these reasons, and given the importance of ensuring fairness to other ratepayers, remission will only be considered as a last resort and only where there is no chance of improvement in the ratepayer's financial circumstances. As such, it is likely that postponement of payment of rates due to hardship has been occurred for some period to confirm the permanency of the ratepayer's situation.

Seniors Postponement

If you hold a State Seniors Card then (unless you have a mortgage entered before 2007 that is greater than 50% of your home's value) you are eligible to postpone, on a long-

term basis, a large component of the rates on your principal place of residence. The postponed amount is subject to a monthly interest charge, with the accrued debt falling due for payment only when the property is sold or transferred to someone else, or no longer becomes the principal place of residence. However, some or all of the debt may be paid at any earlier time, at your discretion.

4.8 PAYMENT OF RATES

Rates are declared annually, and may be paid, at your discretion, either in one lump sum, or in quarterly instalments that fall due in September, December, March and June. The exact dates that rates fall due, and the various options for paying rates, are clearly indicated on your rates notice.

If you have (or are likely to have) difficulty meeting these payments, you should contact the Council's Rates Administrator to discuss alternative payment arrangements. Such inquiries are treated confidentially.

4.9 LATE PAYMENT OF RATES

The Act provides that councils must impose a penalty of 2% on any payment for rates by instalment, which is not paid on or before the due date. A payment that continues to be late is then charged a prescribed interest rate for each month it continues to be late.

When Council receives a payment in respect of overdue rates Council applies the money received in accordance with the Act as follows:

- First – to satisfy any costs awarded in connection with court proceedings;
- Second – to satisfy any interest costs;
- Third – in payment of any fines imposed;
- Fourth – in payment of rates, in chronological order (starting with the oldest account first).

4.10 NON- PAYMENT OF RATES

A separate Debt Recovery Policy has been adopted by Council and is available for review on the Adelaide Hills Council website.

The purpose of this policy is to set out Council's principles in regard to the management of debt and to ensure that money owed to Council is collected as soon as possible through efficient and effective debt recovery practices. This policy assists to ensure a strategic, equitable, accountable, consistent and transparent approach to Council's debt management, collection decisions and practices. Key principles under this Debt Recovery Policy for rates are as follows:

- Council undertakes recovery action for overdue rates debtors to ensure the **fair, equitable and consistent** collection of rates in an effective and timely manner.
- Council will **attempt to recover all costs, interest and expenses incurred by Council** while recognising the need to identify and consider individual cases of **genuine hardship**.

- Cases of financial hardship will be considered by application on an individual basis and always with a view to the ratepayer **re-establishing financial capability and, wherever possible, meeting their financial obligations**

It should be noted that Council may sell any property where the rates have been in arrears for three years or more. Council is required to notify the owner of the land of its intention to sell the land, provide the owner with details of the outstanding amounts, and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

5. CONTACTING THE COUNCIL'S RATES ADMINISTRATOR

- 5.1 If you believe that Council has failed to properly apply this policy you should contact the Council's Rates Administrator to discuss the matter. (See contact details below). If after this, you are still dissatisfied then you should write to the Council's Chief Executive Officer at PO Box 44, Woodside SA 5244.

For further information, queries, or to lodge an application for rate postponement or remissions please contact the Council's Rates Administrator on:

Phone: 8408 0400
E-mail: mail@ahc.sa.gov.au
Post: PO Box 44, Woodside SA 5244

6. DELEGATIONS

- 6.1 The Chief Executive Officer has the delegation to approve, amend and review any procedures that shall be consistent with this Policy.

7. AVAILABILITY OF THE POLICY

- 7.1 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.

Supplementary Information to Rating Policy

Differential Rates

Section 153 of the Act allows councils to 'differentiate' rates based on the use of the land, the locality of the land, the use and locality of the land or on some other basis determined by the council. The application of a Differential General Rate is generally intended to alter the amount payable by particular land uses.

Council has determined to apply the same rate in the dollar, based on capital value, to all categories of ratepayer, except commercial and industrial ratepayers who pay a differential rate in the dollar that is 15% higher than the rate in the dollar charged for other categories of ratepayer.

Council has considered the higher amount payable by the Commercial & Industrial sector with reference to the Economic Development function as well as the services and activities that the sector does not regularly use.

Council has considered the principle of rate stability when assessing the rates burden across the above categories. Other considerations were given to the change in capital value across the land use categories and the rates income provided by each.

It is estimated that the Commercial & Industrial Differential General Rates will raise net rate revenue in the order of \$1.5m in 2021-22.

It is estimated that the Residential & Non Commercial and Industrial Differential General Rate will raise net general rate revenue in the order of \$37m in 2021-22.

Council has applied the following rates in the dollar across the last five years to determine the total rate levied against an assessment:

Financial Year	Commercial & Industrial	All Other Land Uses including Residential
2020-21	0.002821	0.002453
2019-20	0.002839	0.002469
2018-19	0.002784	0.002421
2017-18	0.002748	0.002390
2016-17	0.002806	0.002440

Fixed Charge

Under the *Local Government Act 1999* (the Act), Council has some mechanisms available to enable all ratepayers to contribute more equitably to the administration of Council's services and the development and maintenance of the community's infrastructure. Council considers a fixed charge (applying equally to all rateable properties) to be the most fair and equitable means of achieving this.

The Council is unable to raise more than 50% of total rate revenue by the imposition of a fixed charge component of general rates as per section 151(10) of the Act.

Council has applied the following fixed charges across the last 5 years as part of the total rate levied against an assessment:

	Fixed Charge	Increase from Previous Year	% of Rate Revenue
2020-21	\$682	2.95%	31.9%
2019-20	\$662	2.8% + \$10	32.0%
2018-19	\$634	3.3%	31.8%
2017-18	\$613.50	2.25%	31.8%
2016-17	\$600		31.8%

It should be noted that although a Joint Committee of Parliament considered potential changes to valuation policy that would remove the ability to levy individual fixed charges based on occupancy for retirement village, the final report tabled in November 2019 did not include any specific recommendations to remove this ability. However, Council is aware that an independent Member Bill has been tabled in Parliament which would prevent councils from levying a fixed charge on properties in a retirement village. Should this policy change be implemented this would reduce Fixed Charge revenue by approximately \$200k for Adelaide Hills Council.

Appendix 2

Capital Works Program 2021-22



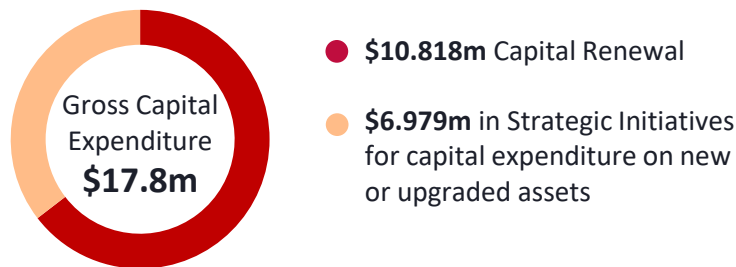
Capital Works Program

2021-22

Overview

The 2021-22 Capital Budget continues to focus on the renewal of infrastructure. The Council has in excess of \$600m (Current Replacement Values) of infrastructure assets that it manages, to ensure that our current and future communities have access to the ongoing services these assets provide.

This year our capital works program will include:



Strategic Initiatives

Within our *Annual Business Plan 2021-22*, we have identified specific Strategic initiatives which are specially funded and prioritised activities, projects and programs of work that are planned over the next three years. These generally relate to investment in upgrading or purchasing new assets and infrastructure.

Capital Renewal

The capital renewal relates to the replacement and/or maintenance works as set out in our *Asset Management Plans*.

Contents

3	Summary of Capital Expenditure			
4	Detailed Capital Expenditure by Asset Category			
4	Bridges	13	Other*	
5	Buildings	15	Plant and Fleet	
6	CWMS	16	Road Pavement	
7	Footpaths	19	Road Seal	
9	Information, Communication & Technology	23	Shoulders	
10	Kerbing	24	Sport and Recreation (including Playgrounds)	
11	Local Roads and Community Infrastructure Program (LRCIP)	25	Stormwater	
12	Minor Plant & Equipment (including Library fittings)	26	Unsealed Roads	

Renewal Summary

Asset Category	2021-22 Allocation \$'000	LTFP Target Renewal \$'000	Variance to LTFP Fav/(Unfav) \$'000
Bridges	250	250	-
Buildings	1,100	1,100	-
CWMS	224	224	-
Footpaths	392	400	(8)
Kerb & Water	250	250	-
Other*	218	224	(6)
Road Pavement	953	954	(1)
Road Seal	1,861	1,864	(3)
Shoulders	250	250	-
Sport and Recreation (including Playgrounds)	740	740	-
Stormwater	60	60	-
Unsealed Roads	908	900	8
Plant and Fleet	1,683	1,632	51
Information, Communication & Technology	485	485	-
Minor Plant & Equipment (including Library)	80	80	-
Project Management Costs	1,362	1,362	-
NET RENEWALS	10,816	10,775	41

New & Upgraded Summary

Asset Category	2021-22 Allocation \$'000	LTFP Target Renewal \$'000	Variance to LTFP Fav/(Unfav) \$'000
Bridges	-	-	-
Buildings	3,354	3,399	45
CWMS	50	50	0
Footpaths	325	640	315
Kerb & Water	-	-	-
Local Roads & Community Infrastructure Program	1,472	-	(1,472)
Other*	133	333	200
Road Pavement	200	140	(60)
Road Seal	-	-	-
Shoulders	-	-	-
Sport and Recreation (including Playgrounds)	235	435	200
Stormwater	470	530	60
Unsealed Roads	-	-	-
Plant and Fleet	420	420	0
Information, Communication & Technology	265	265	0
Minor Plant & Equipment (including Library)	55	55	0
Project Management Costs	-	-	-
NET NEW & UPGRADED	6,979	6,267	(712)

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Proactive Structural Renewal of components	Planned Bridge Renewals - undertaken as an outcome of Level 2 Bridge Inspections	REGIONWIDE			
Bridgewater Oval Footbridge	Replace existing footbridge and raise to accommodate flood levels.	BRIDGEWATER			
Proactive Structural Renewal of components	Planned Bridge Renewals - undertaken as an outcome of Level 2 Bridge Inspections	REGIONWIDE			
Avenue Road Bridge	Restoration Works - Corrosion protection, Repairs to concrete spalling, crack sealing, Steel Beam Restoration & Headwall/Superstructure Works	STIRLING			
Proactive Structural Renewal of components	Proactive Major Maintenance Renewal (Programmed from 20-21 Bridge Audit)	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$250	\$280	\$52

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Steamroller Park Rotunda	Steamroller Park Rotunda	STIRLING			
Stirling Theatre Seats	Stirling Theatre audience seat replacements	STIRLING			
Montacute Institute Structure	Salt damp rectification and completion works on the Institute Building	MONTACUTE			
Stirling Library Air-Conditioning	Replacement of the air-conditioning system	STIRLING			
Asbestos Removal Program	Asbestos removal and various buildings	REGIONWIDE			
Norton Summit Community Centre - Safety Upgrade	Undertake an upgrade to the centers fire system	NORTON SUMMIT			
Public toilet upgrades	Minor renewal upgrades across the public toilet assets	REGIONWIDE			
General Building Renewal	Various minor renewal projects across the building assets	REGIONWIDE			
	Allocations to be made following completion of building asset management plans	REGIONWIDE			
	Allocations to be made following completion of building asset management plans	REGIONWIDE			
	PROGRAM PROPOSED	Totals ('000)	\$1,100		

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B3005	Energy Upgrades, Battery & Efficiency Actions from new Carbon Management Plan	170	50	50
B4007	Asset Management Plan for Buildings	100		
B4009	Building Upgrades	100	100	100
NEW06	Gumeracha Library upgrades	5	95	
C6001	Fabrik Activation - Capital	2,000	2,008	
C6003	Capital Divestment - Capital Cost	979	710	
	Totals ('000)	3,354	2,963	150

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Control Cabinet Renewals	Springhead Rd, Mount Torrens, Jacaranda Drive, Woodside, Verdun no.1, Mount Barker Rd, Verdun (By Car Yard)	REGIONWIDE			
CWMS Pump Renewals	CWMS Irrigation Pump Stn-Birdwood Oval, Irrigation Dosing Pump, Kersbrook Springhead Road, Mount Torrens Felix Street, Woodside North	BIRDWOOD/ KERSBROOK/ MT TORRENS/ WOODSIDE			
Birdwood Treatment Plant	Filtration Disinfectant Plant - Chlorine analyser Irrigation Pump Station - Flow Meter SBR Balance Tank - transfer Pump	BIRDWOOD			
Woodlot Management	Renewal of the necessary irrigation systems and tree harvest and renewal.	BIRDWOOD			
Air Valves	Air Valve Changeover	REGIONWIDE			
Control Cabinet Renewals	Verdun no. 2, Onkaparinga Valley Rd, Verdun Charleston, End of Golf Links Road, Stirling	REGIONWIDE			
CWMS Pump Renewals	Replacement to be reviewed on monitoring and performance investigation				
Woodlot Management	Renewal of the necessary irrigation systems and tree harvest and renewal.	BIRDWOOD			
Air Valves	Air Valve Changeover	REGIONWIDE			
Control Cabinet Renewals	Oval Road Mount Torrens	MOUNT TORRENS			
Pump Renewal	Replacement to be reviewed on monitoring and performance investigation	REGIONWIDE			
Woodlot Management	Renewal of the necessary irrigation systems and tree harvest and renewal.	BIRDWOOD			
PROGRAM PROPOSED		Totals ('000)	\$224	\$187	\$110

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B4011	Community Wastewater Management System Capacity Upgrades (Birdwood and Woodside Gravity Mains)	50	510	540
Totals ('000)		50	510	540

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Strathalbyn Rd	39 Strathalbyn Road to Wycombe Road	ALDGATE			
Carey Gully Road	Fielding Road to Aust Rail (Footpath & Stairs)	BRIDGEWATER			
Churinga Road	Edgware Road to Bus Stop (Asphalt Section)	ALDGATE			
Mount Barker Rd	Aldgate Bus Stop (Kerb/Stormwater)	ALDGATE			
Gibb Road	Aldgate Valley Rd to Andrewartha Aged Hostel Drive	ALDGATE			
Longwood Road	Oval to Heathfield Rd (Kerb)	HEATHFIELD			
Mabel St	32 Mabel Street to Sevenoaks Entrance (Stormwater)	STIRLING			
Mount Barker Road	Wembley Road to End of Footpath	BRIDGEWATER			
Greenhill Road	Uraidla Township to Summertown (Rubble) (CBT)	URAILDA			
Mount Barker Road	Stirling Bus Stop Pavers (Stirling Lane)	STIRLING			
Norton Summit Toilets.	Norton Summit Toilet Access	NORTON SUMMIT			
Old Mount Barker Road	Arkaba Rd to Springwood Lane (Rubble)	ALDGATE			
Onkaparinga Valley Road	45 Onkaparinga Valley Rd to Beaumont Road	VERDUN			
Pflaum Street	Shannon Street to Bus Stop - Currently Cement Treated	BIRDWOOD			
Wattle Street	Main Street to Dearman Road (Stage 2) - Potential Main St Section Concrete	LOBETHAL			
Avenue Road	Avenue Road to Stonehenge Reserve (Rubble)	STIRLING			
Cricklewood Road	Longwood Road to Devonshire Road	HEATHFIELD			
Heathfield Road	Cricklewood Road to Longwood Rd (Various Sections)	HEATHFIELD			
Kingsland Road	Fenchurch Road to Surrey Rd	ALDGATE			
Longwood Road	House No. 33 to Rossiter (Renew with Seal/Kerb)	STIRLING			
Longwood Road	Willow Crt to May St (Renew with Seal/Kerb)	STIRLING			
Merrion Tce	Pomona Road to No.14 (Renew with Concrete)	STIRLING			
Mount Barker Rd	Stirling to Aldgate Trail Sealed Section - Rejuvenation	ALDGATE/ STIRLING			
Onkaparinga Valley Road	Balhannah Oval to Oakbank Hotel (Stage 1)	OAKBANK			
Onkaparinga Valley Road	126 Onkaparinga Valley Rd to Ilinga Ave (near School)	OAKBANK			
Victoria Street	Murray Street to Albert Street (Potentially Concrete)	GUMERACHA			
Waverley Ridge Road	Atkinson Road to Waverley Ridge Intersection (To Stirling)	CRAFERS			
Kurla Court	Junction Road to Corana Court (Renew with Concrete)	BALHANNAH			
Onkaparinga Valley Road	Balhannah Oval to Oakbank Hotel (Stage 2)	OAKBANK			
Various	To be allocated after Footpath Condition Audit 2021	REGION WIDE			
PROGRAM PROPOSED		TOTALS ('000)	\$392	\$386	\$400

New & Upgraded

ID	Project Name	Project Description	SUBURB	2020-21 Proposed ('000)	2021-22 Intended ('000)	2022-23 Intended ('000)
B1004	New and Upgraded Footpaths			250	250	250
	Mount Barker Road	Eton Rd to Bust Stop/266 Mt Barker Rd	ALDGATE			
	Morella Grove	Morella Gr to Bridgewater Carey Gully Rd	BRIDGEWATER			
	Elizabeth Street	No.4 Elizabeth St to Robert St	WOODSIDE			
	Braeside Avenue & Gould Road	No.1 Braeside Avenue to Existing Asphalt	STIRLING			
	Albert St Gumeracha	John Fisher Rd to Randell Tce (Beavis Court Footpath Connection)	GUMERACHA			
	Glover Street	Emma St to Existing Asphalt Section (Main St)	KERSBROOK			
	Churinga Road	51 Churinga Rd to Oval & to Old R/Way Station & Sthn Side	ALDGATE			
	North East Road	Inglewood PO to Blackhill Rd	INGLEWOOD			
	Various Locations	To be allocated following review and adoption of new footpath priority policy to be undertaken in 2021/22	REGIONWIDE			
	Various Locations	To be allocated following review and adoption of new footpath priority policy to be undertaken in 2021/22	REGIONWIDE			
B1001	Capital planning & delivery of cycle paths and walking trails			75	75	75
			Totals ('000)	325	325	325

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
General ICT Renewals	Projects Includes - ERP Solution, Telecommunication Systems, Digital Hub Program Devices, Multifunction Printing Devices	REGIONWIDE			
General ICT Renewals	Projects Includes - Cloud Migration RecordHub, SQL Servers, Microwave Radio, Digital Hub Program Devices, Council Member Devices	REGIONWIDE			
General ICT Renewals	Projects Includes - Mobility Devices, Digital Hub Program Devices, Library RFID Devices	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$485	\$506	\$363

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B4006	Asset Management Additional System Licenses and Field Devices	40	40	
O2001	New Council website and e-services	200		
NEW33	Cemetery mapping and imaging	25		
Totals ('000)		265	40	

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Bartholomew Ave	Copeland Road to Ridge Road	LOBETHAL			
Christie Street	Kerb Renewal (Combined with Stormwater)	BRIDGEWATER			
Driffield Road	No.36 Driffield Street to Eve Street (Seal)	BRIDGEWATER			
Glover Street	Renew Kerb Section and Access Ramps	KERSBROOK			
Heathfield Road	Crn Longwood & Heathfield Kerb & Ramps	HEATHFIELD			
Johns Road	Blackhill Road to End of Road	HOUGHTON			
Mabel Street	30-36 Mabel Street	STIRLING			
Mount Barker Road	Aldgate Bus Stop (Car Park)	ALDGATE			
Oak Ave	Mount Barker Road to Mt Barker Road	BRIDGEWATER			
Onkaparinga Valley Road	45 Onkaparinga Valley Road to Beaumont Road	VERDUN			
Osterley Avenue	No. 2 to 42 Osterley Ave	BRIDGEWATER			
Reserve Terrace	Various sections	ALDGATE			
Rogers Court	Mount Barker Road to End of Road	ALDGATE			
Salem Court	John Fisher Road to End of Road (Seal)	GUMERACHA			
Strathalbyn Road	No. 220 Strathalbyn Road to Cross Street (DIT)	MYLOR			
Various	Renewal of Kerb in line with reseal program	REGIONWIDE			
Pepper Street & Braeside Ave	Replace Kerbing & Realign Access Ramps, amend one way alignment. (Footpath& Seal 20/21) Project)	BRIDGEWATER			
Various	To be allocated after Kerb Condition Audit 2021 and in line with reseal program	REGIONWIDE			
Various	To be allocated after Kerb Condition Audit 2021 and in line with reseal program	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$250	\$250	\$250

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
NEW36	Crafers Village Main Street Traffic Calming and Open Space Upgrades	300		
NEW46	Aldgate Main Street amenity upgrade	38		
NEW20	Merchants Rd slip repair	60		
NEW02	Lobethal Bushland Park lookout tower	45		
NEW41	Mill Road, Lobethal - School Crossing	30		
NEW42	Public Toilet Upgrades – Stirling, Aldgate and Bridgewater	560		
NEW45	Mount Barker Road, Aldgate ' Park and Ride'	20		
NEW47	Upper Sturt Road Walking Path	15		
NEW48	Strathalbyn Rd - Service road Sealing	12		
NEW49	Hunters Road - Amenity Upgrade	10		
NEW44	Mount Lofty Gardens - Lampert Road Safety Upgrade	110		
NEW50	Birdwood footpath from Kindergarten to playground	25		
NEW03	Mylor BMX - Pump track at Sherry Park	50		
New43	Bridgewater Court Resurfacing	22		
NEW38	Heathfield Resource Recovery Centre (HRRC) - Concreting of Bays	140		
NEW39	Heathfield Resource Recovery Centre (HRRC) - Pedestrian movement safety upgrade	15		
New51	Bus Stop Replacement – Main street Stirling	20		
	Totals ('000)	1,472		

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Minor Plant - Small Plant	Minor Plant - Small Plant items				
Minor Plant - Other					
Furniture & Fittings Council	Fixtures and Furniture				
Furniture & Fittings - Library	Fixtures and Furniture				
Minor Plant - Small Plant	Minor Plant - Small Plant items				
Minor Plant - Other					
Furniture & Fittings Council	Fixtures and Furniture				
Furniture & Fittings - Library	Fixtures and Furniture				
Minor Plant - Small Plant	Minor Plant - Small Plant items				
Minor Plant - Other					
Furniture & Fittings Council	Fixtures and Furniture				
Furniture & Fittings - Library	Fixtures and Furniture				
	PROGRAM PROPOSED	Totals ('000)	\$80	\$80	\$80

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B4015	Installation of further Electric Vehicle charging stations	35		
NEW35	Council Member Honour Boards	20		
	Totals ('000)	55		

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Street Litter Bin Replacement	Ongoing cage replacement	REGIONWIDE			
Bus Shelter Replacement	Replace 2 Shelters - Upper Sturt Rd & Piccadilly Rd (Opp Community Hall)	UPPER STURT & PICCADILLY			
Retaining Wall	Stirling Oval - Repoint and replace existing missing sections (Low Side)	STIRLING			
Retaining Wall	Stirling Institute - Repoint and replace existing missing sections	STIRLING			
Fence Renewal Program	Summertown - Township	SUMMERTOWN			
Fence Renewal Program	Stirling Early Learning Centre	STIRLING			
Cemetery Renewal Program	Renewal cemeteries to meet legislative requirements. Community expectations and safety.	REGIONWIDE			
Safety Barrier Renewal	Carey Gully Road - Fowler Road to Bridge	CAREY GULLY			
Safety Barrier Renewal	Hillcrest Avenue	CRAFERS WEST			
Street Litter Bin Replacement	Ongoing cage replacement	REGIONWIDE			
Bus Shelter Replacement	Greenhill Road Stop No. 19B- Renewal	GREENHILL			
Bus Shelter Replacement	Replacements across Councils Transport Network	REGIONWIDE			
Retaining Wall	Stirling Oval - Replace stone and repoint existing wall (High Side)	STIRLING			
Retaining Wall	Argyle Court - Renew existing pine wall	ROSTREVOR			
Retaining Wall	To be allocated after yearly inspection and investigations undertaken	REGIONWIDE			
Fence Renewal Program	Various - Pending Audit	REGIONWIDE			
Cemetery Renewal Program	Renewal cemeteries to meet legislative requirements. Community expectations and safety.	REGIONWIDE			
Safety Barrier Renewal	1231 Montecute Road	MONTECUTE			
Safety Barrier Renewal	Replacement of Substandard Barrier Ends	REGIONWIDE			
Street Litter Bin Replacement	Ongoing cage replacement	REGIONWIDE			
Bus Shelter Replacement	Replacements across Councils Transport Network	REGIONWIDE			
Retaining Walls	Retaining Wall allocations to bb allocation following inspections	REGIONWIDE			
Fence Renewal Program	Fencing allocations to be allocation following inspections	REGIONWIDE			
Safety Barrier Renewal	Safety Barrier allocations to be allocation following inspections	ROSTREVOR			
Retaining Wall	Heathfield Depot				
PROGRAM PROPOSED		Totals ('000)	\$218	\$182	\$144

New & Upgraded

ID	Project Name	Project Description	SUBURB	2020-21 Proposed ('000)	2021-22 Intended ('000)	2022-23 Intended ('000)
B1003	Program to install new bus shelters across our public transport network			20	40	40
	Mount Barker Road Bus Shelter	New Shelter (Near Ultra Tune/ Oval)	STIRLING			
	Onkaparinga Valley Road Bus Shelter	Stop 66 near Jacaranda Drive	WOODSIDE			
B4012	Climate Change adaptations				20	30
NEW30	The Summit Community Centre Natural Amenity Space			10		
E2001	Review and upgrade Council signage and branding			15	15	15
N2008	Develop informative and attractive signage in Council reserves/playgrounds			10	10	10
N3002	Resilient community facilities & open space including fountains			20	30	30
O1002	Update of Business Continuity Plan and implementation			20	5	5
B4010	Cemeteries Upgrades			38	39	40
C4012	Climate Change Adaptation Plan projects			-	20	30
		Totals ('000)		133	179	30

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Heavy Plant					
Civil Maintenance	Motor Grader				
Parks & Reserves	Mower/loader				
Woodside	12 Seat Bus				
The Hut	12 seat Bus				
Civil Maintenance	Tractor				
Civil Maintenance	Roller				
Parks & Reserves	Front Deck Mower				
Light Fleet	20 to 21 Vehicles				
Heavy Plant					
Civil Maintenance	Backhoe (Former P104)				
Civil Maintenance	Skid Steer Loader				
Civil Maintenance	Skid Steer Loader				
Civil Maintenance	Flocon				
Civil Maintenance	Trailer for Skidsteer				
Parks & Reserves	Front Deck Mower				
Light Fleet	21 to 22 Vehicles				
Heavy Plant					
Civil Maintenance	Motor Grader				
Civil Maintenance	Vacuum Trailer				
Open Space Operations	3 tonne Tipper				
Civil Maintenance	3 tonne Tipper				
Open Space Operations	Trailer to transport mower				
Civil Maintenance	Generator				
Civil Maintenance	Trailer for generator				
Open Space Operations	Hydraladder				
Light Fleet	20 to 21 Vehicles				
	PROGRAM PROPOSED	Totals ('000)	\$1,683	\$1,432	\$1,394

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B4016	Top up to Purchase of Electric Vehicles for Council Fleet	20	20	20
NEW28	Elevated Work Platform for Tree Management	400		
	Totals ('000)	420	20	20

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Major Patching for Future Reseal 21/22 - 22/23					
Alan Street	Randell Terrace to Cul De Sac	GUMERACHA			
Bagshaw Road	Kersbrook Road to End of Seal	KERSBROOK			
Bracken Road	Ayers Hill Road to End of Road (100m section)	ALDGATE			
Braeside Avenue	Gould Road to Braeside Place	STIRLING			
Bridge Street	Charlton Street to End of Seal	BRIDGEWATER			
Cricklewood Road	Torode Place to Heathfield Road (Seal 22/23)	ALDGATE			
Dell Road	Pepper Avenue to End of Road	STIRLING			
Elizabeth Street	Onkaparinga Valley Road to Robert St	WOODSIDE			
Fenchurch Road	Edgware Road to Kingsland Road (Seal 22/23)	ALDGATE			
Gileston Court	Wicks Road to End of Seal (Rejuvenate)	BALHANNAH			
Harris Road	RPA 122 to 136 Bend - Asphalt	FOREST RANGE			
Hender Road	Eves Place to School Gates (Seal 22/23)	HEATHFIELD			
High Street	Scott Street to Spring Street	KERSBROOK			
Hill Road	South Para Road to 350m (Seal 22/23)	KERSBROOK			
Leamington Road	Ludgate Hill Road (West) to Ludgate Hill Road	ALDGATE			
Ludgate Hill Road	Leamington Road to Eton Road	ALDGATE			
Mappinga Road	Rural Property Address 260 to Woodside Nairne Rd	BALHANNAH			
Memorial Court	South Para Road to End of Road	KERSBROOK			
Millar Road	Lower Hermitage Rd to End of Cul-de-sac	LOWER HERMITAGE			
Oakwood Court	Heathfield Road to Oakdale Drive	HEATHFIELD			
Pirilla Place	Change of Seal to End	STIRLING			
Rosewarne Crescent	Carey Gully Road to First T Junction (Seal 22/23)	BRIDGEWATER			
Ross Road	Sprigg Road to Piccadilly Crescent	PICCADILLY			
Shierlaw Avenue	Longwood Road to Spencer Street	STIRLING			
Sharrad Court	Cox Creek Road to End of Road	CRAFERS			
Smokes Hill	Bonython Road to Between 47 & 32 RP Marke	PICCADILLY			
Sprigg Road	26 Sprigg Rd to Gores Road (Seal 22/23)	PICCADILLY			
Sprigg Road	Lampert Road to Ross Road	PICCADILLY			
Springhead Road	Intersection Only with Sheoak Hill Road	MT TORRENS			
Ti-Tree Road	Bracken Road to Melrose Avenue	STIRLING			
Woodland Way	Coach House Drive to Swiss Place	TERINGIE			
Wycombe Road	Strathalbyn Road to Ludgatehill Road	ALDGATE			
Yappo Road	Old Mount Barker Road to Kanmantoo (Seal 22/23)	ALDGATE			
Partial Renewal/Heavy Patch Program					
Alexander Forrest Road	End of Unsealed Section to Forreston Road (Internal)	FORRESTON			
Alderley Road	Edgware Road Intersection	ALDGATE			
Devonshire Road	Cricklewood Road to Carrol Road	HEATHFIELD			
Graeber Road	Woodside Lobethal Road to Rural Property Address 9	LOBETHAL			
Graeber Road	Rural Property Address 99 to Juers Road	LOBETHAL			
Lower Hermitage Road	Heavy Patching @ bends 329 Lower Hermitage Road	LOWER HERMITAGE			
Old Carey Gully Road	Mount Barker Road Junction and 300m along Carey Gully Road				
Plummers Road	Mawsons Road to Hewletts Road	FOREST RANGE			
Plummers Road	Hewletts Road to Lobethal Road (Seal 22/23)	FOREST RANGE			
South Ridge Road	Pfeiffer Road to Tolmer Road	WOODSIDE			
Wattle Road	Junction with South Para Road (Intersection)	KERSBROOK			

Renewal *Continued...*

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Full Pavement Renewal					
Tiers Road	Vickers to Kumnick Hill Road	LENSWOOD			
Pavement Investigations					
Longwood Road & Miller Road	Investigate and pavement design	HEATHFIELD/ LOBETHAL			
Major Patching for Reseal in 22/23 - 23/24					
Beasley Road	Wenzel to 200m North of Beasley Int Only	BALHANNAH			
Bennetts Road	Onkaparinga Valley Road to End of Road (Seal 22/23)	MOUNT TORRENS			
Charlick Road	Wyly Lane to Gulfview Street	CRAFERS WEST			
Ebenezer Place	Cul de sac to Ivan Drive	GUMERACHA			
Ebenezer Place	Albert Street to Ebenezer Place	GUMERACHA			
Honeysuckle Drive	Mount Barker Road to End of Road	BRIDGEWATER			
Ivan Drive	Ebenezer Place to End of Road	GUMERACHA			
Jamieson Street	Forreston Road to End of Road	FORRESTON			
Marble Hill Road	Lobethal Road to Monomeith Road (Seal 23/24)	ASHTON			
Paratoo Road	Wakefield Court to Braeside Road	ALDGATE			
Paratoo Road	Azalea Place to Wakefield Court	ALDGATE			
Paratoo Road	Snows Road to Azalea Place	ALDGATE			
Smiths Road	Lobethal Road to Masons Road	FOREST RANGE			
Stentiford Road	Lobethal Road to Rural Property Address 98 (Seal 22/23)	FOREST RANGE			
Suffolk Road	Beverley Road to Rugby Road	ALDGATE			
Suffolk Road	Beverley Road to Rugby Road	CAREY GULLY			
The Crescent	The Crescent to Piccadilly Road	CRAFERS			
Walker Street	Howe Street to End	PICCADILLY			
Wenzel Road	Beasley to 200m West of Wenzel - P & R Int Only (Seal 22/23)	BALHANNAH			
Willow Lane	Mount Barker Road to End of Road	STIRLING			
Partial Renewal/Heavy Patch Program					
Deviation Road	Boundary Road to Ranns Road	CAREY GULLY			
Merrion Terrace	Vista Terrace to Alta Crescent	STIRLING			
Merrion Terrace	Alta Crescent to Mount Barker Road	STIRLING			
Miller Road	Schapel Road to Staffords Road	LOBETHAL			
Miller Road	Rural Property Address 140 to Schapel Road	LOBETHAL			
Kingsland Road	Strathalbyn Road to Edgeware Road (Seal 22/23)	ALDGATE			
Lower Hermitage Road	Millbrook Road to Millar Road	LOWER HERMITAGE			
Leslie Road	Rural Property Address 90 to Swamp Road (Seal 22/23)	FORREST RANGE			
Full Pavement Renewal					
Longwood Road	Heathfield Road to Heathfield High section.	HEATHFIELD			
Tiers Road	Baldocks to Woodroofe Road	WOODSIDE			
Pavement Investigations/ Design		REGIONWIDE			

Renewal *Continued...*

Proposed Project Name		Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Major Patching for Reseal in 23/24 - 24/25						
Allendale Grove		Jacaranda Drive to Cul de sac (likely to required pavement works)	WOODSIDE			
Bradshaw Road		Piccadilly Road to Davidson Avenue	CRAFERS			
Bradshaw Road		Davidson Avenue to Millar Avenue	CRAFERS			
Grevillea Way		Jacaranda Drive to Banksia Court	WOODSIDE			
Jacaranda Drive		Allendale Grove to Sandalwood Drive (likely to require pavement works)	WOODSIDE			
Jacaranda Drive		Onkaparinga Valley Road to Start Pavers (likely to require pavement works)	WOODSIDE			
Milford Avenue		Twin Street to Pine Street	STIRLING			
Towers Road		Beadnall Crescent to Mount Barker Road	BRIDGEWATER			
Quarry Road		Harrison Road to Woodside Road (S Bend Section)	WOODSIDE			
Walker Street		Old Mount Barker Road to Howe	PICCADILLY			
Partial Renewal/Heavy Patch Program						
Schuberts Road		Mount Torrens Road to Kenton Valley Road	LOBETHAL			
Milan Terrace		Twin Street to Oakbank Street	STIRLING			
Military Road		Nairne Woodside Road to change of seal	WOODSIDE			
Longwood Road		Heather Road to Willow Road	HEATHFIELD/ STIRLING			
Full Pavement Renewal						
Carey Gully Road		Fowler Road (middle of Bridge) to Waters Road	MT GEORGE			
Carey Gully Road		Jarrett Road to Worden Road	MT GEORGE			
Pavement Investigations/ Design			REGIONWIDE			
PROGRAM PROPOSED			Totals ('000)	\$953	\$1,350	\$1,048

New & Upgraded

ID	Project Name		Project Description	SUBURB	2020-21 Proposed ('000)	2021-22 Intende d ('000)	2022-23 Intended ('000)
B4014	Road Safety Program including co-contribution to Road Blackspot				200	200	150
	Montacute Road Black Spot		Contribution toward shoulder sealing and delineation on Montacute Road.	MONTACUTE			
	Woodshill Road Black Spot		Contribution toward to shoulder sealing, delineation from Greenhill Road to Tragarthen Road and upgrade to the Tragarthen Road intersection.	SUMMERTOWN			
				Totals ('000)	200	200	150

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Alan Street	Randell Terrace to Cul De Sac	GUMERACHA			
Alexander Forrest Road	End of Unsealed Section to Forreston Road	FORRESTON			
Ayers Hill Road	Waverly Ridge Road (after Roundabout) to Rostrevor	STIRLING			
Ayers Hill Road	Rostrevor Road to Birch Road	STIRLING			
Bagshaw Road	Kersbrook Road to End of Seal	KERSBROOK			
Beaumont Road	Greenhill Road to Tanahmerah Road	BALHANNAH			
Blumel Road	Shannon Street to Wegener Road	BIRDWOOD			
Bracken Road	Ayers Hill Road to End of Road (100m section)	ALDGATE			
Braeside Avenue	Gould Road to Braeside Place	STIRLING			
Bridge Street	Charlton Street to End of Seal	BRIDGEWATER			
Burfords Hill Road	Formby Road to Woodlands Road	KENTON VALLEY			
Charles Street	Evans Street to Henry Street	WOODSIDE			
Charles Street	Onkaparinga valley Road to Evans Street	WOODSIDE			
Church Street	Wegener Road to End of Road	BIRDWOOD			
Dell Road	Pepper Avenue to End of Road	STIRLING			
Drifffield Road	Eve Street to Wembley Avenue	BRIDGEWATER			
Edward Street	Pool Street to Olivedale Street	BIRDWOOD			
Elborough Avenue	Basket Range Road to End of Road	URAILDA			
Erica Road	Longwood Road to Heathfield Road	HEATHFIELD			
Eton Road	Mount Barker Road to Ludgate Hill Road	ALDGATE			
Gileston Court	Gillaston	BALHANNAH			
Green Valley Road	Valley View Crescent to Cul de sac	NORTON SUMMIT			
Green Valley Road	Gum Tree Glade to Valley View Crescent	NORTON SUMMIT			
Harris Road	Lobethal Road to Marshall Road	FOREST RANGE			
High Street	Scott Street to Spring Street	KERSBROOK			
James Crescent	Osborn Road to Cul de sac	KERSBROOK			
Jones Road	Johnson Road to Pain Road	BALHANNAH			
Jones Road	Rural Property Address 94 to Johnson Road	BALHANNAH			
Jones Road	Junction Road to Rural Property Address 94	BALHANNAH			
Kersbrook Forest Road	Rake Road to Devils Gully Road	KERSBROOK			
Kersbrook Forest Road	Wattle Road to Rake Road	KERSBROOK			
Lange Crescent	Shannon Street to Cul de sac	BIRDWOOD			
Leamington Road	Ludgate Hill Road (West) to Ludgate Hill Road	ALDGATE			
Lower Hermitage Road	North East Road to Airstrip Road - Various Sections	LOWER HERMITAGE			
Ludgate Hill Road	Leamington Road to Eton Road	ALDGATE			
Mappinga Road	Onkaparinga Valley Road to Rural Property Address COS 1km	BALHANNAH			
Martin Hill Road	Forreston to RPA150	FORRESTON			
Maxton Street	Onkaparinga Road to Shannon Court	BRIDGEWATER			
Memorial Court	South Para Road to End of Road	KERSBROOK			
Neudorf Road	Lobethal Road to Post Office Road	LOBETHAL			
Oakwood Court	Heathfield Road to Oakdale Drive	HEATHFIELD			
Osborn Road	Kent Road to End of Seal	ALDGATE			
Pirilla Place	Change of Seal to End	STIRLING			
Pound Road	Marble Hill Road to Osborne Road	ASHTON			
Rosewarne Crescent	Carey Gully Road to First T Junction (Seal 22/23)	BRIDGEWATER			
Rubinda Grove	Small Sect Sunny Glen - Monarto Road to Sunny Spring Glen Road	ALDGATE			
Schirmer Avenue	Arcoona Ave to Marola Ave	ROSTREVOR			

Renewal *Continued...*

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Sharrad Court	Cox Creek Road to End of Road	CRAFERS			
Shierlaw Avenue	Longwood Road to Spencer Street	STIRLING			
Smiths Road	Lobethal Road to Masons Road	FOREST RANGE			
Tanahmerah Road	Beaumont to Rural Address 110	BALHANNAH			
Theel Avenue	Wegener Avenue to Blumel Road	BIRDWOOD			
Ti-Tree Road	Bracken Road to Melrose Avenue	STIRLING			
Valley View Crescent	Nicholls Road to Green Valley Road	NORTON SUMMIT			
Verrall Road	Range Road North to Intersection of Verrall Road	UPPER HERMITAGE			
Wegener Road	Theel Avenue to Church Street	BIRDWOOD			
Western Branch Road	Rural Property Address 90 to Farnham Road (Segment 20 - Western Branch Road, Lobethal)	LOBETHAL			
Wicks Road	Grasby Road to Oakwood Road	BALHANNAH			
Woodland Way	Coach House Drive to Swiss Place	TERINGIE			
Woolcock Road	Scott Creek Road to Woolcock Lane	SCOTT CREEK			
Atkinson Avenue	Piccadilly Road to Carinya Road	PICCADILLY			
Beasley Road	Wenzel to 200m North of Beasley Int Only	BALHANNAH			
Carey Gully Road	Fowler Road to Freeway Entrance	MOUNT GEORGE			
Carinya Road	Piccadilly Road to End of Sealed Section	PICCADILLY			
Christie Street	Driffield Road to Wembley Avenue	BRIDGEWATER			
Collins Hill Road	Lobethal Road to Stentiford Road	LENSWOOD			
Cricklewood Road	Torode Place to Heathfield Road	ALDGATE			
Cup Gum Grove	Oakwood Court to End of Road	HEATHFIELD			
Deviation Road	Minor Widening @405 Deviation Road Pav & Seal	FOREST RANGE			
Devonshire Road	Cricklewood Road to Andrewartha Place	ALDGATE			
Devonshire Road	Andrewartha Place to Carroll Road	ALDGATE			
Ebenezer Place	Cul de sac to Ivan Drive	GUMERACHA			
Ebenezer Place	Albert Street to Ebenezer Place	GUMERACHA			
Fenchurch Road	Edgware Road to Kingsland Road	ALDGATE			
Five Lanes	Newman to Teakles	CHARLESTON			
Graeber Rd	Woodside Lobethal Road to Rural Property Address 9	LOBETHAL			
Graeber Rd	Rural Property Address 99 to Juers Road	LOBETHAL			
Harris Road	Lobethal Road to Marshall Road	FOREST RANGE			
Hender Road	Eves Place to School Gates	HEATHFIELD			
Hill Road	South Para Road to 350m	KERSBROOK			
Honeysuckle Drive	Mount Barker Road to End of Road	BRIDGEWATER			
Hutchens Road	Onkaparinga Valley Road to End of Road	WOODSIDE			
Ivan Drive	Ebenezer Place to End of Road	GUMERACHA			
Jamieson Street	Forreston Road to End of Road	FORRESTON			
Johns Road	Blackhill Road to End of Road (Kerb 21/22)	HOUGHTON			
Kerria Place	Emmett Road to End of Road	CRAFERS WEST			
Leslie Road	Rural Property Address 90 to Swamp Road	LENSWOOD			
Mappinga Road	Rural Property Address 260 to Woodside Nairne Rd	BALHANNAH			

Renewal *Continued...*

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Martins Road	Oakwood Road to Linders Road	OAKBANK			
Martins Road	Linders Road to End of Seal	OAKBANK			
Ostigh Road	Greenhill Road to End of Seal	BALHANNAH			
Oxford Road	Cambridge Road to Hampstead Hill Road	ALDGATE			
Paratoo Road	Wakefield Court to Braeside Road	ALDGATE			
Paratoo Road	Azalea Place to Wakefield Cour	ALDGATE			
Paratoo Road	Snows Road to Azalea Place	ALDGATE			
Red Hill Road	Nicholls Road to Allen Hill Road	BRADBURY			
Red Hill Road	Allen Hill Road to Longwood Road	BRADBURY			
Red Hill Road	Nicholls Road to Allen Hill Road (Seal 22/23)	BRADBURY			
Red Hill Road	Allen Hill Road to Longwood Road(Seal 22/23)	BRADBURY			
Ross Road	Sprigg Road to Piccadilly Crescent (Seal 22/23)	PICCADILLY			
Salem Court	John Fisher Avenue to End of Road (Kerb)	GUMERACHA			
South Ridge Road	Pfeiffer Road to Tolmer Road (Seal 22/23)	WOODSIDE			
Sprigg Road	26 Sprigg Rd to Gores Road	PICCADILLY			
St Barberie Drive	Blackburn Drive to Vantage Way	CRAFERS			
Stentiford Road	Lobethal Road to Rural Property Address 98	FOREST RANGE			
The Crescent	The Crescent to Piccadilly Road	CRAFERS			
Wattle Road	South Para Road to Rake Road	KERSBROOK			
Wembley Avenue	Christie Street to Charlton Street	BRIDGEWATER			
Wembley Avenue	Rosenthal Road to Driffield Road	BRIDGEWATER			
Wenzel Road	Beasley to 200m West of Wenzel - P & R Int Only (Seal 22/23)	BALHANNAH			
Willow Lane	Mount Barker Road to End of Road	STIRLING			
Worden Road	Muller Road to Carey Gully Road	MOUNT GEORGE			
Yappo Road	Old Mount Barker Road to Kanmantoo	ALDGATE			
Yatina Road	Mount Barker Road to Kanmantoo Road	ALDGATE			
Yanagin Road	Greenhill Road to End of Seal				
Allendale Grove	Jacaranda Drive to Cul de sac (likely to required pavement works)	WOODSIDE			
Amberdale Road	Range Road to End of Road	HOUGHTON			
Bennetts Road	Onkaparinga Valley Road to End of Road	MOUNT TORRENS			
Bradshaw Road	Piccadilly Road to Davidson Avenue	CRAFERS			
Bradshaw Road	Davidson Avenue to Millar Avenue	CRAFERS			
Burfords Hill Road	Footers Road to Onkaparinga Valley Road	MOUNT TORRENS			
Burfords Hill Road	Footers Road to Rural Property Address 565	MOUNT TORRENS			
Charlick Road	Wyly Lane to Gulfview Street	CRAFERS WEST			
Church Street	Wegener Road to End of Road (East)	BIRDWOOD			
Constance Ave	Campbell Avenue (top, No 7) to Campbell Ave	CRAFERS			
Emmett Road	Hillcrest Avenue to Property No 23 Emmett Road	CRAFERS WEST			
Emmett Road	Property No 23 Emmett Road to Sedum Place	CRAFERS WEST			
Emmett Road	Sedum Place to Kerria Place	CRAFERS WEST			
Emmett Road	Kerria Place to End of Road	CRAFERS WEST			
Grevillea Way	Jacaranda Drive to Banksia Court	WOODSIDE			
Harrison Road	Quarry Road to Dump Access	WOODSIDE			
Hawk Hill Road	Start 1 Laned Part of Hawk Hill Road to End of Road	CRAFERS WEST			

Renewal *Continued...*

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Jacaranda Drive	Allendale Grove to Sandalwood Drive (likely to require pavement works)	WOODSIDE			
Kingsland Road	Strathalbyn Road to Edgware Road	ALDGATE			
Marble Hill Road	Lobethal Road to Monomeith Road (Seal 23/24)	ASHTON			
Milan Terrace	Pine Street to Branch Road	STIRLING			
Milan Terrace	Twin Street to Oakbank Street	STIRLING			
Milford Avenue	Twin Street to Pine Street	STIRLING			
Mount View Road	Onkaparinga Valley Road to End of seal	MOUNT TORRENS			
Plummers Road	Mawsons Road to Hewletts Road	FOREST RANGE			
Plummers Road	Hewletts Road to Lobethal Road	FOREST RANGE			
Pottery Road	Longwood Road to Bradbury Road	BRADBURY			
Towers Road	Beadnell Crescent to Mount Barker Road	BRIDGEWATER			
Redden Drive	Prairie Road to Banks Road	CUDLEE CREEK			
Teakles Road	Pfeiffer Road to Sandy Waterhole Road	CHARLESTON			
Walker Street	Howe Street to End	PICCADILLY			
Walker Street	Old Mount Barker Road to Howe	PICCADILLY			
William Street	Lower North East Road to End of Road at Driveway to No 11 m Street, Houghton)	HOUGHTON			
Yacka Road	Arkaba Road to Coromandel Road	ALDGATE			
Various	To be allocated once Road Audit Completed 22/23	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$1,861	\$1,808	\$1,924

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
South Ridge Road	Pfeiffer Road to Tolmer Road	WOODSIDE			
Carey Gully Road	Gum Flat Road to Rangeview Road	CAREY GULLY			
Martin Hill Road	Targetted curves along road.	FORRESTON			
Norsworthy Road	Forreston Road to Hill Road	FORRESTON			
Hill Road	Norsworthy Road to South Parra Road	KERSBROOK			
Schuberts Road	Mount Torrens Road to Kenton Valley Road	LOBETHAL			
Various	To be determined following review of maintenance grading program and updated condition audit during 2021/22	REGIONWIDE			
Various	To be determined following review of maintenance grading program and updated condition audit during 2021/22	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$250	\$250	\$250

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Yarabee Road	Local Playspace Renewal	GREENHILL			
Lenswood Oval	Local Playspace Renewal	LENSWOOD			
Court Resurfacing, Car Parks, Driveway and Oval Surface including oval drainage.	Priority sites determined by new Framework positon	REGIONWIDE			
Local Playspace Renewal	Specific allocations in year 2 to be considered following review of framework strategy	REGIONWIDE			
Court Resurfacing, Car Parks, Driveway and Oval Surface including oval drainage.	Priority sites determined by new Framework positon	REGIONWIDE			
Local Playspace Renewal	Specific allocations in year 3 to be considered following review of framework strategy	REGIONWIDE			
Court Resurfacing, Car Parks, Driveway and Oval Surface including oval drainage.	Priority sites determined by new Framework positon	REGIONWIDE			
PROGRAM PROPOSED		Totals ('000)	\$740	\$650	\$648

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
C4006	Play space Upgrades linked to Renewal	120	70	70
B2001	Federation Park and oval masterplan implementation	-	50	50
B3002	Implementing water efficiencies through irrigation renewals / Upgrades	100	100	100
B3003	Investigate and implement central irrigation control system		50	100
NEW12	Stirling region Skate Park	15		
Totals ('000)		235	270	320

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Mabel Street	30 Mabel Street (Footpath & Drain)	ALDGATE			
Onkaparinga Valley Road	174 Onkaparinga Valley - Realign open drain (route around pump station)	WOODSIDE			
Christie Street	Renewal side entry pit & drainage	BRIDGEWATER			
Mount Barker Road	Aldgate Bus Stop (Car Park) - Renew Pipe & Pit	ALDGATE			
Minor Stormwater Projects	Unspecified allocation for small stormwater issue that arise during the year. Typical value of individual project \$ 5k to \$ 20k)	REGIONWIDE			
Minor Stormwater Projects	Unspecified allocation for small stormwater issues that arise during the year. Typical value of individual project \$ 5k to \$ 20k)	REGIONWIDE			
Minor Stormwater Projects	Unspecified allocation for small stormwater issues that arise during the year. Typical value of individual project \$ 5k to \$ 20k)	REGIONWIDE			
	PROGRAM PROPOSED	Totals ('000)	\$60	\$81	\$104

New & Upgraded

ID	Project Description	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
B2004	Gumeracha Main Street Stormwater	100		
B3001	Water reuse for Woodside Recreation Ground irrigation	200	200	
New16	Woodside Rec Ground - Driveway & Carpark Upgrade	40		
New17	Woodside Recreation Ground - Masterplan progression	20		
New19	Aldgate Bridgewater Crafers Stormwater Master Plan	50		
New21	Western Branch Creek erosion protection - design only.	20		
NEW14	Bridgewater Oval Drainage	40		
	Totals ('000)	470	200	

Renewal

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Borehamwood Road, Mount Torrens	End of seal to Rural Property Address 48	MOUNT TORRENS			
Devils Gully Road, Kersbrook	Kersbrook Forest Road to Rural Property Address 99	KERSBROOK			
Drivers Road, Summertown	End of Sealed Section of Drivers Road to End Of Road	SUMMERTOWN			
Maidstone Road, Kersbrook	End of Sealed Section of Road to Smith Road	KERSBROOK			
Merchants Road, Basket Range	Blockers Road to Rural Property Address 66	BASKET RANGE			
Merchants Road, Basket Range	Rural Property Address 66 to Rural Property Address 109	BASKET RANGE			
Monkhouse Road, Oakbank	Downers Road to White Gum Road	OAKBANK			
Monkhouse Road, Oakbank	Rural Property Address 104 to Woodside Roa	OAKBANK			
Monkhouse Road, Oakbank	Whitegum Road to Rural Property Address 104	OAKBANK			
Brooks Lane, Piccadilly	Swamp Road to Rural Property Address 34	PICCADILLY			
Rake Road, Kersbrook	Wattle Road to Crispin Road	KERSBROOK			
Manna Gum Lane, Crafers West	Charlicks Road to End Of Road	CRAFERS WEST			
Mawson Road, Forest Range	Norton Road to Blockers Road	FOREST RANGE			
Mawson Road, Forest Range	Lobethal Road to Norton Road	FOREST RANGE			
Rake Road, Kersbrook	Crispin Road to Kersbrook Forest Road	KERSBROOK			
Range Road, Woodside	Bird In Hand Road to Mount Barker DC Border	WOODSIDE			
Scottsburn Road, Woodside	Donaghue Road to Rural Property Address 107	WOODSIDE			
Sheoak Hill Road, Mount Torrens	Wilhelm Road to Warmington Run	MOUNT TORRENS			
Sheoak Hill Road, Mount Torrens	Springhead Road to Wilhelm Road	MOUNT TORRENS			
Smith Road, Kersbrook	Welsh Road to Glover Street	KERSBROOK			
Smith Road, Kersbrook	Glover Street to Maidstone Road	KERSBROOK			
Arbury Park Road, Aldgate	Rural Property Address 79 (end of seal)	ALDGATE			
Corkscrew Deviation Road, Montacute	Corkscrew Road to 29 Montacute Road	MONTACUTE			
Downers Road, Oakbank	Mappinga Road to Gillman Road	OAKBANK			
Downers Road, Oakbank	Gillman Road to Monkhouse Road	OAKBANK			
Fenwick Road, Balhannah	Swamp Road to Rural Property Address 70	BALHANNAH			
Kyle Road, Mylor	Shanks Road to Rural Property Address 38	MYLOR			
Lee Road, Kenton Valley	Kenton Valley Road to Rural Property Address 86	KENTON VALLEY			
Peacock Road, Mount George	Carey Gully Road to End Of Road	MOUNT GEORGE			

Renewal *Continued...*

Proposed Project Name	Project Description	Suburb	2021-22 Proposed ('000)	2022-23 Intended ('000)	2023-24 Intended ('000)
Pinkerton Gully Road, Montacute	Corkscrew Deviation Road to RA 17B Pinkerton Gully	MONTACUTE			
Quinns Road, Kersbrook	Forreston Road to End	KERSBROOK			
Scottsburn Road, Woodside	Rural Property Address 107 to Rural Property Address 214	WOODSIDE			
Scottsburn Road, Woodside	Rural Property Address 214 to Beginning of Sealed	WOODSIDE			
Sires Road East, Kersbrook	South Para Road to Rural Property Address 104	KERSBROOK			
Wyes Road, Basket Range	Merchants Road to Rural Property Address 108	BASKET RANGE			
Various	Subject to yearly inspections	REGIONWIDE			
Adelaide Gully Road, Millbrook	Millbrook Road to Mount Gawler Road	MILLBROOK			
Adelaide Gully Road, Millbrook	Bagshaw Road to Bridge	MILLBROOK			
Drummond Road, Woodside	End of Sealed Section (Bird in Hand Road) to Nairne Road	WOODSIDE			
Gallasch Road, Balhannah	Beaumont Road to Rural Property Address 16	BALHANNAH			
Hannaford Road, Cudlee Creek	Cudlee Creek Road to Rural Property Address 68	CUDLEE CREEK			
Millbrook Road, Inglewood	Adelaide Gully Road to End of Seal (southern end)	INGLEWOOD			
Pye Road, Balhannah	End of Sealed Section to Swamp Road	BALHANNAH			
Western Branch Road, Woodside	Farnham Road to Burns Road	WOODSIDE			
Various	Subject to yearly inspections	REGIONWIDE			
	PROGRAM PROPOSED	Totals ('000)	\$908	\$1,058	\$1,185

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item:	12.5
Responsible Officer:	Lynne Griffiths Community and Cultural Development Officer Community Capacity
Subject:	Grant Giving Policy Review
For:	Decision

SUMMARY

The purpose of this report is to seek Council adoption of the revised Grant Giving Policy 27 April 2021 (*Appendix 2*).

Council delivers a range of Grant Giving programs to support eligible community groups and individuals to achieve outcomes that benefit the community and align with the *Strategic Plan 2020-24 – A brighter future*.

Council's *Grant Giving Policy (Appendix 1)* was scheduled for review in July 2020. Due to competing matters resulting from the COVID-19 pandemic this review was rescheduled for consideration to April 2021.

The *Grant Giving Policy* has been reviewed and a number of amendments are proposed to ensure that Council continues to deliver grant giving that is fair and transparent, consistent across all grant streams, and aimed at achieving strategic outcomes.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. With an effective date of 31 May 2021, to revoke the Grant Giving Policy 23 July 2019 and to adopt the 27 April 2021 Grant Giving Policy, as contained in Appendix 2.**
 - 3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 27 April 2021 Grant Giving Policy prior to the effective date of adoption.**
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 2 Community Wellbeing

Objective C3 A community that grows together

Priority C3.3 Empower our community groups and leaders to shape and determine change in their community through the provision of training opportunities, grants that meet strategic priorities, building relationships and supporting communities to be cohesive in progressing local projects.

A Grant Giving Policy that ensures consistent, fair and transparent grant giving is fundamental to trust and community confidence in Council spending and supports community capacity building.

➤ Legal Implications

Not Applicable.

➤ Risk Management Implications

Under the existing *Grant Giving Policy* there is a risk that community groups may be confused or misled regarding grants available and the eligibility of their organisation or planned project. This lack of clarity could impact on community perception in relation to the fairness and transparency of Council's grant giving.

Further there is a risk that inconsistency in the process of assessment and decision making across all areas of grant giving could lead to a perception that there is not due transparency and accountability.

The proposed changes to the *Grant Giving Policy* will assist in mitigating the risks of:

Applicants being confused in regard to eligibility and availability of grants, leading to Council being perceived as being inconsistent in the level of transparency and accountability in grant giving.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Low

➤ Financial and Resource Implications

The amount of funds allocated to each grant stream is decided under Council's annual business planning and budget process. The proposed Policy does not lock the Council in to offering any particular grant stream or providing any particular amount for budgeting purposes.

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

The community expects a fair, transparent and robust process across all areas of grant giving.

The *Grant Giving Policy* provides guidance and clarity in relation to eligibility of both the applicant and the grant purpose. In addition this policy ensures fair and consistent assessment and decision making across all areas of grant giving.

➤ **Sustainability Implications**

Not applicable to the adoption of the Policy, however, it is noted that some grant streams have sustainability focuses.

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

In developing this policy meetings were held with all staff involved in administering grants and sponsorship, and the draft policy circulated for feedback.

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Executive Leadership Team
Executive Manager Governance & Performance
Manager Community Development
Sport and Recreation Planner
Sport and Recreation Officer
Senior Strategic and Policy Planner
Sustainability Officer
Biodiversity Officer
Youth Development Officer
Community and Social Planning Officer

External Agencies: Not applicable

Community: Not Applicable

2. BACKGROUND

At the Council meeting of 23 July 2019, Council adopted the current *Grant Giving Policy*.

12.6 Grant Giving Policy Review

Moved Cr Linda Green

S/- Cr Kirsty Parkin

192/19

Council resolves:

1. That the report be received and noted
2. With an effective date of 6 August 2019, to revoke the 8 August 2017 Grant Giving Policy and to adopt the 23 July 2019 Grant Giving Policy as per Appendix 1.
3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 6 August 2019 Grant Giving Policy prior to the effective date of adoption.

Carried Unanimously

Cr Malcolm Herrmann, Cr Linda Green and Cr Andrew Stratford voted in the affirmative.
The majority of persons who were entitled to vote at the meeting voted in the affirmative.

3. ANALYSIS

The *Grant Giving Policy* 23 July 2019 reflects current practice and is procedural in nature, including details of grant streams and dollar amounts. Whilst offering guidance on specific areas of grant giving this policy does not ensure a consistent approach across all areas of grant giving. The review of this policy aims to better define the purpose and outcomes of grant giving and to guide future grant giving.

The *Grant Giving Policy* has been reviewed with significant amendments proposed to ensure that Council delivers grant giving that is fair and transparent, consistent across all grant streams, and aimed at achieving strategic outcomes.

The objective of the *Grant Giving Policy* is to ensure that Council delivers grant giving programs under a framework that facilitates equity, fairness and transparency while achieving strategic social, cultural, environmental and economic outcomes. This policy applies to all areas of Council funded grant giving to eligible community groups and individuals.

Through grant giving Council aims to build community capacity, facilitate collaborative community-led projects that benefit the Adelaide Hills Community, improve community assets and facilities and preserve local heritage and environment.

Council currently offers the following grants:

- Community Development Grants
- Community and Recreation Facilities Grants
- Youth Incentive Grants
- Minor Grants
- Local Heritage Grants

Grants are targeted to achieve outcomes across a range of areas including:

- Community and recreation facilities
- Community development
- Public art and place-making
- Youth incentive and support
- Sustainability and biodiversity management
- Diversity, inclusion and accessibility
- Aboriginal recognition and reconciliation
- Built heritage

The type of grants that Council offers in the future may change to reflect changing strategic objectives, funding opportunities, partnership opportunities and community expectations.

The proposed revised *Grant Giving Policy* delivers a broad overarching document that applies to all areas of Council grant giving in a current and future context. This Policy does not include specific grants, amounts or operational detail, but rather, determines the purpose and expected outcomes of grant giving, eligibility, assessment and decision making.

This Policy is actioned through operational documents and process including procedures for administration, eligibility and assessment criteria, customer guidelines and an online grant application portal. This structure is outlined in the Grant Giving Document Structure (**Appendix 3**).

Details of specific grants, the amount of funds that may be awarded and total budget allocation for each grant stream is proposed to be determined via the annual business planning process and subsequently communicated using the Council's normal communications channels.

4. OPTIONS

Council has the following options:

- I. To revoke the Grant Giving Policy 23 July 2019 (**Appendix 1**) and to adopt the Grant Giving Policy 27 April 2021 (**Appendix 2**), delivering clear purpose and outcomes and consistent and accountable grant giving practises. (Recommended)
- II. To continue to undertake grant giving under the Grant Giving Policy 23 July 2019 (**Appendix 1**). (Not Recommended)

5. APPENDICES

- (1) Grant Giving Policy 23 July 2019
- (2) Proposed Grant Giving Policy 27 April 2021
- (3) Grant Giving Document Structure

Appendix 1


Grant Giving Policy 23 July 2019

Council Policy

Grant Giving



COUNCIL POLICY

 <p>Adelaide Hills COUNCIL</p>	<h3>GRANT GIVING</h3>
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Policy Number:	COM-05
Responsible Department(s):	Community Development
Relevant Delegations:	Nil
Other Relevant Policies:	Sport and Recreation Policy (Facilities)
Relevant Procedure(s):	Grants Program – Guidelines and Eligibility Criteria
Relevant Legislation:	Local Government Act 1999
Policies and Procedures Superseded by this policy on its Adoption:	Community (& Primary Production) Grants - Item 12.5, 21, 8/4/14 Minor Grants – Item 9.2.2, 17/2/14
Adoption Authority:	Council
Date of Adoption:	23 July 2019
Effective From:	06 August 2019
Minute Reference for Adoption:	Item 12.6, 192/19
Next Review:	July 2020

GRANT GIVING

1. INTRODUCTION

This policy sets out principles for providing financial assistance to groups and individuals. The policy will assist Council to address the issues of equity, fairness and transparency in grant giving.

The amount available for grant giving and individual grant giving programs will be determined by Council on an annual basis as part of the normal budget setting process.

A separate document “Grants Program – Guidelines and Eligibility Criteria” provides prospective grant applicants with detailed information and guidance around the nature and amounts of grants, application, and assessment and acquittal process.

2. OBJECTIVES

To ensure that Council delivers grant giving programs under a framework that ensures equity fairness and transparency, while achieving strategic social, cultural, environmental and economic outcomes.

3. POLICY STATEMENT

The purpose of grant giving is to assist community groups, organisations and individuals to establish and undertake innovative projects or activities that are beneficial to the community and align with Adelaide Hills Council’s Strategic Plan objectives.

Grant giving should assist groups or organisations that:

- provide activities and programs that are consistent with the goals and objectives outlined in the Council’s Strategic Plan
- promote community collaboration and partnerships
- promote community participation and social connection
- support wellbeing through active and healthy lifestyles
- promote participation, self-sufficiency and resilience, community leadership, community ownership and innovation
- are based within, or primarily service, the Adelaide Hills Council district community.

Council provides the following grant programs:

- Community Grants
- Youth Incentive Grants

- Matched Funding
- Minor Community Grants
- Community and Recreation Facility Grants

Council also provides the following financial assistance:

- Self-servicing loans
- Annual funding to support established initiatives by separate agreement.

3.1 Grant programs

Community Development Grants

Community Development Grants support organisations and groups in the delivery of local initiatives which make a positive contribution to the building of community capacity and promotion of the wellbeing of residents in the district through initiatives focused on:

- arts and cultural development
- lifelong learning
- sport, recreation and active lifestyles (non-facility related)
- sustainability
- Aboriginal culture and heritage

The maximum grant available under this program is \$2,500 per occasion.

Youth Incentive Grants

Youth Incentive Grants provide support for young people (up to 21 years of age) in the district to attend national or international representative activities. Activities may include sporting or cultural endeavors. The maximum grant available under this program is \$100 per occasion.

Matched Funding

Matched funding provides financial support for projects with community benefit where a modest investment by the Council to supplement funding from other tiers of Government or bodies will ensure that a project can proceed. Contributions under this program will be considered on a case by case basis and are generally limited to 25% of project cost to a maximum of \$5,000 per occasion.

Minor Grants

Minor grants are considered in circumstances where the Council is requested to provide once-off low level funding support outside of other grant funding programs, or where the level of funding requested may not warrant a complex application and evaluation process. The maximum grant available under this program is \$300 per occasion.

Community and Recreation Facility Grants

Community and Recreation Facility Grants are available to not-for-profit community organisations located within the Adelaide Hills Council area that provide sporting or recreation services to our community.

Grants are available for improvements or upgrades to facilities that will contribute to the development of sport and recreation within the region, are beneficial to the community, improve sustainability and support the Council's Strategic Plan and Sport and Recreation Strategy. Funding is also available for facility planning documents such as master plan development or feasibility study projects.

Separate guidelines exist for Community and recreation facility grants.

3.2 Financial assistance

Self-servicing loans

Self-servicing loans provide a mechanism to support community groups with significant projects on a cost-recovery basis. These are considered by the Council on a case by case basis.

Annual funding

The Council may support groups or organisations conducting ongoing initiatives or events with annual funding or donations. These are determined by resolution of the Council on a case by case basis and are subject to separate agreement. Groups receiving ongoing support are not eligible for funding under specific grant programs unless the guidelines for the grant program indicate otherwise.

3.3 Eligibility criteria

The following **eligibility criteria** apply to grant programs:

- applications will only be considered by groups and organisations which are located in the Adelaide Hills Council district or provide a significant benefit to the Adelaide Hills Council community
- applicants must be, or apply under the auspice of, an incorporated, not for profit community group or voluntary association (except individuals under Youth Incentive Grants)

Grant funding **will not** be provided for:

- commercial activities (with the exception of Primary Production Grants)
- political activities
- the employment of staff
- the production of business plans or feasibility studies
- the reimbursement of funds already spent prior to receiving approval, i.e. applicants cannot seek funds retrospectively
- proposals that will lead to a dependence on Council funds, e.g. ongoing operational expenses such as public liability insurance
- fundraising or general sponsorship
- equipment with a short life
- institutions of religion, unless there is a clear community benefit from the project
- applicants who have an outstanding debt owing to Council, excluding community loans where terms and conditions are being met
- applicants that have an outstanding grant acquittal from a previous funding round

Preference will be given to:

- applications that demonstrate community collaboration and partnership
- applications that will benefit a wide range of people in the community
- applications that widen the range of activities available in the community and encourage the inclusion of all groups within the community
- applications that can demonstrate that the activity or project will be ongoing in nature
- organisations or groups who have been unable to obtain other grant funds
- applications for capital funding resulting in physical improvements including improvements to physical access and mobility and/or maintenance
- organisations which can demonstrate financial viability and ongoing group support
- groups or organisations who are actively engaged in helping themselves and can demonstrate the capacity to contribute to the project with either in-kind or financial support.

3.4 Promotion, application and approval

Procedures will be put in place which provides for:

- promoting competitive grant giving opportunities in a broad and open manner
- a fair and widely accessible application process
- evaluating grant applications according to merit against the grant program objectives and the requirements of this policy
- approving the giving of grants to successful applicants
- acquitting approved grants and ensuring acknowledgement of the Council as a grant provider

In the case of Community Development Grants, Community and Recreation Grants and Matched Funding Grants, the final decision on awarding grants will rest with the Council. In all other cases, grants may be awarded by staff in line with the applicable program budget and in consultation with any applicable Advisory Group.

3.5 Exceptions

The Council reserves the right to make donations to, or in other ways financially support, groups and projects that benefit the community as part of normal budget setting and program management processes.

4. 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.


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.

Appendix 2

Proposed Grant Giving Policy 27 April 2021

COUNCIL POLICY

 <p>Adelaide Hills COUNCIL</p>	<h3>GRANT GIVING</h3>
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Policy Number:	The Governance team will allocate the policy number.
Responsible Department(s):	Community Development
Relevant Delegations:	Nil
Other Relevant Policies:	Sport and Recreation Policy (Facilities)
Relevant Procedure(s):	Customer Guidelines Eligibility and Assessment Criteria
Relevant Legislation:	<i>Local Government Act 1999</i>
Policies and Procedures Superseded by this policy on its Adoption:	Grant Giving Policy 23/07/19 Item 12.6 192/19
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 February 2024 or as required by legislation or changed circumstances

Version Control

Version No.	Date of Effect	Description of Change(s)	Approval
1.1	25/2/2020	Amendments to clause 3.10 to provide consistency with changes to Council Petitions Policy	Council - Res 47/20
1.0	23/7/2019	Amended Grant Giving Policy	Council – Res 192/19

Commented [DW1]: Is this relevant to this policy?

GRANT GIVING POLICY

1. INTRODUCTION

Through Grant Giving Council actively pursues opportunities to share resources and partner with others for better community outcomes. Council recognises the role that Grant Giving provides in building capacity and supporting innovative, community lead projects that contribute to achieving strategic goals.

This policy provides Council and its administration with principles and guidance for awarding grants to groups and individuals and applies to all areas of Council funded grant giving.

This policy is to be read in conjunction with other relevant Council policies, including the eligibility criteria, assessment criteria and guidelines for each grant.

2. OBJECTIVES

2.1 The objectives of this Policy are:

- To deliver grant giving that reflects strategic objectives
- To ensure a consistent approach to all areas of grant giving
- To deliver grant giving that is accountable, fair and equitable
- To maximise community outcomes through the investment of public monies

3. DEFINITIONS

“Approval” refers to the authority by which a grant is awarded

“Assessment criteria” refers to a pre-determined set of criteria against which applications are considered

“Community group” a group formed of community members and/or relevant stakeholders that is formally incorporated under the *Associations Incorporation Act 1985*

“Eligibility criteria” means the requirements that must be met in order for a group or individual to be eligible to apply for a grant

“Grant” means a dedicated and specified amount of funds that may be applied for by an eligible group or individual

“Grant giving” refers to any occasion where Council awards a grant through an application process

“Guidelines” means information provided to assist potential applicants to navigate the application process

“Not for profit organisation” means an organisation that does not operate to achieve and distribute profits to shareholders or stakeholders, but does usually exist for the benefit of members or stakeholder groups outlined in its constitution.

4. POLICY STATEMENT

The purpose of grant giving is to assist community groups, not for profit organisations and individuals within the Council area to establish and undertake innovative projects or activities that are beneficial to the community and align with Council's Strategic Plan.

4.1 GRANTS

Council will provide a suite of grants that:

- reflect Council's strategic intent
- facilitate collaborative community-led projects that benefit the Adelaide Hills Community
- improve community assets and facilities
- preserve local heritage and environment

Grant streams will be targeted to achieve outcomes across a range of areas including:

- Community and recreation facilities
- Community development
- Public art and place-making
- Youth incentive and support
- Sustainability and biodiversity management
- Diversity, inclusion and accessibility
- Aboriginal recognition and reconciliation
- Built heritage

Grant streams, total funding allocation and the maximum amount that may be applied for under each funding stream will be determined through the annual business planning process.

Council reserves the right to change or vary grant programs to reflect future strategic planning and annual business planning.

4.2 ELIGIBILITY

Applications will generally be considered from community groups which reside in the Adelaide Hills or provide a significant benefit to the Adelaide Hills community and meet the eligibility criteria and requirements of the grant for which they are applying.

Applications will not be considered for projects or purposes that are deemed to:

- be the responsibility of State or Federal Government
- result in an ongoing dependency on Council
- be religious in nature
- be for political gain
- be for the commercial gain of a particular person or enterprise

Eligibility criteria will be in place for all Council grants and determine the eligibility of both the applicant and the project or outcome of the grant application.

Council may fund individuals in instances where that person meets the eligibility criteria and requirements of the grant for which they are applying.

Eligibility criteria will be made readily available to applicants via the Council's website www.ahc.sa.gov.au.

4.3 APPLICATION

All Grant giving programs will be detailed on the Council website www.ahc.sa.gov.au.

Grant funding rounds will be widely advertised. Information, application requirements and guidelines to assist with the application process will be made readily available to potential applicants via the Council website.

Guidelines will be in place to guide and support applicants through eligibility requirements and the application process for all grants.

4.4 ASSESSMENT AND APPROVAL

Procedures will be put in place which provide for:

- promoting competitive grant giving opportunities in a broad and open manner
- a fair and widely accessible application process
- a robust and transparent assessment process
- acquitting approved grants and ensuring acknowledgement of the Council as a grant provider

Grant applications will be assessed and grants awarded by the delegated authority or through Council endorsement in accordance with the requirements of each grant program and in accordance with predetermined eligibility and assessment criteria.

Assessment criteria will be in place for all Council grants.

In the case of grants requiring assessment by a panel the selection of the panel members will :

- Deliver the knowledge and expertise to inform assessment
- Manage conflicts of interest in accordance with the provisions of the Local Government Act

In the case of grant funding rounds details of successful applicants shall be made available on the Council website.

4.5 FUNDING

Council Grant Giving is targeted to reflect Council's role as a local government and address costs that sit outside of funding that is the primary responsibility of State or Federal Government or other key stakeholders.

The amount of funds allocated to each grant stream will be determined on an annual basis as part of the normal budget setting process.

4.6 DISASTER RELATED GRANT GIVING

In response to disaster related events such as bushfire or extreme weather, Council may offer dedicated funding grants to support recovery. These grants will be subject to the same rigor as all other grants but may have particular eligibility and assessment criteria.

4.7 EXCEPTIONS

Council reserves the right to make donations to, or in other ways financially support, groups and projects that benefit the community and reflect strategic objectives as part of normal budget setting and program management processes.

5. DELEGATION

5.1 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 3

Grant Giving Document Structure

Grant Giving Policy

(the “Why” purpose and scope)

Internal Documents

Procedure

(the “How” steps to be taken)

- Includes amounts
- Eligibility and decision making
- Operational detail
- Can be updated as required

Eligibility & Assessment Criteria

(the “What” quantifiable standards)

- Reflects policy
- Eligibility of applicant
- Eligibility of application
- Guides decision making
- Provides accountability

External Documents

Guidelines

(provides information)

- Customer focused
- Assists customers to navigate the application process
- Provides information and instruction

Application

(the means)

- Customer focused
- On line through Smarty Grants
- Provides information and instruction
- Delivers a formal submission

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.6

Responsible Officer: Natalie Westover
Manager, Property Services
Corporate Services

Subject: Road Closure & Opening adjacent to 36 Pioneer Avenue,
Lobethal

For: Decision

SUMMARY

The road reserve adjoining 36 Pioneer Avenue, Lobethal is a public road in Lobethal as identified by the area bordered in red on **Appendix 1** (Road Land).

The owners of 36 Pioneer Avenue Lobethal have applied to the Council to purchase a portion of the Road Land being the area highlighted in orange on **Appendix 2** to remedy significant building encroachments on the Road Land.

A boundary survey further identified that an area of footpath/verge encroached into the legal property boundary of 36 Pioneer Avenue. The plan attached at **Appendix 2** identifies in green the area of footpath/verge road that encroaches onto private land and it is proposed that this land be opened as public road.

This report recommends the Council resolves to issue a Road Process Order to close the portion of Road Land identified as “A” and highlighted in orange on the plan in **Appendix 2** and merge with the land at 36 Pioneer Avenue, Lobethal in exchange for the opening of the land identified as “1” and highlighted in green on the plan in **Appendix 2**.

Whilst current delegations by Council provide authority for the Chief Executive Officer to deal with all matters associated with the making of a Road Process Order, current practice for these matters has been to bring them to Council for consideration.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. In accordance with sections 12 and 15 of the *Roads (Opening and Closing) Act 1991*, enter into an Agreement for Exchange with the owner of the land of 36 Pioneer Avenue Lobethal and issue a Road Process Order to open as public road the area identified as “1” on Preliminary Plan No. 21/0010 and in exchange to close a portion of Pioneer Avenue as identified as “A” on Preliminary Plan No 21/0010 as “A” and merge with Allotment 19 in Deposited Plan No. 4789 comprised in Certificate of Title Volume 5548 Folio 780.
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 *Local Government Act 1999*; and
 - The piece marked “A” be sold to the owners of 36 Pioneer Avenue Lobethal, being the owners of the property with which it is merging for the amount of \$9,200 plus GST (if applicable) and responsible for 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.

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal A Progressive Organisation

Objective O3 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.

The closure and sale of public roads provides an alternate income source for council, together with the reduction of Council’s insurance risk, and maintenance obligations.

Under Council’s *Disposal of Assets Policy*, it is viewed that assets that are surplus to Council requirements are to be disposed of in a fair, equitable and transparent manner.

➤ Legal Implications

The *Roads (Opening & Closing) Act 1991* sets out the process for a road closure and openings and the issuance of a Road Process Order.

➤ **Risk Management Implications**

The closure and sale of the portion of Road Land will assist in mitigating the risk of:

Private infrastructure on public road reserve leading to increased risk and liability for Council.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (1C)

The closure of a section of road that is deemed to be surplus to Council's current and future needs as a public road reduces the risks to Council associated with safety and liability, vegetation control works and costs.

➤ **Financial and Resource Implications**

All external costs including the initial and subsequent survey, valuation, conveyancing, advertising and government charges have been paid by the prospective purchasers.

The Council's administrative cost is covered by the application fee paid by the applicants of the proposed road closure including the initial investigation, liaison with proposed purchasers, liaison with surveyor and conveyancer and internal processes to undertake the road closure.

If the recommendation is endorsed, the owners of 36 Pioneer Avenue Lobethal will pay Council \$9,200 (plus GST) for the purchase of their portion of the Road Land.

If the recommendation is not endorsed then the owners of 36 Pioneer Avenue Lobethal will continue with their road rent permit arrangement for their occupation of the Road Land.

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

Not Applicable

➤ **Sustainability Implications**

Not Applicable

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

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Property Advisory Group

Administration: Manager Property Services
Biodiversity Officer
GIS & Asset Management Officer
Senior Civil Engineer
Technical Officer

External Agencies: Department of Infrastructure

Community: Community Consultation was undertaken in accordance with the public notice requirements set out in the *Roads (Opening & Closing) Act 1991*.

2. BACKGROUND

The land owners of 36 Pioneer Avenue Lobethal submitted an application to Council in April 2020 to acquire portion of the road reserve to rectify boundary encroachments.

The road closure proposes that approximately 110m² of road reserve will be closed and merged into the certificate of title for the land owners. This enables the rectification of encroachments of built infrastructure such as the garage, carport, and vegetation over the road reserve. (Refer to **Appendix 2**)

The road opening proposes that approximately 11m² of road reserve will be opened and removed from the property boundary of 36 Pioneer Avenue Lobethal.

3. ANALYSIS

The road closure and opening process was commenced and undertaken in accordance with the requirements of the *Roads (Opening & Closing) Act 1991*. The Road Land was assessed by Council staff to ascertain its suitability for a closure and sale and this assessment indicated that it was suitable.

The proposed closure of the portion of Road Land will not have any impact on the passage of vehicular or pedestrian traffic. The proposed closure will result in the rectification of the boundary being merged with the land at 36 Pioneer Avenue Lobethal. It is proposed that the boundary for 36 Pioneer Avenue Lobethal will have incorporated approximately 110m² of road reserve.

Currently, a carport and garage sits upon the road reserve which has been in place for many years (prior to the applicant's land ownership). This carport was placed with development approval and was without a permit for the alteration of the road/road reserve for many years. The land owners entered into a permit agreement in accordance with Section 221 of the *Local Government Act 1999* in April 2020.

In addition to the boundary encroachment into the road reserve, the survey undertaken also identified that a section of footpath/verge sat within the legal property boundary of 36 Pioneer Avenue Lobethal. The proposed road opening will result in the footpath/verge sitting within the correct boundary.

As required under the Council's *Disposal of Land Policy*, a valuation was obtained from an independent valuer to determine the market value of the exchange of the road land. The value attributed by McLean Gladstone Valuers for the exchange was \$9,200 (excl. GST).

Public Consultation has occurred with no objections or requests for easements received.

4. OPTIONS

Council has the following options:

- I. Resolve to issue a Road Process Order in accordance with the recommendation (Recommended)
- II. Resolve to not issue the Road Process Order which will result in significant built encroachments remaining on the road reserve and a road rent/permit being entered into to permit the encroachment (Not Recommended)

5. APPENDICES

- (1) Map identifying the Road Land
- (2) Preliminary Plan 20/0010

Appendix 1

Road Land Identification

**AHC Core**

Parks

Townships

RoadsStreetView

ADJOINING LGA RD

AHC & PRIVATE

AHC RD

DPTI RD

PRIVATE RD

SHARED RD

PropertyOwner

Parcels

Roads

AHC LGA

LGAs

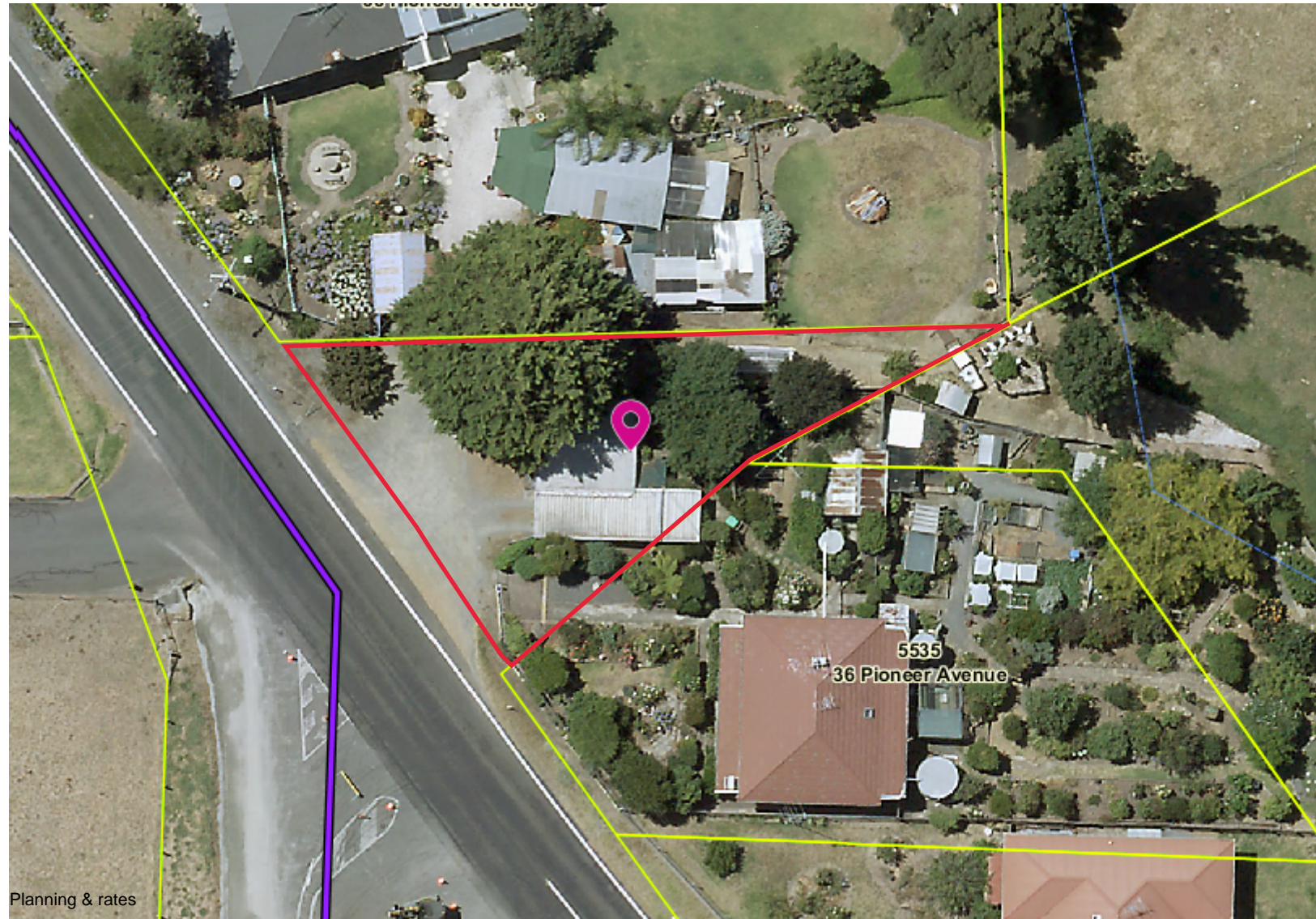
Suburbs

Rivers

River

Creeks

Streams



Planning & rates

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employees and servants expressly disclaim all liability or responsibility to any person using the information or advice contained herein. ©

Scale = 1:378.000

10 m



AHC LGA (1)

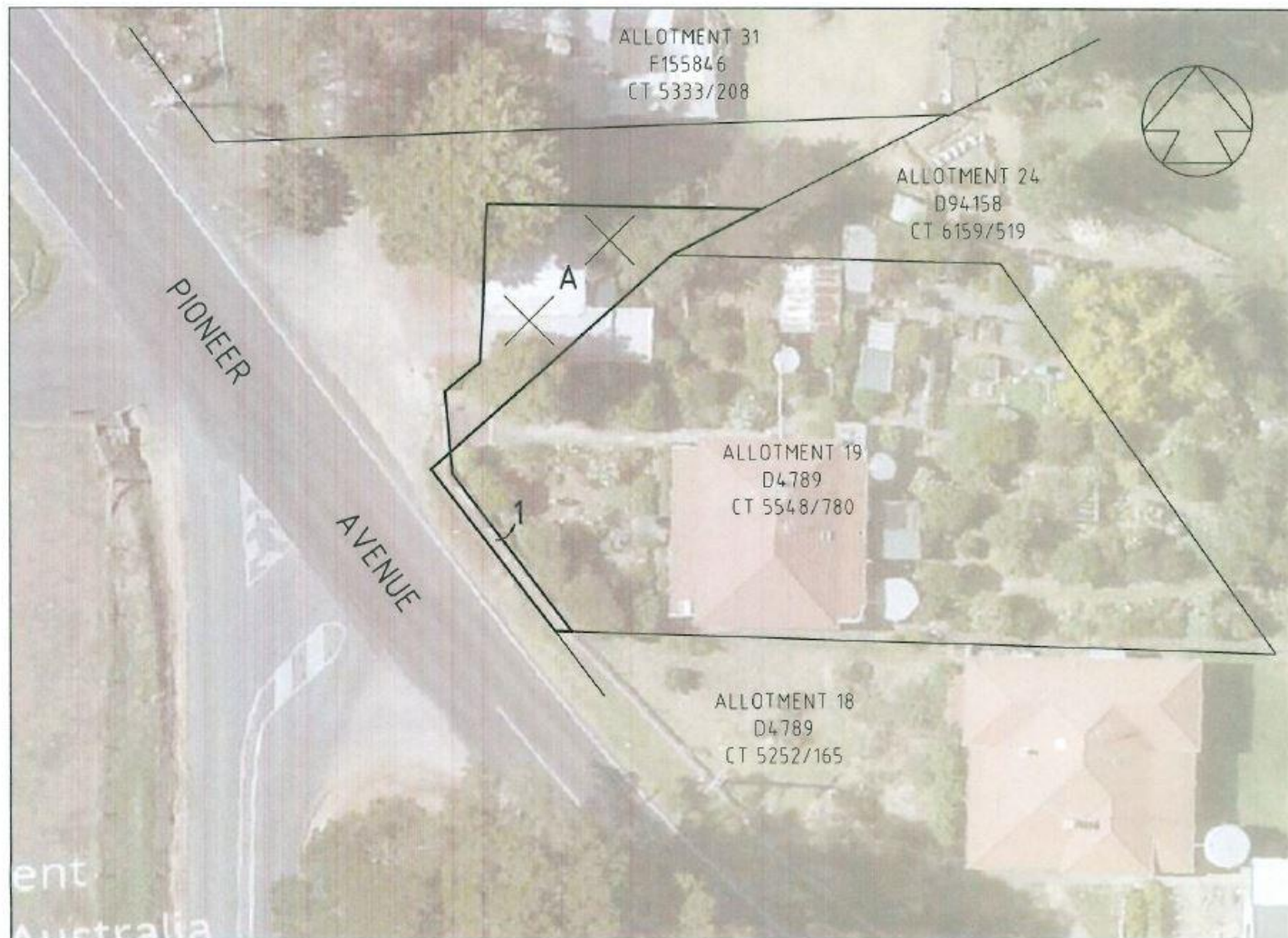
OBJECTID: 0
LGATYPE: ADE
ABBNAME: ADELAIDE HILLS COUNCIL
LGA: 1.90343
SHAPE_Length: 0.0783305
SHAPE_Area: 0

LGAs (1)

LGATYPE: DC
ABBNAME: ADELAIDE HILLS
LGA: ADELAIDE HILLS COUNCIL
SHAPE_Leng: 1.903433381592955
SHAPE_Area: 0.078330499973201

Appendix 2

Preliminary Plan 20/0010



PRELIMINARY PLAN NUMBER

PP 20/ 0010

ADELAIDE HILLS COUNCIL
HUNDRED OF ONKAPARINGA
IN THE AREA NAMED LOBETHAL

SCALE 1: 250 (A3)



ROAD TO BE CLOSED LETTERED A

CLOSED ROAD A TO BE MERGED WITH
ALLOTMENT 19 IN D4789

ROAD TO BE OPENED NUMBERED 1

I HEREBY CERTIFY THAT THE PORTION OF THE
ROAD TO BE CLOSED LETTERED A HEREON IS
PUBLIC ROAD WITHIN THE MEANING OF SECTION 3
OF THE ROADS (OPENING & CLOSING) ACT, 1991

AUTHORITY: PUBLIC MAP, DIAGRAM BOOK PAGE
ONKAPARINGA 16

Licensed Surveyor

PROPOSAL CERTIFIED CORRECT AS TO INTENT
DATED 17 / 2 / 2021

AUTHORISED OFFICER
ADELAIDE HILLS COUNCIL

AERIAL IMAGERY OBTAINED FROM PROPERTY
LOCATION BROWSER, LAND SERVICES GROUP

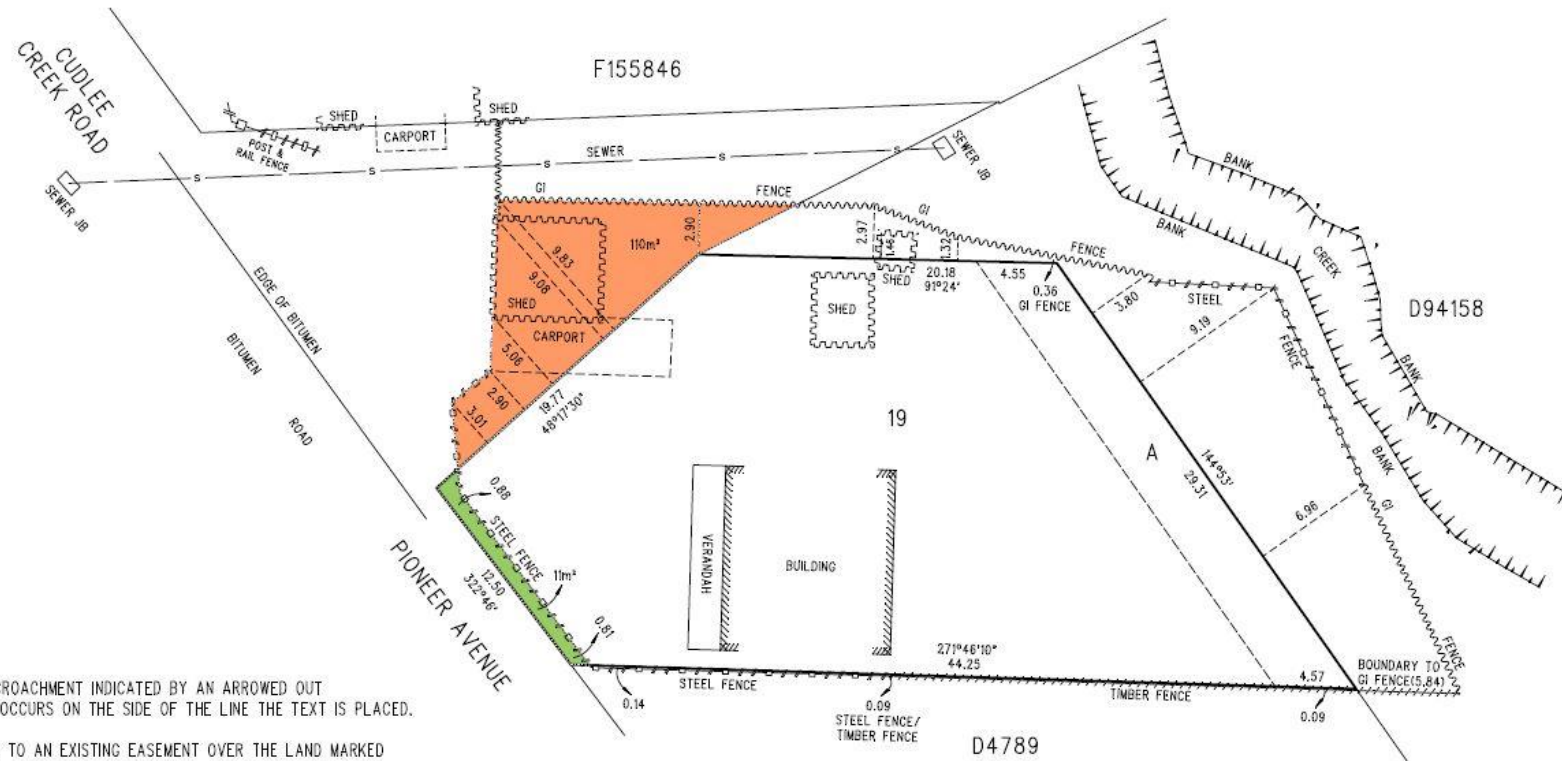
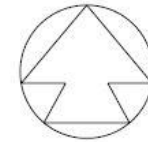
DATE OF IMAGERY: JANUARY 2019

JOHN C BESTED & ASSOC

ABN 96 004 596 900
SURVEYING & PLANNING CONSULTANTS
362 MAGILL ROAD KENSINGTON PARK 5068
PHONE (08) 8332 7111
email: surveyors@johnbested.com.au

REFERENCE No. 20319 DRAWING No. 20319-ROAD VERSION No. 3

BOUNDARY OVERLAY SURVEY



NOTE:
ANY ENCROACHMENT INDICATED BY AN ARROWED OUT
OFFSET OCCURS ON THE SIDE OF THE LINE THE TEXT IS PLACED.

SUBJECT TO AN EXISTING EASEMENT OVER THE LAND MARKED
A TO THE MINISTER FOR INFRASTRUCTURE (T 2855002)

DISTANCES SHOWN HEREON ARE IN METRES.
OFFSETS SHOWN TO REFERENCE MARKS, STRUCTURES OR FENCING
ARE EXAGGERATED FOR PURPOSES OF CLARITY AND NOT TO SCALE.

JOHN C BESTED & ASSOC PTY LTD
ABN 95 004 596 908
SURVEYING & PLANNING CONSULTANTS
362 MACILL ROAD KENSINGTON PARK 5068
PHONE (08) 8332 7111
email surveyors@johnbested.com.au

LOCALITY : LOBETHAL
ALLOTMENT 19 IN D4789
CT VOL 5548 FOLIO 780
HUNDRED OF ONKAPARINGA
SCALE 1 : 250m (A3)

I hereby certify that I have surveyed
the above land on 19-03-20

A G Window
Licensed Surveyor

THIS IS NOT A CERTIFIED SURVEY FOR THE PURPOSES OF THE REGULATIONS
UNDER THE SURVEY ACT, 1992. THIS PLAN WILL NOT BE EXAMINED FOR
BOUNDARY DEFINITION OR OTHERWISE BY THE REGISTRAR-GENERAL'S OFFICE.
FUTURE RESURVEY OF ADJOINING LAND OR SUBSEQUENT REGISTRATION OF
CERTIFIED SURVEY PLANS MAY ALTER THE BOUNDARY DEFINITION OR
INFORMATION SHOWN HEREON.

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF E. L. & J. A. THOMAS
AND SHOULD NOT BE USED BY ANY OTHER PERSON OR CORPORATION.

0 2.5 5 7.5 10 METRES

REFERENCE No. 20319 DRAWING No. 20319-ROAD VERSION No. 2

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item:	12.7
Responsible Officer:	Lachlan Miller Executive Manager Governance & Performance Office of the Chief Executive
Subject:	Gawler River Floodplain Management Authority (GRFMA) Draft 2021-22 Annual Budget and Business Plan
For:	Decision

SUMMARY

The Gawler River Floodplain Management Authority (the Authority) is a regional subsidiary established under the *Local Government Act 1999* to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River and associated activities.

In accordance with the recently revised Charter for the Gawler River Floodplain Management Authority (the Authority), Council received correspondence from the Executive Officer of the Authority dated 17 March 2021 providing a copy of draft 2021/22 Annual Budget (refer to **Appendix 1**) and draft 2021-22 Annual Business Plan seeking approval from Council for its annual contribution.

As a result of a recent review of the GRFMA Charter, the Authority now prepares an Annual Budget and Business Plan in consultation with its Constituent Councils.

The Draft 2021-22 Budget has been prepared to be consistent with the activities and circumstances referred to in the Annual Business Plan, and recommends a 21% increases in operating expenses and a 69% increase in maintenance expenses.

Adelaide Hills Council contributes 16.66% of the operational costs with the proposed contribution for the 2021-22 Financial Year to be \$29,342 operating (an increase of \$5,020 on 2020-21) and 1.73% of maintenance costs with the proposed contribution for the 2021-22 Financial Year to be \$1,474 operating (an increase of \$603 on 2020-21)

Consistent with its revised Charter, the Authority is seeking approval from all of the Constituent Councils in relation to their respective contributions no later than 31 May 2021 in preparation for the adoption of the GRFMA's 2020-21 Draft Budget by the Authority's Board.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. To advise the Board of the Gawler River Floodplain Management Authority that it has reviewed its 2021-22 Annual Business Plan and approves the Adelaide Hills Council's contribution of \$30,816 as set out in the draft 2021-22 Budget.

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective 03 Our organisation is financially sustainable for both current and future generations

Priority 03.2 Ensure that renewal of assets and the associated maintenance is based on current asset management plans which consider reviewed service levels and whole of life costing

➤ Legal Implications

GRFMA is a Regional Subsidiary established under Section 43 and Schedule 2 of the *Local Government Act 1999*.

Schedule 2 requires that a regional subsidiary must prepare and adopt a business plan. The Plan must set out the performance targets, a statement of the financial and other resources, and the performance measures to be used to monitor and assess performance against the performance targets. The plan can be a multi-year plan but the regional subsidiary must review its business plan on an annual basis in consultation with its Constituent Councils. It does not however, require approval from the Constituent Councils.

Schedule 2 also requires the regional subsidiary to prepare a budget for each financial year. This budget must deal with each principal activity of the subsidiary, be consistent with the business plan, comply with the regulations and must be provided to the Constituent Councils within 5 days after adoption.

The Authority's Charter states that the Authority will have a rolling Business Plan in respect of the ensuing three years. Further the Charter states that the budget must be submitted in draft form to each Constituent Council before 31 March for approval of its contribution for the following financial year.

➤ Risk Management Implications

Review the Business Plan and approving the AHC contribution to the Authority will assist in mitigating the risk of:

Failure to approve the AHC contribution to GRFMA leading to reduced ability of the Authority to discharge its role as set out in the GRFMA Charter.

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

➤ Financial and Resource Implications

As per the GRFMA Charter, the Constituent Councils are being asked to review the Business Plan and to approve their contribution but not approve the GRFMA Budget.

The GRFMA's Board will review and approve the Draft Budget after receiving advice from each of the Constituent Councils. This will be done at the forthcoming Board meeting.

The GRFMA's key sources of revenue are the contributions from the Constituent Councils for both administration and maintenance.

The contributions for each Constituent Council are shown below including a comparison of the 2020-21 approved contributions and the proposed 2021-22 proposed contributions. Contributions for operational costs are shared at a rate of 16.66% between the Constituent Councils

	2020/21	2020/21	2020/21	2021/22	2021/22	2021/22
Council	Operational	Maint	Total	Operational	Maint	TOTAL
Adelaide Plains Council	\$24,322	\$14,541	\$38,863	\$29,342	\$24,623	\$53,965
Adelaide Hills Council	\$24,322	\$871	\$25,193	\$29,342	\$1,474	\$30,816
The Barossa Council	\$24,322	\$4,361	\$28,683	\$29,342	\$7,387	\$36,729
Town of Gawler	\$24,322	\$8,722	\$33,044	\$29,342	\$14,774	\$44,116
Light Regional Council	\$24,322	\$4,361	\$28,683	\$29,342	\$7,387	\$36,729
City of Playford	\$24,325	\$17,444	\$41,769	\$29,342	\$29,555	\$58,897
Total	\$145,935	\$50,300	\$196,235	\$176,052	\$85,200	\$261,252

Adelaide Hills Council contributes 16.66% of the operational costs with the proposed contribution for the 2021-22 Financial Year to be \$29,342 operating (an increase of \$5,020 on 2020-21) and 1.73% of maintenance costs with the proposed contribution for the 2021-22 Financial Year to be \$1,474 operating (an increase of \$603 on 2020-21)

Note that the reviewed annual depreciation amount of \$321, 163 remains unfunded and the GRFMA Board has determined that this position will remain pending development of an Asset Management Plan for the Dam.

The Council's draft 2021-22 ABP & Budget, which is also being considered at the 27 April 2021 Ordinary meeting, predicted only a 1.5% increase in contributions. Therefore if the proposed contributions are supported by the Constituent Councils and thereafter adopted by the GRFMA Board, the draft 2021-22 AHC budget will need to be adjusted prior to adoption.

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

Not applicable

➤ **Sustainability Implications**

It is considered that the flood mitigation works undertaken by the GRFMA to date, as well as those proposed in the future, address environmental and social sustainability issues for those businesses and residents within the lower Gawler River floodplain.

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

The Authority has engaged with Constituent Councils regarding the review and adoption of its Annual Business Plan and Budget. There is no requirement to consult with the community in this regard.

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: The GRFMA Executive Officer presented on the 2021-22 ABP and Budget

Advisory Groups: Not Applicable

Administration: Manager Financial Services

External Agencies: The draft GRFMA Annual Business Plan and Budget was considered by the GRFMA Board at its meeting of 17 March 2021.

Community: Not Applicable

2. BACKGROUND

The Constituent Councils for the Authority are City of Playford, Adelaide Plains Council, Town of Gawler, The Barossa Council, Light Regional Council and the Adelaide Hills Council.

The Gawler River catchment is fed predominantly by the North and South Para Rivers and it is via the latter that AHC is an interest in the Authority.

Before the Authority adopts its Annual Budget, it requires approval from each of the Constituent Councils for their respective contributions for the year. Council's representatives on the GRFMA Board are Cr Malcolm Herrmann and Ashley Curtis.

The draft 2021-22 GRFMA Annual Business Plan and Budget are contained at **Appendix 1**.

3. ANALYSIS

Key Activities for 2021-22

Key activities for 2021-22 are outlined in the Annual Business Plan (refer to **Appendix 1**) which include:

- Continuation of the advocacy program to secure funding for the Northern Floodway project
- Implementation of requirement of the reviewed Operation and Maintenance Manual;
- Continuation of the revegetation program around land associated with the Bruce Eastick North Para Flood Mitigation Dam.
- Scheduled inspections and environmental management of land associated with the Dam location will be undertaken in accordance with ANCOLD recommendations. Principality Routine (monthly), Intermediate (annually), Comprehensive (every 5 years which is next due 2022/2023).
- Completion of the Gawler River Stormwater Management Plan. The GRFMA Audit Committee has advised that establishment of the Stormwater Management Plan is to be accounted as an operational cost.
- Completion of the GRFMA Strategic Management Plan.
- Establishment of the Long-Term Financial Plan, and Asset Management Plan.
- Engagement and partnership with the State Government to deliver the \$9 Million Gawler River flood mitigation works.

With all the above in mind, Administration recommends that Council advises the Authority that it has reviewed the Gawler River Floodplain Management Authority's 2021-22 Annual Business Plan and approves the Adelaide Hills Council's contribution of \$30,816 as set out in the draft 2020/21 Budget.

4. OPTIONS

Council has the following options:

- I. Approve the Council's contribution of \$30,816 as contained in the Draft 2021/22 GRFMA Budget (Recommended)
- II. Not approve the Council's contribution \$30,816 as contained in the Draft 2021/22 GRFMA Budget (Not Recommended). If the proposed contribution is not endorsed, the GRFMA Board will need to reconsider the contributions and therefore potentially the ABP and Budget.

5. APPENDIX

- (1) Draft 2021-22 GRFMA Annual Business Plan & Budget

Appendix 1

Draft 2021-22 GRFMA Annual Business Plan & Budget

Gawler River Floodplain Management Authority
266 Seacombe Road, Seacliff Park, SA 5049
Telephone: 0407717368 Email: davidehitchcock@bigpond.com
Website: www.gawler.sa.gov.au/grfma

Andrew Aitken
Chief Executive Officer
Adelaide Hills Council
28 Onkaparinga Valley Road
Woodside SA 5244
By email mail@ahc.sa.gov.au

17/3/2021

Dear Andrew,

Draft 2021/2022 GRFMA Annual Business Plan and Draft Budget.

I am writing seeking Councils consideration of the draft 2021/2022 GRFMA Annual Business Plan and Draft Budget.

The GRFMA Charter provides the Authority must prepare an Annual Business Plan and Budget for the forthcoming financial year.

The Charter also provides requirement for establishment of a Strategic Plan, Long-Term Financial Plan and Asset Management Plan. The GRFMA Board has determined that a program to establish the new management framework will be undertaken in 2022.

Prior to setting the draft budget each year the Authority must review its Business Plan in conjunction with the constituent councils.

The annual Budget must be consistent with and account for activities and circumstances referred to in the Authority's Business Plan and must be submitted in *draft form to each constituent council before 31 March* for approval.

The draft Business Plan and Budget have now been considered at the 10/3/2021 GRFMA Audit Committee Meeting and the 17/03/2021 GRFMA Special Meeting.

The budget must not be adopted by the Authority until after 31 May but before 30 September; and the Authority must then provide a copy of its budget to each constituent council within five business days after adoption.

GRFMA Annual Business Plan

The format of the Annual Business Plan has been adopted from the previous GRFMA Business Plan document.

Key elements contained in the Annual Business Plan identify:

- Continuation of the advocacy program to secure funding for the Northern Floodway project.
- Implementation of requirement of the reviewed Operation and Maintenance Manual
- Continuation of the revegetation program around land associated with the Bruce Eastick North Para Flood Mitigation Dam.
- Scheduled inspections and environmental management of land associated with the Dam location will be undertaken in accordance with ANCOLD recommendations. Principality Routine (monthly), Intermediate (annually), Comprehensive (every 5 years which is next due 2022/2023).
- Completion of the Gawler River Stormwater Management Plan - The GRFMA recognizes the inkind contribution of the City of Playford in provision of a Project Manager to facilitate development of the Plan.
- Completion of the GRFMA Strategic Management Plan.
- Establishment of the Long-Term Financial Plan, and Asset Management Plan.
- Engagement and partnership with the State Government to deliver the \$9 Million Gawler River flood mitigation works.
- Completion of identified repairs to the Bruce Eastick North Para Flood Mitigation Dam .

See attached for a copy of the draft 2021/2022 Annual Business Plan.

Draft Budget

The scope of the GRFMA Annual Budget is small in comparison to the extensive undertakings by constituent councils.

Principally the budget revenue is sourced from predetermined “formula based” financial contributions by the six constituent councils, opportunistic funding applications and some interest from financial institutions. Recently any shortfalls in income (over expenditure) have been met from reserves.

Expenditure is principally budgeted on estimated costs of Executive Management and administrative and governance requirements of the Authority according to its charter. Other costs are incurred with maintenance of the Bruce Eastick North Para River Flood Mitigation Dam site and access.

Historically the most material expenditure has been incurred via consultancies to pursue outcomes envisaged in the Gawler River Mark 2 flood mitigation strategies and capital works associated with Dam infrastructure repairs.

Of note for 2021/2022 is the GRFMA has been maintaining discussion on best approaches for processes to facilitate a body of work to undertake repairs as identified in the Bruce Eastick

Dam Low Level Outlet Pipe Site Inspection Report 12/03/2018 and the Bruce Eastick Dam Baffle Replacement Design Report 3/4/2020.

The GRFMA intends to seek tenders for the repairs and finance the required works via debenture loan borrowings (likely LGFA) in accordance with Clause 8.4 of the GRFMA Charter.

This process is to facilitate opportunity for the GRFMA to consider any tender submissions and subject to subsequent due process and checks and balances, then facilitate finance (borrowings) and contract arrangements for the level of repairs and costs agreed.

A value of \$70,000 (based on a ten year term) as an annual repayment of the amount of borrowings has been proposed in the draft budget on the basis of providing capacity and flexibility for the GRFMA to utilise at the time any tender submissions are considered. Subsequently the actual level of funds required to then be financed will be able to be determined by the GRFMA and adjusted as required.

Note capital expenditure consisting of any agreed tender cost and resulting loan financing income has not been included at this time due to unknown quantity. Subsequent annual repayment of \$70,000 or other amount as adjusted to reflect annual repayment costs of the final quantum of loan funds established will be required in future budgets until repaid.

A shorter term loan (5 years) or CAD options may provide cost savings which might be further considered at the time of tender submissions.

Operational contributions are calculated from the costs reflective of Administration of the GRFMA and general costs for the Gawler River Scheme Mark 2 (does not include capital works or maintenance of Assets) less Bank and other income.

Other key elements of the of the draft 2021/2022 GRFMA Budget, as identified in the 2021/2022 draft Business Plan are

- Continuation of the advocacy program to secure funding for the Northern Floodway project
- Implementation of requirement of the reviewed Operation and Maintenance Manual;
- Continuation of the revegetation program around land associated with the Bruce Eastick North Para Flood Mitigation Dam.
- Scheduled inspections and environmental management of land associated with the Dam location will be undertaken in accordance with ANCOLD recommendations. Principality Routine (monthly), Intermediate (annually), Comprehensive (every 5 years which is next due 2022/2023).
- Completion of the Gawler River Stormwater Management Plan. The GRFMA Audit Committee has advised that establishment of the Stormwater Management Plan is to be accounted as an operational cost.
- Completion of the GRFMA Strategic Management Plan.
- Establishment of the Long-Term Financial Plan, and Asset Management Plan.
- Engagement and partnership with the State Government to deliver the \$9 Million Gawler River flood mitigation works.

Depreciation of Assets

The Bruce Eastick North Para Flood Mitigation Dam can be expected to have a life of 80 years. On that basis the Bruce Eastick North Para Flood Mitigation Dam has been depreciated at the rate of 1.25% annually.

Depreciation costs are calculated as \$ 321,163 pa. GRFMA Board Policy is currently to not fund depreciation within the GRFMA budget process.

The Board has undertaken extensive discussion on this matter and resolved the current policy lay on the table pending development of an Asset Management Plan for the Dam.

The net equity share (of annual depreciation costs) of each constituent council is subsequently reflected in the (Financial Statements) Schedule of constituent councils interest in net assets as at 30 June each year.

See below Table 1 and Table 2 - Constituent Council Shares proposed as per draft 2021/2022 GRFMA Budget and Appendix 1 for copy of details of the GRFMA Budget functions which identifies the current 2021/2022 Budget against Year to Date (28/02/2021) income and expenditure and also the 2021/2022 Draft Budget income and expenditure proposals.

See separate attachment copy of GRFMA 2021/2022 budgeted financial statements presented, in a manner consistent with the Model Financial Statements, pursuant to section 123(10)(b) of the Local Government Act 1999.

Table 1

Constituent Council Shares proposed as per draft 2021/2022 GRFMA Budget - Refer 1.1 Member Subscriptions (\$176,052) and 3.1 Council Subscriptions (85,200).

	2020/21	2020/21	2020/21	2021/22	2021/22	2021/22
Council	Operational	Maint	Total	Operational	Maint	TOTAL
Adelaide Plains Council	\$24,322	\$14,541	\$38,863	\$29,342	\$24,623	\$53,965
Adelaide Hills Council	\$24,322	\$871	\$25,193	\$29,342	\$1,474	\$30,816
The Barossa Council	\$24,322	\$4,361	\$28,683	\$29,342	\$7,387	\$36,729
Town of Gawler	\$24,322	\$8,722	\$33,044	\$29,342	\$14,774	\$44,116
Light Regional Council	\$24,322	\$4,361	\$28,683	\$29,342	\$7,387	\$36,729
City of Playford	\$24,325	\$17,444	\$41,769	\$29,342	\$29,555	\$58,897
Total	\$145,935	\$50,300	\$196,235	\$176,052	\$85,200	\$261,252

Table 2 Constituent Council Percentage Share as per GRFMA Charter.

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

I would be pleased if this matter could be included in the next available Council Meeting Agenda and subsequent indication of Councils approval or otherwise of the draft 2021/2022 GRFMA Annual Business Plan and Draft Budget being provided to davidehitchcock@bigpond.com by 31 May 2021.

Yours Sincerely



David Hitchcock
Executive Officer

Appendix 1 Gawler River Floodplain Management Authority

Budget - Functions & Items

2021-2022

Code	2020-2021		2021-2022	
	BudgetBR2	YTD Feb 21	Budget	Notes
REVENUE				
Administration of the GRFMA				
1,1	Member Subscriptions	145935	145935	176052
1,3	Interest LGFA	1000	841	600
1,4	Interest BankSA	100	2	0
1,5	Other	15	0	0
	Total	147,050	146,778	176652
Operations Flood Mitigation Scheme				
2,1	Member Subscriptions	0	0	0
2,3	State Grant	0	0	0
2,4	Commonwealth Grant	0	0	0
2,5	Sale of Land	0	0	0
2,6	Other	0	0	0
	Total	0	0	0
Maintenance Flood Mitigation Scheme				
3,1	Council Subscriptions	50300	50300	85,200
3,3	Other			
	Total	50300	50300	85,200
Capital Revenue Flood Mitigation Scheme				
4,1	Council Subscriptions	0		0
4,3	State Grant	0		0
4,4	Commonwealth Grant	0		0
4,5	Sale of land	0		0
4,6	Other	0		0
	Total	0	0	0
TOTAL INCOME			197350	197078
			261852	

EXPENDITURE	2020-2021	
	BudgetBR2	Feb 21

2021-2022	
Budget	Notes

Administration of the GRFMA

6,1	Executive Officer Contract	55000	33720	55000	
6,2	Advt, Print, Stat, Postage	1295	367	1200	
6,3	Travelling Expenses	0	0	4000	Attendance FMA conference
6,4	Insurance - PL & PI	6530	4809	6732	
6,41	Audit Committee	2900	1300	2600	
6,5	Audit Fees	5500	5000	5500	
6,6	Bank Fees	125	36	120	
6,7	Legal Advice	2200	0	2000	
6,8	Honorarium Chairperson	8500	5000	8500	
6,9	Administration and Finance	6000	2692	6000	
	Total	88050	52924	91652	

Gawler River Scheme Mark 2

9,7	Consultancies	80736	22206	85000	Asset MP LT Financial Plan, Consultancies
9,8					
	Total	80736	22206	85000	

Maintenance Flood Mitigation Scheme

10,2	Maintenance Works Contractors	97650	7400	15000	Dam repairs, mtce ,SMP
10,3	Property Maintenance				
10,31	Rates -Levies	300	124*	200	
10,4	Depreciation Dam	321163		321163	
	Total	419113	7524	336363	

* rounding variation

Other expense

Interest

ALL EXPENDITURE	587899	82655
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70000	Loan finance
583015	

SURPLUS/DEFICIT	(390549)	114423
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(321163)	Depn unfunded
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GRFMA ANNUAL BUSINESS PLAN

2021-2022

Gawler River Floodplain Management Authority

Constituent Councils:

Adelaide Hills Council

Adelaide Plains Council

The Barossa Council

Town of Gawler

Light Regional Council

City of Playford

Gawler



Business Plan 2021-2022

Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$355 million.

History

The river is subject to periodic flood events.



Desirable Levels of Protection Cost of Flooding

Flood Frequency (ARI)	Estimated Damages
1 in 10	\$15m
1 in 20	\$24m
1 in 50	\$102m
1 in 100	\$182m
1 in 200	\$212m
Average Annual Damage	\$7.40m
Present Value of Damages	\$109m

Properties at Risk

Flood Frequency (ARI)	Number of residential properties within each hazard rating			
	Low	Medium	High	Extreme
1 in 50	1056	785	483	236
1 in 100	1559	1451	1179	457
1 in 200	1814	1652	1419	615

Following the November 2005 flood, which flooded the Virginia district and township, a series of meetings of the major stakeholders led to the approval of \$20 million in funding from Federal, State and Local Governments to fund the Gawler River Flood Mitigation Scheme (Scheme Works).

The Scheme Works had three parts:

- One The construction of a flood control dam on the North Para River near Turretfield designed to control a 1 in 100-year flood.
- Two The modification of the South Para Reservoir dam wall and spillway to provide 1 in 100-year flood control storage on top of full reservoir storage (completed 2012).
- Three The formalisation of controlled flow paths for floodwaters along the lower reaches of the Gawler River.

Following successful construction of the flood control Dam on the North Para (Bruce Eastick North Para Flood Mitigation Dam) in 2007 and modification of the South Para Reservoir Dam and spillway in 2012, the Authority has progressed the Gawler River Flood Mitigation Scheme, elements which include:

- further development of the preliminary assessment of possible local area levees prepared in the 2008 Gawler River Floodplain Mapping Study at Gawler, Angle Vale and Two Wells and to develop a levee strategy for Virginia.
- establishment of a protocol with the Floodplain Councils that where development of land in areas identified as 'at risk of flooding' is planned to proceed by the implementation of a local area levee that mapping of the proposed levees on the Gawler River Floodplain Mapping Study Model will be required.
- to develop a funding strategy for flood protection that is delivered by local area levees on the questions of who should own and maintain the levees and whether local area levees are regional works that the GRFMA should fund or are they local works that are the responsibility of the local Council.
- investigate opportunities for funding partners and grants to undertake the necessary assessments and designs.

Purpose of the GRFMA

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.

The Authority has been established for the following purposes:

- to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
- to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River; and

- upon application of one or more Constituent Councils pursuant to clause 12.4:
 - to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities; and
 - to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

Governance

The Authority has established a Charter which sets down the powers, functions, safeguards, accountabilities and an operational framework and the Business Plan sets down the operational plan and financial plan to achieve agreed objectives.

The Authority is governed by the Board of management. The Board comprises of:

- One independent person, who is not an officer, employee or elected member of a Constituent Council, to be appointed as the Chairperson of the Board of Management of the GRFMA for a term of two years.
- Two persons appointed from each of the six Constituent Councils (12 members in total). Council appointees comprise of the Council CEO, or delegate and one Elected Member.
- Deputy Board members as appointed by each Constituent Council.

The Board

The Members of the Board are:

Council	Board Members	Deputy Board Members
Chairperson and Independent Member	Mr Ian Baldwin	
Adelaide Hills Council	Cr Malcolm Herrmann Mr Ashley Curtis	Cr Pauline Gill
Adelaide Plains Council	Cr Terry-Anne Keen Mr James Miller	Cr John Lush Ms Alyssa Denicola
The Barossa Council	Mayor Bim Lange Mr Gary Mavrinac	Cr Russell Johnstone
Town of Gawler	Cr Paul Koch Mr Sam Dilena	Cr Nathan Shanks Mr Ben DeGilio
Light Regional Council	Cr William Close Mr Brian Carr	Mr Andrew Philpott
City of Playford	Cr Peter Rentoulis Mr Greg Pattinson	Cr Clinton Marsh

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

The Members of the Panel are:

- Mr Ian Baldwin, Independent Chair
- Ms Ingrid Franssen, Manager Flood Management, DEWN
- Dr Moji Kan, Principal Engineer Dams, SA Water
- Mr Matt Elding, The Barossa Council
- Mr Braden Austin, Playford Council
- Mr David Hitchcock, Executive Officer
- Mr Dino Musolino, Observer, Lower Gawler River representative

An Audit Committee has been appointed to review:

- The annual financial statements to ensure that they present fairly the financial state of affairs of the Board; and
- The adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Board on a regular basis.

The Members of the Audit Committee are:

- Mr Peter Brass, Independent Member and Chair
- Cr Malcolm Herrmann, Adelaide Hills Council
- Mr Greg Pattinson, City of Playford

The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA:

- Access to Meetings and Documents
- Internal Review of Decisions
- Procurement and Operations
- Dam Valuation
- Public Consultation
- Treasury Management



Further work will be undertaken to establish and adopt appropriate policy documents as required (Public Interest Disclose, Fraud and Corruption etc).

To meet the statutory and operational responsibilities the Authority will maintain appointment of a part time Executive Officer, and an Auditor, on a contract basis.

Dean Newbery and Partners have been appointed as the external auditor until 2023/24.

The Authority is required to hold a minimum of 6 meetings per year and to provide the required Business Plans, Budgets Reports and Audited Statements to its Constituent Councils required by the Charter and Local Government 1999.

The Authority will conduct two reviews each year of its performance against the targets set in this Business Plan that will form part of the report to its Constituent Councils and will be included in its Annual Report.

Cost of Operations

The scope of the GRFMA annual budget and operations is small in comparison to the extensive undertakings by Constituent Councils.

Principally the budget revenue is sourced from predetermined “formulae based” financial contributions by the six Constituent Councils, opportunistic funding applications and some interest from financial institutions. Recently any shortfalls in income (over expenditure) have been met from reserves.

Expenditure is principally budgeted on estimated costs of executive management and administrative and governance requirements of the Authority according to its charter. Some costs are incurred with maintenance of the Bruce Eastick North Para River Flood Mitigation Dam site and access.

The contributions of the Constituent Councils are based on the following percentage shares for capital works, maintenance of Scheme assets and operational costs of the Authority. (GRFMA Charter Clause 10).

Constituent Council Shares for Contributions

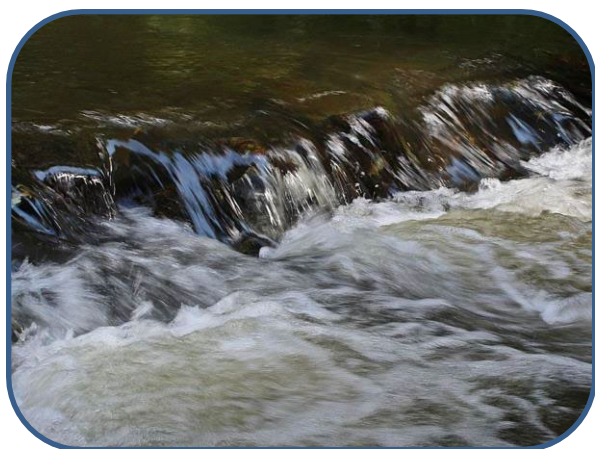
Constituent Council	Capital Works	Maintenance of Assets	Operational Costs
	Percentage Share	Percentage Share	Percentage Share
Adelaide Hills Council	1.73%	1.73%	16.66%
Adelaide Plains Council	28.91%	28.91%	16.66%
The Barossa Council	8.67%	8.67%	16.66%
Town of Gawler	17.34%	17.34%	16.66%
Light Regional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

Work Priorities 2021/2022

Previously the Authority engaged:

- AECOM to provide a fatal flaw screening assessment for the potential raising of the North Para Dam by up to 10 metres to provide additional flood protection for a 1 in 100 Annual Event Probability (AEP) event to the township of Gawler and further downstream.
- Australian Water Environments to undertake the Gawler River 2016 Flood Review

Both reports have been subsequently completed and following consultation with Constituent Councils the Authority has resolved that decision on extending the height (10mtr) of the dam be on held over pending the initiatives recommended in the Gawler River 2016 Flood Review report are implemented and outcomes considered. Feasibility of raising of the North Para Dam will then subsequently be considered.



The Gawler River 2016 Flood Review report provides three recommendations for works to be undertaken and provides first stage indicative costs of \$41 million:

- a) proposed Gawler River northern floodway;
- b) upgrade and maintenance of the levee system; and
- c) management of silt and pest vegetation.

The Authority will continue to pursue endeavours to obtain State and Federal government funding for the project.

On 16/8/18 the Authority endorsed commencement of a GRFMA Charter and Governance Review to be undertaken in two phases consisting of:

1. A charter review to be undertaken as a shorter-term action (completed); and
2. Following completion of the charter review a further process to scope and consider other contemporary governance arrangements be undertaken (completed).

The new Charter (phase1) commenced from 28 January 2020 and a transition program is being undertaken to effect the new GRFMA Management Framework requiring a Long-Term Financial Plan, a Strategic Plan and an Asset Management plan as well as annual budget.

Charter Review Phase 2 Governance and Funding has now been completed and will be finalized pending determination of a preferred funding model that Constituent Councils might collectively contribute to funding of flood mitigation projects as they are proposed.

GRFMA Charter extract: Where the capital and/or maintenance cost exceeds \$1 Million in any given year, Clause 11.7 shall apply.

11.7 The Authority may enter into separate funding arrangements with Constituent Councils and with any State or Federal Government or their agencies in respect of any project undertaken or to be undertaken by or on behalf of the Authority.

It is anticipated, subject to Constituent Council approval, the new funding model will apply from 1 July 2021.

Maintenance and operations of the scheme during 2021to 2022 will include:

- Implementation of requirement of the reviewed Operation and Maintenance Manual.
- Continuation of the revegetation program around land associated with the Bruce Eastick North Para Flood Mitigation Dam.
- Scheduled inspections and environmental management of land associated with the Dam location will be undertaken in accordance with ANCOLD recommendations. Principality Routine (monthly), Intermediate (annually), Comprehensive (every 5 years due 2022/2023).
- Completion of the Gawler River Stormwater Management Plan – The GRFMA recognises the in-kind contribution of the City of Playford in provision of a Project Manager to facilitate development of the Plan.
- Completion of the GRFMA Strategic Management Plan.
- Establishment of the Long Term Financial Plan, and Asset Management Plan.
- Continuation of the advocacy program to secure funding for the Northern Floodway project.
- Engagement and partnership with the State Government to deliver the \$9 Million for Gawler River flood mitigation works.
- Completion of identified repairs to the Bruce Eastick North Para Flood Mitigation Dam.



**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
CONSOLIDATED DRAFT BUDGET 2021/2022**

STATEMENT OF COMPREHENSIVE INCOME

2020/2021 FULL YEAR REVISED ESTIMATE \$'000	INCOME	2021/2022 DRAFT BUDGET \$'000
196,235	Subscriptions	261,252
-	Grants Subsidies and Contributions	-
1,100	Investment Income	600
15	Other	-
<hr/>		<hr/>
197,350	TOTAL REVENUES	261,852
	EXPENSES	
266,736	Materials, Contracts and Other Expenses	191,852
-	Finance Costs	70,000
321,163	Depreciation, amortisation & impairment	321,163
<hr/>		<hr/>
587,899	Total Expenses	583,015
(390,549)	OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	(321,163)
-	Net gain (loss) on disposal or revaluation of assets	-
-	Amounts specifically for new or upgraded assets	-
-	Physical resources received free of charge	-
 (390,549)	TOTAL COMPREHENSIVE INCOME	 (321,163)
<hr/> <hr/>		<hr/> <hr/>

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
CONSOLIDATED DRAFT BUDGET 2021/2022**

CASH FLOW STATEMENT

2020/2021 FULL YEAR REVISED ESTIMATE		2021/2022 DRAFT BUDGET
\$		\$
Inflows		Inflows
(Outflows)		(Outflows)
	CASHFLOWS FROM OPERATING ACTIVITIES	
	RECEIPTS	
226,789	Operating Receipts	261,252
1,100	Investment Receipts	600
	PAYMENTS	
(308,405)	Operating payments to suppliers & employees	(191,852)
-	Finance Payments	(70,000)
<u>(80,516)</u>	Net Cash provided by (or used in) Operating Activities	<u>-</u>
	CASH FLOWS FROM INVESTING ACTIVITIES	
	RECEIPTS	
-	Grants specifically for new or upgraded assets	-
0	Sale of Assets	0
	PAYMENTS	
-	Capital Expenditure on renewal/replacement of assets	-
-	Capital Expenditure on new/upgraded assets	-
<u>-</u>	Net Cash provided by (or used in) Investing Activities	<u>-</u>
	CASH FLOWS FROM FINANCING ACTIVITIES	
	RECEIPTS	
-	Proceeds from Borrowings	-
	PAYMENTS	
-	Repayment of Borrowings	-
<u>-</u>	NET CASH USED IN FINANCING ACTIVITIES	<u>-</u>
(80,516)	NET INCREASE (DECREASE) IN CASH HELD	-
151,764	CASH AT BEGINNING OF YEAR	71,248
<u>71,248</u>	CASH AT END OF YEAR	<u>71,248</u>

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
CONSOLIDATED DRAFT BUDGET 2021/2022**

BALANCE SHEET

2020/2021 FULL YEAR REVISED ESTIMATE		2021/2022 DRAFT BUDGET
	ASSETS	
	CURRENT ASSETS	
\$		\$
71,248	Cash and cash equivalents	71,248
1,612	Trade & other receivables	1,612
-	Inventories	-
<u>72,860</u>	TOTAL CURRENT ASSETS	<u>72,860</u>
	NON-CURRENT ASSETS	
-	Financial Assets	-
21,689,675	Infrastructure, Property, Plant & Equipment	21,368,512
<u>21,689,675</u>	TOTAL NON-CURRENT ASSETS	<u>21,368,512</u>
<u>21,762,535</u>	TOTAL ASSETS	<u>21,441,372</u>
	LIABILITIES	
	CURRENT LIABILITIES	
-	Trade & Other Payables	-
-	Borrowings	-
-	Short-term Provisions	-
<u>-</u>	TOTAL CURRENT LIABILITIES	<u>-</u>
	NON-CURRENT LIABILITIES	
-	Long-term Borrowings	-
-	Long-term Provisions	-
<u>-</u>	TOTAL NON-CURRENT LIABILITIES	<u>-</u>
<u>-</u>	TOTAL LIABILITIES	<u>-</u>
<u>21,762,535</u>	NET ASSETS	<u>21,441,372</u>
	EQUITY	
13,080,562	Accumulated Surplus	12,759,399
8,681,973	Asset Revaluation	8,681,973
-	Other Reserves	-
<u>21,762,535</u>	TOTAL EQUITY	<u>21,441,372</u>

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
CONSOLIDATED DRAFT BUDGET 2021/2022**

STATEMENT OF CHANGES IN EQUITY

2020/2021 FULL YEAR REVISED ESTIMATE \$		2021/2022 DRAFT BUDGET \$
	ACCUMULATED SURPLUS	
13,471,111	Balance at end of previous reporting period	13,080,562
(390,549)	Net Result for Year	(321,163)
0	Transfer From Reserves	0
0	Transfer To Reserves	0
<hr/>		<hr/>
13,080,562	BALANCE AT END OF PERIOD	12,759,399
	ASSET REVALUATION RESERVE	
8,681,973	Balance at end of previous reporting period	8,681,973
0.00	Gain on revaluation of infrastructure, property, plant & equipment	0.00
0.00	Transfer to Accumulated Surplus on sale of infrastructure, property, plant & equipment	0.00
<hr/>		<hr/>
8,681,973	BALANCE AT END OF PERIOD	8,681,973
<hr/>		<hr/>
21,762,535	TOTAL EQUITY AT END OF REPORTING PERIOD	21,441,372

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
CONSOLIDATED DRAFT BUDGET 2021/2022**

UNIFORM PRESENTATION OF FINANCES

2020/2021 FULL YEAR REVISED ESTIMATE		2021/2022 DRAFT BUDGET
\$		\$
197,350	Operating Revenues	261,852
<u>(587,899)</u>	less Operating Expenses	<u>(583,015)</u>
(390,549)	Operating Surplus / (Deficit) before Capital Amounts	(321,163)
	Less Net Outlays in Existing Assets	
-	Capital Expenditure on renewal and replacement of Existing Assets	-
(321,163)	less Depreciation, Amortisation and Impairment	(321,163)
<u>-</u>	less Proceeds from Sale of Replaced Assets	<u>-</u>
(321,163)		(321,163)
	Less Net Outlays on New and Upgraded Assets	
-	Capital Expenditure on New and Upgraded Assets	-
-	less Amounts received specifically for New and Upgraded Assets	-
<u>-</u>	less Proceeds from Sale of Surplus Assets	<u>-</u>
-		-
(69,386)	Net Lending / (Borrowing) for Financial Year	-

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.8

Responsible Officer: Megan Sutherland
Executive Manager Organisational Development
Corporate Services

Subject: CEO Performance Review Process and Schedule 2021

For: Decision

SUMMARY

The role of the CEO Performance Review Panel (the Panel) is to provide advice to Council on matters relating to the performance and development of the CEO. This report outlines the process options to undertake the performance and remuneration review and the recommendation from the CEO Performance Review Panel (the Panel).

The agreement of the year's process and associated meetings dates enables required work to be undertaken in preparation for the Panel meetings and to manage the process for the review of the CEO's performance and remuneration.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
 2. To undertake the 2021 CEO Performance Review using an internal process and utilise a consultant to undertake the remuneration package review.
 3. To adopt the 2021 CEO Performance Review Panel Internal Process and Meeting Schedule as contained in Appendix 1 as it relates to Council meetings and workshops.
-

1. GOVERNANCE

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

Strategic Plan 2020-24 – A brighter future

Goal 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 O1.4 Continue to support all staff through training, mentoring, coaching and development to enable the achievement of organisational and community goals

The requirement for the Panel to undertake regular review of performance enables accountability to be demonstrated and any recommendations on performance and development of the CEO to be identified, supported and managed via Council.

➤ **Legal Implications**

The CEO Performance Review Panel is a Section 41 of Committee of Council under the *Local Government Act 1999*.

This process needs to be undertaken appropriately to ensure the CEO is provided with a fair and consistent approach to performance reviews. The process must stand up under scrutiny as the tool and the outcomes of the review directly affect decisions made in relation to the CEO, his performance and remuneration decisions.

In accordance with S120 of the *Local Government Act 1999* the Executive Manager Organisational Development has registered a conflict of interest with the CEO, who has approved the officer to continue to work on the CEO performance and remuneration review process.

Section 87 of the Act sets out the provisions for the calling and timing of Council Committee meetings.

Section 88 of the Act sets out the provisions relating to public notice of Council Committee meetings.

The *Statute Amendment (Local Government Review) Bill 2020* (the Bill) is currently being debated in the Legislative Council. The current version of the Bill contains a number of provisions regarding CEO remuneration [s99(A)] and CEO performance review [s102A)]. At this point in time it is unclear as to whether any of these elements of this Bill will come into effect during the performance review process. The Panel and Council will be advised if this eventuality occurs.

➤ **Risk Management Implications**

Undertaking regular review of the CEO's performance will assist in mitigating the risk of:

Deficient CEO performance review practices result in a lack of accountability and loss of stakeholder confidence in the organisation.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (2D)

Note: there are many controls in place to assist in managing this risk.

Non-achievement of CEO Performance Targets result in loss of community benefit and/or opportunities and/or stakeholder confidence in the organisation.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Medium (3C)

Note: there are many controls in place to assist in managing this risk.

➤ **Financial and Resource Implications**

Under the Panel's Terms of Reference, the Panel shall:

- 4.1 *Have access to reasonable resources in order to carry out its duties, recognising the constraints within Council's budget;*

If the Council adopts the Panel's recommendation to use an internal performance review and external remuneration review, costs associated with an external consultant to undertake the remuneration review have been included within the draft 2021-2022 budget.

Should the Council choose to undertake the CEO performance and remuneration reviews using an external consultant, all costs associated with this process will need to be included in the 2021-22 budget prior to adoption. The estimated cost of any consultancy has not been disclosed in this report to avoid prejudicing any procurement process.

The costs associated with the operations of the Panel are contained in the current and draft budgets.

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

There is an expectation that the performance of the CEO is reviewed in a sound, fair and comprehensive manner.

There is an expectation that the requirements of the Terms of Reference will be adhered to and the Panel will have nominated meetings to undertake the work of the Panel and make recommendations to Council.

As a s41 Committee, the schedule of meetings will be posted on Council's website and meetings are open to the public unless the provisions of s90 (Meetings to be held in public except in special circumstances) apply to specific agenda items.

➤ **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: CEO PRP
Council Workshops: Not applicable
Advisory Groups: Not applicable
Administration: Chief Executive Officer

	Director Corporate Services
	Executive Manager Governance and Performance
<i>External Agencies:</i>	Not applicable
<i>Community:</i>	Not applicable

2. BACKGROUND

History of Performance Reviews

The CEO's first four years of performance (2013 to 2016) was reviewed by an external consultant, where a comprehensive review process was undertaken. This included a '360 degree' review tool completed by Council Members, direct reports and, once by managers. The assessment sought feedback on the completion of the identified performance targets, key responsibilities and personal attributes from the position description.

Reports were provided to the CEO, and a one-on-one debrief on those results with the consultant was held. The report was also provided to the Panel for review and a copy presented to the Council Members. A debrief by the consultant summarising the report outcomes was provided to both the Panel and Council Members at the relevant Panel meeting and Council workshop.

The final report and recommendations from the Panel to the Council, including any increases to the CEO's Total Employment Cost (TEC) package, have formed the final stage of the process.

Report findings over these four years have shown the CEO's consistently competent performance in the role both as a person and leader, as well as indicating his ability to meet the identified performance targets. Each year the CEO Performance Review Reports have shown the CEO has 'met' and at times 'exceeded' expectations as per the rating scale defined in the performance review.

In 2017, the Panel, with Council's endorsement, undertook a review of the CEO's performance using an internal review process where assessment was made against the position description and the performance targets.

The final report and recommendations from the Panel to the Council completed the process with a determination by Council that the CEO exceeded expectations.

In 2018, the CEO's performance and remuneration review were undertaken through an external consultant. The final report and determination by Council at its meeting on 28 August 2018 was that the CEO exceeded expectations. Council also recognised, with regard to TEC package (remuneration) considerations 'The extended period of high performance by the CEO during his tenure with Council'.

In 2019, the Panel, with Council's endorsement, undertook a review of the CEO's performance using an internal review process where assessment was made against the position description and the performance targets. A remuneration review was undertaken by an external consultant.

The final report and recommendations from the Panel to the Council completed the process with a determination by Council that the CEO exceeded expectations.

In 2020, the CEO's performance and remuneration review were undertaken through an external consultant. The final report and determination by Council at its meeting on 22 September 2020 was that the CEO 'exceeds expectations'.

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**ADELAIDE HILLS COUNCIL
MINUTES OF ORDINARY COUNCIL MEETING
TUESDAY 22 SEPTEMBER 2020
63 MT BARKER ROAD STIRLING**

RELEASED 18 OCTOBER 2020

18.1.1 2020 CEO Performance and Remuneration Reviews – Confidential Item

Moved Cr Mark Osterstock
S/- Cr Kirsty Parkin

219/20

Council resolves:

1. That the report be received and noted
2. That the CEO 'exceeds expectations' in relation to the 2020 CEO Performance Review.
3. With regard to the performance outcome, that no specific performance improvement plan is needed.
4. To increase the CEO's TEC Package by 1.0% to commence from 1 July 2020.
5. To increase the CEO's annual leave allocation by five (5) days annual leave making a total of five (5) weeks annual leave per annum.

Carried Unanimously

Performance Review Requirements

The CEO's current Employment Agreement commenced on 1 July 2019.

Clause 12 of the Agreement contains the provisions for a performance review process with the following key features:

12. PERFORMANCE REVIEW

- 12.1 The parties agree that the CEO will undergo no less than one annual performance review in accordance with the Council requirements for the Term of this Agreement. The CEO must also participate if directed in any other performance review required by the Council.
- 12.2 The performance review shall be conducted on an annual basis.
- 12.3 The CEO's performance will be assessed by reference to the Personal Evaluation System measured against the CEO's Duties as outlined in this Agreement, Position Description and any other factors considered relevant by agreement with the CEO. Evaluation will include the extent to which the CEO has discharged the CEO's goals, objectives, responsibilities and Duties outlined in Schedule 1.
- 12.4 The performance review will review the CEO's Position Description and any key performance indicators.
- 12.5 A written report shall be compiled with respect to the performance review and a copy provided to the CEO. The report shall set out in detail where Competent Performance (or better) has been achieved, and any particular aspects of the CEO's performance that require improvement, together with reasonable time frames within which it is expected those areas of performance to be improved to a specified standard.
- 12.6 The Council must provide whatever counselling, advice and assistance are reasonably necessary to enable the CEO to improve his performance during that period.
- 12.7 At the conclusion of the time frames referred to in Clause 12.5 and after taking into account the written report referred to in that Clause (and such other matters as the Council considers relevant), the CEO will either:
 - 12.7.1 be informed that performance has improved to the satisfaction of the Council or reached Competent Performance (or better) and that no further action will be taken; or
 - 12.7.2 be provided with further written notice, providing final warning that unless the CEO's performance improves in the same stipulated areas, once again within a time frame, the Council will terminate this Agreement pursuant to Clause 14.3.1.
- 12.8 The CEO's Personal Evaluation System must be reviewed and, if necessary, amended by agreement within two months after each performance review.

Personal Evaluation System (PES)

Before undertaking any review process, the PES must be agreed with the CEO.

Competent Performance, as defined in Clause 1 'Definitions' of the Employment Agreement states:

Competent Performance means the achievement by the CEO of a performance rating at least equal to the midpoint of the rating scale (i.e. CEO's performance met expectation).

Remuneration (TEC) Package Review

The Total Employment Cost (TEC) package must also be reviewed under the Employment Agreement, specifically:

13. TEC PACKAGE REVIEW

- 13.1 The TEC Package specified in Clause 10 and Schedule 2 shall be reviewed annually in conjunction with the performance review process and outcomes.
- 13.2 The TEC Package review will be conducted each year following the performance review set out in Clause 12 (if reasonably practicable), and any change to the TEC Package shall take effect from the anniversary of the Commencement Date or as agreed.

It is recommended that a consultant be used to undertake a review and provide independent advice to the Panel on the Remuneration Package of the CEO.

Proposed Schedule

Establishing the CEO Performance Review Panel process and meeting schedule for 2021 enables the required planning to be undertaken by the Administration in preparation for the meetings and associated work for the performance review process.

Setting meeting dates enables Panel Members to prioritise the meetings or notify in advance if they will be unable to attend. Setting the schedule enables Council to meet its legislative obligations under s87 and s88 of the Act.

3. ANALYSIS

For the coming year, the Panel have made the recommendation to Council to use an internal CEO Performance Review process with the use of an external consultant for the remuneration review.

7.2 CEO Performance Review Panel Determination and Schedule for 2021

Moved Cr Chris Grant
S/- Cr Nathan Daniell

PRP3/21

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. To recommend to Council to undertake the 2021 CEO Performance Review using an internal process and utilise a consultant to undertake the remuneration package review.
3. To adopt the 2021 CEO Performance Review Panel Internal Process and Meeting Schedule as contained in Appendix 1 with the meetings to commence at 6.00pm and the CEOPRP Presiding Member be delegated to amend the Process Schedule as required in consultation with the Administration.

Carried

Information on internal and external processes is set out below.

Internal Review Process

An internal process would require the use of a tool to assess the CEO against the position description and performance target completion. As the internal process has been undertaken in two previous years, it is recommended the tool used would be the same or similar. The review process would be undertaken with the Review Team, being the CEO, Mayor, Panel Presiding Member and Executive Manager OD (process management and support), with input from the Panel. The final assessment tool would be agreed with the CEO by the Review Team.

The report would be discussed through the Panel and the final report and recommendation taken to Council.

There is a greater potential conflict of interest with a member of the Administration coordinating the internal performance review of the CEO. These risks need to be managed if this approach is undertaken.

Internal Review - Report Format

It is proposed that the following components would be included for consideration in the process if undertaken internally:

- Position specification – Key Responsibilities
- Position specification - Key Capabilities
- Performance Targets

If this process is supported, the schedule of work is included in **Appendix 1**.

This proposed meeting and process schedule has identified the following elements:

1. CEO Performance Review Panel meetings for 2021
2. Contact points with Council and where required, other senior leaders
3. Review process timeframes
4. Council meetings where recommendations from the Panel are required for Council decision.

Note: the dates are indicative of the timeframes and guide the process. The Panel's delegation to the Presiding Member is sought to enable flexibility in meeting timings as the process progresses.

External Review Process

An external process would require the engagement of a consultant, undertaken by the Executive Manager Organisational Development. Establishing the process would require the use of a tool to assess the CEO against the position description and personal attributes. The tool would be agreed, under advisement from the consultant, between the CEO, the Presiding Member, and Executive Manager Organisational Development. If this process is recommended, the schedule included in this report (as amended), would be followed (**Appendix 2**).

Note: the dates are indicative of the timeframes and guide the process. They may change to meet changing needs in consultation with the Panel's Presiding Member.

The survey tool will cover the position description key responsibilities and personal attributes. Determination of the outcome of the Performance Targets is taken as a separate report to Council. This Performance Targets outcome is taken into account as part of the overall performance review of the CEO, discussed through the Panel, with the final report and recommendation taken to Council.

External Process - Report Format

It is proposed that the following components are included in the survey tool and final report if an external consultant is contracted.

Survey Tool	Report
Position specification – Key Responsibilities	Individual rating for the following groups CEO, Council Members and Executive Leadership Team
Position specification - Key Capabilities	Overall table of results / graphed data
To provide general feedback on strengths	A summary of results and what they mean
To provide general feedback on possible improvements	A summary of the strengths and areas for improvement with a focus on the CEO's development

It is important that confidentiality of respondents is maintained.

A final CEO Performance Review report would be provided for the Council record.

In this process, the Executive Manager OD and Presiding Member (if available) would meet with the successful consultant to discuss the schedule of work, survey and report (generally), with the Executive Manager OD managing the overall process via the consultant.

4. OPTIONS

1. That the Council undertakes the CEO performance review using an internal process and utilise a consultant to undertake the remuneration package review. (Recommended)
2. That the Council adopt the proposed internal process and meeting schedule for 2021 (**Appendix 1**). (Recommended)
3. That the Council undertakes the CEO performance and remuneration review using an external consultant. (Not Recommended)

5. APPENDIX

1. CEO Performance Review Internal Process and Meeting Schedule

Appendix 1

*CEO Performance Review Process and Meeting
Schedule 2021 - Internal*

2021 CEO PERFORMANCE REVIEW PANEL INTERNAL PROCESS AND MEETING SCHEDULE

CEOPRP Presiding Member to be delegated to amend the Process Schedule as required in consultation with Administration.

Target date	Subject	Actions
Thursday 18 March 2021, 6.00pm	CEO PRP meeting (formal public meeting)	<ul style="list-style-type: none"> Update from CEO on Performance Targets Discuss the CEO Performance Review Panel (CEO PRP) Process and Meeting Schedule for 2021
Tues 27 April 2021	Report to Council	<ul style="list-style-type: none"> Decision on CEO Performance Review Process and Meeting Schedule 2021
Mon 31 May 2021	Remuneration Review sourced	<ul style="list-style-type: none"> Executive Manager OD appoints consultant to undertake CEO remuneration review
Thursday 3 June 2021, 6.00pm	CEO PRP meeting (formal public meeting)	<ul style="list-style-type: none"> Update from CEO on Performance Targets for 2020-21 CEO Performance Targets for 2021-22 – recommendation from the Panel to Council
Tuesday 8 June 2021	Council Workshop	<ul style="list-style-type: none"> CEO Performance Targets for 2021-22 – discussion on recommendation from the Panel to Council
Tuesday 22 June 2021	Report to Council	<ul style="list-style-type: none"> Decision on Proposed CEO Performance Targets for 2021-22 – recommendation from Panel
Thursday 8 July 2021, 6.00pm	CEO PRP meeting (formal public meeting)	<ul style="list-style-type: none"> Final outcome on CEO Performance Targets 2020-21
Tuesday 13 July 2021	Council Workshop	<ul style="list-style-type: none"> CEO provides a verbal report on performance against the Performance Targets and position objectives for 2020-21 to the Council Members and Executive Leadership Team
Wednesday 14 July 2021	CEO Feedback opens	<ul style="list-style-type: none"> Council Members and Executive Leadership Team complete review tool
Tuesday 27 July 2021	Report to Council	<ul style="list-style-type: none"> Decision on Final outcome on CEO Performance Targets 2020-21 – recommendation from Panel
Wednesday 28 July 2021	CEO Feedback closes	<ul style="list-style-type: none"> Council Members and Executive Leadership Team have completed review tool returned to Executive Manager Organisational Development (OD)

2021 CEO PERFORMANCE REVIEW PANEL INTERNAL PROCESS AND MEETING SCHEDULE

CEOPRP Presiding Member to be delegated to amend the Process Schedule as required in consultation with Administration.

Target date	Subject	Actions
Friday 30 July 2021	Feedback collated	<ul style="list-style-type: none"> All responses are collated ready for performance discussion with CEO
Wednesday 4 August 2021	Review discussion with CEO	<ul style="list-style-type: none"> Review discussion held between, CEO, Panel Presiding Member, Mayor and Executive Manager OD (advice and administrative support)
Thursday 5 August 2021	Final Review Report completed	<ul style="list-style-type: none"> Executive Manager OD completes review report
Thurs 12 August 2021, 6.00 pm	CEO PRP meeting (1 confidential item) (formal public meeting)	<ul style="list-style-type: none"> Update from CEO on Performance Targets 2021-22 CEO performance review and remuneration review - Panel recommendation to Council
Thursday 24 August 2021	Report to Council (confidential item)	<ul style="list-style-type: none"> Decision on CEO performance and remuneration – recommendation from Panel
Thursday 11 November 2021, 6.00pm	CEO PRP meeting	<ul style="list-style-type: none"> Update from CEO on Performance Targets 2021-22
Thursday 17 February 2022, 6.00pm	CEO PRP meeting	<ul style="list-style-type: none"> Update from CEO on Performance Targets Discuss the CEO Performance Review Panel (CEO PRP) Process and Meeting Schedule for 2021

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.9

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Public Interest Disclosure Policy Review

For: Decision

SUMMARY

The *Public Interest Disclosure Act 2018* (PID Act) commenced operation on 1 July 2019, replacing the *Whistleblowers Protection Act 1993*, and with Council subsequently adopting a *Public Interest Disclosure Policy* (Policy) at its 25 June 2019 Ordinary Council Meeting.

The Policy has been in place for approximately 2 years and is scheduled for review no later 30 June 2021 or as required by legalisation or changed circumstances.

This report was considered at the 19 April 2021 Audit Committee Meeting and is recommended to Council for consideration.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. With an effective date of 12 May 2021, to revoke the 25 June 2019 Public Interest Disclosure Policy and to adopt the 27 April 2021 Public Interest Disclosure Policy as per Appendix 1.
 3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Instruments during the period of currency.
-

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's Policy Framework is a key component of the wider Governance Framework.

➤ Legal Implications

The Public Interest Disclosure Bill 2016 was introduced into the State House of Assembly on 6 July 2016. The Bill passed both Houses in late 2018 and was proclaimed to come into effect on 1 July 2019. The *Public Interest Disclosure Regulations 2019* (the PID Regulations) also come into effect on that date.

The PID Act is an Act to encourage and facilitate disclosures of certain information in the public interest by ensuring that proper procedures are in place for making and dealing with such disclosures and by providing protection for persons making such disclosures; to make related amendments to the *Local Government Act 1999* and the *Public Sector Act 2009*.

➤ Risk Management Implications

Maintenance of a contemporary and legislatively compliant Policy Framework will assist in mitigating the risk of:

Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low (3E)	Low

Note that there are many other controls that assist in mitigating this risk.

➤ Financial and Resource Implications

There are minimal direct financial or resource implications related to provisions of the PID Act. These are limited to the development of guidance and the provision of training in the provisions and obligations of the legislation.

As such, resource implications are accommodated within the Annual Business Plan process and additional resource implications may occur where disclosures lead to investigations and/or legal advice.

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

There is a high expectation that Council has appropriate processes in place to receive and manage public interest disclosures while providing the statutory protections to those who make appropriate disclosures.

➤ **Sustainability Implications**

One element of the definition of public interest disclosures is information about substantial risks to public health or safety, or to the environment which is referred to in the PID Act as a disclosure of environmental and health information.

➤ **Engagement/Consultation with Committee, Regional Subsidiary, Advisory Group and Community**

Consultation on the development of this report was as follows:

Council Committees: Audit Committee – 19 April 2021

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Chief Executive Officer
Director Corporate Services
Executive Manager Governance and Performance
Executive Manager Organisational Development
Organisational Development Advisor

Community: Not Applicable

2. **BACKGROUND**

Public Interest Disclosure Act 2018

The Public Interest Disclosure Bill 2016 was introduced into the State House of Assembly on 6 July 2016. The Bill passed both Houses in late 2018 and was proclaimed to come into effect on 1 July 2019. The *Public Interest Disclosure Regulations 2019* (the PID Regulations) also come into effect on that date.

The PID Act is an Act to encourage and facilitate disclosures of certain information in the public interest by ensuring that proper procedures are in place for making and dealing with such disclosures and by providing protection for persons making such disclosures; to make related amendments to the *Local Government Act 1999* and the *Public Sector Act 2009*.

The PID Act provides that if a person makes an appropriate disclosure of public interest information the person is not subject to any liability as a result of that disclosure. The PID Act also protects the identity of the person making an appropriate disclosure and makes it an offence to victimise that person.

3. ANALYSIS

Section 12 of the PID Act sets out the duties of principal officers (i.e. CEO) which include the designation of responsible officers for the purposes of the PID Act, appropriate communication of the contact details of those responsible officers and the development of documentation setting out procedures for persons wanting to make disclosures and officers and employees dealing with such disclosures.

Internal consultation occurred with the Principal Officer (Chief Executive Officer) and Responsible Officers with nil changes suggested.

In the normal course of events, the policy guidance was provided to the 19 April 2021 Audit Committee Meeting, whom passed comment on formatting of the Definitions and as per the snip below, recommended the Policy to Council for consideration.

6.3. Public Interest Disclosure Policy Review

Moved Peter Brass
S/- Natalie Johnston

AC15/21

The Audit Committee resolves:

1. That the report be received and noted
2. The Draft Public Interest Disclosure Policy be recommended to Council for consideration.

Carried Unanimously

The draft Policy (**Appendix 1**) has operated for approximately 2 years and is presented for Council's consideration.

4. OPTIONS

Council has the following options:

- I. To revoke the 25 June 2019 Public Interest Disclosure Policy and to adopt the 27 April 2021 Draft Public Interest Disclosure Policy as per Appendix 1. (Recommended)
- II. Not to adopt the 27 April 2021 Draft Public Interest Disclosure Policy as per Appendix 1. (Not Recommended)
- III. To revoke the 25 June 2019 Public Interest Disclosure Policy and to adopt the 27 April 2021 Draft Public Interest Disclosure Policy as per Appendix with amendments. (Not Recommended)
- IV. Should the Council identify the need for substantial amendments to the revised Policy, 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. APPENDIX

- (1) Draft Public Interest Disclosure Policy – April 2021

Appendix 1

Draft Public Interest Disclosure Policy

COUNCIL POLICY

 <p>Adelaide Hills COUNCIL</p>	<p>PUBLIC INTEREST DISCLOSURE</p>
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<p>Policy Number:</p>	<p>GOV-16</p>
<p>Responsible Department(s):</p>	<p>Governance and Performance</p>
<p>Other Relevant Policies:</p>	<p><i>Fraud and Corruption Prevention Policy</i> <i>Code of Conduct for Council Employees</i> <i>Council Member Conduct Policy</i> <i>Internal Review of Council Decisions Policy</i> <i>Complaint Handling Policy</i></p>
<p>Relevant Procedure(s):</p>	<p>Public Interest Disclosure Procedure</p>
<p>Relevant Legislation:</p>	<p><i>Criminal Law Consolidation Act 1935</i> <i>Independent Commissioner Against Corruption Act 2012</i> <i>Local Government Act 1999</i> <i>Ombudsman Act 1972</i> <i>Public Interest Disclosure Act 2018</i></p>
<p>Policies and Procedures Superseded by this policy on its Adoption:</p>	<p>Whistleblower Protection Policy: 08/03/2016, Item 12.2,8 Public Interest Disclosure, 25 June 2019, 161/19</p>
<p>Adoption Authority:</p>	<p>Council</p>
<p>Date of Adoption:</p>	<p>27 April 2021</p>
<p>Effective From:</p>	<p>12 May 2021</p>
<p>Minute Reference for Adoption:</p>	<p>To be entered administratively</p>
<p>Next Review:</p>	<p>No later than 27 April 2024, or as required by legislation or changed circumstances.</p>

PUBLIC INTEREST DISCLOSURE

1. INTRODUCTION

- 1.1.** The Adelaide Hills Council is committed to upholding the principles of transparency and accountability in its administrative and management practices and, therefore, encourages the making of disclosures that reveal public interest information.

The purpose of this Policy is to ensure that the Adelaide Hills Council:

- properly fulfils its responsibilities under the *Public Interest Disclosure Act 2018* (the PID Act);
- encourages and facilitates Disclosures of Public Interest Information in accordance with the objects and requirements of the PID Act ;
- ensures there is appropriate oversight of public interest disclosures about corruption, misconduct and maladministration in public administration;
- provides appropriate protection for those who make Disclosures in accordance with the Act; and
- acknowledges the need to appropriately support Informants, the Responsible Officer and, as appropriate, those Public Officers affected by any appropriate Disclosure.

2. OBJECTIVES

- 2.1.** This Policy applies to appropriate Disclosures of Public Interest Information that are made in accordance with the PID Act by public officers including Council Members, Officers and Employees of the Council, and by members of the public, and is intended to complement the reporting framework under the *Independent Commissioner Against Corruption Act 2012* (the ICAC Act).

- 2.2.** This Policy is also designed to complement the existing communication channels within Council, and operate in conjunction with other existing policies, including:

- Fraud & Corruption Prevention Policy;
- Code of Conduct for Council Employees;
- Council Member Conduct Policy and
- Complaint Handling Policy and Internal Review of Council Decisions Policy under section 270 of the Local Government Act 1999.

- 2.3.** The Council is committed to:

- referring, as necessary, appropriate Disclosures to another Relevant Authority;

- where the Disclosure relates to Corruption, or serious or systemic Misconduct or Maladministration in public administration, reporting the Disclosure directly to the Office of Public Integrity (OPI) in accordance with the Guidelines and the requirements of the ICAC Act;
- otherwise facilitating the investigation of appropriate Disclosures in a manner which promotes fair and objective treatment of those involved; and
- rectifying any substantiated wrongdoing to the extent practicable in all the circumstances.

3. DEFINITIONS

For the purposes of this Policy the following definitions apply.

Assessor means the person designated by the Responsible Officer as being responsible for investigating a disclosure made to Adelaide Hills Council in accordance with the Public Interest Disclosure Procedure. The Assessor must not have had any involvement in the matter(s) to which the disclosure relates.

Commissioner means the person holding or acting in the office of the Independent Commissioner Against Corruption.

Corruption in public administration is defined in section 5(1) of the ICAC Act and means:

- an offence against Part 7 Division 4 (Offences relating to public officers) of the Criminal Law Consolidation Act 1935, which includes the following offences:
 - bribery or corruption of public officers;
 - threats or reprisals against public officers;
 - abuse of public office;
 - demanding or requiring benefit on basis of public office;
 - offences relating to appointment to public office; or
- an offence against the Public Sector (Honesty and Accountability) Act 1995 or the Public Corporations Act 1993, or an attempt to commit such an offence; or
- an offence against the Lobbyists Act 2015, or an attempt to commit such an offence; or
- any other offence (including an offence against Part 5 (Offences of dishonesty) of the Criminal Law Consolidation Act 1935) committed by a public officer while

acting in his or her capacity as a public officer or by a former public officer and related to his or her former capacity as a public officer, or by a person before becoming a public officer and related to his or her capacity as a public officer, or an attempt to commit such an offence; or

- any of the following in relation to an offence referred to in a preceding paragraph:
 - aiding, abetting, counselling or procuring the commission of the offence;
 - inducing, whether by threats or promises or otherwise, the commission of the offence;
 - being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence;
 - conspiring with others to effect the commission of the offence

Council means the Adelaide Hills Council.

Detriment includes:

- injury, harm (including psychological harm), damage (including damage to reputation) or loss;
- intimidation or harassment;
- discrimination, disadvantage or adverse treatment in relation to a person's employment; and/or
- threats of reprisal (which may be express or implied, and/or conditional or unconditional).

Directions and Guidelines is a reference to the Directions and Guidelines issued pursuant to section 20 of the ICAC Act and/or section 14 of the PID Act, which are available on the Commissioner's website (www.icac.sa.gov.au).

Disclosure means an appropriate disclosure of public interest information made by an Informant to a Relevant Authority.

- A person makes an appropriate disclosure of environmental and health information if:
 - the person:

<ul style="list-style-type: none"> <ul style="list-style-type: none"> (i) believes on reasonable grounds that the information is true; or (ii) is not in a position to form a belief on reasonable grounds about the truth of the information, but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated; and ○ the disclosure is made to a Relevant Authority. <ul style="list-style-type: none"> ● A person makes an appropriate disclosure of public administration information if: <ul style="list-style-type: none"> ○ the person: <ul style="list-style-type: none"> (i) is a public officer; (ii) reasonably suspects that the information raises a potential issue of corruption, misconduct or maladministration in public administration; and ○ the disclosure is made to a Relevant Authority.
<p>Employee refers to all the Council's employees whether they are working in a full-time, part-time or casual capacity.</p>
<p>Environmental and health information means information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public.</p>
<p>Fraud includes an intentional dishonest act or omission done with the purpose of deceiving.</p>
<p>ICAC Act is the <i>Independent Commissioner Against Corruption Act 2012</i>.</p>
<p>Informant means a person who makes an appropriate disclosure of public interest information to a Relevant Authority.</p>
<p>Maladministration in public administration is defined in section 5(4) of the ICAC Act and means:</p>

- conduct of a public officer, or a practice, policy or procedure of a public authority, that results in an irregular and unauthorised use of public money or substantial mismanagement of public resources; or
- conduct of a public officer involving substantial mismanagement in or in relation to the performance of official functions; and
- includes conduct resulting from impropriety, incompetence or negligence; and
- is to be assessed having regard to relevant statutory provisions and administrative instructions and directions.

Misconduct in public administration is defined in section 5(3) of the ICAC Act and means:

- contravention of a code of conduct by a public officer while acting in his or her capacity as a public officer that constitutes a ground for disciplinary action against the officer; or
- other misconduct of a public officer while acting in his or her capacity as a public officer.

Office for Public Integrity (OPI) is the office established under the ICAC Act that has the function to:

- receive and assess complaints about public administration from members of the public;
- receive and assess reports about corruption, misconduct and maladministration in public administration from the Ombudsman, the Council and public officers;
- refer complaints and reports to inquiry agencies, public authorities and public officers in circumstances approved by the Commissioner or make recommendations as to whether and by whom complaints and reports should be investigated;
- give directions or guidance to public authorities in circumstances approved by the Commissioner;
- perform other functions assigned to the Office by the Commissioner.

Public administration is defined at section 4 of the ICAC Act and, without limiting the acts that may comprise public administration, an administrative act within the meaning of the *Ombudsman Act 1972* will be taken to be carried out in the course of public administration.

Public administration information means information that raises a potential issue of corruption, misconduct or maladministration in public administration.
Public interest information means environmental or health information, or public administration information.
PID Act means the <i>Public Interest Disclosure Act 2018</i> .
Principal Officer for the purposes of the PID Act means the Chief Executive Officer of the Council.
<p>Public Officer has the meaning given by section 4 and Schedule 1 of the ICAC Act, and includes:</p> <ul style="list-style-type: none"> • a Council Member; and • an Employee or Officer of the Council;
Relevant Authority means the person or entity that receives an appropriate disclosure of public interest information in accordance with the PID Act, as set out in Appendix A to this Policy.
Responsible Officer is a person who has completed any training courses approved by the Commissioner for the purposes of the <i>Public Interest Disclosure Regulations 2019</i> and has been designated by the Council as responsible officer under section 12 of the PID Act.
Victimisation occurs when a person causes detriment to another on the ground, or substantially on the ground, that the other person (or a third person) has made or intends to make an appropriate disclosure of public interest information.

1. POLICY STATEMENT

4. Confidentiality

- 4.1. The identity of an Informant will be maintained as confidential in accordance with the PID Act.
- 4.2. A recipient of an appropriate Disclosure may only divulge the identity of an Informant where:

- 4.2.1.** the recipient believes on reasonable grounds that it is necessary to divulge the identity of the Informant in order to prevent or minimise an imminent risk of serious physical injury or death to any person, and the identity of the Informant is then divulged to a person or authority that the recipient believes on reasonable grounds is the most appropriate authority or person to be able to take action to prevent or minimise the imminent risk of serious physical injury or death to any person;
 - 4.2.2.** the recipient has been issued with a notice from the OPI advising that the identity of the Informant is required by the OPI, in which case the recipient must disclose the identity of the Informant to the OPI;
 - 4.2.3.** doing so is necessary for the matter to be properly investigated (but only to the extent necessary to ensure proper investigation); or
 - 4.2.4.** the Informant consents to his/her identity being disclosed.
- 4.3.** The PID Act does not expressly require any other information relating to a Disclosure (including, for example, the nature of the allegations) to be maintained as confidential, but in considering whether to further disclose other information provided as part of an appropriate Disclosure the Council should be mindful of the prohibition against Victimisation in the PID Act.
- 4.4.** An Informant may wish to remain anonymous, but in that event must ensure that the allegation is sufficiently supported by the provision of necessary details and evidence to enable the matter to be properly investigated.

5. Principal Officer

- 5.1.** The Principal Officer is responsible for:
 - 5.1.1.** ensuring that one or more appropriately qualified officers or employees of the Council are designated as responsible officers of the Council for the purposes of the PID Act and undertake any training required by the Public Interest Disclosure Regulations; and
 - 5.1.2.** ensuring that the name and contact details of each responsible officer of the Council are made available to officers and employees of the council; and
 - 5.1.3.** the preparation and maintenance of the Procedure in accordance with the requirements of the PID Act and the Directions and Guidelines, in particular the Public Interest Disclosure Guidelines.

6. Disclosure Process

- 6.1.** Disclosures are to be handled by the Council in accordance with the Public Interest Disclosure Procedure.
- 6.2.** Nothing in this Policy prevents a person from making a Disclosure to a Relevant Authority external to the Council (i.e. the Ombudsman or the OPI). This is a choice to be made by the Informant at his/her discretion. The Council recommends an Informant have regard to the factors of the Public Interest Disclosure Procedure when deciding where to direct a Disclosure.
- 6.3.** A Disclosure may be made to the Council's designated Responsible Officer in person, by telephone or in writing. The relevant contact details are:

Telephone	08 8408 0400 (please direct enquiries to the Responsible Officer for Public Interest Disclosure)
Email	publicinterestdisclosure@ahc.sa.gov.au
Postal	Confidential Responsible Officer, Public Interest Disclosure PO Box 44 Woodside SA 5244

7. The Role of the Responsible Officer

- 7.1.** A person designated as a Responsible Officer for the Council:
- 7.1.1.** must:
- 7.1.1.1.** receive appropriate Disclosures relating to the Council and ensure compliance with the PID Act, and the Public Interest Disclosure Procedure, in relation to any such Disclosures;
 - 7.1.1.2.** make appropriate recommendations to the principal officer of the Council in relation to dealing with Disclosures, including any suggested changes to this Policy or the Public Interest Disclosure Procedure; and
 - 7.1.1.3.** provide advice to officer and employees of the Council in relation to the administration of the PID Act; and

- 7.1.1.4.** complete any training courses approved by the Commissioner for the purposes of the Public Interest Disclosure Regulations; and
 - 7.1.2.** may carry out any other functions relating to the PID Act.
 - 7.2.** Upon the receipt of a Disclosure, the Responsible Officer will deal with the disclosure in accordance with the Public Interest Disclosure Procedure.
 - 7.3.** In making any determination or taking any action under this Policy or pursuant to the Public Interest Disclosure Procedure:
 - 7.3.1.** the Responsible Officer may seek legal advice from Council's Lawyers and/or guidance from SAPOL or the Ombudsman in relation to the most appropriate course of action to pursue; and
 - 7.3.2.** is authorised to incur costs in accordance with the Council's Budget for that purpose.
 - 7.4.** The Responsible Officer will liaise as required with the Informant and any Assessor in relation to any investigation process undertaken in accordance with the Public Interest Disclosure Procedure, and will ensure that the Informant is provided with support and protection as necessary and appropriate in the circumstances of the Disclosure.

8. Information to Elected Body

- 8.1.** As a matter of discretion, the Chief Executive Officer may inform the elected body, on a confidential basis, of the fact that an investigation of a Disclosure took place and the outcome of the investigation.
- 8.2.** Factors the Chief Executive Officer will take into account in determining whether to inform the elected body under paragraph 7.1 above and the level of detail provided in doing so are to include:

 - 8.2.1.** if known, the identity of the Informant, and whether the Informant has consented to his/her identity being divulged;
 - 8.2.2.** if applicable, the identity of any person the subject of the Disclosure;
 - 8.2.3.** the impact (if any) of the disclosed matter(s) upon the Council's achievement of its objectives under its Strategic Plan and/or policies; and
 - 8.2.4.** the impact of any action taken to finalise the matter upon the Council's operations and/or budget.
- 8.3.** In the event the Disclosure and/or any subsequent investigation process is confined to issues that impact only upon Council staff and human resource processes, the Chief Executive Officer will not inform the elected body of the fact of the Disclosure and/or investigation (since these matters fall outside the roles and responsibilities of Council Members under the *Local Government Act 1999*).

9. Protection for the Informant

- 9.1.** An Informant who makes an appropriate Disclosure is protected by:
- 9.1.1.** immunity from criminal or civil liability as provided for in section 5(1) of the PID Act;
 - 9.1.2.** a prohibition on disclosure of his/her identity as provided for in section 8 of the PID Act;
 - 9.1.3.** a prohibition against Victimisation as provided for in section 9 of the PID Act; and
 - 9.1.4.** a prohibition against hindering, obstructing or preventing an Informant from making an appropriate Disclosure as provided for in section 11 of the PID Act.
- 9.2.** The PID Act does not provide any protection to people who knowingly make disclosures that are false or misleading in a material particular (whether by reason of the inclusion or omission of a particular).
- 9.3.** A person who knowingly makes a Disclosure that is false or misleading in a material particular is guilty of an offence and may be prosecuted.
- 9.4.** A person who personally commits an act of Victimisation against an Informant is guilty of an offence and may be prosecuted.
- 9.5.** The Council will take action as appropriate in the circumstances of the relevant Disclosure/s to protect Informants from Victimisation. Such action may include acting in accordance with the risk minimisation steps set out in the Public Interest Disclosure Procedure and/or referring the matter to the SA Police.
- 9.6.** Any Council Member or employee or officer of the Council who:
- 9.6.1.** knowingly makes a disclosure that is false or misleading in a material particular; or
 - 9.6.2.** commits an act of Victimisation in relation to an Informant; or
 - 9.6.3.** acts otherwise than in accordance with this Policy or the Public Interest Disclosure Procedure (including with respect to divulging the identity of an Informant) in relation to a Disclosure
- may also face disciplinary action by the Council or the Chief Executive Officer (as appropriate).

10. DELEGATION

- 10.1.** 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.

11. AVAILABILITY OF THE POLICY

11.1. 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 A Relevant Authorities

Where the information relates to...	the relevant authority is...
<p>a public officer*</p> <p>*as defined and set out in Schedule 1 of the <i>Independent Commissioner Against Corruption Act 2012</i> - relevantly, this includes members, officers and employees of local government bodies</p>	<p>either:</p> <ul style="list-style-type: none"> the person who is designated by the Guidelines as being taken to be responsible for management or supervision of the public officer; or the person who is in fact responsible for the management or supervision of the public officer; or the relevant responsible officer (as designated by the Council in accordance with section 12 of the PID Act)
a public sector agency or public sector employee	<p>either:</p> <ul style="list-style-type: none"> the Commissioner for Public Sector Employment; or the responsible officer for the relevant public sector agency
an agency to which the <i>Ombudsman Act 1972</i> applies	the Ombudsman
a location within the area of a particular council established under the <i>Local Government Act 1999</i>	a member, officer or employee of that Council
a risk to the environment	the Environment Protection Authority
an irregular and unauthorised use of public money or substantial	the Auditor-General
the commission, or suspected commission, of any offence	a member of the police force
a judicial officer	the Judicial Conduct Commissioner
a member of Parliament	the Presiding Officer of the House of Parliament to which the member belongs
a person or a matter of a prescribed class ¹	an authority declared by the regulations to be a relevant authority in relation to such information
<p>public interest information - being:</p> <ul style="list-style-type: none"> environmental and health information (information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public); or <p>public administration information (information that raises a potential issue of corruption, misconduct or maladministration in public administration)</p>	<ul style="list-style-type: none"> the OPI; a Minister of the Crown; or any other prescribed person or person of a prescribed class

¹ at this stage, no prescribed persons or classes have been identified

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 12.10

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
22/10/2019	Ordinary Council	249/19	Crown Land Review	None declared
27/10/2020	Ordinary Council	227/20	Lew Brickhill Memorial	None declared
27/01/2021	Ordinary Council	6/21	Appointment of Building Fire Safety Committee	None declared
23/02/2021	Ordinary Council	24/21	Petition - Reduction of Speed Limit Torrens Valley Road Birdwood	None declared
23/02/2021	Ordinary Council	32/21	2020 - 21 Budget Review 2	None declared
23/02/2021	Ordinary Council	35/21	Establishment of Fee Placing DA Public Notices on Land	None declared
23/02/2021	Ordinary Council	36/21	Feedback & Adoption of Road Footpath & Kerbs Asset Management Plan	None declared
23/03/2021	Ordinary Council	50/21	Public Place & Road Naming Policy Review	None declared
23/03/2021	Ordinary Council	51/21	Supplementary Deed 20a Radbone Road Mt George	None declared
23/03/2021	Ordinary Council	54/21	Local Roads and Community Infrastructure Program Projects Phase 2	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.

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	April 21 - The State Dioceses has advised that they are ready to progress and have engaged a valuer to provide an updated valuation. Council will also have the land independently valued.
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 Forestry SA regarding infrastructure improvements for Cudlee Creek Forest Reserve.	Peter Bice	In Progress	Following a successful funding application by Forestry SA, where \$2.5M has been committed to rebuild and improve visitor facilities at Fox Creek Bike Park, via Local Economic Recovery (LER) support under the National Bushfire Recovery Fund, we are now exploring where the local road infrastructure fits into priorities moving forward. A partial re-opening of some key trails at Fox Creek took place on Sunday 11th April, and was extremely well attended, with positive commentary on the day and on Social Media.
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 March 21 - Council staff have requested an update from DEW as to the status of this matter
28/08/2018	Ordinary Council	200/18	Proposal to enter 11 AHC Reserves into Heritage Agreements 2018	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	The Heritage Applications were phased over the years in order to be accommodated within available resourcing. Heritage Agreement have been registered over: •Kiley Reserve •Shanks Reserve •Kyle Road Nature Reserve, •Leslie Creek Reserve •Aldgate Valley 2 Reserve •Doris Coulls ReserveHeritage Agreement applications lodged and still in progress (waiting for DEW): •Mylor Parklands•Heathfield Waste FacilityHeritage Assessments to be scheduled 21/22: •Reserve 26 - "Stock Rd 1" •Mi Mi Reserve •Carey Gully Water Reserve •Heathfield Stone Reserve

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 Gully	None declared	<p>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</p> <p>The closed road is excluded as Community Land pursuant to the Local Government Act 1999.</p> <p>Council approves the sale of the differential between the total area of closed road and the total area of opened road of approximately 1,242m² to Boral Resources (SA) Ltd for the amount of \$6,210 as determined by an independent valuation.</p> <p>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 location of McBeath Drive to the south side of</p>	Terry Crackett	In Progress	<p>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</p> <p>Awaiting advice that land division has been completed so that the boundary realignment can occur</p> <p>April 21 - Boral have advised that they are in the final stages of the approval process and have requested an extension of time from SCAP.</p>
11/09/2018	Special Council	232/18	Revocation of Community Land – Bridgewater Retirement Village	None declared	<p>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.</p> <p>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.</p> <p>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.</p> <p>That a further report be presented to Council for consideration after community consultation and further investigations have been completed</p>	Terry Crackett	In Progress	<p>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.</p> <p>Council, at the meeting of 27 August 2019, approved Carripool Park as the location to vary the trust to.</p> <p>The Attorney-General has provided in-principle support to the proposal so a design for the landscaped garden and bushfire memorial at Carripool Park will be prepared for submission to the Supreme Court.</p> <p>March 21 - landscape designs are being developed and will undergo a community consultation process prior to being progressed</p>

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	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 updates will be provided when a material change occurs.
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	Not Started	The land sits within the Environmental Food Protection Area and proposed use (land division) is not supported. An application will be made to DPTI for a review once the Minister announces the review, which is expected to commence in March 2021. 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 (Planning Development and Infrastructure Act 2016) has been deferred to March 2021 which has delayed the review of the EFPA.
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 following cross check by the Scott Creek Progress Association. A fenced area is proposed for the unmarked grave area. These works will be completed in the 20/21FY. Plans for the construction of the new driveway are underway and will be completed as soon as they are able to be scheduled.
7/05/2019	Special Council	94/19	Stonehenge Reserve Masterplan Update and Findings from Consultation	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	Variations and extensions to ORSR funding have been approved, & relevant agreements have been signed with the Department for Education for work to occur on Heathfield High School land. Consultants are currently undertaking a detailed design process, with a tender process for court reconstruction to occur in the near future. Associated amenity (including court lighting, club space, access & pathways) are also included in the current detailed design process, with their tender expected in mid 2021.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
7/05/2019	Special Council	104/19	Unsolicited Approach to Purchase Community Land – Period of Confidentiality	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	Matter not requiring action at this time.
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	The procurement process for the mobile library was suspended pending a review of the effectiveness of alternative service delivery models resulting from the Covid-19 pandemic restrictions and higher than expected tender prices. Matter under review and to be brought back to Council for consideration. Draft Library Services Strategy presented at a Council Workshop 10 November 2020 for feedback. Further consideration and development before return to Council.
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	The Public Lighting Working Group has established a sub-group to work with DIT on the transition of V Category lights on state maintained roads. Timing of any agreements between LG and DIT unknown. V Category lights identified and process to update on Council roads being developed. 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 calendar 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 Funding	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	The successful tenderer has been formally engaged to undertake the work which is underway and intended to be completed in June.

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> <p>Training is ongoing as required, staff continue to record purchases of recycled product through the procurement process.</p> <p>Staff continue to record purchases of recycled product through the procurement process.</p> <p>Email sent to budget holders 10 March 2021 reminding them</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 review be undertaken with the community working group in 12 months and an update report be provided to Council by 31 December 2020.	Terry Crackett	In Progress	<p>Consultation with the community group has commenced in March 2021 with a report to be presented to Council in April 2021</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	<p>That the report be received and noted That Council commence a community land revocation process in relation to the following land:</p> <p>CR 5752/186, Lot 32 Fullgrabe Road, Crafers CR 5753/725, Section 1609 Illert Road, Mylor CR 5753/729, Section 1657 Scott Creek Road, Scott Creek CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside CR 5753/742, Section 547 Schuberts Road, Lobethal CR 5753/744, Section 553 Pedare Park Road, Woodside CR 5753/745, Section 556 Tiers Road, Woodside CR 5753/746, Section 565 Old Carey Gully Road, Stirling CR 5753/751, Section 489 Chapman Road, Inglewood CR 5753/754, Section 511 North East Road, Inglewood CR 5753/758, Section 262 Reserve Road, Forreston CR 5763/631, Section 1591 Silver Road, Bridgewater CR 5763/634, Section 71 Magarey Road, Mount Torrens CR 5763/635, Section 72 Magarey Road, Mount Torrens CR 5763/636, Section 84 Forreston Road, Forreston CR 6142/329, Lot 501 Greenhill Road, Balhannah CR 5926/487, Lot 20 Bell Springs Road, Charleston CR 5753/718, Section 1544 Reserve Terrace, Aldgate CR 5753/753, Section 495 off Kersbrook Road, Kersbrook Community consultation be undertaken in accordance with the Council's Public Consultation Policy.</p> <p>A further report be presented to Council following completion of the community consultation process.</p>	Terry Crackett	Completed	Consultation has closed with a report to be presented to Council in March 2021
26/11/2019	Ordinary Council	277/19	MON Water Usage from Bores	None declared	<p>1. That the CEO investigates any circumstances where Council provides water to or receives water from a person/organisation.</p> <p>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</p>	Terry Crackett	In Progress	Investigations as to various arrangements is being undertaken with a report being presented to Council once further investigations are completed.
17/12/2019	Ordinary Council	314/19	Road Exchange Montacute Road Montacute	None declared	<p>1. That the report be received and noted</p> <p>2. 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></p> <p>3. 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</p> <p>4. 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</p> <p>5. 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.</p>	Terry Crackett	In Progress	<p>Council has executed documents to support a process to bring land under the provisions of the Real Property Act 1886.</p> <p>April 21 - road closure documents are being executed by all parties for lodgement with the Surveyor-General.</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
28/01/2020	Ordinary Council	11/20	Revocation of Community Land - Bridgewater Retirement Village	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. The Attorney-General has provided in-principle support for the proposal. A detailed landscape design is being prepared, including some community consultation on the design, for submission to the Attorney-General and the Supreme Court.
23/06/2020	Ordinary Council	105/20	Community & Recreation Facility Framework Project Update	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	Draft service levels & policy positions were discussed at a Council Member workshop in March. The final draft for community consultation due for endorsement at the June Council's meeting.
23/06/2020	Ordinary Council	122/20	Event Opportunity - Confidential Item	None declared	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 item remains in confidence under the provisions contained in the resolution and a report will be going to Council regarding the 2022 TDU once routes are confirmed.
28/07/2020	Ordinary Council	148/20	Road Closure adj Posen Road Birdwood	None declared	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> ; andThe 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	April 21 - documents and plans lodged with Surveyor-General. Awaiting completion and gazettal

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	149/20	Road Widening Netherhill Road Kenton Valley	None declared	<p>1. That the report be received and noted</p> <p>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.</p> <p>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.</p> <p>4. The road land being acquired to be excluded as Community Land pursuant to the <i>Local Government Act 1999</i>; and</p> <p>5. That the Mayor and CEO be authorised to sign all necessary documentation, including affixing the common seal, to give effect to this resolution.</p> <p>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.</p>	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>
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 and execute the new Land Management Agreement, the Deeds of Rescission, and Consents to Note the new Land Management Agreement and Rescissions for 3 & 5 Pomona Road Stirling, and</p>	Marc Salver	In Progress	Council approved the minor variation to the amended landscaping plan so that it aligns with the LMA on 18 January 2021. SCAP has approved the minor variation to the amended landscaping and the LMA is being executed and registered

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	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	Detailed plans and costings are progressing.
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	The project is out for tender
22/09/2020	Ordinary Council	203/20	Long Term Strategic Tree Planting Program	None declared	<p>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 land. Potential involvement of schools, volunteers and/or community groups. Priorities for plantings which may inform the number of trees to be planted, and/or a \$ cost per annum</p>	Peter Bice	In Progress	This year the program will be funded from the Local Roads & Community Infrastructure program 2021-22 with an avenue planting between Lobethal & Woodside.
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	<p>Initial information provided to Crown Lands in relation to approval for lease, Ministerial approval is required for the lease and this is being sought.</p> <p>April - DA granted and tender for works being undertaken</p>

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	207/20	S210 Conversion to Public Road	None declared	<p>1. That the report be received and noted.</p> <p>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.</p> <p>3. That the Mayor and the Chief Executive be authorised to finalise the above matter including signing all necessary documentation to complete all transactions.</p> <p>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.</p>	Terry Crackett	In Progress	<p>Advertisements seeking land owners or beneficiaries of land owners have been undertaken.</p> <p>Council's intention to declare the parcels as public roads was listed in the Government Gazette on Thursday 4/2/2021.</p> <p>A report will be presented to Council in May 2021 following the completion of the mandatory 3 month notification period.</p>
27/10/2020	Ordinary Council	224/20	MON Speed Limit Reduction Longwood & Red Hill Roads	None declared	<p>That Council:</p> <p>1. receives the residents' request as contained in Appendix 1 and</p> <p>2. undertakes a speed limit review on sections of Longwood and Red Hill Roads in response to the submission received from local residents, and</p> <p>3. communicates the outcome of the review and proposed action to Council Members via the Council and Committee Meeting Action Tracker.</p>	Peter Bice	In Progress	Council's traffic consultant has completed the required Traffic Impact Statements for the proposed speed reduction on Longwood Rd and Red Hill Rd. A formal request for speed limit reduction on the two roads was submitted to DIT on 19/4/21
27/10/2020	Ordinary Council	226/20	Memorial Seat for former Cr Bill Gale	None declared	That, in conjunction with the Gale family, 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.	Peter Bice	In Progress	Seat has been ordered, working with DIT as the land owner for approval to install and have contacted family for appropriate wording for the plaque.
27/10/2020	Ordinary Council	227/20	Lew Brickhill Memorial	None declared	Council resolves: That the report be received and noted. 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. Subject to recommendation 2 above, a quote for restoration and reinstatement works of the lookout tower at Lobethal Bushland Park be obtained. 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.	Peter Bice	Completed	At the Council Meeting on Tuesday 23 March 2021 the building of the tower was approved as part of the Local Roads & Community Infrastructure program 2021-22
27/10/2020	Ordinary Council	233/20	Resilient Hills and Coasts Sector Agreement	None declared	That the report be received and noted. To note the achievements of the Resilient Hills & Coasts partnership to date, and its future priorities for action. To recommit to the partnership by authorising the Mayor to sign the RH&C Sector Agreement 2020-2025, as contained in Appendix 1.	Peter Bice	In Progress	All partners have now signed the Sector Agreement and it is now with the Minister for signing.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
27/10/2020	Ordinary Council	235/20	Revocation of Community Land - Closed Road R855 Upper Hermitage	None declared	That the report be received and notedTo 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 <i>Local Government Act 1999</i> with the intention of selling the Closed Road to the adjoining owners. That a further report be presented to Council at the completion of the consultation.	Terry Crackett	In Progress	Community consultation plans are being developed and community consultation will be commenced in respect of the proposal to revoke the community land classification
27/10/2020	Ordinary Council	261/20	Confidential - Event Opportunity	None declared	As per confidential minute	David Waters	Not Started	Subject to confidentiality order.
27/10/2020	Ordinary Council	262/20	Confidential - Event Opportunity - Period of Confidentiality	None declared	until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2020	David Waters	Not Started	Triggers for bringing this item out of confidence have not yet occurred.
24/11/2020	Ordinary Council	278/20	Shannons Adelaide Rally 2020 proposed date changes	None declared	<p>1. That the report be received and noted.</p> <p>2. That the Council determines that, due to the extraordinary situation posed by the COVID-19 emergency declaration and directions, the normal provisions of the Festivals and Events Policy as they apply to motorsport events regarding consultation with residents on affected sections of road, not be required to be applied in this instance, on the basis that: It is the same event, postponed to a new dateThe roads, times and days of week that sections of road are proposed to be closed are the same as that previously consulted on and consented to by the CouncilThe requirement to undertake the usual process of consultation would jeopardise the ability for the organisers to reschedule the event and maintain existing entries.</p> <p>3. That, in relation to the 2020 Shannons Adelaide Rally, Council supports rescheduling of the event to March 2021 contingent on the organisers, to the satisfaction of the Chief Executive Officer:</p> <p>Providing evidence of satisfactory insurance to cover any damage to third party property caused by the eventEntering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the eventWorking in collaboration with Council staff to inform the community of the new event date and seek their feedback regarding issues, concerns or supportProviding written confirmation that the concerns raised by affected residents have been taken into account and that arrangements for</p>	David Waters	In Progress	The Shannons Adelaide Rally was postponed from 25-28 November 2020 and the rescheduled event took place from 24 - 27 March 2021. A debrief report is being prepared by staff.
15/12/2020	Ordinary Council	296/20	Youth Action Plan	None declared	That the report be received and noted.That the Youth Action Plan 2021-24 be adopted for implementation.That the Chief Executive Officer, or delegate, be authorised to make any formatting or minor changes to the Plan for publication purposes.	David Waters	In Progress	The plan is being finalised for publication.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
15/12/2020	Ordinary Council	300/20	Road Exchange Pomona Road Stirling	None declared	1. That the report be received and noted2. In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, enter into an Agreement for Exchange with the owner of the land of 21 Pomona Road Stirling and issue a Road Process Order to open as public road the area identified as "Road to be opened 1" on the Preliminary Plan No 20/0038 and in exchange to close a portion of Pomona Road as identified on the Preliminary Plan No 20/0038 as "Public Road A", subject to the owner of the land at 21 Pomona Road Stirling agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs3. The closed road be excluded as Community Land pursuant to the Local Government Act 1999. The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including affixation of the common seal, to give effect to this resolution	Terry Crackett	In Progress	Awaiting receipt of final plans and road process documents from surveyor
27/01/2021	Ordinary Council	3/21	MON - Cemeteries	None declared	That the CEO prepares a report accompanied by a draft policy on the Council's role in regard to assuming control of church (i.e. private) cemeteries, such report and draft policy to be discussed at a workshop in April 2021 prior to consideration by Council prior to 30 June 2021.	Terry Crackett	In Progress	A workshop will be held in April and report presented to Council by 30 June. March 21 - the matter was discussed with the Council's Cemetery Advisory Group
27/01/2021	Ordinary Council	5/21	Advisory Group Independent Members – Selection Panels	None declared	That the report be received and noted To establish Selection Panels for the recruitment of Independent/Community Members for the identified Advisory Groups with the following Council Members, assisted by the respective Executive Officers, to undertake the short-listing and interviews of the candidates with a view to making recommendations for appointment at a future Council meeting(s):Biodiversity Advisory Group – Cr Chris Grant and Cr John KempCemetery Advisory Group – Cr Pauline Gill and Cr Ian BaileyRural Land Management Advisory Group – Cr John Kemp and Cr Ian Bailey4.Sustainability Advisory Group – Cr Kirrilee Boyd and Cr Leith Mudge	Andrew Aitken	In Progress	Advertisements in media 17 & 18/2. Details of EOIs on Council website. EOIs close on 5/3/21. Interviews to follow with a report to Council in April for appointment.
27/01/2021	Ordinary Council	6/21	Appointment of Building Fire Safety Committee	None declared	That the report be received and noted That Council appoints the following members to the Adelaide Hills Building Fire Safety Committee as the appropriate Authority for the purposes of Section 157 (17) of the <i>Planning, Development and Infrastructure Act 2016</i> commencing on the designated date of implementation of the Section 157(17) of the <i>Planning, Development and Infrastructure Act 2016</i> for Phase 3 Councils and expiring on 31 May 2022: Peter Harmer (Contract Building Surveyor Engineer) as a person with expertise and qualifications in building surveying, engineering and building fire safetyPersons nominated by the Country Fire Service to act as the CFS representative member and deputy membersJeff Grinnell as Team Leader Building Services as an authorised Council Officer with expertise and qualifications in building surveying and building fire safety with Tom Warneke as deputy member, andDeryn Atkinson as Manager Development Services as an authorised Council Officer with Marc Salver appointed as deputy member.	Marc Salver	Completed	Members of the BFSC have been advised of their appointment. This action is therefore completed.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
27/01/2021	Ordinary Council	7/21	Hard Waste Service	Material - Cr Linda Green Material - Cr Malcolm Herrmann Material - Cr Andrew Stratford	1. the report be received and noted 2. any additional budget requirements to meet service demand for the Kerbside Hard Waste Service during 2020-21 be addressed through Council's budget review process 3. a user contribution fee equal to 50% of budgeted costs to provide the Kerbside Mattress Service be considered during the development of the 2021-22 Annual Business Plan and Budget 4. a user contribution fee equal to 50% of budgeted costs to provide the Kerbside Hard Waste Service be considered during the development of the 2021-22 Annual Business Plan and Budget.	Peter Bice	In Progress	Matter will be progressed further once consultation commences on 2021/22 Annual Business Plan and Budget. Consultation material currently being prepared.
27/01/2021	Ordinary Council	9/21	Delegations Review January 21	None declared	That the report be received and noted That, having considered a review of Council's Delegations as presented, the Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following Acts: Refer to Minutes (too long)	Andrew Aitken	In Progress	Item is in progress as once Council approves it creates a peak workload to update all instruments for the website and officers.
27/01/2021	Ordinary Council	22/21	CWMS Review	None declared	that the report, related attachments and the discussion and considerations of the subject matter be retained in confidence until 30 July 2021.	Peter Bice	In Progress	
23/02/2021	Ordinary Council	24/21	Petition - Reduction of Speed Limit Torrens Valley Road Birdwood	None declared	the petition signed by 47 signatories requesting the reduction of speed limit on Torrens Valley Road Birdwood, from the town boundary to Randell Road junction, be received and noted. the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter. Council writes to the Minister for Transport with a request to change the speed limit on Torrens Valley Road Birdwood from 100kph to 80kph from the Birdwood town boundary to the Randell Road junction.	Peter Bice	Completed	A letter was sent to Hon Corey Wingard, Minister for Infrastructure and Transport on 16 March 2021.
23/02/2021	Ordinary Council	25/21	Road Closure adjacent 9 Melrose Avenue Stirling	None declared	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 pieces of land identified as "A" in the Preliminary Plan No. 20/0040 attached to this report with Allotment 34 in Deposited Plan No. 4120 comprised in Certificate of Title Volume 5489 Folio 961. 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 the owners of 9 Melrose Avenue Stirling, being the owners of the property with which it is merging for the amount of \$9,000 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	Commenced in accordance with resolution

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/02/2021	Ordinary Council	28/21	Relief & Recovery Fund	None declared	<p>1. the CEO investigate the establishment of an Adelaide Hills Disaster Relief and Recovery Fund. Considerations must include but may not be limited to the following: What "triggers" would activate the Fund allowing donations to be made How funds raised would be dispersed to alleviate the distress, suffering and personal hardships, brought about by a disaster or emergency in our region How the activities of the fund would be overseen, for example, what type of Committee should be established and what operational rules would apply Ensuring the structure of the Fund adheres to all relevant legislation An analysis of the costs associated with establishing and administering the Fund Steps required for the Fund to obtain Deductible Gift Recipient status from the Australian Taxation Office.</p> <p>2. The results of the investigation be presented at a future Council Workshop for feedback, and that a report be provided for Council's consideration on this matter by 23 November 2021.</p>	David Waters	In Progress	Preliminary research has commenced to ascertain other municipalities which administer similar funds.
23/02/2021	Ordinary Council	29/21	Traffic Management Bridgewater	None declared	<p>1. The Mayor write to the Minister for Infrastructure and Transport, Corey Wingard MP, requesting the Department of Infrastructure and Transport consider the construction of a roundabout at the intersection of Mount Barker Road and Carey Gully Road in Bridgewater as part of their 2021/22 capital works program in order to improve community safety and traffic management. That a copy of the letter also be forwarded to Member for Heysen, Josh Teague MP.</p> <p>2. The CEO determine what traffic calming works are appropriate for Mill Road (Bridgewater) and, if necessary, include any works which cannot be addressed within existing resources for consideration as part of the 2021/22 budget process.</p>	Peter Bice	In Progress	<p>A draft traffic management proposal has been prepared and as of 5/3/2021 Council officers have contacted the Bridgewater Mill seeking support regarding the proposed scheme.</p> <p>Letter has been prepared for Minister Corey Wingard, Mayor has signed and letter has been emailed to the Minister on 11 March 2021.</p>
23/02/2021	Ordinary Council	31/21	Tree Management	None declared	Council resolves that the report be received and noted. That Council acknowledges the significant impact that climate change is having on our ability to manage and fund tree related fire and emergency events. That Council acknowledges the increasing importance, costs and growing community expectation relating to tree management. That Council acknowledges the funding and related support provided by the State and Federal Governments for Council and our community following the Cudlee Creek Bushfire That the Mayor write to the State and Federal Governments to thank them for the support provided to our Council and our community following the Cudlee Creek Bushfire and that we seek to continue working with them to further reduce the financial and related impact of this bushfire (and the more recent Cherry Gardens Bushfire) and future emergency events on Council and affected members of our community.	David Waters	Not Started	In regard to Point 4 of the resolution, the correspondence has been finalised and is expected to be sent prior to the April Council Meeting.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/02/2021	Ordinary Council	32/21	2020 - 21 Budget Review 2	None declared	That the report be received and noted. To adopt the proposed budget adjustments presented in the 2020-21 Budget Review 2 which result in: A reduction in the Operating Surplus from \$2.343m to \$1.883m for the 2020-21 financial year. Changes to Capital Works, increasing capital income by \$175k and reducing capital expenditure by \$1.404m for the 2020-21 financial year resulting in a revised capital expenditure budget for 2020-21 of \$20.083m. A decrease in Council's current Net Borrowing Result from \$4.984m to \$3.865m for the 2020-21 financial year as a result of the proposed operating and capital adjustments.	Terry Crackett	Completed	Council Budgets relating to BR2 updated in time for February 2021 Monthly Financial Reporting
23/02/2021	Ordinary Council	35/21	Establishment of Fee Placing DA Public Notices on Land	None declared	1. That the report be received and noted 2. To adopt a fee of \$350 including GST to cover the reasonable costs of placing signs on land for the purpose of giving notice of performance assessed development applications as required by Section 107 (9) of the <i>Planning, Development and Infrastructure Act 2016</i> . 3. That the CEO be authorised to adjust this fee within the next 12 months if it is determined that the reasonable costs for undertaking this task are either less or more than anticipated.	Marc Salver	Completed	The new approved fee will be charged to applicants where public notification is required. Note that the costs in this regard will be monitored and the new fee adjusted if required in accordance with the Council's resolution.
23/02/2021	Ordinary Council	36/21	Feedback & Adoption of Road Footpath & Kerbs Asset Management Plan	None declared	1. That the report be received and noted. 2. That Council note the community feedback on the Draft Road, Footpaths and Kerbs Asset Management Plan. 3. That the Draft Road, Footpath and Kerb Asset Management Plan 2021 as contained in (<i>Appendix 1</i>) be endorsed by Council. 4. That the CEO, or delegate, be authorised to make any necessary formatting, nomenclature or other minor changes to the Asset Management Plan 2021 prior to being published.	Peter Bice	Completed	Final Document on Engagement HQ page and Council website.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/02/2021	Ordinary Council	39/21	Delegations Review Feb 2021	None declared	<p>That the report be received and noted</p> <p>That, having considered a review of Council's Delegations as presented, the Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following Acts:Instrument of DelegationDisability Inclusion Act 2018Disability Inclusion Regulations 2019Fines Enforcement and Debt Recovery Act 2017Magistrates Court Rules 1992Ombudsman Act 1972Water Industry Act 2012Water Industry Regulations 2012</p> <p>3. That, having considered a review of Council's Delegations as presented, in exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and statutory instruments made thereunder contained in the proposed Instrument of Delegation attached to the Report dated 23rd day of February 2021 and entitled as detailed in the table below are hereby delegated this 23rd Day of February 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.Instrument of DelegationAppendix NumberDisability Inclusion Act 2018 Appendix 2Disability Inclusion Regulations 2019 Appendix 3Fines Enforcement and Debt Recovery Act 2017 Appendix 4Magistrates Court Rules 1992 Appendix 5Ombudsman Act 1972 Appendix 6Water Industry Act 2012 Appendix 7Water Industry Regulations 2012</p>	Andrew Aitken	In Progress	Item is in progress as once Council approves it creates a peak workload to update all instruments for the website and officers.
23/03/2021	Ordinary Council	48/21	MON Single-use Plastics	None declared	<p>A report be provided to the Council before 31 October 2021 on the feasibility and cost implications for reducing and or eliminating the use of single-use plastics in Council operations, being replaced with compostable or reusable alternatives as necessary. The report need not address those plastics already banned by State Legislation in March 2021, those proposed to be banned under the same legislation in March 2022, nor single use-plastics required for medical or disability uses. The report should consider but not be limited to:</p> <p>Council ceasing to purchase single use plastics;Council stipulating to contractors, event organisers, sponsorship seekers, caterers, food vans and so on, that single-use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;As leases expire, update leases to include a clause that single use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;The CEO, Directors, Senior Officers and Staff be trained and educated to support and implement appropriate processes to ensure operation and compliance of associated procedures.Green bins be made available at Council run events for the collection of compostable waste to ensure compostable materials are diverted from landfill.A program of community education and promotion, including approaching business owners and operators throughout the AHC area, in order to encourage a change from single-use plastics to reusable alternatives.</p>	Peter Bice	In Progress	Planning has been completed to deliver the outcomes required by the MON and analysis of Council's use of single use plastics has begun.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/03/2021	Ordinary Council	47/21	MON Bushfire Safer Places	None declared	That Council engages with the South Australian Country Fire Service (CFS) to produce a report for the information of the Elected body on designated Bushfire Safer Places, both in the Adelaide Hills and across South Australia. This report should be presented to Council at the May 2021 meeting.	Peter Bice	In Progress	Letter sent to Chief Officer of the CFS seeking assistance to obtain information relating to Bushfire Safer Places.
23/03/2021	Ordinary Council	49/21	Local Heritage Grant Fund Project 2020 - 2021	Material - Cr Linda Green Perceived - Cr Leith Mudge	<p>1. That the report be received and noted</p> <p>2. To approve the eight shortlisted projects to receive grant funding as detailed in the body of this report to contribute to the works as detailed in <i>Appendix 1</i> of this report and listed below:</p> <p>Our Lady of the Rosary Church, Aldgate - \$2,500 Old Post Office, Crafers - \$1,417 Crataegus Cottage, Crafers - \$2,500 Circa 1850's Cottage, Mount George - \$2,500 Shop, Stirling - \$2,500 Stone Cottage, Stirling - \$2,500 Former Aldgate Valley Church of Christ, Aldgate - \$2,500 Cudlee Creek Uniting Church, Cudlee Creek - \$2,500</p> <p>3. To delegate to the Chief Executive Officer to determine whether any changes to grant recipient's proposed works maintain grant eligibility.</p>	Marc Salver	In Progress	All successful applicants have been advised of the outcome of their grant applications. Where required, development applications will be lodged and assessed. On completion of the approved works, the grant payments will then be made.
23/03/2021	Ordinary Council	50/21	Public Place & Road Naming Policy Review	None declared	<p>1. That the report be received and noted.</p> <p>2. With an effective date of 6 April 2021, to revoke the 23 May 2017 Public Place and Road Naming Policy and to adopt the revised Public Place and Road Naming Policy in Appendix 1.</p> <p>3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 23 March 2021 Public Place and Road Naming Policy prior to the effective date of adoption.</p>	Peter Bice	Completed	New Policy on website
23/03/2021	Ordinary Council	51/21	Supplementary Deed 20a Radbone Road Mt George	None declared	<p>1. That the report be received and noted</p> <p>2. To enter into the Supplementary Deed between Adelaide Hills Council and Professor Khurana attached in Appendix 1 of this report for Certificate of Title Volume 6231 Folio 681, known as 20A Radbone Road Mount George.</p> <p>3. That the CEO is authorised to execute the Supplementary Deed for 20A Radbone Road Mount George and the Application to Note the Supplementary Deed.</p> <p>4. That the costs associated with the preparation of the Supplementary Deed by Council's lawyers and registration of Deed shall be borne by the owners.</p>	Marc Salver	Completed	Document signed and sealed, posted to Norman Waterhouse.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/03/2021	Ordinary Council	52/21	Crown Land Revocation	None declared	<p>1. That the report be received and noted</p> <p>2. That the consultation report (<i>Appendix 1</i>) be received and noted</p> <p>3. To apply to the Minister for Planning to revoke the Community Land classification of the following parcels of land:</p> <p>i. CR 5752/186, Lot 32 Fullgrave Road, Crafers</p> <p>ii. CR 5753/725, Section 1609 Illert Road, Mylor</p> <p>iii. CR 5753/729, Section 1657 Scott Creek Road, Scott Creek</p> <p>iv. CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside</p> <p>v. CR 5753/742, Section 547 Schuberts Road, Lobethal</p> <p>vi. CR 5753/744, Section 553 Pedare Park Road, Woodside</p> <p>vii. CR 5753/745, Section 556 Tiers Road, Woodside</p> <p>viii. CR 5753/746, Section 565 Old Carey Gully Road, Stirling</p> <p>ix. CR 5753/754, Section 511 North East Road, Inglewood</p> <p>x. CR 5753/758, Section 262 Reserve Road, Forreston</p> <p>xi. CR 5763/631, Section 1591 Silver Road, Bridgewater</p> <p>xii. CR 5763/634, Section 71 Magarey Road, Mount Torrens</p> <p>xiii. CR 5763/635, Section 72 Magarey Road, Mount Torrens</p> <p>xiv. CR 5763/636, Section 84 Forreston Road, Forreston</p> <p>xv. CR 6142/329, Lot 501 Greenhill Road, Balhannah</p> <p>xvi. CR 5926/487, Lot 20 Bell Springs Road Charleston (for the purpose of the proposed subdivision of the land)</p>	Terry Crackett	In Progress	
23/03/2021	Ordinary Council	54/21	Local Roads and Community Infrastructure Program Projects Phase 2	None declared	<p>That the report be received and noted.</p> <p>To authorise the applications for the following projects, totalling \$1,572,000, to be submitted as the Adelaide Hills Council Local Roads and Infrastructure Program Phase 2 Projects for delivery in 2021-22 and the estimated associated expenditure to undertake those works: Mill Road, Lobethal, School Crossing - \$30,000 Heathfield Waste and Resource Recovery Centre Upgrades - \$155,000 Public Toilet Upgrades Stirling, Aldgate and Bridgewater - \$560,000 Crafers Village Mainstreet Traffic Calming & Amenity upgrade - \$300,000 Birdwood Footpath, Kindergarten to Playground - \$25,000 Lobethal Avenue of Trees, Woodside Road - \$100,000 Lobethal Bushland Park Lookout Tower - \$45,000 Merchants Road, Slip Repair - \$60,000 Mylor Pump Track - \$50,000 Bus Shelter Replacement (Stirling Main Street) - \$20,000 Mount Lofty Gardens, Lampert Road safety upgrade - \$110,000 Mount Barker Road, Aldgate 'Park and Ride' - \$20,000 Aldgate Main Street amenity upgrade - \$38,000 Upper Sturt Road walking path - \$15,000 Bridgewater Court Resurfacing - \$22,000 Strathalbyn Road, Service Road Sealing - \$12,000 Hunters Road, Amenity Upgrade Concrete Blocks - \$10,000</p> <p>3. Subject to approval, and in line with the above estimated costs, that the CEO or his delegate be authorised to enter into a necessary grant agreement with the Department for Infrastructure, Transport and Regional Development, commit expenditure to undertake the above works with any</p>	Peter Bice	In Progress	Project Schedule submitted to department for assessment.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/03/2021	Ordinary Council	54/21	Local Roads and Community Infrastructure Program Projects Phase 2	None declared	5. That the CEO be authorised to write a letter of acknowledgement to the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development thanking the Federal Government for this additional phase of the funding program.	Andrew Aitken	Completed	Letter drafted & sent from CEO to Deputy Prime Minister as per resolution.
23/03/2021	Ordinary Council	55/21	Delegations Review	None declared	Refer to minute	Andrew Aitken	Not Started	Item is in progress as once Council approves it creates a peak workload to update all instruments for the website and officers.
23/03/2021	Ordinary Council	63/21	Sale of Land for Recovery of Debt, Lenswood - Confidential Item	None declared	As per confidential minute	Marc Salver	In Progress	Staff have notified the lawyers who have since registered the Warrant of Sale notice on the titles. The lawyers have commenced the sale of land process and further updates will be provided as this progresses
23/03/2021	Ordinary Council	64/21	Sale of Land for Recovery of Debt, Lenswood - Period of confidentiality	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 either the Warrant of Sale process for the land in question is completed and a settlement reached or until legal proceedings have concluded, but no longer than 12 months.	Marc Salver	In Progress	The lawyers have since registered the warrant of sale process against the titles and commenced the sale of land process. Further updates will be provided as the land sale process progresses

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
AGENDA BUSINESS ITEM**

Item: 13.1

Responsible Officer: Natalie Westover
Manager Property Services
Corporate Services

Subject: Kenton Valley War Memorial Park

For: Information

SUMMARY

The purpose of this report is to provide Council with an update on the work undertaken by the group of local Kenton Valley residents to improve and use the park following the previous community consultation proposing to revoke the community land classification of the land and sale.

The Kenton Valley War Memorial Park is located on the corner of Kenton Valley Road and Burfords Hills Road at Kenton Valley and contained within Certificate of Title Volume 5718 Folio 775 ("Land").

RECOMMENDATION

Council resolves:

1. 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 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

Following the community consultation for the proposed revocation of community land status for the Land, a group of local Kenton Valley residents have come together to maintain the Land to preserve the history and improve the amenity of the Land for the community.

➤ **Legal Implications**

Not Applicable

➤ **Risk Management Implications**

Council support of the community driven activation of the Kenton Valley War Memorial Park will assist in mitigating the risk of:

The perception that the Council does not consider the outcomes of community consultation and the views of the community leading to the loss in confidence in the Council by the Kenton Valley community.

Inherent Risk	Residual Risk	Target Risk
High (2B)	Low (2D)	Low (2D)

This is an existing control specific to this circumstance.

➤ **Financial and Resource Implications**

The group of local residents that hold working bees on the Land have requested support from Council to slash the Land once a year prior to the fire danger season. This can be managed within existing resources.

The group has also requested that the driveway be graded and new gravel road base be placed on it to make it more accessible. An assessment of the safety of improving this driveway, given that it is likely to increase vehicular traffic to the park on the intersection of Kenton Valley Road and Burfords Hill Road, needs to be undertaken. If assessed as appropriate, a minor upgrade and provision of rubble to this access driveway can be accommodated within existing resources.

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

The group of local residents has demonstrated the historic value of the Land to the Kenton Valley community and its purpose to acknowledge the service men and women from the Kenton Valley area. At this time, the Land provides a valued place for the Kenton Valley community.

➤ **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: Property Advisory Group

Administration: Open Space Coordinator

External Agencies: Not Applicable

Community: Group of Kenton Valley residents who are active in maintaining the Land

2. BACKGROUND

The Kenton Valley War Memorial Park is a 4,600m² parcel of land located on the corner of Kenton Valley Road and Burfords Hill Road at Kenton Valley **Appendix 1**.

The Land was originally owned by Frederick Vivian Lee, a local farmer in the Kenton Valley area, dating as far back as the early 1920's.

The Land was located next to the former Kenton Valley School and leased from Mr Lee. Historical records indicate that the Land was used for a playground for the School and by the Kenton Valley Tennis Club with two bitumen courts constructed in 1936.

The School closed in the 1940s.

The Land was purchased by a group of local farmers, John Jasper Porter, Alwyn Elliot Cornish, Vivian Arnold Lee, Lionel Gilbert Sandercock and Colin Sandercock in 1951 for 50 pounds with an intention for it to be recognised as a war memorial park in honour of returned soldiers. It is indicated that the intention was that the Land be held by the farmers as trustees however it appears that the trust arrangement was never formalised.

In 1953, memorial gates were installed with the opening occurring on the 1st Saturday in October. The Kenton Valley Welfare Association managed the site and then subsequently by the Kenton Valley Ladies' Group.

In 1985, the Council accepted a transfer of the Land from the surviving registered proprietors in consideration of their desire to maintain the land as memorial gardens and for no other consideration. At that time it was proposed that a committee be formed, including members of the Kenton Valley Ladies Group, to administer the area.

Whilst identified as the Kenton Valley War Memorial Park, no specific memorial has been created on the Land.

The Council was approached by the Gumeracha RSL with a suggestion that the Land be sold and funds reinvested in the area to achieve a similar purpose as was proposed for the Land.

On 28 August 2018, Council resolved as follows:

11.3 Kenton Valley Memorial Park

**Moved Cr Malcolm Herrmann
S/- Cr Linda Green**

193/18

That the Chief Executive Officer, in consultation with residents and community groups, investigates and provides a report by 31 March 2019, on future management options for the Kenton Valley Memorial Park.

Carried Unanimously

On 26 March 2019, Council resolved as follows:

12.6 Kenton Valley War Memorial Park

**Moved Cr Malcolm Herrmann
S/- Cr Pauline Gill**

76/19

Council resolves:

- 1. That the report be received and noted.**
- 2. To commence a Community Land Revocation process in regards to the land comprised in Certificate of Title Register Book Volume 5718 Folio 775 being Allotment 64 in Filed Plan No. 155479 ("Land") with a view to the land being sold**
- 3. As a first step in the revocation process, a letter be sent to the residents of Kenton Valley informing them of Council's decision and inviting them to attend an information session to explain the project.**
- 4. As part of the consultation for the revocation of community land, seek feedback from the community about the expenditure of funds from a sale (if progressed).**
- 5. Following community consultation, that a report be presented to Council detailing the outcomes of the consultation and suggestions for the expenditure of sale proceeds.**

Carried Unanimously

Council staff held a meeting with the Kenton Valley residents on 20 May 2019 which was attended by approximately 25 people.

Longer term members of the community spoke of the avenue of trees that were planted on the Land and the wooden name plates that were attached to the trees acknowledging the service men and women from the Kenton Valley district. At a later time, a memorial arch was created over the entrance to the park however this was removed by persons unknown some time ago.

Whilst it was acknowledged by attendees at the meeting that the location of the Land caused difficulties in accessing the Land safely, there was significant support by the attendees to form a working party to look at options of the Land and what the community group could achieve. The general feeling was that the Land did not require significant upgrades, rather some works to restore the avenue of trees and name plates and weed/vegetation control. It was requested that the Council not take any further action at this time to allow this group

time to review the options and see what they could achieve, with some guidance and assistance from Council.

Mr Wayne Cornish, former Councillor of the District Council of Gumeracha, who attended the community meeting, recalled that the Land was transferred to the Council under a trust arrangement to be held in perpetuity for the benefit of the community. A search of the records and meeting minutes from the former District Council of Gumeracha, and records from the Lands Titles Office, was unable to find documents that verified this position. Advice obtained indicated that without a written trust deed, it was likely that a formal charitable trust did not exist.

A full community consultation process was undertaken from 25 June to 26 July 2019 with advertisements in the Courier and Weekender Herald and through the “have your say” section on the Council’s website. In conjunction with the community consultation, residents of Kenton Valley were written to individually to seek their written feedback to the proposal.

The Council received 28 responses prior to and during the consultation period. Of these (noting that some respondents indicated multiple choices):

- 23 respondents indicated their preference that the Land be retained and improved
- 5 respondents indicated their preference that the Land be retained in its current condition
- 3 respondents indicated their preference for the Land to be sold
- 15 respondents indicated their willingness to join the community working group

On 24 September 2019, Council resolved as follows:

12.5 Kenton Valley War Memorial Park

**Moved Cr Linda Green
S/- Cr Malcolm Herrmann**

252/19

Council resolves:

- 1. That the report be received and noted**
- 2. 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”)**
- 3. 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**
- 4. A review be undertaken with the community working group in 12 months and an update report be provided to Council by 31 December 2020.**

Carried Unanimously

3. ANALYSIS

Council staff met with the residents' working group in late March 2021 to discuss what activities the group had undertaken since September 2019 and what future plans and improvements may be.

The working group have facilitated the following improvements as shown in the photos attached as **Appendix 2**:

- New signage
- New front fence
- New tree and shrub plantings
- Weeding of blackberries and other woody weeds
- Ground cover maintenance

Future works that the group would like to undertake include:

- Restoration of the brick fence pillars
- Restoration of the gates
- Replacement of the missing memorial arch
- Bulb weed spraying
- Grading and gravel base on the driveway
- Removal of the large pine tree

The group is not seeking support from Council except to facilitate slashing of the site during Spring, prior to the fire danger season and to grade and lay gravel road base on the driveway. The group will look at options for grant funding to assist with the replacement of the memorial arch and restoration of the gates and gate pillars.

The group would be supportive of an information sign to be located on the Land detailing the history of the site.

The members of the group took the opportunity to express their ongoing safety concerns about the intersection of Kenton Valley Road and Burfords Hill Road given the sharpness of the angle of the intersection and regular temporary blockages when traffic (longer vehicles) are turning on the sharp angle. It is noted that the intersection in question is under the care and control of the Department for Infrastructure and Transport, and that any improvements to the intersection are a State Government responsibility.

Council will continue to work with the group and provide support where possible to enable the group to undertake maintenance activities and minor improvements, and provide support for grant funding applications if requested.

4. OPTIONS

Council has the following options:

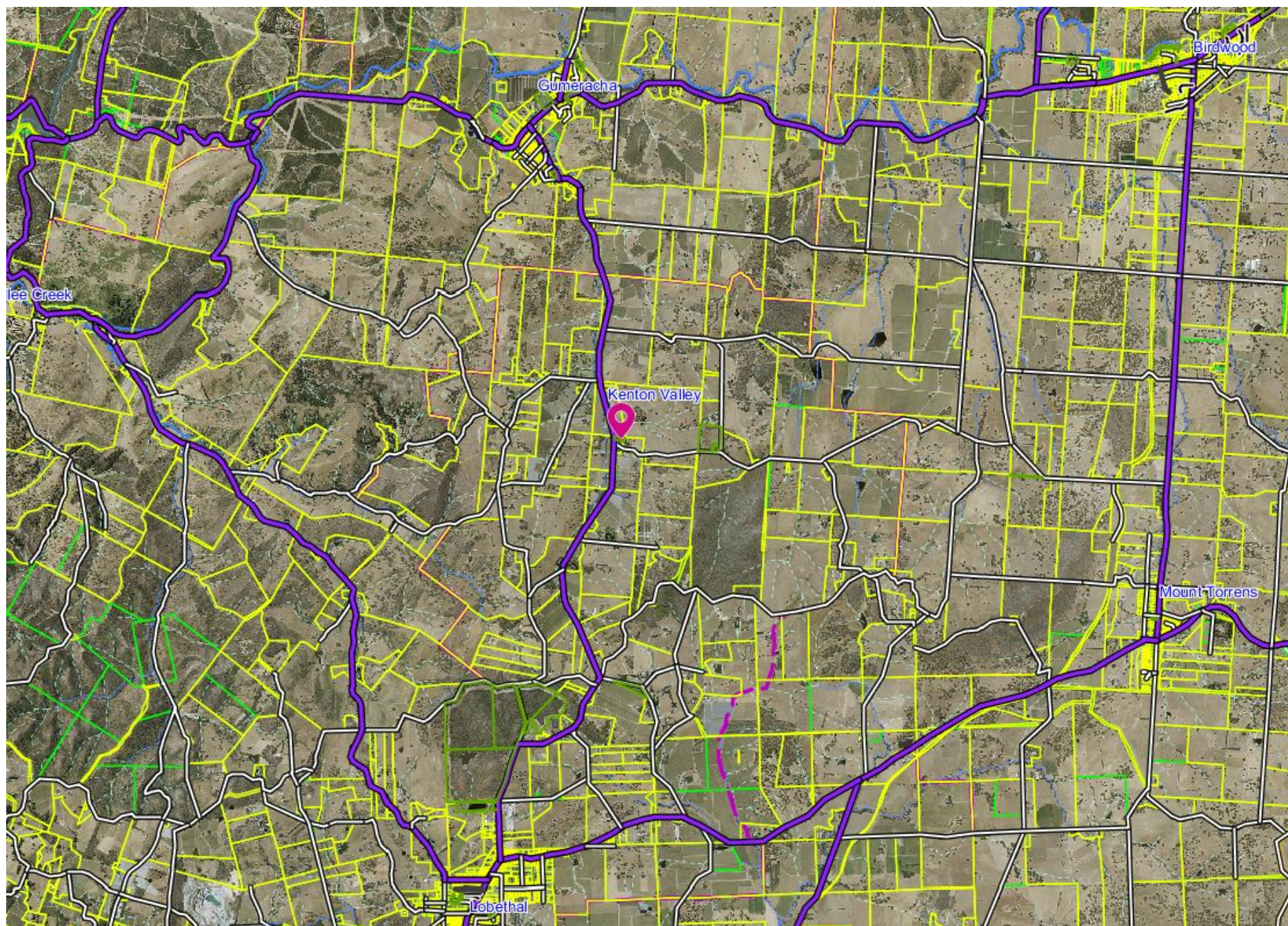
- I. Receiving the report (Recommended)

5. APPENDICES

- (1) Location of the Kenton Valley War Memorial Park
- (2) Photos of the Kenton Valley War Memorial Park March 2021

Appendix 1

Location of the Kenton Valley War Memorial Park





Appendix 2

*Photos of the Kenton Valley War Memorial Park –
March 2021*

















Item 17 Minutes of Committees

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Mark Osterstock

Members:

Ms Janet Miller	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Chris Grant	

In Attendance:

Andrew Aitken	Chief Executive Officer
Lachlan Miller	Executive Manager Governance & Performance
Megan Sutherland	Executive Manager Organisational Development

1. COMMENCEMENT

The meeting commenced at 6.02pm

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ 3 June 2021

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 14 November 2020

**Moved Mayor Jan-Claire Wisdom
S/- Cr Nathan Daniell**

PRP1/21

That the minutes of the CEO Performance Review Panel meeting held on 14 November 2020 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

Acknowledgement of Country

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come.

The Presiding Member welcomed the new members to the Panel, Janet Miller and Cr Chris Grant. Each of the members gave a brief biography.

5. DELEGATION OF AUTHORITY

The CEO Performance Review Panel operates in accordance with the relevant sections of the *Local Government Act 1999*, and its Terms of Reference.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF THE COMMITTEE

Nil

7. OFFICER REPORTS – DECISION ITEMS

7.1 2020-2021 CEO Performance Targets Update

**Moved Mayor Jan-Claire Wisdom
S/- Cr Chris Grant**

PRP2/21

The CEO Performance Review Panel resolves that the report be received and noted.

Carried

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

7.01pm Cr Mark Osterstock left the meeting. Mayor Jan-Claire Wisdom assumed the chair.

7.2 CEO Performance Review Panel Determination and Schedule for 2021

Moved Cr Chris Grant

S/- Cr Nathan Daniell

PRP3/21

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council to undertake the 2021 CEO Performance Review using an internal process and utilise a consultant to undertake the remuneration package review.**
- 3. To adopt the 2021 CEO Performance Review Panel Internal Process and Meeting Schedule as contained in Appendix 1 with the meetings to commence at 6.00pm and the CEOPRP Presiding Member be delegated to amend the Process Schedule as required in consultation with the Administration.**

Carried

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. CONFIDENTIAL ITEMS

Nil

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held at 6.00pm on Thursday 3 June 2021 at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 7.27pm.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

In Attendance

Presiding Member

Geoff Parsons

Members

Ross Bateup

David Brown

Paul Mickan

John Kemp

In Attendance

Marc Salver

Deryn Atkinson

Vanessa Nixon

Melanie Scott

Ashleigh Gade

Doug Samardzija

Karen Savage

Director Development & Regulatory Services

Assessment Manager

Team Leader Statutory Planning

Senior Statutory Planner

Statutory Planner

Statutory Planner

Minute Secretary

1. Commencement

The meeting commenced at 6.01pm

2. Opening Statement

“Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come”.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

3. Apologies/Leave of Absence

3.1 Apologies
Nil

3.2 Leave of Absence
Nil

4. Previous Minutes

4.1 Meeting held 10 March 2021

The minutes were adopted by consensus of all members (13)

That the minutes of the meeting held on 10 March 2021 be confirmed as an accurate record of the proceedings of that meeting.

5. Presiding Member's Report
Nil

6. Declaration of Interest by Members of Panel

Paul Mickan advised that, in relation to Item 8.1, his mother is good friends with Reverend Alexander and Gillian Stevenson but he could not recall having met with them nor having had discussions with them and did not believe this to be a conflict of interest. Further, in relation to Item 8.5, he advised that he has previously worked with Kieron Barnes, who is representing Planning Studio on behalf of the applicant, at the Adelaide Hills Council approximately 15 years ago and occasionally meets on a social basis. Again, he does not believe that there is any conflict and will remain in the meeting.

Geoff Parsons also declared an interest, but not a conflict of interest, in relation to Item 8.5. The organisation he works for has a contract with Planning Studio to provide planning assessment services. He does not believe this represents a conflict of interest and will remain in the meeting and participate in the proceedings.

7. Matters Lying on the Table/Matters Deferred

7.1 Matters Lying on the Table
Nil

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

7.2 Matters Deferred

- 7.2.1 Development Application 19/210/473 by John Nitschke for change of use from store to include light industry (manufacturing) and building alterations and additions to create 7 separate tenancies, associated car parking, landscaping & earthworks and 3 x 144,000 litre water tanks in addition to the existing farming use (non-complying) at 359 Nairne Road, Woodside**

Deferred from meeting 10 March 2021

"That a decision on the matter be deferred to seek the following further information:

- 1) The nature and extent of alteration of existing use rights;*
- 2) Details of all vehicle movement manoeuvring, and number of anticipated vehicle movements in association with the storage and light industry uses;*
- 3) Details of unloading areas, location and dimensions of external storage of shipping containers and waste storage; and*
- 4) The provision of accurate floor and elevation plans detailing all new and existing openings to the building, including access to and within Store 3 and the south-eastern corner in general".*

Refer to Item 8.3 of these Minutes.

8. Development Assessment Applications – Development Act

- 8.1 Development Application 20/1302/473 by Bridgewater Inn for alterations & additions to commercial premises (hotel) including a deck (maximum height 3.5m), associated earthworks & change to licensed area plan at 387 Mount Barker Road, Bridgewater**

8.1.1 Representations

Name of Representor	Address of Representor	Nominated Speaker
Louise L'Oste-Brown	9 Lake Street Bridgewater	Did Not Attend
Reverend Alexander and Gillian Stevenson	7 St Matthew's Place Bridgewater	Gillian Stevenson
Anthony Smith & Emma Martin	384 Mount Barker Road Bridgewater	Emma Martin

Father Alfred Farrugia Adelaide Hills Catholic Parish	1 Wembley Avenue Bridgewater	Did Not Attend
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**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

8.2.2 Decision of Panel

The following was adopted by consensus of all members (15)

The Council Assessment Panel considers that the proposal is not seriously at variance with the relevant provisions of the Adelaide Hills Council Development Plan, and GRANTS Development Plan Consent to Development Application 20/1297/473 by LJJ Enterprises Pty Ltd for a Horticultural building, verandah, signage & associated earthworks at 141 Onkaparinga Valley Road Woodside subject to the following conditions:

(1) Development In Accordance With The Plans

The development herein approved shall be undertaken in accordance with the following plans, details and written submissions accompanying the application, unless varied by a separate condition:

- Amended site plan prepared by MPH dated 05/02/2021 and date stamped by Council 05/05/2021
- Elevation drawings prepared by MPH dated 05/11/2020 and date stamped by Council 30/11/2020
- Amended floor plan prepared by MPH dated 24/03/2021 and date stamped by Council 25/03/2021
- Letter prepared by Lachlan Allan dated 13 January 2021 and date stamped by Council 14/01/2021

(2) External Finishes

The external finishes to the building herein approved shall be as follows:

WALLS: Colorbond Monument or similar
ROOF: Colorbond Monument or similar

(3) Lighting

All external lighting shall be directed away from residential development and, shielded if necessary to prevent light spill causing nuisance to the occupiers of those residential properties.

(4) Soil Erosion Control

Prior to construction of the approved development straw bales (or other soil erosion control methods as approved by Council) shall be placed and secured below areas of excavation and fill to prevent soil moving off the site during periods of rainfall.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

(5) Stormwater Roof Runoff To Be Dealt With On-Site

All roof runoff generated by the development hereby approved shall be managed on-site and discharged to an on-site dam within one month of the roof being clad.

Stormwater should be managed on site with no stormwater to trespass onto adjoining properties.

(6) Horticultural Building Use

The approved horticultural building shall only be used for horticulture related storage with the maximum allowable storage of wine not exceeding 8m² of floor area. No retail or industrial activities/uses have been approved in the subject building, such as the packing, washing or grading of food produce (fruit/vegetables) or the crushing, juicing, fermenting or bottling of produce. Any such use will require a separate Development Authorisation.

NOTES

(1) Development Plan Consent Expiry

This Development Plan consent (DPC) is valid for a period of twenty four (24) months commencing from the date of the decision (or if an appeal has been commenced the date on which it is determined, whichever is later). Building rules consent must be applied for prior to the expiry of the DPC, or a fresh development application will be required. The twenty four (24) month time period may be further extended by Council agreement following written request and payment of the relevant fee.

(2) Erosion Control During Construction

Management of the property during construction shall be undertaken in such a manner as to prevent denudation, erosion or pollution of the environment.

(3) EPA Environmental Duty

The applicant is reminded of his/her general environmental duty, as required by Section 25 of the Environment Protection Act 1993, to take all reasonable and practical measures to ensure that the activities on the whole site, including during construction, do not pollute the environment in a way which causes, or may cause, environmental harm.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

- 8.3 **Development Application 19/210/473 by John Nitschke for change of use from store to include light industry (manufacturing) and building alterations and additions to create 7 separate tenancies, associated car parking, landscaping & earthworks and 3 x 144,000 litre water tanks in addition to the existing farming use (non-complying) at 359 Nairne Road, Woodside**

- 8.3.1 **Representations**
Nil

- 8.3.2 **Decision of Panel**

The following was adopted by consensus of all members (16)

The Council Assessment Panel considers that the proposal is not seriously at variance with the relevant provisions of the Adelaide Hills Council Development Plan, and seeks the CONCURRENCE of the State Commission Assessment Panel to GRANT Development Plan Consent to Development Application 19/210/473 by John Nitschke for a change of use from store to include industry (manufacturing) including building alterations & additions & car parking (non-complying) at 359 Nairne Road Woodside subject to the following conditions:

(1) Development In Accordance With the Plans

The development herein approved shall be undertaken in accordance with the following plans, details and written submissions accompanying the application, unless varied by a separate condition:

- Amended site plan drawing A6 prepared by Michael Watson Architect project number NIT004 dated 23 February 2021
- Amended floor plan drawing A7 prepared by Michael Watson Architect project number NIT004 dated 19 March 2020(2) and amended 19 March 2021
- Amended North and East elevation plan drawing A8 prepared by Michael Watson Architect project number NIT004 dated 19 March 2020(2) and amended 19 March 2021
- Amended West and South elevation plan drawing A9 prepared by Michael Watson Architect project number NIT004 dated 19 March 2020(2) and amended 19 March 2021
- Plans marked up by Phil Weaver and Associates, Figure 2 Articulated Vehicle Existing Forward Site Entry and Exit movements, Figure 3 Articulated Vehicle Future on-site Turnaround

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
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[Please Note: These minutes are unconfirmed until 5 May 2021]

(2) Shipping Containers

The number of shipping containers on the land must comply with the following criteria:

- Shipping containers shall only be associated with delivery of goods to the land
- Shipping containers shall not be used for additional storage space
- No more than three (3) shipping containers shall be kept on the land at any one time
- All shipping containers shall be unpacked and removed within 48 hours of delivery
- Shipping containers must only be placed on the hardstand area on the northern side of the building between the car parking and the building and should not inhibit safe access and egress

(3) Hours of Operation

The operating hours of the light industry and the storage tenancies shall be 8.00am to 6.00pm seven days a week.

(4) Stormwater Management – Soakage Trench

All roof run-off and surface run-off generated by the development hereby approved shall be managed on-site in accordance with the civil design to prevent trespass onto adjoining properties and to the satisfaction of Council.

The stormwater management system shall be constructed, and connected to the approved overflow (including overflow from rainwater tanks), within one month of Development Approval.

(5) Timeframe for Landscaping To Be Planted

Landscaping detailed in the amended proposed site plan from Michael Watson Architect drawing number A6 project number NIT 004 dated 23 February 2021 shall be planted in the planting season following Development Approval and maintained in good health and condition at all times. Any such vegetation shall be replaced in the next planting season if and when it dies or becomes seriously diseased.

(6) Maximum number of tenancies and further Building Works

In accordance with the plans herein approved the maximum number of tenancies shall not exceed seven (7). A separate approval will need to be sought for any changes to the approved configuration or number of tenancies.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
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63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

(7) EPA Condition

The wastewater management system must be installed and operational in accordance with the *On-site Wastewater Management Report prepared by Maxwell Consulting Engineers marked Version (A) dated 28 August 2020* and the *Stormwater and Wastewater Plan prepared by Michael Watson Architect marked Project Number NIT 004 (A11) dated 2 November 2020* within three (3) months of Development Approval being granted.

(8) Removal of Solid Waste

All solid waste including food, leaves, papers, cartons, boxes and scrap material of any kind shall be stored in a closed container having a close fitting lid. The container/s shall be stored in an area close to the building and not in the car parking area.

(9) Delivery, Collection and Waste vehicle movement

Delivery, collection and waste vehicle movements to the site shall be with the span of operating hours in condition 3 with the exception of Sundays.

(10) Commercial Lighting

Flood lighting shall be restricted to that necessary for security purposes only and shall be directed and shielded in such a manner as to not cause nuisance to adjacent properties.

(11) Gravel car parking Designed In Accordance With Australian Standard AS 2890.1:2004.

- i. All car parking spaces, driveways and manoeuvring areas shall be designed, constructed, and line-marked in accordance with Australian Standard AS 2890.1:2004. Line marking and directional arrows shall be clearly visible and maintained in good condition at all times. Driveways, vehicle manoeuvring and parking areas shall be constructed of compacted gravel prior to occupation and maintained in good condition at all times to the reasonable satisfaction of the Council; and
- ii. Car parking delineation shall occur with 3 months of Development Approval being granted.

(12) Line Marking – skip bins and shipping containers

The areas proposed for skip bins and shipping containers on site should be line marked to ensure access and egress to the building at all times. Delineation shall occur with 3 months of Development Approval being granted.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

NOTES

(1) Development Plan Consent

This Development Plan Consent is valid for a period of twelve (12) months commencing from the date of the decision (or if an appeal has been commenced, the date on which the appeal is determined, whichever is later). Building Rules Consent must be applied for prior to the expiry of the Development Plan Consent, or a fresh development application will be required. The twelve (12) month period may be further extended by written request to, and approval by, Council. Application for an extension is subject to payment of the relevant fee.

(2) Erosion Control During Construction

Management of the property during construction shall be undertaken in such a manner as to prevent denudation, erosion or pollution of the environment.

(3) Department of Environment and Water (DEW) - Native Vegetation Council

The applicant is advised that any proposal to clear, remove limbs or trim native vegetation on the land, unless the proposed clearance is subject to an exemption under the Regulations of the Native Vegetation Act 1991, requires the approval of the Native Vegetation Council. The clearance of native vegetation includes the flooding of land, or any other act or activity that causes the killing or destruction of native vegetation, the severing of branches or any other substantial damage to native vegetation. For further information visit:

[www.environment.sa.gov.au/Conservation/Native_Vegetation/
Managing native vegetation](http://www.environment.sa.gov.au/Conservation/Native_Vegetation/Managing_native_vegetation)

Any queries regarding the clearance of native vegetation should be directed to the Native Vegetation Council Secretariat on 8303 9777. This must be sought prior to Full Development Approval being granted by Council.

(4) EPA Notes

The applicant is reminded of its general environmental duty, as required by section 25 of the *Environment Protection Act 1993*, to take all reasonable and practicable measures to ensure that the activities on the whole site, including during construction, do not pollute the environment in a way which causes or may cause environmental harm:

- EPA information sheets, guidelines documents, codes of practice, technical bulletins etc. can be accessed on the following web site:
<http://www.epa.sa.gov.au>

**ADELAIDE HILLS COUNCIL
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[Please Note: These minutes are unconfirmed until 5 May 2021]

(5) Site Contamination Investigations

Council has relied on the site investigations undertaken as evidence there are no known contaminants present to prevent the site being used for residential use. There can be no complete guarantee that contaminants are not present at significant concentrations in some areas. Should site works or other research uncover additional information in relation to site contamination, persons having benefit of this authorisation may need to undertake further investigations.

(6) Additional Signage Requires Separate Development Application

A separate development application is required for any signs or advertisements (including flags and bunting) associated with the development herein approved.

- 8.4 Development Application 20/1058/473 (20/C047/473) by Kermel Pty Ltd for community title division (1 into 11), removal of 1 regulated tree (*Corymbia citriodora* – Lemon-scented Gum) & 2 significant trees (*Corymbia citriodora* – Lemon-scented Gum and *Eucalyptus globulus* – Tasmanian Blue Gum) and construction of internal roadway at 29 Kumnick Street, Lobethal

8.4.1 **Representations**

Nil

The applicant's representative, Greg Burgess (Access SDM), was invited to answer questions from the Panel.

8.4.2 **Decision of Panel**

The following was adopted by consensus of all members

(17)

The Council Assessment Panel considers that the proposal is not seriously at variance with the relevant provisions of the Adelaide Hills Council Development Plan, and GRANTS Development Plan Consent and Land Division Consent to Development Application 20/1058/473 (20/C047/473) by Kermel Pty Ltd for Community title division (1 into 11), removal of 1 regulated tree (*Corymbia citriodora* – Lemon-scented Gum) & 2 significant trees (*Corymbia citriodora* – Lemon-scented Gum & *Eucalyptus globulus* – Tasmanian Blue Gum) & construction of internal roadway at 29 Kumnick Street, Lobethal SA 5241 subject to the following conditions:

**ADELAIDE HILLS COUNCIL
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WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

Planning Conditions

(1) Development in Accordance with the Plans

The development herein approved shall be undertaken in accordance with the following plans, details and written submissions accompanying the application, unless varied by a separate condition:

- Community Division Plan Sheet 1 of 2, prepared by Access SDM, Revision A dated 21 August 2020.
- Community Division Plan Sheet 2 of 2 Version 3, prepared by Access SDM, Revision 01 dated 21 August 2020.

(2) Maintenance of Sealed Common Driveway

The surface treatment detail within the common driveway shall be maintained in good condition at all times. The common driveway shall be kept clear of obstructions at all times.

(3) Maintenance of Horizontal Driveway Clearance

A vertical clearance height of 4 metres shall be maintained at all times along the length of the common driveway, to allow for the safe access of CFS firefighting vehicles.

(4) Payment into Urban Tree Fund

Prior to Development Approval being issued, the applicant shall pay \$768.00 (8 x \$96.00) into the Urban Tree Fund, in lieu of the planting of 8 replacement trees.

(5) Prior to Development Approval

Prior to Development Approval the applicant shall submit to Council, and have approved, a driveway and crossover design including detailed civil designs to Council standards.

(6) Prior to Section 138 Clearance – Construction of Common Driveway

Prior to Section 138 Clearance the common driveway and crossover to Kumnick Street approved in Land Division Condition 1 shall be constructed. The driveway and crossover shall be constructed and maintained to the satisfaction of Council at all times.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

Planning Notes

(1) Land Division Consent

This development approval is valid for a period of three (3) years from the date of the decision notification. This time period may be further extended beyond the 3 year period by written request to, and approval by, Council prior to the approval lapsing. Application for an extension is subject to payment of the relevant fee. Please note that in all circumstances a fresh development application will be required if the above conditions cannot be met within the respective time frames.

Council Land Division Statement of Requirements

(1) Prior to Section 138 Clearance – Design of Stormwater Management Solution

Prior to Section 138 Clearance the applicant shall submit to Council and have approved a Stormwater Management Plan which includes detailed civil designs to Council standards.

(2) Prior to Section 138 Clearance – Construction of Stormwater Infrastructure

Prior to Section 138 Clearance the stormwater infrastructure approved in Land Division Condition 3 shall be constructed. The installation of stormwater management infrastructure on the development site and within the verge shall be constructed and maintained to the satisfaction of Council at all times.

(3) Prior to Section 138 Clearance – Installation of Fire Plug or Hydrant

Prior to Section 138 Clearance a fire plug or hydrant shall be installed close to the vehicle turning area along the common driveway and connected to SA Water Mains.

NOTE: It is suggested that the applicant liaise with CFS and SA Water regarding the final location and type of fire plug or hydrant installed, to ensure it meets their requirements.

(4) Prior to Section 138 Clearance – Removal of Outbuildings

Prior to Section 138 Clearance the existing buildings on the land shall be removed.

Council Land Division Notes

(1) No Tree Removal Until Development Approval Issued

No tree included in this consent may be removed nor may any site works commence until Development Approval has been received.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

(2) Property Identifiers

The property identifiers for this property are now:

Allotment 46 – 1/29 Kumnick Street
Allotment 47 – 2/29 Kumnick Street
Allotment 48 – 3/29 Kumnick Street
Allotment 49 – 4/29 Kumnick Street
Allotment 50 – 5/29 Kumnick Street
Allotment 51 – 6/29 Kumnick Street
Allotment 52 – 7/29 Kumnick Street
Allotment 53 – 8/29 Kumnick Street
Allotment 54 – 9/29 Kumnick Street
Allotment 55 – 10/29 Kumnick Street
Allotment 56 – 11/29 Kumnick Street

SCAP Land Division Statement of Requirements

(1) SA Water Requirements

The financial requirements of the SA Water Corporation shall be met for the provision of water supply and sewerage services. (SA Water H0103986)

SA Water advises on receipt of the developer details and site specifications an investigation will be carried out to determine if the connections to your development will be standard or non-standard fees.

The developer must inform potential purchasers of the community lots in regards to the servicing arrangements and seek written agreement prior to settlement, as future alterations would be at full cost to the owner/applicant.

(2) Payment into the Planning and Development Fund

Payment of \$77,610.00 into the Planning and Development Fund (10 allotment/s @ \$7,761.00/allotment). Payment may be made by credit card via the internet at www.edala.sa.gov.au or by phone (7109 7018), by cheque payable to the Department of Infrastructure and Transport marked "Not Negotiable" and sent to GPO Box 1815, Adelaide 5001 or in person, by cheque or credit card, at Level 5, 50 Flinders Street, Adelaide.

(3) Final Plan

A final plan complying with the requirements for plans as set out in the Manual of Survey Practice Volume 1 (Plan Presentation and Guidelines) issued by the Registrar General to be lodged with the State Commission Assessment Panel for Land Division Certificate purposes.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
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63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

SCAP Land Division Notes

Nil

- 8.5 **Development Application 20/714/473 (20/D031/473) by W Murdoch & J Murdoch for boundary realignment (3 into 3) at 792, 832 & Lot 65 Swamp Road, Lenswood**

- 8.5.1 **Representations**
Nil

- 8.5.2 **Decision of Panel**

The following was adopted by consensus of all members (18)

The Council Assessment Panel considers that the proposal is not seriously at variance with the relevant provisions of the Adelaide Hills Council Development Plan, and GRANTS Development Plan Consent and Land Division Consent to Development Application 20/714/473 (20/D031/473) by W Murdoch & J Murdoch for Boundary realignment (3 into 3) at 792 Swamp Road, 832 Swamp Road, and Lot 65 Swamp Road Lenswood subject to the following conditions:

Planning Conditions

- (1) **Development In Accordance With The Plans**

The development herein approved shall be undertaken in accordance with the following plans, details and written submission accompanying the application, unless varied by a separate condition:

- Amended plan of division prepared by Richard Retallack, plan number R20034MUR-01B date stamped by Council 18/02/2021
- Amended Land Application Area Layout Plan with vegetated buffer location and dimensions date stamped by Council 01/04/2021

- (2) **Maintenance of Vegetated Buffer**

The vegetated buffer established on proposed allotment 1 shall be maintained in good health and condition at all times with any vegetation replaced in the next planting season should they become diseased or die.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 APRIL 2021
63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

Notes

(1) Land Division Development Approval Expiry

This development approval is valid for a period of three (3) years from the date of the decision notification. This time period may be further extended beyond the 3 year period by written request to, and approval by, Council prior to the approval lapsing. Application for an extension is subject to payment of the relevant fee. Please note that in all circumstances a fresh development application will be required if the above conditions cannot be met within the respective time frames.

(2) Department of Environment and Water (DEW) - Native Vegetation Council

The applicant is advised that any proposal to clear, remove limbs or trim native vegetation on the land, unless the proposed clearance is subject to an exemption under the Regulations of the Native Vegetation Act 1991, requires the approval of the Native Vegetation Council. For further information visit: www.environment.sa.gov.au/Conservation/Native_Vegetation/Managing_native_vegetation

Any queries regarding the clearance of native vegetation should be directed to the Native Vegetation Council Secretariat on 8303 9777. This must be sought prior to Full Development Approval being granted by Council.

(3) Property Identifiers

The property identifiers for these properties are now:

Proposed Lot 1 - vacant land - RPA number will be allocated upon driveway approval

Proposed Lot 2 - remains 832 Swamp Road

Proposed Lot 3 - remains 792 Swamp Road

Land Division Conditions

Council Land Division Statement of Requirements

(1) Prior To Section 138 Clearance- Removal of the Orchard on Allotment 1

Prior to Section 138 clearance, the orchard on proposed allotment 1 shall be removed.

**ADELAIDE HILLS COUNCIL
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[Please Note: These minutes are unconfirmed until 5 May 2021]

(2) Prior to Section 138 Clearance - Separation Buffer

Prior to Section 138 clearance, a 10 metre separation buffer shall be established on proposed allotment 1 to the satisfaction of Council. The separation buffer shall comprise a vegetated area with a minimum width of 3 metres and a 7 metre firebreak on either side of the vegetated area. The vegetated area shall contain random plantings of a variety of fast growing and hardy tree and shrub species of differing growth habits, including at least one row of semi-mature trees. Such vegetated areas shall be in accordance with Appendix 3 of the Council's Buffers Policy dated 14 November 2017. The vegetated areas shall not include species listed in Appendix 2 of the Council's Buffers Policy (Bushland Invasive Plants).

For further information on Council's Buffers Policy refer to:
[COUNCIL-POLICY-Buffers-2017.pdf \(ahc.sa.gov.au\)](https://ahc.sa.gov.au/COUNCIL-POLICY-Buffers-2017.pdf)

SCAP Land Division Statement of Requirements

(1) Requirement For Certified Survey Plan

A final plan complying with the requirements for plans as set out in the Manual of Survey Practice Volume 1 (Plan Presentation and Guidelines) issued by the Registrar General to be lodged with the State Commission Assessment Panel for Land Division Certificate purposes.

9. **Development Assessment Applications – Planning, Development and Infrastructure Act**
Nil
10. **Development Assessment Applications – Review of Decisions of Assessment Manager**
Nil
11. **ERD Court Appeals**
Nil
12. **Policy Issues for Advice to Council**
Nil

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
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63 MOUNT BARKER ROAD, STIRLING**

[Please Note: These minutes are unconfirmed until 5 May 2021]

13. Other Business

- 13.1 The Assessment Manager provided a snapshot of the development applications received to date in the new Planning system.

14. Order for Exclusion of the Public from the Meeting to debate Confidential Matters
Nil

15. Confidential Item
Nil

16. Next Meeting
The next ordinary Council Assessment Panel meeting will be held on Wednesday 12 May 2021, with a Special meeting to be held on Wednesday 5 May 2021.

17. Close meeting
The meeting closed at 8.14pm.

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 19 APRIL 2021
36 NAIRNE ROAD WOODSIDE**

In Attendance

Members:

Cr Malcolm Herrmann	Presiding Member
Peter Brass (6.45pm)	Independent Member
David Moffatt	Independent Member
Natalie Johnston	Independent Member

In Attendance:

Peter Bice	Acting Chief Executive Officer
Lachlan Miller	Executive Manager Governance & Performance
Mike Carey	Manager Financial Services
Kira-Marie Laverty	Corporate Planning & Performance Coordinator

1. COMMENCEMENT

The meeting commenced at 6.31pm.

1.1. Acknowledgement of Country

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come.

2. APOLOGIES/LEAVE OF ABSENCE

2.1. Apology

Cr Leith Mudge

2.2. Leave of Absence

Nil

2.3. Absent

Nil

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 19 APRIL 2021
36 NAIRNE ROAD WOODSIDE**

3. MINUTES OF PREVIOUS MEETINGS

3.1. Audit Committee Meeting – 15 February 2021

Moved Natalie Johnston
S/- David Moffatt

AC12/21

That the minutes of the Audit Committee meeting held on 15 February 2021 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried Unanimously

4. Delegation of Authority

In accordance with the Audit Committee Terms of Reference, the Committee has no delegated decision-making powers. The Recommendations in Item 6.2, Draft Annual Business Plan for Consultation, and Item 6.3, Public Interest Disclosure Policy Review, are to be submitted to Council for consideration.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF AUDIT COMMITTEE

Nil

6. OFFICER REPORTS – DECISION ITEMS

6.1. Action Report & Workplan Update

Moved David Moffatt
S/- Natalie Johnston

AC13/21

The Audit Committee resolves:

1. That the report be received and noted
2. That the status of the Action Report and Work Plan be noted
3. That the Updated 2021 Audit Committee Work Plan be adopted.

Carried Unanimously

6.45pm Peter Brass joined the meeting via electronic means

**ADELAIDE HILLS COUNCIL AUDIT COMMITTEE
MINUTES OF MEETING
MONDAY 19 APRIL 2021
36 NAIRNE ROAD WOODSIDE**

6.2. Draft Annual Business Plan for consultation

Moved Natalie Johnston
S/- David Moffatt

AC14/21

The Audit Committee resolves:

1. That the report be received and noted
2. To advise Council that the Committee has reviewed the draft *Annual Business Plan 2021-22* (ABP), as contained in Appendix 1, in terms of the assumptions underpinning the Plan, its consistency with the Strategic Management Plans and the adequacy of the plans in the context of maintaining financial sustainability.
3. That, on the basis of the Committee's review, to recommend the draft ABP to Council for community consultation.

Carried Unanimously

6.3. Public Interest Disclosure Policy Review

Moved Peter Brass
S/- Natalie Johnston

AC15/21

The Audit Committee resolves:

1. That the report be received and noted
2. The Draft Public Interest Disclosure Policy be recommended to Council for consideration.

Carried Unanimously

7. NEXT MEETING

The next ordinary meeting of the Audit Committee will be held on Monday 24 May 2021 from 6.30pm at 63 Mt Barker Road, Stirling.

8. CLOSE MEETING

The meeting closed at 7.35pm.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 27 April 2021
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 18.1

Originating Officer: Lachlan Miller, Executive Manager Governance & Performance

Subject: Appointment of Advisory Group Independent Members

For: Decision

1. Appointment of Advisory Group Independent Members – 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:

- Acting Chief Executive Officer, Peter Bice
- Acting Director Infrastructure & Operations, Ashley Curtis
- 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
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.1: (Appointment of Advisory Group Independent Members) 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).

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.

3. Appointment of Advisory Group Independent Members – 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 and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the candidates have been advised of Council's decision but no later than 30 June 2021.

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.