

#### **ORDINARY COUNCIL MEETING**

#### **NOTICE OF MEETING**

To: Mayor Jan-Claire Wisdom

Со	uncillor Kirrilee Boyd
Со	uncillor Adrian Cheater
Со	uncillor Nathan Daniell
Со	uncillor Pauline Gill
Со	uncillor Chris Grant
Со	uncillor Malcolm Herrmann
Со	uncillor Lucy Huxter
Со	uncillor Leith Mudge
Со	uncillor Mark Osterstock
Со	uncillor Kirsty Parkin
Со	uncillor Louise Pascale
Со	uncillor Melanie Selwood

Notice is given pursuant to the provisions under Section 83 of the *Local Government Act 1999* that the next meeting of the Council will be held on:

Tuesday 13 May 2025 6.30pm 63 Mt Barker Road Stirling

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

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

**Greg Georgopoulos Chief Executive Officer** 



#### **ORDINARY COUNCIL MEETING**

AGENDA FOR MEETING Tuesday 13 May 2025 6.30pm 63 Mt Barker Road Stirling

#### **ORDER OF BUSINESS**

#### 1. COMMENCEMENT

#### 2. OPENING STATEMENT

2.1. Acknowledgement of Country

Council acknowledges that we meet on the traditional Country of the Peramangk and Kaurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land.

2.2. Together we will care for this place for the generations to come and in this context the decisions we make should be guided by the principle that nothing we do should decrease our children's ability to live on this land.

#### 3. APOLOGIES/LEAVE OF ABSENCE

- 3.1. Apology
- 3.2. Leave of Absence
- 3.2.1. Mayor Jan-Claire Wisdom 11 March 2025 to 10 September 2025 approved 11 March 2025
- 3.3. Absent

#### 4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 22 April 2025

That the minutes of the ordinary meeting held on 22 April 2025 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

#### 5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

#### 6. MAYOR'S OPENING REMARKS



#### 7. QUESTIONS ADJOURNED/LYING ON THE TABLE

- 7.1. Questions Adjourned
- 7.1.1 Behavioural Standards Panel Contact Officer
- 7.2. Questions Lying on the Table Nil

#### 8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
- 8.2. Deputations22 Wright Rd Crafers Nigel Richards of behalf of the residents of Wright Road.
- 8.3. Public Forum

#### 9. PRESENTATIONS (by exception)

Nil

#### 10. QUESTIONS ON NOTICE

Nil

#### 11. MOTIONS ON NOTICE

- 11.1 Congratulations to the Albanese Labor Government and Local Federal Representatives Cr Leith Mudge.
  - 1. Congratulates the Albanese Labor Government on its successful re-election in the recent Federal Election.
  - Congratulates Centre Alliance MP Rebekha Sharkie on her re-election as the Member for Mayo and acknowledges her continued service to the Adelaide Hills community.
  - 3. Congratulates Claire Clutterham on her election as the new Labor Member for Sturt and welcomes her to Federal Parliament.
  - 4. Acknowledges the continuing commitment of the Federal Government to the priorities of local government, including road infrastructure investment, climate action, health, education, and regional development.
  - 5. Notes the importance of a stable and collaborative Federal Government in delivering on long-term projects and reforms that benefit communities such as those in the Adelaide Hills Council district.
  - 6. Requests the Acting Mayor write to the Prime Minister, Rebekha Sharkie MP, Claire Clutterham MP, and other relevant Federal Members of Parliament including returned and newly elected SA Senators, conveying Council's congratulations and reaffirming our willingness to collaborate on projects of mutual benefit to the region.
  - 7. Publishes a brief congratulatory statement on the Council website and social media channels, recognising the re-election of the Federal



Government and local representatives, and their stated commitments to community-focused governance.

#### 12. ADMINISTRATION REPORTS – DECISION ITEMS

- 12.1. Station Road Woodside Proposal to enter into 99 year lease with Commissioner of Highways
  - 1. That the report be received and noted.
  - 2. That, subject to consultation with the Community in accordance with its Public Consultation Policy, Council in principle supports entering into a 99 year Lease with the Commissioner of Highways over the land described in Certificate of Title Volume 6250 Folio 934 (being more particularly the whole of Allotments 9, 10, 11, 12, 13, 14, 15, 18 and 19 in Filed Plan 159105, the whole of Allotment 6 in Deposited Plan 58584 and the whole of Allotment 2 in deposited Plan 93007) and the whole of the land comprised and described in Certificate of Title Volume 5696 Folio 19 (being more particularly the whole of Allotment 88 in Filed Plan 156723), generally comprising land adjacent Station Road, Woodside, between Tiers Road and the end of Station Road as shown in Appendix 1.
  - 3. That Council undertake community consultation with regards to its intention to enter into a 99-year Lease with the Commissioner of Highways in accordance with its Public Consultation Policy.
  - 4. That following public consultation on the proposal to enter into the 99-year Lease, a further report be brought back to Council to allow it to make a final decision on entering into a 99-year Lease with the Commissioner of Highways.
- 12.2. Attendance at the National General Assembly of Local Government 2025
  - 1. That the report be received and noted.
  - 2. To approve Acting Deputy Mayor Adrian Cheaters attendance in a representative capacity at the National General Assembly of Local Government in Canberra in June 2025 and coverage of related costs estimated at \$4,700 in accordance with the Council Member Training and Development Policy.
- 12.3. AHRWMA Draft Annual Business Plan 2025-26
  - 1. That the report be received and noted.
  - 2. To receive and note the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.
  - 3. To note that it has considered the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.



- 4. To approve the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.
- 5. That the CEO is to advise the Adelaide Hills Region Waste Management Authority Board that Council has reviewed and approved the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.

#### 12.4. Confidential Item – Renewal of Duration

- 1. To receive and note the report titled "Confidential Item Renewal of Duration" (Agenda item 12.4, 13 May 2025 Council Meeting).
- 2. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(d) of the Act:
  - The related attachment (appendix 1) of 23 August 2022, Item No. 18.4, Revised East Waste 2022-23 Annual Business Plan & Budget, 234/22 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.

On the grounds that the document(s) (or part) relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the business who supplied the information.

- 3. 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.
- 12.5. Draft Long Term Financial Plan 2026-2040 and Draft Annual Business Plan 2025-26 for Consultation
  - 1. That the Long Term Financial Plan 2026-2040 and Annual Business Plan 2025-26 Draft for Consultation report be received and noted.
  - 2. To endorse the draft Annual Business Plan 2025-26 (ABP) as contained in Appendix 1 for community consultation in accordance with Section 123 of the Local Government Act 1999, which includes a budget with an average residential rate rise of 6.2% (Adelaide CPI + 4%)
  - 3. To endorse the draft Long Term Financial Plan 2026-2040 as contained in Appendix 2 for community consultation in accordance with Section 122 of the Local Government Act 1999.
  - 4. That the CEO be authorised to:
    - a. Make any formatting, nomenclature or other minor changes to the ABP 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.

13. ADMINISTRATION REPORTS – INFORMATION IT	EMS
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Nil

- 14. CORRESPONDENCE FOR NOTING
- 15. QUESTIONS WITHOUT NOTICE
- 16. MOTIONS WITHOUT NOTICE

#### 17. REPORTS

- 17.1. Council Member Function or Activity on the Business of Council
- 17.2. Reports of Members/Officers as Council Representatives on External Organisations
- 17.3. CEO Report

#### 18. REPORTS OF COMMITTEES

18.1. Council Assessment Panel

Nil

18.2. Audit Committee

Nil

18.3. CEO Performance Review Panel

Nil

18.4. Boundary Change Committee

Nil

#### 19. CONFIDENTIAL ITEMS

- 19.1. Sustainable Infrastructure Systems (SIS) Commence winding up proceedings
- 19.2. Adelaide Hills Region Waste Management Authority Independent Chair Appointment

#### 20. NEXT MEETING

Tuesday 27 May 2025, 6.30pm, 63 Mt Barker Road, Stirling

#### 21. CLOSE MEETING

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

DATE	ТҮРЕ	LOCATION	MINUTE TAKER
	JANUARY 2025		
Wednesday 15 January	CAP	Stirling	TBA
Tuesday 28 January	Ordinary Council	Stirling	Skye Ludzay
	FEBRUARY 202	5	
Monday 3 February	Workshop	Woodside	N/A
Tuesday 11 February	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 12 February	CAP	Stirling	TBA
Monday 17 February	Audit Committee	Stirling	Lauren Jak
Tuesday 18 February	Professional Development	Stirling	N/A
Tuesday 25 February	Ordinary Council	Stirling	Skye Ludzay
	<b>MARCH 2025</b>		
Monday 3 March	Workshop	Woodside	N/A
Tuesday 11 March	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 12 March	CAP	Stirling	TBA
Tuesday 18 March	Professional Development	Stirling	N/A
Saturday 22 March	Workshop	Stirling	N/A
Tuesday 25 March	Ordinary Council	Stirling	Skye Ludzay
Wednesday 26 March	CEO PRP	Stirling	Zoë Gill
	<b>APRIL 2025</b>		
Wednesday 2 April	CEO PRP	Stirling	Zoë Gill
Monday 7 April	Workshop	Woodside	N/A
Tuesday 8 April	Ordinary Council	Stirling	Rebekah Lyons
Wednesday 9 April	CAP	Stirling	TBA
Monday 14 April	Audit Committee	Stirling	Lauren Jak
Tuesday 15 April	Professional Development	Stirling	N/A
Tuesday 15 April	Boundary Change Committee	Stirling	Georgie McKeon
Wednesday 16 April	CEO PRP	Stirling	Zoë Gill
Tuesday 22 April	Ordinary Council	Stirling	Skye Ludzay
	MAY 2025		
Monday 5 May	Workshop	Woodside	N/A
Tuesday 13 May	Ordinary Council	Stirling	Skye Ludzay
Wednesday 14 May	CAP	Stirling	TBA
Monday 19 May	Audit Committee	Stirling	Lauren Jak
Tuesday 20 May	Professional Development	Stirling	N/A
Tuesday 27 May	Ordinary Council	Stirling	Brittany Priwer
	<b>JUNE 2025</b>		
Monday 2 June	Workshop	Woodside	N/A
Tuesday 10 June	Ordinary Council	Stirling	Skye Ludzay
Wednesday 11 June	CAP	Stirling	TBA
Tuesday 17 June	Professional Development	Stirling	N/A
Tuesday 24 June	Ordinary Council	Stirling	Brittany Priwer
Wednesday 25 June	CEO PRP	Stirling	Zoë Gill

DATE	ТҮРЕ	LOCATION	MINUTE TAKER
	<b>JULY 2025</b>		
Monday 7 July	Workshop	Woodside	N/A
Tuesday 8 July	Ordinary Council	Stirling	Skye Ludzay
Wednesday 9 July	CAP	Stirling	TBA
Tuesday 15 July	Professional Development	Stirling	N/A
Tuesday 22 July	Ordinary Council	Stirling	Brittany Priwer
	<b>AUGUST 2025</b>		
Monday 4 August	Workshop	Woodside	N/A
Tuesday 12 August	Ordinary Council	Stirling	Skye Ludzay
Wednesday 13 August	CAP	Stirling	TBA
Monday 18 August	Audit Committee	Stirling	Lauren Jak
Tuesday 19 August	Professional Development	Stirling	N/A
Tuesday 26 August	Ordinary Council	Stirling	Brittany Priwer
	SEPTEMBER 202	5	
Monday 1 September	Workshop	Woodside	N/A
Tuesday 9 September	Ordinary Council	Stirling	Skye Ludzay
Wednesday 10 September	CAP	Stirling	TBA
Tuesday 16 September	Professional Development	Stirling	N/A
Tuesday 23 September	Ordinary Council	Stirling	TBA
	OCTOBER 2025		
Tuesday 7 October (Public	Workshop	Woodsido	N/A
Holiday)	Workshop	Woodside	N/A
Wednesday 8 October	CAP	Stirling	TBA
Tuesday 14 October	Ordinary Council	Stirling	Skye Ludzay
Monday 20 October	Audit Committee	Stirling	Lauren Jak
Tuesday 21 October	Professional Development	Stirling	N/A
Tuesday 28 October	Ordinary Council	Stirling	TBA
	<b>NOVEMBER 202</b>	5	
Monday 3 November	Workshop	Woodside	N/A
Tuesday 11 November	Ordinary Council	Stirling	Skye Ludzay
Wednesday 12 November	CAP	Stirling	TBA
Monday 17 November	Audit Committee	Stirling	Lauren Jak
Tuesday 18 November	Professional Development	Stirling	N/A
Tuesday 25 November	Ordinary Council	Stirling	TBA
	<b>DECEMBER 202</b>	5	
Monday 1 December	Workshop	Woodside	N/A
Tuesday 9 December	Ordinary Council	Stirling	Skye Ludzay
Wednesday 10 December	CAP	Stirling	TBA

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

## **Community Forums 2025**

## 6.00 for 6.30pm

(dates and venues to be confirmed)

DATE	LOCATION
Tuesday 29 April 2025	Uraidla Football Club

## **Council Member Attendance 2025**

## **Information or Briefing Sessions**

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
3 Feb 25 (WS)	F	AP	F	F	AP	F	AP	F	F	F	F	AP	F
18 Feb 25 (WS)	Р	AP	F	F	F	Р	АР	F	LOA	F	F	F	F
3 Mar 25 (WS)	F	F	F	F	F	F	F	AP	AP	F	F	AP	F
11 Mar 25 (WS)	LOA	F	F	F	LOA	Α	F	F	AP	AP	Р	F	F
18 Mar 25 (WS)	LOA	F	F	F	LOA	F	AP	F	Р	F	F	F	F
22 Mar 25 (WS)	LOA	F	F	F	LOA	F	AP	F	F	F	F	F	F
7 Apr 25 (WS)	LOA	AP	F	F	F	F	F	F	AP	F	F	AP	F
15 Apr 25 (WS)	LOA	F	F	F	AP	F	АР	F	А	F	F	F	F
5 May 25 (WS)	LOA	F	F	F	Р	Р	АР	Α	AP	F	F	Р	F

## **Council Member Attendance 2025**

## **Council Meetings (including Special Council Meetings)**

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
28 Jan 25	AP	F	AP	AP	F	LOA	F	AP	F	F	F	F	F
11 Feb 25	F	AP	LOA	F	F	F	F	F	AP	F	F	F	LOA
25 Feb 25	AP	F	F	F	F	F	F	F	LOA	F	F	LOA	F
11 Mar 25	LOA	F	F	F	LOA	F	F	F	AP	AP	F	F	F
25 Mar 25	LOA	F	F	F	LOA	F	F	F	F	F	F	F	F
8 Apr 25	LOA	LOA	F	F	F	F	F	F	AP	F	F	F	F
22 Apr 25	LOA	LOA	F	F	F	F	F	LOA	AP	F	F	AP	F

## **Conflict of Interest Disclosure Form**



#### **CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS**

Mantine News 1.1			Date:	
Meeting Name (plea	se tick one)			
Ordinary Council			Audit Committee	
Special Council			<b>Boundary Change Committee</b>	
CEO Performance Re	eview Panel 🗆		Other:	
Item No Ite	em Name:			
	(Only o	one conflict of in	terest entry per form)	
I, Mayor / Cr			have identified a conflict	of interest as:
	GENERAL □		MATERIAL □	
at a meeting of the counciline directly or indirectly and of the meeting.  The nature of my counciline are the meeting of the council of the	cil if a class of persons a whether of a personal confideration of the c	as defined in s75(1) or pecuniary natur	council has a material conflict of interest in a ma )(a-l) in the Act would gain a benefit, or suffer a e) depending on the outcome of the consideration rest is direct or indirect and personal or pecur	loss, (whether ion of the matter at
		rest in the follo		
	my conflict of inte in the meeting (ple		owing transparent and accountable wanted in the countable was details below)	ay:
☐ I intend to <b>stay</b>	in the meeting (ple	ease complete	details below)	ay:
☐ I intend to stay ☐ I intend to stay	in the meeting (ple	ease complete o		

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

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

## 8. DEPUTATIONS

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

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

## 8.3 PUBLIC FORUM

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 13 May 2025 AGENDA BUSINESS ITEM

Item: 7.1.1

Responsible Officer: Zoë Gill

**Executive Governance Officer** 

Office of the CEO

Subject: Behavioural Standards Panel Contact Officer

For: Decision

#### **SUMMARY**

This report provides an amended *Behavioural Management Policy* to designate the CEO or their delegate, as the Behavioural Standards Panel Contact Officer. This will ensure clear, efficient, and accountable communication with the Panel.

Currently, the policy does not specify a Behavioural Standards Panel Contact Officer.

#### **RECOMMENDATION**

#### **Council resolves:**

- 1. That the report be received and noted.
- 2. To appoint the Chief Executive Officer or their delegate, as the Behavioural Standards Panel Contact Officer and to amend the *Behavioural Management Policy* accordingly.
- 3. With an effective date of 20 May 2025, to revoke the current *Behavioural Management Policy* and to adopt the revised *Behavioural Management Policy* as per Appendix 1.
- 4. For the avoidance of doubt, this resolution does not revoke resolution 28/25 (28 January 2025 Council Meeting).
- 5. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the *Behavioural Management Policy*.

#### 1. BACKGROUND

On 28 January 2025, Council resolved that administration were to report to Council by end of March 2025 on permanently appointing a Behavioural Standards Panel Contact Officer under the *Behavioural Management Policy* (confidential resolution 28/25, 28 January 2025).

In accordance with the resolution, a revised *Behavioural Management Policy* has been drafted for Council's consideration. The revised policy stipulates that the CEO, or their delegate, will serve as the Behavioural Standards Panel Contact Officer. For specific amendments, see the "Additional Analysis" section below and *Appendix 1 (amendments in track changes)*.

Council initially considered this report at the 8 April 2025 Council meeting. At that meeting Cr Selwood moved, and Cr Cheater seconded, a different resolution than the one recommended by Administration:

Moved Cr Melanie Selwood S/- Cr Adrian Cheater Council Resolves:

- That the report be received and noted.
- To appoint the Executive Governance Officer as the Behavioural Standards Panel Contact Officer and to amend the Behavioural Management Policy accordingly.
- With an effective date of 9 April 2025, to revoke the current Behavioural
   Management Policy and to adopt the revised Behavioural Management Policy as per
   Appendix 1 with the following changes:
  - To replace 'CEO' as the Behavioural Standards Panel Contact Officer with 'Executive Governance Officer' wherever it occurs.
  - Include in section 5, where the Executive Governance Officer is unavailable, the contact officer will be another delegate appointed by the CEO.
- For the avoidance of doubt, this resolution does not revoke resolution 28/25 (28
  January 2025 Council Meeting).
- That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Behavioural Management Policy.

Council resolved to adjourn the question until the first meeting in May to enable the CEO to obtain further information for Council:

#### FORMAL MOTION

Moved Cr Malcolm Herrmann S/- Cr Adrian Cheater

123/25

The question be adjourned until the first meeting in May to enable the CEO to obtain further information regarding how other Councils determined their Behavioural Standards Panel contact officer.

Carried
Carried

Under the *Code of Practice for Meeting Procedures* and regulation 14(d) a motion that has been adjourned must be resumed at the point of interruption. The following members had spoken on the motion: Cr Selwood, Cr Cheater, Cr Huxter, Cr Osterstock, Cr Pascale, and Cr Grant. These members can not speak again on the motion, unless the debate is reset.

#### 2. ANALYSIS

#### Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective 02 Operate with integrity using best practice governance processes.

Priority 02.4 Review and renew protocols for communication and work between the

administration and elected body.

#### Legal Implications

Section 262B of the *Local Government Act 1999* (the Act) requires Councils to adopt a Behavioural Management Policy, outlining how behaviour complaints will be managed in alignment with the legislative framework.

Section 262F of the Act establishes the Behavioural Standards Panel (the Panel). Under s262N the Panel may publish practice directions. Practice Direction 3 – Inquiry Process refers to "the person authorised by the council to produce certain documents or records". Currently Council has not authorised a person to produce documents and records to the Panel.

There are no identified legal implications arising from the proposed amendments.

#### **Risk Management Implications**

The amendments will assist to mitigate the risk of:

Poor governance practices leading to a loss of stakeholder confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (SC)	Low (3E)	Low

#### Financial and Resource Implications

Not applicable

#### Customer Service and Community/Cultural Implications

Not applicable

#### Sustainability Implications

Not applicable

#### Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: Not Applicable
Council Workshops: Not Applicable
Advisory Groups: Not Applicable

External Agencies: Not Applicable Community: Not Applicable

#### Additional Analysis

The Behavioural Standards Panel plays a critical role in ensuring the integrity and accountability of council members. As an independent statutory authority, the Panel has broad powers to impose sanctions where breaches of behavioural standards occur.

Efficient and structured communication between the Council and the Panel is essential to ensure timely and effective complaint resolution. The Panel's Practice Direction 3 – Inquiry Process refers to "the person authorised by the council to produce certain documents or records".

Currently, the *Behavioural Management Policy* does not prescribe a specific role within the council administration for the Behavioural Standards Panel Contact Officer. This omission may create uncertainty regarding responsibility and accountability for managing communication with the Panel.

Clause 5 of the current policy (highlighted section) refers to the Behavioural Standards Panel Contact Officer as follows:

#### 5. Responsibilities

The Deputy Mayor, or the person responsible for managing complaints is responsible under this Policy to:

- Perform the tasks bestowed upon the person responsible for dealing with a complaint pursuant to this Policy
- In consultation with the CEO, facilitate access to resources to support impacted parties and resolve the concerns raised in a timely manner prior to the matter becoming serious, or escalating to a formal complaint.
- In consultation with the CEO, engage external resources to assist with investigation and resolution of matters.

The CEO (or delegate) is responsible under this Policy to:

- manage the administrative receipt, acknowledgement, record keeping and allocation of a complaint lodged in accordance with this Policy
- facilitate access to external resources to support the resolution of complaints lodged in accordance with this Policy.

The Behavioural Standards Panel Contact Officer (appointed by the council) is responsible under this Policy to:

- comply with any lawful request of the Panel for information related to a matter under consideration.
- receive and respond to notices relating to matters under consideration by the Panel.

Where the Behavioural Standards Panel Contact Officer is not the CEO, the Contact Officer should keep the CEO informed of the status of matters under consideration by the Panel.

The proposed amendment (to highlighted section of clause 5) is as follows:

The Behavioural Standards Panel Contact Officer (the CEO, or their delegate) is responsible under this Policy to:

- Comply with any lawful request of the Panel for information related to a matter under consideration
- Receive and respond to notices relating to matters under consideration by the Panel.

Where the Behavioural Standards Panel Contact Officer is not the CEO, the Contact Officer should keep the CEO informed of the status of matters under consideration by the Panel.

By formally designating the CEO, or their delegate, as the Contact Officer, the Council will:

- Enhance procedural clarity by ensuring a designated officer is responsible for all correspondence with the Panel
- Improve administrative efficiency
- Ensure consistency and compliance with the legislative framework by having a clear point of contact who is well-versed in regulatory and procedural requirements.

The Administration have undertaken a thorough analysis of the Behavioural Management Policies of South Australia's 18 metropolitan councils in response to Councils 8 April 2025 adjournment. The policies reveal a mixed approach to appointing a Behavioural Standards Panel (BSP) Contact Officer as outlined in the table below.

#### **Table: Councils' BSP Contact Officer**

No	Council	Response
1	City of Adelaide	Council appointed by resolution that the Behavioural Standards
		Panel Contact Officer is the <b>CEO</b> . However, this is not written into
		policy.
2	City of Burnside	Council has determined that the Behavioural Standards Panel
		Contact Officer is the <b>CEO</b> who has sub-delegated to a number of
		other staff members.
3	City of Holdfast Bay	Council appointed by resolution the Manager Strategy and
		<b>Governance</b> as the Behavioural Standards Panel Contact Officer.
4	City of Mitcham	Council appointed by resolution the <b>General Manager</b>
		Organisational & Community Development as the Behavioural
		Standards Panel Contact Officer.
5	City of Port	Council appointed by resolution the <b>Team Leader Governance</b> as the
	Adelaide Enfield	Behavioural Standards Panel Contact Officer.
6	City of Prospect	Our Behavioural Management Policy is based on the LGA model
		document and the section regarding the Behavioural Standards
		Contact Officer mirrors the text in the LGA version
		Neither the LG Act nor the Behavioural Standards themselves
		specify that "Council" must appoint a Contact Officer, so we haven't
		taken this to be something that needs to be resolved by Council.
		From a practical standpoint, we take it case-by-case, though
		generally the Contact Officer will be <b>Team Leader Governance</b> .

7	City of Salisbury	Council appointed by resolution the <b>Manager Governance</b> as the Behavioural Standards Panel Contact Officer. However, the policy has not yet been updated.
8	City of Unley	No response received.
9	City of Officy	No BSP contact officer listed in the policy. CCC's response and
	Campbelltown	Agenda report focussed on the person responsible for managing the complaint.
10	City of Onkaparinga	The Behavioural Standards Panel Contact Officer for the City of Onkaparinga is the <b>Manager Governance</b> for matters referred to the Behavioural Standards Panel.
11	Town of Gawler	"The Behavioural Standards Panel Contact Officer (appointed by the Council through this Policy as the <b>Team Leader Governance</b> ) is responsible under this Policy to"
12	City of Norwood	The General Manager of Governance and Civic Affairs (or their delegate) has been appointed by the Council to perform the function. In the event the <b>General Manager, Governance &amp; Civic Affairs</b> is unable to perform this role for any reason, then the Chief Executive Officer, in consultation with the Mayor, will appoint a suitably qualified person to undertake the role, which may include an external Consultant.
13	City of Tea Tree Gully	Council appointed the contact officer for matters referred to the Behavioural Standards Panel, which includes:  · General Manager Corporate Services  · Manager Corporate Governance  · Coordinator, Governance
14	City of Playford	Council appointed the <b>Manager Governance</b> as the designated as the Behavioural Standards Panel (BSP) Contact Officer.
15	City of Marion	Council has appointed the <b>CEO</b> or the Manager, Office of the <b>CEO</b> as the Contact Officer.
16	City of West Torrens	Council endorsed policy refers to the contact officer as the "person appointed by the CEO" and latter states that the contact officer is the General Manager Communities.
17	Town of Walkerville	Council endorsed policy appoints the <b>HR/WHS Coordinator</b> as the BSP Contact Officer.

Advice was sought from Kelledy Jones Lawyers in relation to the appointment of a BSP Contact Officer. The advice provided from Kelledy Jones includes:

- It is only in exceptional and unusual circumstances that a council seeks to make a staff member appointment 'around' the CEO who, of course, has legislative responsibilities for all staff of the Council, responsibilities which are not circumvented by the integrity framework of the *Local Government Act 1999* or otherwise.
- The CEO has the responsibility and power to give directions to the staff which clearly and always will prevail over any Council policy appointment. To this extent, the proposal to appoint the Executive Governance Officer is of no legal or practical effect because whether or not they can act as the contact person for the Behavioural Standards Panel, will be subject to the CEOs discretion (it might even be considered that such an appointment is to be viewed as *ultra vires*)

• Even in the remote circumstances that a CEO has a personal interest in a matter being referred to and/or dealt with by the Behavioural Standards Panel, there are statutory duties at section 120 of the Local Government Act 1999 to deal with that instance and which require the CEO to act accordingly. Such circumstances are not only unique and unusual but they will ensure that the CEO appoints another officer to act in his/her office for that matter — and such appointment is solely a matter for the CEO. An appointment of this nature is a matter for the discretion of the CEO or, otherwise, should fall to the person who is acting in the stead of the CEO because of the identified interest. Appointing the Executive Governance Officer would cut across these considerations and can be considered to be an unnecessary, unreasonable and unlawful fetter on the powers of the CEO in relation to what is, clearly, an administrative function

Taking into consideration this advice, Council's approach to delegations and sub-delegations (based on professional development provided by Norman Waterhouse Lawyers), and the varied approaches of other Councils, the Administration recommends that the Chief Executive Officer should be appointed as the BSP Contact Officer. This would allow them to delegate as necessary, as they would for all other delegable matters.

#### 3. OPTIONS

Council has the following options:

- I. To receive and note the report and appoint the CEO, or their delegate, as the Behavioural Standards Panel Contact Officer under the *Behavioural Management Policy* and to amend the *Behavioural Management Policy* accordingly. (Recommended)
- II. To receive and note the report and not amend the *Behavioural Management Policy*. (Not Recommended)
- III. To receive and note the report and make other amendments to the *Behavioural Management Policy*. (Not Recommended)

#### 4. APPENDICES

(1) The Behavioural Management Policy with proposed amendments in track changes.

Appen	dix
The Behavioural Management Policy with pro amendments in track co	opose
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# Council Policy

Behavioural Management



## **COUNCIL POLICY**



## **BEHAVIOURAL MANAGEMENT**

Policy Number:	CM -01
Responsible Department(s):	Governance & Performance
Relevant Delegations:	As per the Delegations Register and as detailed in this Policy
Other Relevant Policies:	Nil
Relevant Procedure(s):	Nil
Relevant Legislation:	Local Government Act 1999
Policies and Procedures Superseded by this policy on its Adoption:	Council Member Conduct Policy
Adoption Authority:	Council
Date of Adoption:	As per Government Gazette No.79, 17 November 2022
Effective From:	4 March 2025
Minute Reference for Adoption:	25 February 2025 Res 77/25
Next Review:	At the end of the Council term (November 2026) or as required by legislation or changed circumstances.

## **Version Control**

Version No.	Date of Effect	Description of Change(s)	Approval
1.0	17/11/22	Mandated policy as gazetted on 17 November 2022	Council - Res 317/22
2.0	25/02/25	Replacement of "Mayor" with "Deputy Mayor" and other minor changes in clauses 4.1, 4.4, and 5, as per the requirements of resolution 430/24.	Council – Res 77/25
3.0	25/03/25	Amendment of Section 5 (Responsibilities) of the policy to specify the Behavioural Standards Panel Contact Officer.	Council – Res XX/25

#### BEHAVIOURAL MANAGEMENT POLICY

## 1. Purpose

This Policy has been prepared and adopted pursuant to section 262B of the *Local Government Act* 1999 (the Local Government Act).

This Behavioural Management Policy forms part of the Behavioural Management Framework for council members and sets out the approach to the management of complaints about the behaviour of council members. It sets out the process to be adopted where there has been an alleged breach of the Behavioural Standards for Council Members, this Behavioural Management Policy and/or any Behavioural Support Policy adopted by the Council (the behavioural requirements).

## 2. Glossary

**Behavioural Management Framework** – comprises four components:

- The legislative framework within which all council members must operate;
- The *Behavioural Standards for Council Members*, determined by the Minister for Local Government, which apply to all council members in South Australia;
- The mandatory Behavioural Management Policy (this document) relating to the management of behaviour of council members and adopted pursuant to section 262B of the Local Government Act;
- Optional Behavioural Support Policy (or policies) designed to support appropriate behaviour by council members and adopted pursuant to section 75F of the Local Government Act.

**behavioural requirements** – in this document refers collectively and individually to the *Behavioural Standards for Council Members*, the *Behavioural Management Policy* and any *Behavioural Support Policies* adopted by the Council.

**Behavioural Standards for Council Members** – established by the Minister for Local Government, and published as a notice in the SA Government Gazette, specifying standards of behaviour to be observed by members of councils; and providing for any other matter relating to behaviour of members of councils.

**frivolous** – includes without limitation, a matter of little weight or importance, or lacking in seriousness.

*misbehaviour* – is defined in section 262E of the *Local Government Act 1999* as:

- a) A failure by a member of a council to comply with a requirement of the council under section 262C(1); or
- b) A failure by a member of a council to comply with a provision of, or a requirement under, the council's behavioural management policy; or
- c) A failure by a member of a council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1

*person responsible for managing the complaint* means, subject to any resolution of the Council to the contrary –

- a) the Deputy Mayor;
- b) if the complaint relates to or involves the Deputy Mayor:
  - i. an elected member selected by the CEO, taking into account perceived conflicts of interest, apprehended bias, and other matters;
  - ii. Should it not be appropriate for the CEO to select an elected member (such as if they have a conflict of interest), an elected member selected by the Executive Governance Officer, taking into account perceived conflicts of interest, apprehended bias, and other matters

c) .

**repeated misbehaviour** – is defined in section 262E of the *Local Government Act 1999* as a second or subsequent failure by a member of a council to comply with Chapter 5 Part 4 Division 2 (Ch 5-Members of council, Pt 4-Member integrity and behaviour, Div 2-Member behaviour)

**serious misbehaviour** – is defined in section 262E of the *Local Government Act 1999* as a failure by a member of a council to comply with section 75G (Health and safety duties)

**trivial** – includes without limitation, a matter of little worth or importance; that is trifling; or insignificant.

**vexatious** – includes a matter raised without reasonable grounds or for the predominate purpose of causing annoyance, delay or detriment, or achieve another wrongful purpose

## 3. Principles

Nothing in this Policy is intended to prevent council members from seeking to resolve disputes and complaints in a proactive, positive and courteous manner before they are escalated.

The following principles will apply:

- Where a council member considers there has been behaviour that is inconsistent with the
   behavioural requirements, a council member may, in appropriate circumstances, seek to
   respectfully and constructively raise this issue with the member concerned, without the
   need to lodge a complaint under this Policy;
- If a matter proceeds to a complaint, all council members will continue to comply with the procedures set out in this Policy and support the person responsible for managing the complaint;
- a consistent approach to the assessment, investigation and resolution of complaints will be adopted to facilitate timely and efficient resolution and minimisation of costs;
- Where required, Council may engage the assistance of skilled advisors and support persons in the assessment, investigation and resolution of complaints and avoid adopting an unreasonably legalistic approach.
- ongoing training and relevant resources will be provided to all council members to ensure
  they have the skills and knowledge necessary to perform their role in accordance with the
  behavioural requirements and the Local Government Act 1999.
- Training and relevant support will be provided to persons with specific obligations under this Policy to facilitate the management, reporting and resolution of complaints alleging a breach of the *behavioural requirements*.

Council will manage complaints under this Policy with as little formality and technicality and with as much expedition as the requirements of the matter and the Local Government Act allow and with proper consideration of the matter. Council is not bound by rules of evidence but will inform itself in the manner considered most appropriate given the nature of the complaint.

## 4. The Complaint Management Process

This Policy sets out the procedures for dealing with an allegation of a breach of the **behavioural requirements** applying to council members. These procedures do not apply to complaints about council employees or the council as a whole.

A complaint made in accordance with this Policy must be lodged within 6 months of the behaviour that is inconsistent with the **behavioural requirements** occurring. A decision may be made to accept a complaint lodged more than 6 months after the behaviour that is inconsistent with the **behavioural requirements** occurring on a case-by-case basis, at the discretion of the person responsible for managing the complaint.

Community members can lodge a complaint with the Council in accordance with this Policy but cannot lodge a complaint directly with the Behavioural Standards Panel.

#### 4.1. Dispute versus Complaint

It is important to distinguish between a dispute and a complaint. A dispute is generally a difference of opinion or disagreement between two parties. It may involve a heated discussion or some other unsatisfactory exchange between parties but may not amount to conduct inconsistent with the **behavioural requirements**. Ideally disputes will be handled directly by the parties involved and will not escalate to a complaint requiring action (even informal action) under this Policy. The Deputy Mayor (or another person) may play a role in facilitating a resolution to a dispute.

This Policy is intended to deal with matters where conduct is alleged to have been inconsistent with the behavioural requirements, rather than where members of council have differences of opinion, even when robustly put.

#### 4.2. Confidentiality

Complaints made in accordance with this Policy will be managed on a confidential basis until such a time as they are required to be reported to Council in a public meeting in accordance with this Policy or are otherwise lawfully made public or disclosed.

Access to information relating to complaints and information about complaints will be limited to parties to the complaint and individuals with a responsibility within the complaint handling process or as otherwise provided for within this Policy<sup>1</sup>.

A person who has access to information about a complaint (including the complainant and the person complained about) must not directly, or indirectly disclose to any person (including to a council member) that information except:

- For the purpose of dealing with the complaint
- Where required by law
- For the purpose of obtaining legal advice or legal representation, or medical or psychological assistance from a medical practitioner, psychologist or counsellor
- Where the disclosure is made to an external party, investigating the complaint, or mediator/ conciliator engaged in accordance with this Policy

<sup>&</sup>lt;sup>1</sup> There are circumstances in the *Work Health and Safety Act 2012* where information must be disclosed, for example where the health and safety of an employee is at risk.

• Where the information has been made public in accordance with this Policy or this Policy otherwise authorises or requires the disclosure of the information.

This is not to be confused with formal consideration at a Council Meeting of any matter arising from application of this Policy. Items presented to Council must be assessed on a case-by-case basis in accordance with the requirements of section 90 of the *Local Government Act 1999*.

A complainant may request their identity be kept confidential from the person complained about. This does not constitute an anonymous complaint. The person responsible for managing the complaint will consider such requests on a case-by-case basis, having regard to any applicable legal requirements.

#### 4.3. Stages of Action

This Policy has three distinct stages to the approach that will be taken to address complaints about the behaviour of Council Members:

- Part 1: Informal Action: Where the matter can be resolved directly between the parties.
- Part 2: Formal Action: Where the matter cannot be resolved using informal action and a formal process of consideration is required.
- Part 3: Referrals to the Behavioural Standards Panel: the circumstance under which the Mayor, the Council or other authorised person(s) will make a referral.

#### 4.4. Part 1: Informal action

Council encourages informal resolution of concerns regarding behaviour alleged to be contrary to the *behavioural requirements*. A person may therefore consider raising the matter directly with the council member concerned.

Alternatively, a person may raise their concern with the Deputy Mayor on an informal basis. If the concerns relate to or involve the Deputy Mayor the person may raise the matter with the person responsible for managing complaints under this Policy.

If the Deputy Mayor or person responsible for managing the complaint considers that access to resources to support impacted parties and facilitate early resolution of the matter should be provided, the Deputy Mayor or person responsible for managing the complaint will request the CEO to facilitate access to relevant resources. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

#### 4.4.1. Record keeping

Where the Deputy Mayor or person responsible for managing the complaint addresses the matter through informal action, a record should be made setting out:

- Details of the complainant
- Details of the person complained about
- A summary of the matter
- A summary of actions taken in response
- Details of agreed actions (if any)

If informal action does not successfully resolve the matter, the record may be made available to an investigation process as provided for under this Policy or to the Behavioural Standards Panel.

#### 4.5. Part 2: Formal action

This Part sets out the process for formal action in response to a complaint regarding the behaviour of council members and addresses the manner in which a complaint will be:

- Received
- Assessed
- Investigated
- Resolved
- Recorded

A complaint made under the Behavioural Management Policy must:

- Be received in writing. Subject to an alternative resolution of the Council, a complaint should be marked with "Confidential Council Member Complaint" and forwarded to the relevant email or physical address as published on the Council's website.
- Provide the name of the council member who has allegedly breached the *behavioural* requirements, the name and contact details of the complainant, the name and contact details of the person submitting the complaint (if different to the complainant) and the name and contact details of any witnesses or other persons able to provide information about the complaint.
- Be specific (including identifying the *behavioural requirements* the complainant alleges have been breached)
- Provide as much supporting evidence as possible to assist an investigation, including the
  grounds and circumstances of the complaint (e.g. where, when, impact of the behaviour,
  actions taken to try to resolve the issue, relevant records or documents)
- Identify the outcome being sought
- Be lodged within six (6) months of the alleged conduct occurring on the basis that it is
  important to address alleged breaches of behavioural requirements in a timely manner
  (with discretion provided to the person responsible for managing the complaint to allow a
  longer time limit to apply in particular cases. This will be assessed on a case-by-case basis).

#### 4.5.1. Receipt of a Complaint

This step is an administrative process undertaken by the CEO or delegate:

- receipt
- initial acknowledgement
- record keeping; and
- allocation of the matter to the person responsible for managing the complaint.

The CEO or delegate does not undertake an assessment of the merits of the complaint.

Receipt of the complaint will be acknowledged within 2 business days or as soon as reasonably practicable and a copy of this Policy will be provided to the person making the complaint.

The complaint should be directed to the person responsible for managing the complaint in accordance with this Policy.

A complainant may withdraw their complaint at any stage.

#### 4.5.2. Initial complaint assessment

An initial assessment is not an investigation or adjudication of a complaint and no findings as to the merits of the complaint will be made at this stage.

#### Step 1

The person responsible for managing the complaint will undertake an assessment of it to determine whether the content of the complaint relates to the *behavioural requirements* and whether the conduct occurred in the context of the council member carrying out their official functions and duties.

In undertaking the assessment, the person responsible for managing the complaint will have regard to the following matters<sup>2</sup>:

- the person that is making the complaint (or on whose behalf the complaint has been made) has a sufficient interest in the matter
- the complaint is trivial, frivolous or vexatious or not made in good faith
- the complaint has been lodged with another authority
- the subject matter of the complaint has been or is already being investigated by the Council or another body
- it is unnecessary or unjustifiable for the Council to deal with the complaint
- the council has dealt with the complaint adequately.

#### Step 2

If the person responsible for managing the complaint considers the matter warrants further consideration, the person complained about should be advised that a complaint has been received and is undergoing an initial assessment in accordance with this Policy. They should be provided a summary of the matter, at a sufficient level of detail, to understand the nature of the allegations and enable them to provide a preliminary response. This may be achieved by a discussion between the person responsible for managing the complaint and the person complained about, taking into account the principles of this Policy. The person complained about may have a support person present during any discussions.

The person complained about should be given a reasonable opportunity, but no more than ten business days, to provide a response to support the initial assessment. The person responsible for managing the complaint may provide a longer period of time for provision of a response at their discretion. The person responsible for managing the complaint should have regard to any response provided in determining the action resulting from the initial assessment.

#### **Action from initial assessment**

The person responsible for managing the complaint will determine what action will result from the initial assessment. A matter may proceed to formal consideration under this Policy, unless there are grounds to take one of the following actions pursuant to section 262B(2)(b):

- refusing to deal with the complaint<sup>3</sup>
- determining to take no further action

<sup>&</sup>lt;sup>2</sup> The person responsible for managing the complaint will also have regard to whether the council has obligations to report the matter to either the Local Government Association Mutual Liability Scheme (LGAMLS) or the Local Government Association Workers Compensation Scheme (LGAWCS), pursuant to the Rules of those Schemes and council's agreement with those bodies.

<sup>&</sup>lt;sup>3</sup> Section 270(4a)(a)(i) of the *Local Government Act 1999* precludes a review of a decision to refuse to deal with the complaint.

- referring to an alternative resolution mechanism or to propose training for relevant parties (e.g. facilitated discussion, provision of training, mediation, arbitration, conflict resolution, etc.)
- referring the matter to another body or agency (e.g., the Ombudsman SA or the Behavioural Standards Panel)

The outcome of the initial assessment will be advised to the complainant and person complained about in writing as far as is permitted by law.

#### Refusing to deal with the complaint/Determining to take no further action

Where the person responsible for managing the complaint makes a decision not to proceed with formal consideration of the matter the following steps should be taken:

- the complainant must be provided written reasons explaining the decision<sup>4</sup>
- the person complained about should be provided with a brief summary of the complaint and the reasons for not proceeding.
- a record of these steps and the decision not to proceed should be made.

Whilst a matter may not proceed, the person responsible for managing the complaint may discuss the issues informally with the parties and identify strategies to build skills, facilitate positive relationship development and reduce the likelihood of repeat occurrences.

#### Decision to refer to alternative resolution mechanism

The person responsible for managing the complaint may form the view that the optimal way to deal with the complaint is to implement an alternative resolution mechanism such as facilitated discussion, mediation, arbitration, conflict resolution or training.

The person responsible for managing the complaint should discuss the use of a proposed alternative resolution mechanism with the complainant and the person complained about to determine whether there is support for this approach.

If so, the person responsible for managing the complaint should request the CEO take steps to facilitate access to appropriate internal or external support (not being for the purposes of obtaining legal advice) for parties to the complaint. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

The complainant and the person complained about should be provided written confirmation of the alternative resolution mechanism to be used for the purposes of resolving the complaint.

#### Decision to refer to another body or agency

Where the person responsible for managing the complaint makes a decision to refer the matter to another body or agency the person will follow any direction from that body or agency regarding what information is to be provided to the complainant and the elected member complained about regarding the referral.

#### Decision to proceed to formal consideration

Where the person responsible for managing the complaint makes a decision to proceed to formal consideration the following steps should be taken:

 the person complained about should be provided with a copy of this Policy, contact details of the person responsible for managing the complaint and a summary document setting out:

<sup>&</sup>lt;sup>4</sup> Section 262D, Local Government Act 1999

- the specific provision(s) of the *behavioural requirements* alleged to have been breached; and
- the circumstances where this breach is alleged to have occurred.
   In circumstances where the complainant has not requested their identity be kept confidential, a copy of the complaint may be provided in full.
- the complainant should be advised of the decision to proceed and the contact details of the person responsible for managing the complaint.

#### 4.5.3. Formal consideration

Where a decision to formally consider the complaint has been made the person responsible for managing the complaint will determine how to proceed:

- The person responsible for managing the complaint may determine that they are the appropriate person to formally consider the complaint; or
- The person responsible for managing the complaint may determine to engage a third party to formally consider the complaint, for example:
  - o an investigator who will report to the person responsible for managing the complaint; or
  - o an external service provider with skills relevant to the matter who will report to the person responsible for managing the complaint.

If the person responsible for managing the complaint determines a third party should be engaged, they will request the CEO to facilitate engagement of an appropriate service provider. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

The person responsible for managing the complaint will advise both the complainant and the person complained about that they are able to have a support person accompany them during discussions relating to the complaint.

It is the expectation of Council that both the complainant and the person complained about will cooperate with any such process to consider the complaint and, if requested, participate in meetings in a timely manner.

Failure by the elected member complained about to comply with this requirement may be taken into account when considering the actions to be taken under section 262B(2)(e) of the Local Government Act and may constitute grounds for referral to the Behavioural Standards Panel for misbehaviour.

Further consideration by the person responsible for managing the complaint (or the third party engaged), may (at the discretion of that person) involve:

- explore the complaint with the complainant and the person who is the subject of the complaint
- speaking with other persons who have been nominated by the parties to have observed the behaviour
- speaking directly with witnesses to the conduct complained about
- requesting the provision of information or documents relevant to the investigation, which may include access to audio or video recordings of meetings.

During the formal consideration of a matter appropriate records should be kept by the person responsible for managing the complaint.

#### 4.5.4. Report

The person responsible for managing the complaint (or the third party engaged) should ensure a report is prepared summarising the matter and setting out their findings, conclusions and recommendations. The report should set out:

- Allegations made in the complaint
- Summary of evidence to which the investigation had regard
- Findings
- Conclusions
- Recommendations

A report will generally include a recommended action for the parties to consider and/or participate in such as, but not limited to the imposition of sanctions as per the Local Government Act:

- Discussions with parties to the complaint to seek agreement
- Formal mediation if not already undertaken
- Conciliation
- Arbitration
- Education and further training

A copy of the draft report should be provided to the parties to the complaint who should be given a reasonable opportunity, but no more than ten business days, to make submissions in relation to the draft report. The person responsible for managing the complaint (or the third party engaged) may provide a longer period of time for lodgement of submissions to the draft report at their discretion. The person responsible for managing the complaint (or the third party engaged) should have regard to any submissions made in preparing a final report.

#### Outcome - No breach found

Where the finding is that no breach of the **behavioural requirements** has occurred, a final report should be prepared by the person responsible for managing the complaint (or third party engaged) and provided to the complainant and the person complained about.

The complaint will remain confidential in accordance with the requirements of this Policy, except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled<sup>5</sup> at the next practicable Council meeting. If no such request is received, no further action will be taken.

#### Outcome – agreed actions (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the complainant and the person complained about<sup>6</sup> agree to a path for resolution, that agreement will be documented including matters such as:

- actions to be undertaken
- responsibility for completing actions
- timeframes for completion of actions
- what will occur if there is a repeat of the behaviours complained about
- monitoring arrangements for completion of actions

<sup>&</sup>lt;sup>5</sup> Note that the complainants identity may need to be redacted

<sup>&</sup>lt;sup>6</sup> Where the conduct complained about is not raised by the person directly affected by the conduct it will usually be appropriate to discuss the proposed resolution with that person prior to finalising agreement. This is intended to apply in a circumstance where the 'victim' is not the complainant to provide them a reasonable opportunity to have input into the resolution

- what will occur if the actions aren't completed
- confirmation that the matter is considered resolved.

The agreement reached will be made in writing, including a commitment by parties to the complaint to abide by the agreement (which may be by electronic means). A copy of the agreement will be retained by each party and a copy held in Council records.

The complaint will remain confidential in accordance with the requirements of this Policy except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled<sup>7</sup> at the next practicable Council meeting. The matter must be reported in the Council's Annual Report which must contain the information required by the regulations<sup>8</sup>.

#### Outcome – no agreed action (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter a final report should be presented to Council for determination. The person responsible for managing the complaint should request the CEO to include the final report in the Council Agenda as soon as practicable.

#### 4.5.5. Actions of Council

Where the parties are not able to agree on an approach to resolve the matter, the matter will be provided to Council for determine the actions to be taken which may include:

- taking no further action;
- passing a censure motion in respect of the member;
- requiring the member to issue a public apology (in a manner determined by the Council)
- requiring the member to undertake a specified course of training or instruction;
- removal or suspension from one or more offices held in the member's capacity as
  a member of the Council or by virtue of being a member of the Council but not
  the office of Member of the Council.

If Council determines to take action, a report on the matter must be considered at a meeting open to the public<sup>9</sup>.

Where Council determines to take no further action, the complainant will be advised of this along with reasons, which may include:

- a) the ground that, having regard to all the circumstances of the case, it is unnecessary or unjustifiable for the council to deal with or continue to deal with the complaint;
- b) the ground that the subject matter of the complaint has been or is already being investigated, whether by the council or another person or body; or
- c) the ground that the council has dealt with the complaint adequately.

In making a determination under section 262C(1) Council should be reasonably prescriptive about the manner and time periods in which the action must be completed. Section 262E defines a failure to comply with a requirement of the council under 262C(1) as 'misbehaviour' which may result in a referral to the Behavioural Standards Panel.

<sup>&</sup>lt;sup>7</sup> Note that the complainants identity may need to be redacted.

<sup>8</sup> Schedule 4(1)(d), Local Government Act 1999

<sup>&</sup>lt;sup>9</sup> Section 262C(2), Local Government Act 1999

The matter must be reported in the Council's Annual Report which must contain the information required by the regulations<sup>10</sup>.

#### 4.6. Behavioural Standards Panel

The Behavioural Standards Panel is an independent statutory authority consisting of three members and has powers to impose sanctions on council members who breach the **behavioural requirements**.

In accordance with section 262Q of the *Local Government Act 1999* a complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour may be made to the Panel by certain persons as set out below. The Panel's jurisdiction arises in the circumstances set out below:

Legislative definition	Plain language explanation	
misbehaviour means—  (a) a failure by a member of a council to comply with a requirement of the council under section 262C(1); or  (b) a failure by a member of a council to comply with a provision of, or a requirement under, the council's behavioural management policy; or  (c) a failure by a member of a council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1;	Misbehaviour means: (a) a council member fails to take the action required by council; or (b) a council member fails to comply with this policy; or (c) a council member fails to comply with an agreement reached pursuant to this policy	
repeated misbehaviour means a second or subsequent failure by a member of a council to comply with Chapter 5 Part 4 Division 2;	behavioural requirements	
serious misbehaviour means a failure by a member of a council to comply with section 75G.	A breach of health and safety duties (including sexual harassment) as set out in section 75G of the Local Government Act 1999	

A complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour by a member of council may be referred to the Panel by<sup>11</sup>:

- A resolution of the council;
- the Mayor; or
- at least 3 members of the council
- Responsible person under 75G direction not to attend meeting.

<sup>&</sup>lt;sup>10</sup> Schedule 4(1)(d), Local Government Act 1999

<sup>&</sup>lt;sup>11</sup> Section 262Q, Local Government Act 1999

#### **Behavioural Standards Panel Contact Officer**

Council must appoint a person as the contact officer for matters referred to the Behavioural Standards Panel. The contact officer is responsible for the provision of information to and receipt of notice from the Behavioural Standards Panel. For the purposes of this policy, the Behavioural Standards Panel Contact Officer will be the Chief Executive Officer, or their delegate.

# 5. Responsibilities

The Deputy Mayor, or the person responsible for managing complaints is responsible under this Policy to:

- Perform the tasks bestowed upon the person responsible for dealing with a complaint pursuant to this Policy
- In consultation with the CEO, facilitate access to resources to support impacted parties and
  resolve the concerns raised in a timely manner prior to the matter becoming serious, or
  escalating to a formal complaint.
- In consultation with the CEO, engage external resources to assist with investigation and resolution of matters.

The CEO (or delegate) is responsible under this Policy to:

- manage the administrative receipt, acknowledgement, record keeping and allocation of a complaint lodged in accordance with this Policy
- facilitate access to external resources to support the resolution of complaints lodged in accordance with this Policy.

The Behavioural Standards Panel Contact Officer (the Chief Executive Officer, or their delegate) appointed by the council) is responsible under this Policy to:

- comply with any lawful request of the Panel for information related to a matter under consideration.
- receive and respond to notices relating to matters under consideration by the Panel.

Where the Behavioural Standards Panel Contact Officer is not the CEO, the Contact Officer should keep the CEO informed of the status of matters under consideration by the Panel.

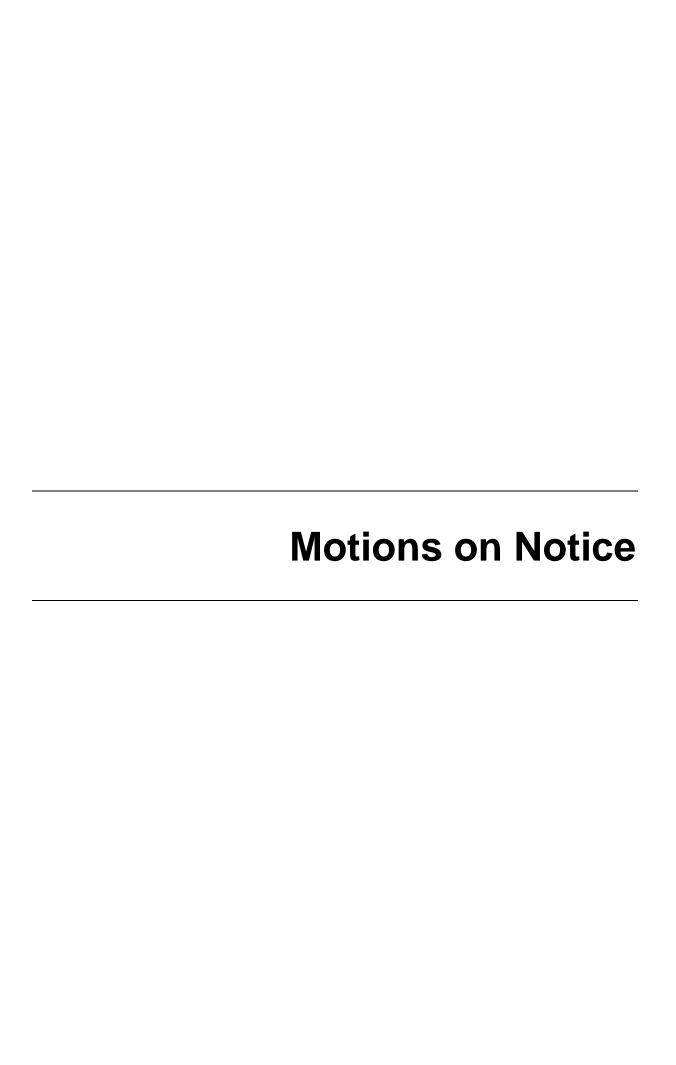
# 6. Related Legislation

Independent Commission Against Corruption Act 2012

Local Government Act 1999

Ombudsman Act 1972

Public Interest Disclosure Act 2018



# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 AGENDA BUSINESS ITEM

Item: 11. Motion on Notice

Originating from: Cr Leith Mudge

Subject: Congratulations to the Albanese Labor Government and Local

**Federal Representatives** 

#### 1. MOTION

#### I move that Council:

- 1. Congratulates the Albanese Labor Government on its successful re-election in the recent Federal Election.
- Congratulates Centre Alliance MP Rebekha Sharkie on her re-election as the Member for Mayo and acknowledges her continued service to the Adelaide Hills community.
- 3. Congratulates Claire Clutterham on her election as the new Labor Member for Sturt and welcomes her to Federal Parliament.
- 4. Acknowledges the continuing commitment of the Federal Government to the priorities of local government, including road infrastructure investment, climate action, health, education, and regional development.
- 5. Notes the importance of a stable and collaborative Federal Government in delivering on long-term projects and reforms that benefit communities such as those in the Adelaide Hills Council district.
- 6. Requests the Acting Mayor write to the Prime Minister, Rebekha Sharkie MP, Claire Clutterham MP, and other relevant Federal Members of Parliament including returned and newly elected SA Senators, conveying Council's congratulations and reaffirming our willingness to collaborate on projects of mutual benefit to the region.
- 7. Publishes a brief congratulatory statement on the Council website and social media channels, recognising the re-election of the Federal Government and local representatives, and their stated commitments to community-focused governance.

# 2. BACKGROUND

The 2025 Federal Election has returned the Albanese Labor Government to office for a second term. This result reflects the Australian public's support for the Government's policy platform, including continued investment in sustainable infrastructure, regional and community resilience, and responsible climate and environmental stewardship.

Locally, Rebekha Sharkie MP was re-elected as the Member for Mayo, reaffirming the community's trust in her representation. Additionally, Claire Clutterham was elected as the Labor Member for Sturt, bringing fresh representation to that electorate. Both members are expected to play key roles in advancing the interests of the Adelaide Hills and surrounding regions.

The Federal Government's stated commitments align with the goals of Adelaide Hills Council, particularly in areas such as local road infrastructure, telecommunications, disaster preparedness, and environmental sustainability.

Through this motion, the Council affirms its intent to engage constructively with the re-elected Government and local Federal representatives, to ensure the priorities and needs of Adelaide Hills residents are effectively represented.

#### 3. OFFICER'S RESPONSE – Zoë Gill, Executive Governance Officer

# > Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective 04 Engage and advocate for our communities

Priority 02.01 Advocate on behalf of the community to represent its needs and views

with relevant stakeholders and decision makers.

#### Legal Implications

Not applicable.

# Risk Management Implications

This motion may assist in mitigating the risk of:

Poor intersectoral and intergovernmental relations leading to a loss of opportunities

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

There are many other controls in place to mitigate this risk.

#### Financial and Resource Implications

Not applicable.

### Customer Service and Community/Cultural Implications

There is a community expectation that Local Government will engage constructively with other tiers of Government.

# Sustainability Implications

Not applicable.

# > Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

External Agencies: Not Applicable

Community: Not Applicable

#### 4. ANALYSIS

The Federal election was held on the 3 May 2025 with a Labor re-election declared later that evening.

Rebekha Sharkie MP was re-elected as the Member for Mayo. Part of the Adelaide Hills Council area falls within the electorate of Mayo. Claire Clutterham was elected as the Labor Member for Sturt. Part of the Adelaide Hills Council area falls within the electorate of Sturt.

Council has a responsibility to develop strong intergovernmental relations with relevant stakeholders and there is a community expectation that Councils engage with local representatives to work collaboratively.

Should Council resolve as proposed the administration does not foresee any impediment to actioning the motion and will be available to facilitate correspondence and make the proposed website and social media updates in a timely manner.

Members may wish to consider if they must declare a conflict of interest for this item.

#### 5. APPENDICES

Nil



# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 AGENDA BUSINESS ITEM

Item: 12.1

Responsible Officer: Greg Georgopoulos

**Chief Executive Officer** 

**Environment and Infrastructure** 

Subject: Station Road Woodside – proposal to enter into 99-year Lease

with Commissioner of Highways

For: Decision

#### **SUMMARY**

The purpose of this report is to seek Council's approval to enter into a 99-year Lease (as Lessee) with the Commissioner of Highways (Lessor) over land at Woodside that is commonly known as Woody Trails, or the Woodside BMX track land, at Station Road Woodside.

A plan showing the Land subject to the draft Lease is provided as **Appendix 1.** A copy of the draft Lease is provided as **Appendix 2**.

#### **RECOMMENDATION**

#### Council resolves:

- 1. That the report be received and noted.
- 2. That, subject to consultation with the Community in accordance with its Public Consultation Policy, Council in principle supports entering into a 99 year Lease with the Commissioner of Highways over the land described in Certificate of Title Volume 6250 Folio 934 (being more particularly the whole of Allotments 9, 10, 11, 12, 13, 14, 15, 18 and 19 in Filed Plan 159105, the whole of Allotment 6 in Deposited Plan 58584 and the whole of Allotment 2 in deposited Plan 93007) and the whole of the land comprised and described in Certificate of Title Volume 5696 Folio 19 (being more particularly the whole of Allotment 88 in Filed Plan 156723), generally comprising land adjacent Station Road, Woodside, between Tiers Road and the end of Station Road as shown in Appendix 1.
- 3. That Council undertake community consultation with regards to its intention to enter into a 99-year Lease with the Commissioner of Highways in accordance with its Public Consultation Policy.
- 4. That following public consultation on the proposal to enter into the 99-year Lease, a further report be brought back to Council to allow it to make a final decision on entering into a 99-year Lease with the Commissioner of Highways.

#### 1. BACKGROUND

The community has been actively using the space at Station Road Woodside for some 50 years, despite Council not owning the land.

Members of the Woodside community have been in occupation of the "Woody Trails" site at Station Road Woodside since at least the 1970s. The land is former rail corridor land owned by the State Government. In the 1970s the community group slowly took occupation of the site by working together to put a BMX track on the site, and over the years have continued to use the land not just as a cycle track but as a community garden, community meeting space and event space. Over time the group has led the improvements to the space with community working bees and obtaining grants and donations for improvements to planting and landscaping, walking paths, signage and seating at the site, as well as continual improvements to the cycle track that has existed at the site for some 50 years.

In 1983 the (then) District Council of Onkaparinga entered into a License Agreement with the Commissioner of Highways for use of the Station Road Woodside land for community purposes. The License term was ongoing, noting that the Minister could provide three months' notice to terminate the agreement at any time. The land was to be used as a BMX track, for stock agistment and for vehicle parking. The previous License agreement was written in such a way that if Council wished to undertake any improvement on the land, it would require permission from the Commissioner of Highways. The explicit notation of land uses (BMX track, stock agistment and car parking) has precluded any other uses on the site.

Currently, the Love Woodside Group "oversee" improvements on the land. The Group is active in the community hosting some events throughout the year and undertaking many activities to improve the site for the local and wider community benefit. The site is popular with locals and visitors to the Woodside area year-round.

In recent years, there has been increased advocacy from the community for physical improvements to the site. This prompted dialogue with the State Government about seeking approval for improvements. The State then commenced a process to consider the future of the land, i.e. whether or not it was required for government or community purposes.

Following extensive advocacy from Council, community members and the Member for Kavel, the State Government agreed in principle to retain ownership of the land and enter into a long-term lease with the Council.

The Administration has been in discussions with representatives from the Department for some 18 months over terms of a proposed long-term lease, and the draft Lease is now in a state to present to Council for its consideration.

Council staff have kept community representatives from Love Woodside up to date with the negotiations with the State government. The Group has been involved in the discussions and kept informed around the terms of the draft Lease. The community group is satisfied with the broad terms of the Agreement if Council wishes to move forward with entering into the 99-year Lease.

#### 2. ANALYSIS

## > Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your place, your space
Goal 2 A thriving, safe and welcoming community

Objective CW2 Enrich, empower and support connected communities

Priority CW2.2 Support community groups and community-led initiatives that achieve

wellbeing outcomes

Strategic Plan 2024 – Your place, your space Goal 1 Natural Environment

Objective NE5 Improve landscape character and amenity value on Council managed

land

Priority NE5.3 Maintain parks and reserves to be fit for purpose and enhance

liveability.

#### Legal Implications

Under Section 193 of the *Local Government Act 1999*, all local government land (except roads) that is owned by a Council or under the Council's care, control and management is taken to have been classified as community land unless it has been excluded from the classification. In this case, the land is classified as Community Land and the relevant provisions in the *Local Government Act 1999* will apply.

It is noted that the Woody Trails land has not been included on Council's existing Community Land Register or within a Community Land Management Plan. This may be because the land was not owned by Council or formally under Council's care, control and management but under a License arrangement.

It is recommended that as part of Council's decision to enter into a Lease over the Land, that Council consider including the land in its Community Land Register and also preparing a stand-alone Community Land Management Plan for the site. The Community Land considerations would be included in the Council report following community consultation on the proposed 99-year Lease.

#### Risk Management Implications

Entering into the 99-year lease with the Commissioner of Highways will result in Council taking on responsibility for the care and control of Station Road Woodside. The financial risks associated with this as discussed in the financial and resource implications of this report.

Entering into the lease would assist in mitigating the risk of:

Failing to identify Council owned or occupied open space reserves that include historic and cultural aspects to the standard sought by the community, leading to a loss of faith from community associations managing parks which can lead to a halt in community enthusiasm to develop and maintain historic and cultural aspects.

Inherent Risk	Residual Risk	Target Risk
High (2B)	Low (2d)	Low (2d)

The Council has an extensive history of securing the tenure of sites for community use, either through direct ownership or by arrangement with the Crown. Given the community ownership of the site over the last 40 years or so, it is considered that the community expectation is that Council will continue to support the activities on the site in the longer term.

## Financial and Resource Implications

It is considered that there are four (4) financial considerations associated with the proposal as follows:

- (1) Council to pay rates/taxes;
- (2) Council to construct the Amy Gillett extension;
- (3) Ongoing maintenance/management costs, and
- (4) Ongoing Asset Management considerations

#### Council to pay rates/taxes

In relation to rates and taxes, after communication with the Department for Infrastructure and Transport, Emergency Services Levy is minimal (\$200 per annum) and SA Water rates currently stand at approximately \$3,700 per annum. It is understood that no further rates or taxes would apply to the property.

# Council to construct the Amy Gillett extension

In relation to the Amy Gillett Bikeway, the agreement requires minor works at the northern end, and it is anticipated that Council can undertake these works within existing operating budgets. The estimated costs for the works are approximately \$10,000.

### Ongoing maintenance/management costs

Under the existing 1983 License Agreement, Council currently undertakes some maintenance at the site including topping up footpath and parking areas with gravel (\$1,500 per annum), and garden bed maintenance including weed control and mulching (\$6,500 per annum). Maintenance of the bike track is currently not funded or budgeted for. A quotation has been received for maintenance of the bike track and jumps to meet classification service and safety levels for the site for approximately \$12,000 per annum.

Taking into account rates, taxes and general day to day maintenance, estimated costs associated with maintenance required for the site in its existing state is summarised below:

Expenditure item (operating)	Cost per annum
Emergency Services Levy	\$200
SA Water rates	\$3,700
Footpath/parking maintenance	\$1,500
Garden maintenance/weed control	\$6,500
Bike track maintenance	\$12,000
Total annual expenses (approx.)	\$23,900 per annum

Funds have been set aside in the 2025/2026 draft budget for the bike track maintenance sum of \$12,000. The other costs would be absorbed from existing budgets.

#### Ongoing Asset Management considerations

For accounting purposes, the land will be treated as "Land" in the accounting records, rather than as a "Right of Use" asset. Despite the lease agreement legal ownership is retained by the Commissioner of Highways. The terms and conditions of the lease (particularly the lease term) confer the risks and rewards of ownership of the land to Council. This includes the ability to derive the majority of the future economic benefits from the asset.

Noting the above, Council would need to apply a "book value" to the land as part of taking on the asset. This will be accounted as "Physical resources received free of charge" in the financial statements and will be brought to account at the value which the Department for Instructure and Transport are holding the asset. The asset information has been sought from the Department for Infrastructure and Transport and they have advised that the land has a written down value on its asset register of \$690,000.

It should be noted that whilst the land will be recorded as a "book value" this is for accounting purposes and will not have any impact on the overall capital or operating budgets.

On a regular and frequent basis, the land will be subject to revaluation. Any change in the value of the land will be reflected as part of "Other Comprehensive" income.

# Community expectations around future capital investment

It is considered that the biggest financial risk is that if Council accepts a 99-year tenure over the land, there is likely to be a greater community expectation for Council to invest in the site. This could be through requests for infrastructure upgrades at the site such as shelters, public toilets and other typical open space requests. It is suggested that it be made clear to community groups that Council does not presently have a budget for any upgrades into the site for some time and that any future requests would be considered as part of its Annual Business Plan and Budget processes and its Long-Term Financial Plan.

## Customer Service and Community/Cultural Implications

During the Lease negotiations with the Department of Infrastructure and Transport, Council staff have met with representatives from the Love Woodside Group to keep them informed of discussions, providing them with details of the Lease clauses and agreement in principle of relevant items.

It is understood that the Woodside Commerce Association has prepared a Master Plan for Woodside which includes the Woody Trails site on Station Road. Should Council wish to proceed with the recommendation to undertake community consultation on the 99-year Lease proposal, direct engagement would be undertaken with the Woodside Commerce Association.

#### Sustainability Implications

Not applicable.

#### Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: Not Applicable
Council Workshops: Not Applicable
Advisory Groups: Not Applicable

External Agencies: Department of Infrastructure and Transport (DIT)

Community: Love Woodside community group

#### Additional Analysis

A copy of the draft Lease is provided as Appendix 2.

The key terms of the draft Lease are as follows:

#### Basic lease terms

- 1. The land subject to the Lease is similar (but not exactly the same) as the land that was subject to the 1983 License Agreement.
- 2. The land extends from the junction of Tiers Road/Station Road Woodside to the road carriageway turnaround area north of Langbein Avenue/Station Road Woodside as per the map attached as *Appendix 1*.
- 3. The Lease term is 99 years from the commencement date (upon signing of the Agreement).
- 4. The rental is \$1.10 per annum (inclusive of GST) if demanded by the Lessor.
- 5. Council is to be responsible for outgoings which will include SA Water and Emergency Services Levy which were previously not payable.
- 6. The "permitted use" is for "civic, municipal and community purposes for the public, including but not limited to such community purposes as the operation of a BMX track, council depot operations, a public bikeway and community gardens".
- 7. The premises are not able to be used for commercial or business purposes.

## Permissions required from the Lessor

- 8. Council is no longer required to seek permission from the Lessor for minor improvements to the land such as seating, drinking fountains, minimal landscaping and benches. As a general rule if a Development Application is required, Council is required to seek approval from the Department as Lessor.
- 9. Council could choose to sub-lease the land in the future to the Community group or another party if it chooses to, subject to approval from the Lessor.

#### Access to private land at 22 Langbein Avenue Woodside

10. At present, the Lessor has an arrangement with the neighbour to the north providing a driveway access into their premises at 22 Langbein Avenue Woodside. Upon commencement of the new Lease, this Agreement will be severed with the private property owner and Council will be required to enter into a sub-lease whereby the owner of the land can retain a driveway access

over the northern allotment of land leading into their property. This is in the vicinity of the Amy Gillett Bikeway extension (see Item 11 below) for the existing driveway which provides access to the owner of 22 Langbein Avenue Woodside. The Administration are of the view that this is a reasonable request and can be accommodated and have already met with the property owner. A plan showing the driveway access point is provided below.

Access to 22 Langbein Avenue Woodside



Driveway access to 22 Langbein Avenue Woodside

#### Condition precedent

11. In exchange for granting the 99-year Lease, the department has sought Council's commitment, at its cost and expense, to realign the pathway at the northern end of the land connecting with the Amy Gillett pathway, during the first twelve (12) months of the Lease.

#### Early termination and compensation for same

- 12. Whilst the lease is for a 99-year term, at any time during the term of the lease the Lessor may terminate the Lease early <u>only if</u> the land is required by the Lessor for road construction or future rail transport purposes.
- 13. If the land is acquired during the first twenty (20) years of the Lease, then the Lessor will compensate Council for the depreciable value of the assets on the land.
- 14. The above clause at (13) above allows Council to invest in the land particularly in the first 20 years of the Lease without concern as it will be reasonably compensated for its investments in the land during this time.

#### **Environmental matters**

15. As the land was formerly used as a rail corridor, in 2022 and 2023 staff made enquiries with the Department (lessor) regarding any site contamination on the land. The Department furnished Council staff with significant environmental reports on the land, and staff engaged an independent consultant to review those reports and provide advice as to whether the proposed uses (community and depot purposes) is suitable for the level of contamination on the land. It has been confirmed through the independent assessment that there are only two minor areas at the site where caution should be used when planting or eating produce from the land. This is considered reasonable and has been communicated with representatives from Love Woodside.

A copy of Council's independent review of the Environmental status of the land is provided as **Appendix 3** to this report. A copy of the environmental report has also been provided to Love Woodside.

Noting the main terms of the Lease highlighted herein, it is considered that the (in principle) agreed and negotiated terms and conditions, together with Council's due diligence relating to the environmental conditions of the land, have mitigated risks to the extent that they are now minimal.

# Proposal to undertake community consultation on the Lease proposal

Whilst the Local Government Act does not strictly require Council to undertake public consultation when entering into a Lease such as the one proposed (with Council as Lessee), given the long-term nature of the proposed Lease arrangements it is considered prudent to seek feedback from the community on the proposed Lease arrangements.

Accordingly, prior to making its decision on whether or not to enter into the 99-year lease with the Commissioner of Highways, it is recommended that Council undertake public consultation with the Community on the proposed Lease arrangements in accordance with Council's Public Consultation Policy.

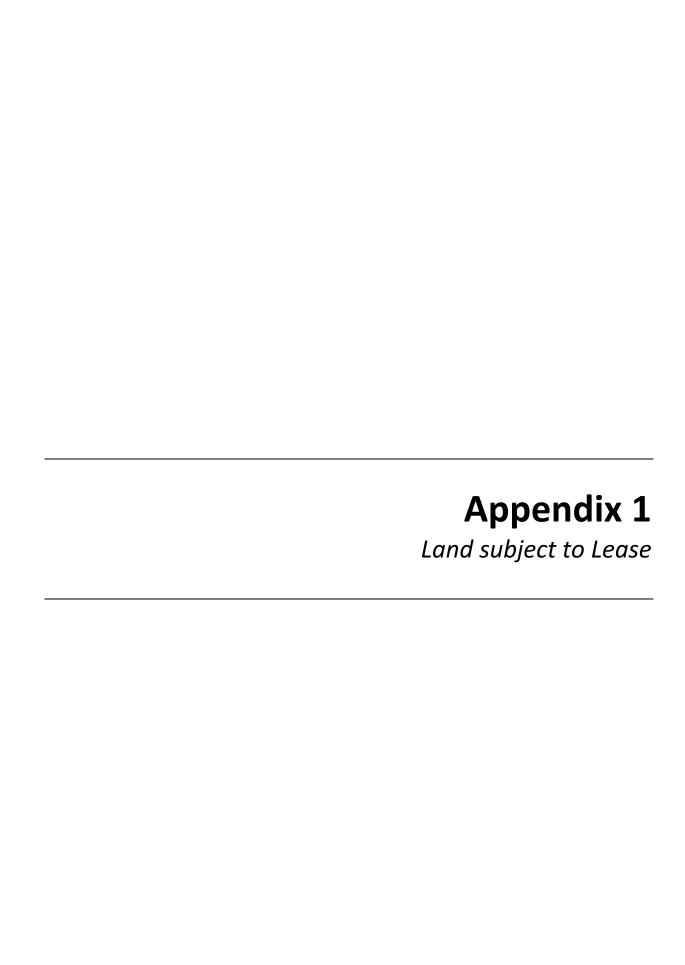
#### 3. OPTIONS

Council has the following options:

- That (subject to community consultation) Council agrees in principle with the proposal to enter into a 99-year Lease with the Commissioner of Highways for the Woody Trails Land (Recommended)
- II. That Council agrees to undertake community engagement on the proposal to enter into a 99-year Lease with the Commissioner of Highways (Recommended).
- III. That Council does not enter into a 99-year Lease with the Commissioner of Highways for the Woody Trails Land (Not Recommended)

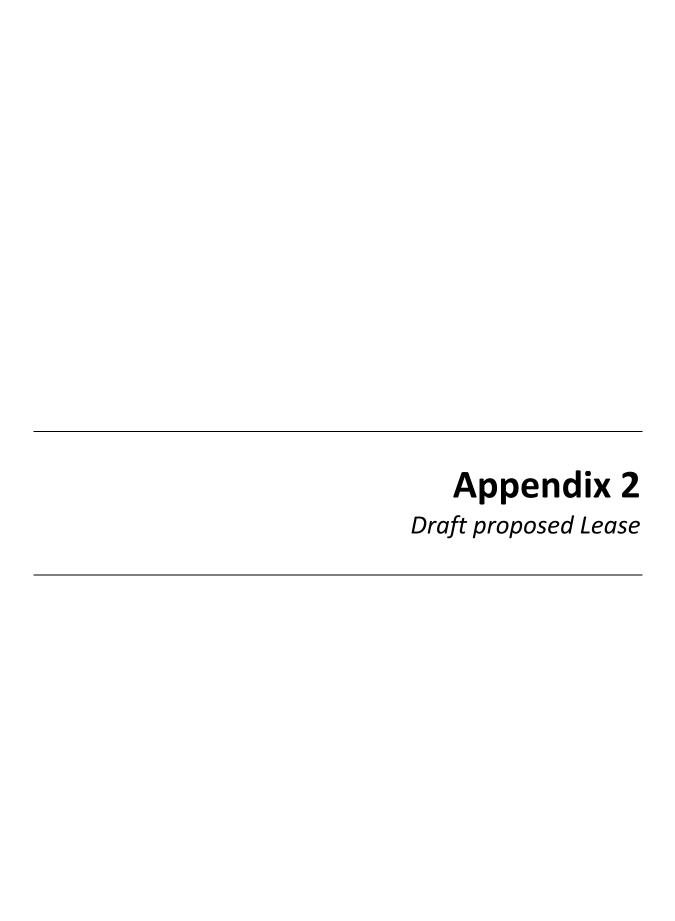
#### 4. APPENDICES

- (1) Land subject to Lease
- (2) Draft proposed Lease
- (3) Environmental report



Appendix 1 – Woodside DIT Lease - proposed Lease area





SERIES NO

# LANDS TITLES REGISTRATION OFFICE

SOUTH AUSTRALIA

# **LEASE**

FORM APPROVED BY THE REGISTRAR-GENERAL

PRIORITY NOTICE ID

				AGENT CODE
LODGED BY:				
CORRECTION .	TO:			
SUPPORTING (COPIES ONLY	DOCUMENTATION )	LODGED	WITH	INSTRUMENT
1				
2				
3				
1				

PREFIX

CORRECTION	PASSED
CONTRACTION	17.0025
REGISTERED	
REGIOTERED	
	REGISTRAR GENERAL

# **LEASE**

**PRIVACY COLLECTION STATEMENT**: The information in this form is collected under statutory authority and is used for the purpose of maintaining publicly searchable registers and indexes. It may also be used for other authorised purposes in accordance with Government legislation and policy requirements.

#### LAND DESCRIPTION

That portion of the land comprised and described in Certificate of Title Volume 6250 Folio 934 (being more particularly the whole of Allotments 9, 10, 11, 12, 13, 14, 15, 18 and 19 in Filed Plan 159105, the whole of Allotment 6 in Deposited Plan 58584 and the whole of Allotment 2 in Deposited Plan 93007) and the whole of the land comprised and described in Certificate of Title Volume 5696 Folio 19 (being more particularly the whole of Allotment 88 in Filed Plan 156723), being more particularly that area bounded and coloured in blue on the plan annexed hereto as Attachment A.

#### **ESTATE & INTEREST**

Fee Simple.

**LESSOR** (Full name and address)

**COMMISSIONER OF HIGHWAYS** a body corporate pursuant to the *Highways Act 1926* (SA) of 83 Pirie Street, Adelaide SA 5000.

LESSEE (Full name, address and mode of holding)

**ADELAIDE HILLS COUNCIL** a body corporate pursuant to the *Local Government Act 1999* (SA) of 63 Mount Barker Road, Stirling SA 5152.

#### **TERM**

#### **NINETY NINE (99) YEARS**

COMMENCING ON the Date of this Lease (as defined at clause 1.1.4 of this Lease).

AND

EXPIRING ON the Ninety Ninth (99th) anniversary of the Date of this Lease

together with the right of renewal set out in clause 5.8 (if any).

#### **RENT AND MANNER OF PAYMENT** (or other consideration)

\$1.10 (GST inclusive) per annum, if demanded by the Lessor and such rent is only payable if demanded by the Lessor.

#### IT IS CONVENANTED BY AND BETWEEN THE LESSOR AND THE LESSEE as listed herein:

(Covenants, where not deposited, to be set forth on insert sheet(s) and securely attached)

OPERATIVE CLAUSE *Delete the inapplicable
The Lessor LEASES TO THE LESSEE the land described and the LESSEE ACCEPTS THIS LEASE of the land for the term and at the rent stipulated, subject to the covenants and conditions expressed *herein /*in Standard Terms and Conditions No and to the powers and covenants implied by the Real Property Act 1886 (except to the extent that the same are modified or negated).
DEFINE THE LAND BEING LEASED INCORPORATING THE REQUIRED EASEMENT(S) ETC.
CONSENTS

DATED
CERTIFICATION *Delete the inapplicable
Lessor(s)
*The Certifier has taken reasonable steps to verify the identity of the lessor or his, her or its administrator or attorney.
*The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
*The Certifier has retained the evidence to support this Registry Instrument or Document.
*The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.
Signed By:
<name certifying="" of="" party=""> <capacity certifying="" of="" party=""></capacity></name>
for: <company name=""></company>
on behalf of the Lessor
Lessee(s)
*The Certifier has taken reasonable steps to verify the identity of the lessee or his, her or its administrator or attorney.
*The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
*The Certifier has retained the evidence to support this Registry Instrument or Document.
*The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.
Signed By:
<name certifying="" of="" party=""> <capacity certifying="" of="" party=""></capacity></name>
for: <company name=""></company>
on behalf of the Lessee

# **OFFICIAL**

# **LEASE TERMS AND CONDITIONS**

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#### 1. **INTERPRETATION**

#### 1.1 **Definitions**

In this Lease unless the contrary intention appears:

- 1.1.1 **Business Day** means any day that is not a Saturday, Sunday or a public holiday in Adelaide. South Australia:
- 1.1.2 **Commencement Date** means the 'Commencing On' date as set out on page 1 in the panel titled 'Term' (which, for the avoidabce of doubt, is the Date of this Lease as defined at clause 1.1.4 of this Lease);
- 1.1.3 Common Area means those portions of the Land (if any) dedicated by the Lessor from time to time for common use by the Lessee and other tenants and occupiers of the Land including, but not limited to, all driveways, access and egress roads and car parks;
- 1.1.4 **Date of this Lease** means the date that this Lease is executed by the last of the parties, being that date specified above the execution blocks (on page 20) of this Lease:
- 1.1.5 Default Interest Rate means a rate of interest equal to the Large Business Variable Indicator Lending Rate published on the Reserve Bank of Australia's webpage entitled "Lenders' Interest Rates" published 25 Business Days after the end of each month by the Reserve Bank of Australia, for the month in which interest commences to be payable pursuant to the relevant provision of this Lease;
- 1.1.6 **GST** means the tax imposed by the GST Law;
- 1.1.7 **GST Law** has the meaning attributed in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
- 1.1.8 Land means the land as set out in Item 1 of Schedule 1;
- 1.1.9 **Lease** means this lease and includes all schedules, annexures and attachments (if any):
- 1.1.10 **Lessee** means the party set out on page 1 in the panel titled 'Lessee' together with its successors, permitted assigns or sublessees, and where relevant includes the Lessee's officers, employees, agents, contractors, invitees and any other party claiming through or authorised by the Lessee;
- 1.1.11 **Lessee Improvements** means all buildings, fixtures, fittings, structures, fencing, equipment or any other improvements on the Premises and all services from time to time, but excluding any Lessor Improvements;
- 1.1.12 **Lessee Outgoings** means the outgoings payable by the Lessee as set out in Item 4(a) of Schedule 1 (noting that at all times the utilities, telephone and cleaning for the Premises under clause 3.4 are payable by the Lessee);
- 1.1.13 **Lessor** means the party set out on page 1 in the panel titled 'Lessor' or the registered proprietor of the Land from time to time;
- 1.1.14 **Lessor Improvements** means the improvements set out in Item 9 of Schedule 1;
- 1.1.15 **Lessor Outgoings** means the outgoings payable by the Lessor as set out in Item 4(b) of Schedule 1;
- 1.1.16 **Permitted Use** means the use of the Premises as set out in Item 3 of Schedule 1;
- 1.1.17 **Premises** means the premises as set out in Item 2 of Schedule 1;
- 1.1.18 RCL Act means the Retail and Commercial Leases Act 1995 (SA);
- 1.1.19 Rent means the rent payable as set out on page 1 in the panel titled 'Rent and Manner of Payment' and where relevant includes any rent review under the terms of this Lease:

1.1.20 **Term** means the initial term as set out on page 1 in the panel titled 'Term' and where relevant includes any period during which the Lessee holds over or is or remains a tenant or is in occupation of the Premises under the terms of this Lease.

### 1.2 Interpretation

- 1.2.1 A reference to any legislation or to any provision of any legislation includes:
  - (a) all legislation, regulations, proclamations, ordinances, by-laws and instruments issued under that legislation or provision; and
  - (b) any modification, consolidation, amendment, re-enactment or substitution of that legislation or provision.
- 1.2.2 None of the covenants and powers implied in a lease under the *Real Property Act* 1886 (SA) will apply to this Lease unless they are expressly provided for in this Lease.
- 1.2.3 Where two or more persons comprise the Lessee, this Lease binds them jointly and severally.
- 1.2.4 Words importing the singular will include the plural and vice versa.
- 1.2.5 Words denoting individuals include corporations, unincorporated associations, partnerships, trusts and joint ventures.
- 1.2.6 Any word importing a gender includes all other genders.
- 1.2.7 Any reference to a person will include a corporate body and vice versa.
- 1.2.8 A reference to a party includes that party's administrators, substitutes, successors and permitted assigns, including but not limited to any succession arising from a machinery of government change.
- 1.2.9 A reference to a financial year means an Australian standard financial year commencing 1 July of the relevant year and ending on 30 June of the following year.
- 1.2.10 A reference to dollars is to Australian dollars.
- 1.2.11 A reference to a party, clause, schedule, annexure or attachment is a reference to a party, clause, schedule, annexure or attachment of this Lease.
- 1.2.12 A reference to a clause number refers to all of its subclauses.
- 1.2.13 Headings are for convenience of reference only and will not affect the construction or interpretation of the covenants of this Lease.
- 1.2.14 All moneys payable by the Lessee to the Lessor under this Lease will be recoverable as a debt or as rental in arrears and if no date or time for payment is specified will be payable on demand.
- 1.2.15 Anything which the Lessee is required to do under this Lease will be done at the cost in all things of the Lessee and to the reasonable satisfaction of the Lessor.
- 1.2.16 Nothing in this Lease is to be interpreted against a party solely on the basis the party put forward this Lease or any part of it.
- 1.2.17 If anything is to be done on a day which is not a Business Day then it may be done on the next Business Day.
- 1.2.18 A reference to time is a reference to the time in Adelaide, South Australia.
- 1.2.19 The word "or" is not exclusive.

#### 1.3 **Proper Law and Jurisdiction**

1.3.1 The laws in force in South Australia will apply to this Lease.

1.3.2 The parties agree that the courts of South Australia will have exclusive jurisdiction to determine any proceedings in relation to this Lease.

#### 1.4 Waiver

- 1.4.1 A waiver of any provision of this Lease must be in writing and signed by the party or a person duly authorised to execute such a document on a party's behalf.
- 1.4.2 No waiver by a party of a breach of a term or condition contained in this Lease will operate as a waiver of another breach of the same or of any other term or condition contained in this Lease.
- 1.4.3 The failure of either party to enforce at any time any of the provisions of this Lease must not be interpreted as a waiver of such provision.

#### 1.5 Modification

Any modification of this Lease must be in writing and executed by each party.

#### 1.6 Read Down and Severance

If any term or condition of this Lease is for any reason unlawful, void, invalid or unenforceable then:

- 1.6.1 so far as possible the offending term or condition will be limited and read down so that it is not unlawful or unenforceable; or
- 1.6.2 if the offending term or condition cannot be read down then it will be severed without affecting the validity or enforceability of the remainder of this Lease.

## 1.7 Relationship Between the Lessor and the Lessee

- 1.7.1 The Lessor and the Lessee acknowledge and agree that their relationship pursuant to this Lease will be exclusively that of lessor and lessee in respect of the Premises with the several rights, liabilities, duties and obligations set out in this Lease.
- 1.7.2 Nothing contained in this Lease will be deemed or construed to constitute the Lessor to be a partner, joint venturer, principal, agent, trustee (whether express, implied or constructive) beneficiary, lender, borrower or fiduciary of the Lessee and vice versa.

# 2. GENERAL RESERVATIONS, CONDITION OF LAND AND COMMON AREAS

#### 2.1 Lessor Reservation

The Lessor reserves the right to install maintain use repair alter and replace pipes ducts conduits and wires in or through the Premises and to pass and run water air electricity sewerage drainage gas and other services through such pipes ducts conduits and wires (if any) and to enter on the Premises for such purpose **PROVIDED THAT** in exercising such rights the Lessor will not interfere with the Lessee in its use and occupation of the Premises more than is reasonably necessary.

# 2.2 Common Areas (if any)

- 2.2.1 The parties acknowledge and agree that if there are no Common Areas then this clause 2.2 will have no effect.
- 2.2.2 The Premises is leased together with the right to the Lessee to use in common with the Lessor and all others lawfully entitled so much of the Common Area (if any) as will be made available by the Lessor.
- 2.2.3 The Lessee will make good any damage caused to any part of the Common Area or adjoining tenancies by any action of the Lessee or its employees agents or contractors or persons claiming through or under the Lessee.

- 2.2.4 The Lessor will maintain the Common Areas and subject to this Lease and to reasonable rules and regulations for the use and safety as prescribed from time to time by the Lessor, the Lessee has the use of the Common Areas together with the Lessor and all other occupiers of the Land.
- 2.2.5 The Lessee will not use any parking area for any purpose other than parking of a motor vehicle.
- 2.2.1 The Lessor expressly reserves the right from time to time to:
  - (a) construct maintain and operate lighting facilities in the Common Area;
  - (b) police the Common Area;
  - (c) change the area level location and arrangement of the Common Area parking areas and other facilities:
  - (d) restrict parking by Lessees their agents and employees to such parking areas as the Lessor may from time to time designate;
  - (e) close all or any portion of the Common Area to such extent as may in the opinion of the Lessor be legally sufficient to prevent a dedication or the accrual of any rights to any person or the public therein;
  - (f) close temporarily all or any portion of the Common Area parking areas or facilities for the purpose of repairs; and
  - (g) impose and charge fees against users of any parking area.

## 2.3 If RCL Act applies

To the extent that this Lease is subject to the provisions of the RCL Act, the RCL Act overrides any inconsistent provisions in this Lease.

#### 2.4 No Caveat

The Lessee will not lodge any absolute caveat on the Certificate(s) of Title for the Land.

# 3. **LESSEE COVENANTS**

The Lessee agrees with the Lessor:

#### 3.1 **Rent**

- 3.1.1 The Lessee will pay to the Lessor the Rent without any deductions whatsoever in such manner as notified by the Lessor.
- 3.1.2 The Lessee acknowledges and agrees that the Rent is exclusive of Lessee Outgoings (if any) referred to in clause 3.3.

#### 3.2 Rent Review

Not applicable.

# 3.3 Outgoings payable by the Lessee

- 3.3.1 The Lessee must pay to the Lessor as and when the same fall due for payment the relative proportion of the total amount of all Outgoings applicable to the Land (if the Premises is portion of the Land), and such proportion to be calculated in accordance with clause 3.3.2 in respect of the Premises and Common Areas (if any) within fourteen (14) days from the date of an invoice from the Lessor.
- 3.3.2 If any Outgoings for the Premises are not separately metered or assessed from the remainder of the Land then:
  - (a) the Lessee will pay to the Lessor that proportion of charges for the Land which the Lessor reasonably determines the Lessee is required to pay based on the net lettable area of the Premises or such other basis as reasonably

- determined by the Lessor (which includes allocation based on the Permitted Use by the Lessee); and
- (b) the Lessor will provide to the Lessee a statement setting out the amount which the Lessor calculates to be payable by the Lessee pursuant to clause 3.3.2(a) and will include copies of relevant assessment notices. The Lessee will pay the amount payable to the Lessor within fourteen (14) days from the date of an invoice from the Lessor.

# 3.4 Utilities, Telephone and Cleaning for the Premises

- 3.4.1 The Lessee will pay the Lessor for the consumption of utilities including electricity, gas, water and other like services consumed in or on the Premises and where:
  - (a) any utilities for the Premises are not separately metered or assessed in respect of the Land then the Lessee will pay to the Lessor that proportion of charges which the Lessor reasonably requires the Lessee to pay based on the net lettable area of the Premises or such other basis as reasonably determined by the Lessor (which includes allocation based on the Permitted Use by the Lessee); and
  - (b) at the option of the Lessee, if the Premises is not separately metered the Lessor agrees to a separate meter being installed on the Premises by the Lessee at the Lessee's expense;

**PROVIDED THAT** unless the Lessee is directly invoiced for such utilities, the Lessee will pay the Lessor the total amount under this clause 3.4.1 within fourteen (14) days from the date of an invoice from the Lessor.

- 3.4.2 The Lessee will arrange and pay for the connection and all charges (including rentals) in respect of any telephone and other telecommunication services connected to the Premises (if any).
- 3.4.3 The Lessee will arrange and pay for the routine cleaning of the Premises including the cleaning of any Lessee Improvements.

#### 3.5 Interest

If the Lessee fails to pay Rent or any other amount payable under this Lease within fourteen (14) days from the due date for the payment the Lessee will pay to the Lessor interest calculated on a daily basis at the Default Interest Rate on so much as remains unpaid from the due date or dates for the payment until the same is actually paid and also on any judgment which the Lessor may obtain against the Lessee from the date of any such judgment until the same is satisfied.

#### 3.6 Permitted Use

The Lessee will only use the Premises for the Permitted Use except with the prior written consent of the Lessor (which may be given or withheld in the Lessor's absolute discretion).

# 3.7 **Dangerous Substances**

Other than for the Permitted Use, the Lessee will not, except with the prior written consent of the Lessor, store or use chemicals inflammable liquids acetylene gas or alcohol or explosive oils compounds or substances (other than for a domestic purpose) on the Premises.

#### 3.8 **Prohibited Uses**

The Lessee will not:

3.8.1 permit to be done any act, matter or thing whatsoever at any time in or on the Premises or any part of it which will be an unreasonable annoyance, nuisance, inconvenience, grievance, damage or disturbance to the Lessor, occupiers or

owers of any adjacent land or government, municipal or other authorities and in particular taking into account the Permitted Use and any other legal requirements but without limitation will not hold or permit to be held in or in the vicinity of the Premises any auction or sale;

- 3.8.2 carry on or allow to be carried on any dangerous trade, business or occupation or use the Premises for any illegal or immoral purpose;
- 3.8.3 use or allow the Premises to be used as a residence or sleeping place;
- 3.8.4 keep in or on the Premises animals or other livestock other than as required for the Permitted Use:
- 3.8.5 use the Premises for any commercial purpose;
- 3.8.6 use the Premises as a business site at which goods are sold to the public by retail; or
- 3.8.7 use the Premises as a business site at which services are provided to the public or to which the public is invited to negotiate for the supply of service.

## 3.9 Repairs and Maintenance

- 3.9.1 The Lessee will at its own cost and expense and all times keep the Lessee Improvements in good and substantial state of repair.
- 3.9.2 The Lessee will at its cost keep the Premises free of all weeds, long grass, inflammable rubbish, pests, vermin and noxious plants.
- 3.9.3 If the Lessee fails to comply with this clause 3.9 then the Lessor may take such measures as the Lessor deems reasonably necessary and the Lessor may recover all costs and expenses for such compliance from the Lessee as a debt due and owing.

## 3.10 **Safety**

- 3.10.1 The Lessee is responsible at its own cost for the safety of all persons, improvements and chattels on the Premises.
- 3.10.2 Without limiting clause 3.10.1, the Lessee will:
  - (a) take reasonable steps to prevent the outbreak and spread of fire on the Premises; and
  - (b) comply with all reasonable requirements as may be notified from time to time to the Lessee by the Lessor or any statutory authority in writing in relation to fire safety and prevention on the Premises.
- 3.10.3 If the Lessee fails to comply with this clause 3.10 then the Lessor may take such measures as the Lessor deems reasonably necessary and the Lessor may recover all costs and expenses for such compliance from the Lessee as a debt due and owing.

# 3.11 Notice of Damage

The Lessee will on becoming aware give prompt notice to the Lessor of any damage occurring to the Premises, or to the water, gas or electricity services, from any cause whatsoever.

#### 3.12 Comply with Laws

3.12.1 The Lessee will comply with all laws and regulations for the time being in force in the State of South Australia and with all notices, orders or requirements lawfully given or made by any authority or authorities in respect of the Premises whether the notice is issued to the Lessee or the Lessor. 3.12.2 If the Lessee fails to comply with this clause 3.12 then the Lessor may take such measures as the Lessor deems reasonably necessary and the Lessor may recover all costs and expenses for such compliance from the Lessee as a debt due and owing.

# 3.13 **Lessor Inspection**

- 3.13.1 The Lessee must permit the Lessor, at all reasonable times after giving prior notice to the Lessee (except in the case of emergency when no notice is required), to enter on and inspect the Premises.
- 3.13.2 The Lessor may require the Lessee by written notice to undertake repairs to the Premises or such other actions to ensure compliance with the obligations on the Lessee contained in this Lease and the Lessee must comply with such notice issued under this clause 3.13 within the time specified in the notice.
- 3.13.3 If the Lessee fails to comply with this clause 3.13 then the Lessor may take such measures as the Lessor deems reasonably necessary and the Lessor may recover all costs and expenses for such compliance from the Lessee as a debt due and owing.

# 3.14 **Signs**

The Lessee may paint, affix or exhibit any sign, name, writing or advertisement on or outside the Premises without the prior written consent of the Lessor and the Lessee must obtain at its cost and expense any necessary approvals or permits from any relevant statutory authorities, installation and maintenance during the Term.

# 3.15 Alterations, Additions and Lessee Improvements

- 3.15.1 Subject to clause 3.15.2, the Lessee will not nor will it permit any person to make any alteration, addition or any other Lessee Improvements to the Premises or the Lessor Improvements and/or any equipment or other installation without the prior written consent of the Lessor (which cannot be unreasonably withheld) and if consent is granted the Lessee will comply with all reasonable requirements of the Lessor.
- 3.15.2 The Lessee is not required to obtain the the prior written consent of the Lessor for alterations, additions or any other Lessee Improvements to the Premises or the Lessor Improvements and/or any equipment or other installation considered by the Lessee (acting reasonably) to be minor in nature, such as the installation in the Premises by the Lessee of seating, drinking water fountains, benches and minimal landscaping.
- 3.15.3 If the Lessor incurs costs for architects, surveyors, engineers and building consultants and valuers as a result of the Lessee seeking the Lessor's approval under the terms of this Lease or the Lessee failing to comply with the terms of this Lease then the Lessor may recover such costs from the Lessee.
- 3.15.4 The parties acknowledge that the Lessee Improvements are the property of the Lessee, and the Lessee has the sole ownership of and the sole and absolute responsibility for the Lessee Improvements.
- 3.15.5 The Lessee represents and warrants that during construction of all the Lessee Improvements, the Lessee will at its cost comply with all its obligations under this Lease. This representation and warranty will survive the termination of this Lease.

#### 3.16 End of Lease

3.16.1 The Lessee will at the expiration or earlier termination of this Lease peaceably surrender and yield up to the Lessor the whole of the Premises in good and substantial repair and otherwise in accordance with its obligations under this Lease.

- 3.16.2 Prior to the expiration or on the earlier termination of this Lease, unless otherwise agreed by the Lessor, the Lessee must remove:
  - (a) any sign, name, writing or advertisement painted, exhibited or affixed by the Lessee:
  - (b) all loose goods or items belonging to the Lessee including but not limited to dangerous substances under clause 3.7; and
  - (c) all of the Lessee Improvements,

**AND** make good any damage to the Premises caused by such removal and leave the Premises safe and clean above and below the ground to the reasonable satisfaction of the Lessor.

- 3.16.3 If the Lessee fails to comply with this clause 3.16 then the Lessor may take such measures as the Lessor deems reasonably necessary and:
  - (a) if the Lessor elects to remove those items set out in clause 3.16.2 then the Lessor may recover all costs and expenses from the Lessee as a debt due and owing; or
  - (b) if the Lessor elects to retain those items set out in clause 3.16.2 then these will become the property of the Lessor without any compensation being payable to the Lessee.

#### 3.17 Insurance

The Lessee warrants that it is a member of the Local Government Association Mutual Liability Scheme (**Scheme**) and is bound by the rules of the Scheme pursuant to the provisions of the *Local Government Act 1999* (SA) and in the event that the Lessee ceases to be a member of the Scheme it will immediately, pursuant to provisions of the *Local Government Act 1999* (SA), effect public liability insurance to a minimum level of cover of three hundred million dollars (\$300,000,000.00).

#### 3.18 Indemnity

The Lessee will indemnify and keep indemnified the Lessor against all actions, suits, claims and demands and all losses and expenses incurred by the Lessor as a result of or arising out of the occurrence on the Premises during the Term of any accident or injury to or death of any person except to the extent that such loss of life, personal injury or damage to property is caused by any act, default, neglect or omission of the Lessor or its officers, employees, contractors or agents. This clause survives any expiry or termination of this Lease.

#### 3.19 Release

The Lessee will occupy, use and keep the Premises at the risk in all things of the Lessee and the Lessee releases to the full extent permitted by law the Lessor its agents, contractors and employees in the absence of any default or neglect on their part from all claims and demands of every kind resulting from any accident, damage or injury to persons or property occurring on the Premises (including loss or damage to the fixtures or personal property of the Lessee). This clause survives any expiry or termination of this Lease.

# 3.20 Subletting and Assignment

- 3.20.1 The Lessee may by written request to the Lessor seek the grant of a sublease under this Lease. For any such request for consent to a sublease (such consent not to be unreasonably withheld by the Lessor), the Lessor may grant consent on any terms and conditions required by the Lessor.
- 3.20.2 The Lessor may refuse in the Lessor's absolute discretion any request by the Lessee for consent to part with possession of the whole or part of the Premises, or to mortgage or otherwise charge or encumber the Lessee's interest in this Lease.

- 3.20.3 For any request by the Lessee for consent to assign or transfer its interest under this Lease, the Lessor may in its absolute discretion refuse any request by the Lessee or grant consent on any terms and conditions required by the Lessor.
- 3.20.4 In respect of all cases of assignment or transfer by the Lessee, the Lessee will not be released from its liabilities and obligations under this Lease for the balance of the Term and acknowledges that such transfer assignment subletting or parting with possession will not operate in any way to restrict mitigate or release the responsibility and obligations of any guarantor from its guarantee of the Lessee's obligations.
- 3.20.5 If the Lessee grants a mortgage of this Lease the rights of the Lessor under this Lease will be in priority to the rights of the mortgagee of this Lease and the provisions of section 139 of the *Real Property Act 1886* (SA) will not apply to such mortgagee in respect of its estate or interest in the Lease.

# 4. **LESSOR COVENANTS**

The Lessor agrees with the Lessee:

# 4.1 Quiet Enjoyment

Where the Lessee pays the Rent and observes and performs the obligations and provisions on the Lessee in this Lease the Lessee may peaceably possess and enjoy the Premises for the Term without interruption or disturbance from the Lessor except as permitted under the terms of this Lease.

# 4.2 Outgoings payable by the Lessor

The Lessor will pay the Lessor Outgoings in respect of the Premises or the Land as set out in Item 4(b) of Schedule 1.

#### 5. **MUTUAL COVENANTS**

The parties agree:

#### 5.1 **Essential Terms**

- 5.1.1 Each of the covenants by the Lessee which are specified in this clause 5.1.1 are essential terms of this Lease:
  - (a) clauses 3.3 and 3.4 relating to Lessee Outgoings and utilities and cleaning;
  - (b) clauses 3.6 to 3.8 (inclusive) relating to use;
  - (c) clauses 3.9, 3.11 to 3.13 (inclusive) and 3.15 relating to improvements:
  - (d) clauses 3.17 to 3.19 (inclusive) relating to insurance, indemnities and release;
  - (e) clause 3.20 relating to subletting and assignment;
  - (f) clause 8 and Schedule 2 relating to special conditions; and
  - (g) such additional clauses (if any) as set out in Item 10 of Schedule 1.
- 5.1.2 In respect of the Lessee's obligation to pay Rent the acceptance by the Lessor of arrears or of any late payment of Rent will not constitute a waiver of the essentiality of the Lessee's obligation to pay Rent in respect of those arrears or of the late payments or in respect of the Lessee's continuing obligation to pay Rent during the Term.

#### 5.2 **Default of Lessee and Termination**

5.2.1 The Lessee is in default under this Lease if at any time during the Term:

- (a) any Rent or other moneys payable by the Lessee are in arrears for more than seven (7) days after formal demand has been made; or
- (b) the Lessee is in breach of any of the provisions imposed on the Lessee by this Lease and the Lessor has given written notice to the Lessee requiring it to rectify any such breach within fourteen (14) days or such longer period as determined by the Lessor having regard to the nature and extent of the breach; or
- (c) execution be levied against any of the assets of the Lessee; or
- (d) the Lessee (being a natural person) is convicted of any indictable offence or becomes bankrupt or enters into an arrangement or composition with its creditors under the *Bankruptcy Act 1966* (Cth); or
- (e) the Lessee (being a body corporate):
  - (i) is wound up by a court order, voluntarily or under the Associations Incorporation Act 1985 (SA) or the Corporations Act 2001 (Cth);
  - (ii) is appointed an administrator, receiver or liquidator;
  - (iii) enters into an arrangement or composition with its creditors;
  - (iv) ceases to carry on business; or
  - (v) is unable to pay its debts as and when they become due and payable.
- 5.2.2 If the Lessee is in default under this Lease, then the Lessor can re-enter the Premises or any part of it and terminate the Lease without prejudice to the rights of the Lessor in respect of any action or other remedy for any breach arising prior to the date of such termination and the Lessee will comply with clause 3.16.
- 5.2.3 The parties acknowledge and agree that for the purposes of section 10 of the Landlord and Tenant Act 1936 (SA) the timeframe in a notice given by the Lessor under clauses 5.2.1(a) and 5.2.1(b) is reasonable.

# 5.3 Damages and Repudiation

- 5.3.1 The Lessee agrees to compensate the Lessor and the Lessor is entitled to recover damages during the entire Term of this Lease from the Lessee:
  - (a) for any breach of an essential term or default under this Lease; or
  - (b) in the event that the Lessee's conduct (whether by way of action or omission) constitutes a repudiation of this Lease (or of the Lessee's obligations under this Lease) or constitutes a breach of any covenant contained in this Lease,

**AND** the Lessor's entitlement under this clause is in addition to any other right or remedy to which the Lessor is entitled (including the right to re-enter the Premises and terminate this Lease) and will not be prejudiced by the exercise of the right of re-entry or termination.

- 5.3.2 The Lessor will be entitled to institute legal proceedings claiming damages against the Lessee during the entire Term of this Lease including the periods before and after the Lessee has vacated the Premises and before and after the abandonment termination repudiation acceptance of repudiation or surrender by operation of law referred to in clause 5.3.3 whether the proceedings are instituted either before or after such conduct.
- 5.3.3 The Lessor's entitlement to recover damages will not be affected or limited by any of the following:
  - (a) if the Lessee abandons or vacates the Premises;
  - (b) if the Lessor elects to re-enter or to terminate the estate of the Lessee;
  - (c) if the Lessor accepts the Lessee's repudiation; or

- (d) if the parties' conduct constitutes a surrender by operation of law.
- 5.3.4 In the event of the Lessee vacating the Premises whether with or without the Lessor's consent the Lessor will be obliged to take reasonable steps to mitigate its damages and to endeavour to lease the Premises at a reasonable rent and on reasonable terms. The Lessor's entitlement to damages will be assessed on the basis that the Lessor should have observed the obligation to mitigate damages contained in this clause. The Lessor's conduct in pursuance of the duty to mitigate damages will not by itself constitute acceptance of the Lessee's breach or repudiation or a surrender by operation of law.

## 5.4 Power of Attorney

If the Lessor becomes entitled to re-enter and take possession of the Premises and terminate this Lease after necessary compliance with any relevant statutory provision as to the exercise of rights of forfeiture (of which the statutory declaration of any officer of the Lessor will be conclusive evidence for the purpose of the Registrar-General) the Lessee irrevocably appoints the Lessor to be the attorney of the Lessee:

- 5.4.1 giving full effect to the power of re-entry and possession;
- 5.4.2 to execute and register a surrender of this Lease;
- 5.4.3 to record or register this power of attorney; and
- 5.4.4 to do any act matter or thing which may be required to give full effect to this power of attorney in accordance with the *Real Property Act 1886* (SA) or to any other law in the State of South Australia,

**AND** all such attorney will lawfully do or purport to do or cause to be done by virtue of the said appointment ratified by this Lease.

## 5.5 Damage or Destruction

- 5.5.1 If the Premises is damaged or destroyed the Lessee will, unless otherwise agreed by the Lessor, promptly claim on the insurance referred to in clause 3.17 and use the proceeds of such insurance to promptly reinstate the Premises and the Lessee Improvements to a standard equivalent to that prior to the date of damage or destruction and any deficiencies in the insurance moneys received will be paid by the Lessee to reinstate the Premises and the Lessee Improvements to such condition subject to the Lessee first obtaining the consent of the Lessor to such reinstatement works.
- 5.5.2 For the period following the date of such damage and destruction there will be no abatement of Rent and other costs on account of the Premises or the Lessee Improvements being rendered unfit for occupation or inaccessible as a result of such damage or destruction or during rebuilding or reparation of the Premises PROVIDED THAT a fair proportion of the Rent will abate if the damage or destruction results from any willful or negligent act or omission of the Lessor which renders insurance moneys being irrecoverable under the Lessee's insurance effected pursuant to clause 3.17.
- 5.5.3 If the Lessee fails to reinstate the Premises and the Lessee Improvements within a reasonable time (having regard to the nature and extent of the damage to the Premises), then the Lessor may terminate this Lease by giving not less than one (1) calendar month written notice to the Lessee.
- 5.5.4 Any termination by the Lessor pursuant to this clause 5.5 will not affect any right which the Lessor may have against the Lessee in respect of any responsibility on the part of the Lessee for such damage or destruction.

## 5.6 **Costs**

In addition to the Rent and other moneys payable by the Lessee under this Lease, the Lessee will pay on demand:

- 5.6.1 in respect of the Lessor's legal costs, the whole of the Lessor's reasonable expenses incurred in connection with the preparation, perusal and execution of this Lease or any renewal or extension;
- 5.6.2 the Lessee's own costs of and incidental to the negotiation of this Lease;
- 5.6.3 all government and other fees for certification and registration (if applicable), electronic conveyancing (including but not limited to PEXA fees) (if applicable) and stamp duty (if any) payable in respect of this Lease or any dealings with this Lease:
- 5.6.4 all lease plan costs including survey costs where a plan is required for registration purposes;
- 5.6.5 the Lessor's reasonable legal costs and other expenses incidental to any application by the Lessee for the consent of the Lessor to any transfer or assignment by the Lessee of this Lease or the Lessee's interest in it, or to any sublease, or to any mortgage charge or encumbrances of the interest of the Lessee under this Lease (whether consent is granted or refused);
- 5.6.6 such amount as is reasonably estimated by the Lessor's consultant, architect or engineer when an application for consent to a proposed dealing is made by the Lessee to comply with the conditions of this Lease and on the part of the Lessee to be performed and observed; and
- 5.6.7 all moneys expended and expenses incurred by the Lessor in consequence of any default on the part of the Lessee in performing or observing any covenant condition or agreement on the part of the Lessee under this Lease, or in exercising or enforcing (or attempting so to do) any rights or remedies of the Lessor.

#### 5.7 Notice to Sell or Lease

- 5.7.1 If during the Term the Lessor wishes to sell the Land the Lessee must permit the Lessor to bring prospective purchasers on the Premises by appointment and at times reasonably convenient to the Lessee and to place on the exterior of the Premises or on the Land in a position not obstructive to the Lessee in its use of the Premises a 'For Sale' sign which must not be removed by the Lessee.
- 5.7.2 The Lessee will at the request of the Lessor, unless the Lessee has exercised any option to renew, permit the Lessor to display on the perimeter of the Premises a 'To Let' sign of reasonable size and to bring prospective future tenants through the Premises **PROVIDED THAT** in exercising such powers the Lessor will endeavour not to cause any undue inconvenience to the Lessee.

# 5.8 Right of Renewal

Not applicable.

#### 5.9 Holding Over

If the Lessee holds over after the expiration or sooner termination of the Term with the consent of the Lesser the Lessee will become a monthly tenant only at a monthly rental equivalent to the monthly proportion of the Rent payable by the Lessee during the immediately preceding period increased in accordance with clause 3.2 and otherwise on the same terms and conditions as those contained in this Lease so far as applicable and such monthly tenancy may be terminated by either party on one month's written notice to the other party and on such termination the Lessee will vacate the Premises complying in all respects with the provisions of this Lease.

# 6. MISCELLANEOUS

#### 6.1 Notices

6.1.1 A **notice** means:

- (a) a notice in writing; or
- (b) a consent, approval or other communication required to be in writing under this Lease.
- 6.1.2 A notice must be signed by or on behalf of the sender addressed and sent to the recipient's address and if:
  - (a) hand delivered, is treated as having been given and received on the day of delivery where delivered before 5.00pm on a Business Day, otherwise on the next Business Day;
  - (b) sent by pre-paid mail, is treated as having been given and received five (5) Business Days after posting; or
  - (c) transmitted by electronic mail and the transmission was completed before 5.00pm on a Business Day, is treated as having been given and received on that Business Day otherwise on the next Business Day, provided that:
    - (i) when the relevant email appears in the sender's sent log with properties disclosing an appropriate routing; and
    - (ii) the sender does not receive a message from the system operator to the effect that the relevant email was undeliverable.
- 6.1.3 The address or email address of a person are those set out below that person's name in Item 8 of Schedule 1.
- 6.1.4 A person may from time to time notify its change of address or email address by written notice to the other party.

# 6.2 Resolution of Disputes

- 6.2.1 Except to the extent that an express dispute resolution mechanism is provided for elsewhere in this Lease, disputes in relation to this Lease must be resolved in accordance with this clause 6.2.
- 6.2.2 Either party may, in a case of genuine urgency, seek immediate interlocutory relief or an interim remedy.
- 6.2.3 Subject to clause 6.2.2, all disputes must be resolved as follows:
  - (a) each party must submit the dispute to an appropriately qualified and experienced person (**Negotiators**); and
  - (b) the Negotiators must meet as soon as practicable to resolve the dispute, but in any case within five (5) Business Days of its reference to them. Each party must authorise and inform its Negotiators sufficiently so that he or she can undertake that meeting without detailed reference to another person.
- 6.2.4 Prior to either party commencing legal proceedings, if the dispute has not been resolved in accordance with clause 6.2.3, the parties may refer the matter to independent mediation by a mediator, appointed by the President of the Law Society of South Australia at the time, in which they each agree to participate in good faith and share the costs equally.
- 6.2.5 Notwithstanding the existence of a dispute each party must continue to perform its obligations under this Lease, unless otherwise agreed by both parties.
- 6.2.6 This clause survives any expiry or termination of this Lease.

# 7. NO WARRANTY OF FITNESS FOR PURPOSE

The Lessee acknowledges that no warranty, representation, undertaking or promise whatsoever has been given by the Lessor in respect of the structural or other suitability of the Premises for any business to be carried on by the Lessee or to the fittings, facilities or amenities of the Premises.

#### 8. **SPECIAL CONDITIONS**

The parties acknowledge and agree that the special conditions set out in Schedule 2 apply to this Lease and in the event of any inconsistency between a special condition in Schedule 2 and any other term of this Lease, the special conditions will prevail to the extent of the inconsistency.

LEASE DATED:	
<b>Executed by the Lessor</b>	
•	
THE COMMON SEAL of the	
COMMISSIONER OF HIGHWAYS	
was hereunto affixed by authority of the	
Commissioner in the presence of:	
·	
Signature of Witness	
Date:	
Date	
<b>Executed by the Lessee</b>	
Executed by the Lessee	
THE COMMON SEAL of )	
ADELAIDE HILLS COUNCIL was )	
hereunto affixed in the presence of: )	
Thereunito affixed in the presence of.	
Mayor (sign above)	Chief Executive Officer (sign above)
Print Name (above)	Print Name (above)
Time (abovo)	· ····································
Date:	
Date	•

#### **SCHEDULE 1**

#### **Lease Particulars**

#### Item 1

Land

The whole of the land comprised and described in Certificates of Title Volume 6250 Folio 934 and Volume 5696 Folio 19.

#### Item 2

Premises

Portion of the Land, being more particularly the whole of the land in Allotments 9, 10, 11, 12, 13, 14, 15, 18 and 19 in Filed Plan 159105, the whole of the land in Allotment 6 in Deposited Plan 58584, the whole of the land in Allotment 2 in Deposited Plan 93007 and the whole of the land in Allotment 88 in Filed Plan 156723, which is more particularly that area bounded and coloured in blue on the plan annexed hereto as Attachment A.

#### Item 3

Permitted Use

Civic, municipal and community purposes for the public, including but not limited to such community purposes as the operation of a 'BMX' track, council depot operations, a public bikeway and community gardens.

#### Item 4

#### Outgoings

#### (a) Lessee Outgoings

- all rates, taxes, levies, impositions and charges including but not limited to Land tax, Council rates and water and sewer rates and charges and State Land Tax (on a single holding basis), Emergency Services Levy and River Murray Levy payable in respect of the Land (including any costs, charges, duties, impositions and levies separately assessed in respect of any sub-leased area of Land;
- all other costs, charges, levies, duties, impositions assessed by any government or authority in respect of the Land irrespective of the ownership;
- rubbish removal and all other charges and impositions imposed by any
  public utility or authority or by any other person for the supply of any
  service in respect of the Premises and including the costs of the lighting
  of the Land and signage;
- all costs of maintaining, repairing, lighting and cleaning of the Premises;
- all costs for general maintenance of the improvements, car parking areas, driveways, security areas and the gardening and landscaping in respect of the Premises;
- all charges for fuel, sewerage, drainage and other services supplied or serviced to the Lessor the payment of which is not the responsibility of any individual occupant of the Premises;
- all insurance premiums payable by the Lessor in respect of the insurance relating to the Premises;
- all other amounts required or charged against the Lessor in respect of the Premises;
- all reasonable costs incurred by the Lessor in the management of the Premises: and
- all costs of running and maintaining any services provided by the Lessor for the Lessee.

(b) Lessor Outgoings

Nil.

Item 5

Rent Review Not applicable.

Item 6

Renewal Term Nil.

Item 7

Insurance See clause 3.17.

Item 8

Notices Lessor

Portfolio Manager, Property Directorate Dept for Infrastructure and Transport 83 Pirie Street, Adelaide SA 5000 GPO Box 967 Adelaide SA 5001

DIT.PropertyPortfolioAssets@sa.gov.au

Lessee

Karen Cummings

Manager, Property Services

Adelaide Hills Council

63 Mount Barker Road, Stirling SA 5152

kcummings@ahc.sa.gov.au

Item 9

Lessor Improvements Nil.

Item 10

Essential Terms Not Applicable.

#### **SCHEDULE 2**

#### **Special Conditions**

(Clause 8)

#### 1. Condition Precedent

- 1.1 The Lessor is not bound by the terms and conditions of this Lease (except this special condition 1) and has no obligations to the Lessee under this Lease unless and until the following is satisfied in full by the first anniversary of the Commencement Date (Condition Precedent Date):
  - (i) the Lessee must at its cost and expense in all things construct, to the Lessor's satisfaction, a sealed bikeway, that is fit for purpose, over the northern portion of the Premises to connect and re-align the *Amy Gillett Bikeway*, which is a 17 km cycling path (shared with a walking and horseriding trail) located along part of the former Mount Pleasant railway line from Oakbank to Mount Torrens, SA.
- 1.2 Until the fulfillment of the terms in special condition 1.1 to the Lessor's reasonable satisfaction, the Lessee agrees with the Lessor that:
  - (i) the Lessor will be under no obligation under this Lease (except this special condition 1);
  - (ii) any act done by either party in performance of the requirements of this Lease (except this special condition 1) will be taken to be gratuitous acts of good faith only;
  - (iii) the Lessor cannot waive the terms in special condition 1.1 except by written notice; and
  - (iv) the Lessee waives any right of action, claim or remedy which the Lessee may have against the Lessor in connection with any act, matter or thing performed or to be performed by the Lessor prior to the satisfaction of the terms in special condition 1.1.
- 1.3 If the terms in special condition 1.1 are not satisfied in full by the Condition Precedent Date, then the Lessor may:
  - (i) terminate this Lease by written notice to the Lessee and upon receipt of such notice pursuant to clause 7.1 (notices clause), this Lease will be of no further force and effect:
  - (ii) waive the terms in special condition 1.1 by written notice to the Lessee and on the service of that notice pursuant to clause 7.1 (notices clause), this Lease becomes unconditional and binds the parties; or
  - (iii) extend the time limit for the satisfaction of the terms in special condition 1.1 and if the Lessee fails to satisfy such terms within that extended period, exercise any of the rights contained in this clause.

#### 2. Premises not to be used for commercial or retail purposes

The Lessee must not use the Premises:

- (i) for any commercial purpose; or
- (ii) as a business site at which goods are sold to the public by retail; or

(iii) as a business site at which services are provided to the public or to which the public is invited to negotiate for the supply of service.

#### 3. Easements

The Lessee acknowledges that there are easements registered on Certificate of Title Volume 6250 Folio 934 and the Lessee takes this Lease subject to such easements.

#### 4. Road Construction Purposes and Early Termination

#### 4.1 **Early Termination**

The Lessee acknowledges and agrees that:

- (i) in addition to any other rights of termination granted by this Lease, the Lessor will have the right at any time during the Term, on giving twelve (12) months' prior written notice to the Lessee, to terminate this Lease (or modify any terms of this Lease accordingly notwithstanding clause 1.5 of this Lease) as the Lessor in its absolute discretion deems necessary that the Premises or any part of the Premises will be required by the Lessor for road construction and / or future rail transport purposes;
- (ii) if within the initial twenty (20) year period of the Term this Lease is terminated pursuant to this special condition 4.1, the Lessor will compensate the Lessee for the depreciable value, being an amount reasonably determined by the Lessor, of the improvements made to the Premises by the Lessee during such twenty (20) year period;
- (iii) the Lessor using his absolute discretion may, after having compensated the Lessee pursuant to this special condition 4.1, take possession and control of the depreciated improvements to the Premises for which the Lessee was compensated.

#### 4.2 **No liability**

Subject to special condition 4.1 with respect to compensating the Lessee (being an amount reasonably determined by the Lessor), nothing in this special condition 4 will cause the Lessor to be liable to the Lessee for any loss occasioned to the Lessee as a result of the Lessor's actions.

#### 5. Environmental Issues

#### 5.1 The Lessee must:

- (i) not allow nor bring any substance or compound nor do anything that may in any way cause or contribute to any Contamination or environmental harm to the Premises and/or the Land without the prior written consent of the Lessor (which may be given or withheld by the Lessor at its absolute discretion);
- (ii) immediately notify the Lessor of any act or omission by the Lessee or of which the Lessee becomes aware that has caused or has a reasonable prospect of causing any Contamination or environmental harm to the Premises and/or the Land;
- (iii) on receiving a written direction from the Lessor that lists its reasons or reasonable opinion, the Lessee must cease any activity on the Premises and/or the Land that may tend to cause or is causing or has caused any Contamination or environmental harm; and

- (iv) if required by the Lessor in writing, at the Lessee's expense remove from the Premises any and all substances and compounds which were allowed or bought onto the Premises by the Lessee which are causing exacerbating or contributing to any Contamination or environmental harm to the Premises and/or the Land and if applicable restore the Premises and/or the Land to the condition it was in on the date on which the Lessee commenced occupation of the Premises.
- 5.2 The Lessee acknowledges that the Lessor makes no representation or warranty about the state, condition or suitability of the Premises and/or the Land including whether there may be any Contamination. In the event there is Contamination, the Lessee must not do anything that adds to or exacerbates the Contamination and, if required by the Lessor in writing, the Lessee must cease such activity that has added or exacerbated the Contamination.
- 5.3 Without limiting the provisions of clause 3.18 the Lessee indemnifies the Lessor against any loss, claim, liability, cost or expense suffered or incurred by the Lessor including legal costs on a full indemnity basis, as a consequence of:
  - (i) any Contamination of the Premises and/or the Land caused or contributed to by the Lessee, to the extent that the Lessee caused or contributed to it; and
  - (ii) the Lessor's compliance with or the Lessee's compliance or failure to comply with any lawful direction, notice, order, demand or other requirements to take any action or refrain from taking any action in respect of Contamination or the cause of Contamination of the Land from any authority, pursuant to any Environmental Law made after the Commencement Date except to the extent that it applies to Existing Contamination.
- 5.4 This special condition 5 survives any expiry or termination of this Lease.
- 5.5 The terms used in this special condition have the following meanings:
  - (i) Contamination means any contamination on the Premises and/or the Land and includes without limitation "Existing Contamination", "Pollution", and "Site Contamination" all as defined in this special condition 5;
  - (ii) **environmental harm** has the same meaning as in the *Environment Protection Act* 1993 (SA) and includes but is not limited to harm or potential harm or risk of harm or future harm to the environment regardless of its severity and duration and includes:
    - (a) an environmental nuisance whether or not such nuisance is of a high impact or on a wide scale;
    - (b) any environmental harm declared at law or is caused by Pollution howsoever caused whether directly or indirectly or results from Pollution alone or from the combined effects of Pollution and other factors:
    - (c) actual or potential harm to the health or safety of persons;
    - (d) actual or potential environmental harm; or
    - (e) any environmental harm that results in:
      - (I) any actual or potential loss (including such reasonable costs and expenses incurred in taking all reasonable and preventable measures to prevent or mitigate any environmental harm or to make good any environmental damage); or
      - (II) property damage;

- (iii) Environmental Law means any statute or common law relating to the storage, handling or transportation of waste, dangerous goods or hazardous material, relating to occupational health and safety or which has as one of its purposes or effects the protection of the environment;
- (iv) **Existing Contamination** means Contamination, if any, that is existing on the Premises as at the commencement of this Lease or such earlier occupation and use of the Premises by the Lessee;
- (v) **Pollution** has the same meaning as the *Environment Protection Act 1993* (SA) and any activity that may cause or contribute to Pollution; and
- (vi) Site Contamination has the same meaning as in the Environment Protection Act 1993 (SA) and includes but is not limited to any chemical substance present on or below the surface of the Land, contamination of the groundwater beneath the Land or on land adjacent or nearby to the Land where such contamination emanates from the Land.

#### 6. Original lease

- 6.1 For the avoidance of doubt, by the entering into of this Lease the Lessor and the Lessee acknowledge and agree that the lease between the parties dated 20 October 1983 is hereby terminated by mutual consent.
- 6.2 This Lease incorporates the attached schedules, annexures and attachments.
- 6.3 This Lease constitutes the entire agreement between the parties with respect to its subject matter and supersedes any prior agreement, understanding or representation of the parties on the subject matter.

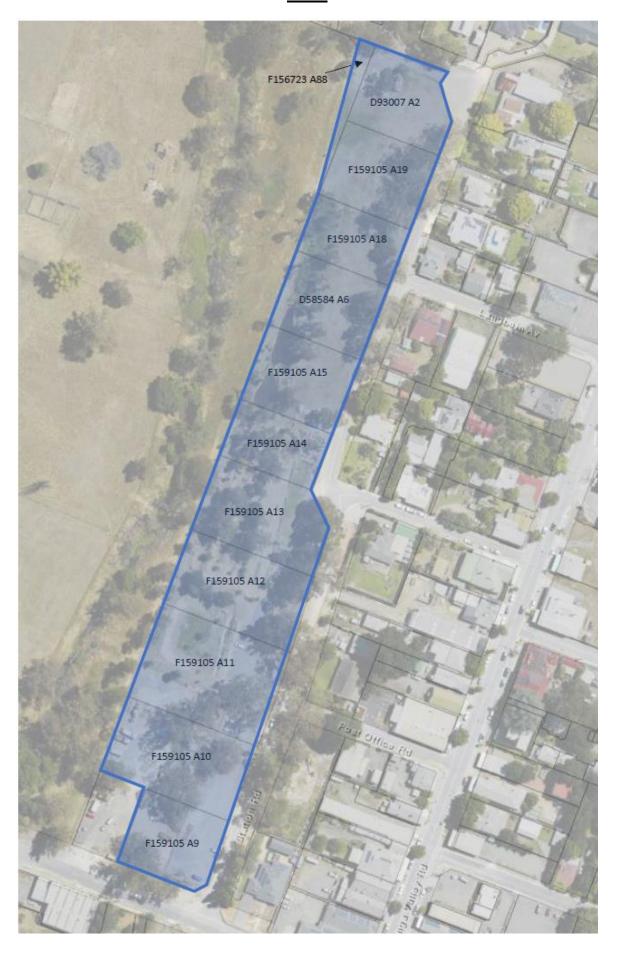
#### 7. Contractual arrangements with neighbour

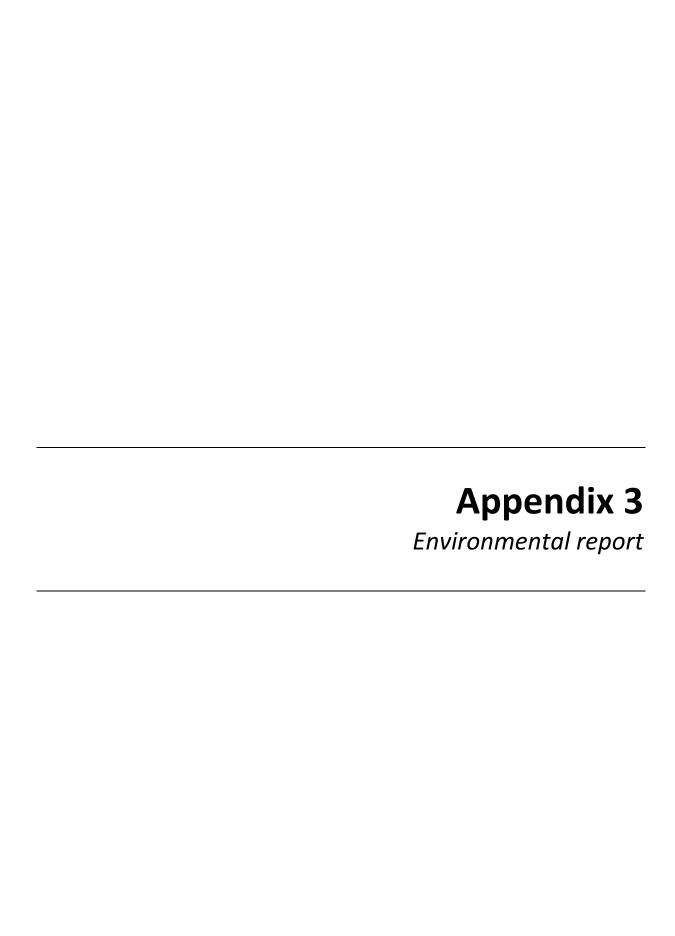
The Lessor and the Lessee acknowledge:

- 7.1 that the licence agreement between the Lessor (as 'licensor') and Allan Malcolm Rofe (as 'licensee') dated 27 February 2012 for the purpose of grazing stock over portion of the land comprised and described in Certificates of Title Volume 6040 Folio 563 and Volume 6136 Folio 122 has been terminated in accordance with the terms of the licence agreement; and
- 7.2 that the Lessor has granted consent for a sublease of this Lease, being a sublease between the Lessee (as 'underlessor') and the owner of the neighbouring property located at 22 Langbein Avenue, Woodside SA 5255 (as 'underlessee'), who as at the Commencement Date is Allan Malcolm Rofe and Denise Elizabeth Rofe, for the purposes of agistment of horses and access over and across Allotment 2 in Deposited Plan 93007 within Certificate of Title Volume 6250 Folio 934.

#### **ATTACHMENT A**

#### <u>PLAN</u>







Our ref: PS211283-WSP-ADL-CLM-LTR-00001 RevA

By email gstewart@ahc.sa.gov.au and m.jensen@ahc.sa.gov.au

20 December 2023

Confidential

Gen Stewart and Meridee Jensen Adelaide Hills Council 63 Mount Barker Road Stirling SA 5152

Dear Gen and Meridee

Former Woodside Rail Station Contamination Status Review

#### 1. Introduction and scope

Since the 1980s Adelaide Hills Council (AHC) have leased a property (Former Woodside Rail Station) on the Corner of Tiers and Station Roads in Woodside, South Australia. The property is approximately 25,000 m<sup>2</sup> in area and covers two certificates of title. Uses on the site during Councils lease have included a council depot, car park, stormwater detention basin and community garden/recreation area including a bike track. Other site uses include a horse agistment area.

In 2020, the landowner (Department for Infrastructure and Transport (DIT)) commissioned a Preliminary Site Investigation (PSI) and Soil Investigation on the site. Based on the findings DIT has restricted digging at the site.

AHC has commissioned WSP Australia Pty Ltd (WSP) to undertake a review of the PSI and Soil Investigation to enable AHC to make informed decisions about the site in the longer term and its "fitness for purpose". Based on information provided by AHC, it is understood that the future site use is not likely to alter, and will consist of council and community purposes as detailed below:

- Council Depot: vehicle and materials storage continued and potential development of sheds, office type buildings with electricity, water and sewer (not currently available) and formalisation of materials storage areas (i.e. construction of bays), car parking etc.
- Car Park: blue metal base (gravel) continued use and potential sealing, disability discrimination act (DDA) compliant carpark spaces.
- Stormwater Detention Basin continue maintenance of basin and surrounding garden including additional planting, weeding, slashing.

Level 17, 83 Pirle Street Adelaide SA 5000 GPO Box 398 Adelaide SA 5001

Tel: +61 8 8405 4300 Fax: +61 8 8405 4301 www.wsp.com

WSP acknowledges that every project we work on takes place on First Peoples lands.

We recognise Aboriginal and Torres Strait islander Peoples as the first scientists and engineers and pay our respects to Eiders past and present.



Bike track and community garden/Recreation area: garden beds, sheds and bike jumps and track –
maintenance and possible garden expansion, development of shed(s), installation of public toilet
facilities (will require electricity, water and sewer), signage, landscaping and track maintenance.

#### 1.1 Scope of work

WSPs scope of work included review of the 2020 PSI and Soil Investigation Report to understand if the future site uses as listed in Section 1 are feasible based on current contamination status of site soils.

#### PSI and Soil Investigation Report summary

#### 2.1 Scope of works

The scope of work undertaken for the PSI and soil investigation included the following:

- desktop review of the current and historical land use at the site and surrounding properties
- site inspection
- interviews with relevant personnel
- a limited soils investigation.

#### 2.2 Site setting

The site is approximately 25,000 m<sup>2</sup> in area and at the time of reporting comprised 12 allotments made up of three separate areas; a privately-leased horse agistment (northern portion of site), a recreational open space area (centre of site) and the Council depot (southern portion of site). It was surrounded by residential properties to the east and north, vacant former industrial/railway land including a former Power Station to the south and the Onkaparinga River to the west.

The site features listed in the report included stormwater ponds/settling ponds, a BMX track, Council depot and carpark, community garden, an additional area used for parking, horse paddocks and stormwater lines, drains and culverts. At the time of reporting there was also stockpiled soil in numerous locations on site in addition to burnt tyres (from the 2019 bushfires) in the BMX track and Council depot areas of the site.

#### 2.3 Historical site use

Prior to the site uses listed in Section 2.2 above the site was used as the Woodside Rail Station from 1914 when building commenced, to 1963 when it was decommissioned. The railway station consisted of the rail line, passenger, cargo and livestock platforms, a ticket office, waiting room, toilet facilities and two sheds. The shed in the northern portion of site is still remaining.

The site then appeared to remain vacant until the early 1980s when the BMX track was first built and then in the 1990s the northern end of the site was first used for horse agistment. In 2019 bushfires burnt parts of the western edge of site including two sheds in the depot area and tyres in this same area and the bike track. In the 2010s Council installed stormwater pipes. The community garden in the centre of site and the seating area to the east of the BMX track were also built in the 2010s.



#### 2.4 Potentially contaminating activities (PCAs)

Based on available information the following on-site potentially contaminating activities (PCAs), associated potential contaminants of interest (PCOI) and their likelihood of significant contamination were noted, these included:

- railway operations (former rail station and yard): hydrocarbons, metals, asbestos, nutrients –
   moderate significance
- Council works depot: hydrocarbons, metals, herbicides low significance
- fill or soil importation: hydrocarbons, metals, asbestos low significance
- agricultural activities: herbicides low significance
- stockpiling and use of tyres as infrastructure: hydrocarbons, metals low significance.

Off-site PCAs within 1 km of site include historical service stations, the former woodside power station and a winery/distillery. Other site uses surrounding the site included a mix of residential and commercial to the east and agriculture to the west.

#### 2.4.1 Preliminary Conceptual Site Model

Based on the site history investigation the transport mechanisms and exposure routes of potential contaminants to current and potential future site users listed included the following:

- direct contact (dermal contact and/or incidental ingestion) to contaminated soil by on-site
  occupants (recreational users), workers (Council depot and intrusive/subsurface utility workers)
  and both on and off-site ecological receptors
- inhalation of contaminated soil/dust by intrusive/subsurface utility workers
- direct contact (dermal contact and or incidental ingestion) to contaminated groundwater by intrusive/subsurface utility workers and nearby domestic borewater users
- direct contact of ecological receptors in soils via surface water movements and via leaching of contaminants in shallow soils to groundwater and migration to the Onkaparinga River.

#### 2.5 Soil investigation

On 11th and 12th February 2020, intrusive soil investigations were undertaken at 30 locations across the site to a maximum depth of 2.0 metres below ground level (mBGL). Thirty-four soil samples were selected for analysis of a wide range of contaminants including hydrocarbons, pesticides, phenols, nutrients and metals. An additional 10 samples were collected and assessed for the presence of asbestos.

Results for the soil samples were compared against human health and ecological screening criteria for commercial and industrial and recreational open space land use settings.

The locations were selected to provide coverage to the site and included:

- former railway station and lines 17 locations
- Council depot 9 locations
- BMX depot and potential mound (for BMX track use) 9 locations
- open agricultural areas 2 locations
- burnt tyres 3 locations
- stockpiles 4 locations.



Soils encountered during the works broadly comprised the following:

- Southern portion of site
  - Fill: top/soil fill poorly graded sand with gravel with some organic matter
  - Fill: gravel
  - Natural: sandy clays.
- Northern portion of site
  - Fill: reworked fill silty clay
  - Natural: silty sand.

No staining or odours were noted while drilling and collecting soil samples. Black fragments and charcoal inclusions were noted in the centre of the site at location SB09 at a depth of 0.5–0.6 mBGL.

The following exceedances of guidelines were noted:

- arsenic concentrations in one location (SB10) exceeded the human health recreational criteria and
  in three samples locations (SB05, SB10 and SB18) exceeded the ecological criteria for commercial/
  industrial and urban residential/public open space land uses
- copper in two locations (SB03 and SS07) exceeded the ecological criteria for commercial/industrial and urban residential/public open space land uses
- zinc in one location (SS07) exceeded the human health recreational criteria and in twelve locations (SB01, SB03, SB05, SB08, SB10, SB13, SB15, SB17, SB18, SS07, SS08 and SS09) exceeded the ecological criteria for commercial/industrial and urban residential/public open space land uses.

Organic analytes exceeded the laboratory limit of reporting in some samples however these were below the human health and ecological guidelines.

No asbestos was reported in any sample.

#### 2.6 Summary

Based on the PSI and the intrusive investigation the authors concluded the following:

- Site contamination in soils tested is unlikely to pose an unacceptable risk to human health for the
  continued use of the site in its current configuration for recreational open space and commercial
  and industrial purposes.
- Concentrations of metals in fill material at the site may impact some sensitive plant species and
  ecological receptors. The exceedances are based on comparison to the most conservative
  interpretation of the criteria.

#### Interpretation of results

The information presented in the PSI report including the soil investigation sample locations and results have been considered by WSP based on their locations relevant to current and future proposed land-uses. Figures in Attachment A taken from the PSI and soil investigation report present the historical and current site layout and the soil sampling locations.

The site has therefore been divided into three separate areas with the sample locations in each area listed in Table 3.1 below. The three separate areas are:

- the Council depot
- the horse agistment area
- the community area.



Table 3.1 Sampling locations and rationale

Area	Location	Rational for sampling
Council depot	SS07, SB17, SB20, SB21,	SS07 – burnt tyres
SB22, SB23, SB24, SB25, SB26, SB27, SB28	SB22, SB23, SB24, SB25, SB26, SB27, SB28	SB27 – carparking area
	322, 322, 322	SB20, SB21, SB22, SB23, SB24, SB28 – stockpiling, staging and storage of road construction and grounds keeping materials
		SB25, SB26 – infrastructure destroyed during bushfires
		SB27 – former gardeners shed that was destroyed during bushfires
Horse agistment	ment SB01, SB02, SB03, SB04,	SB01, SB04, SB05 – former rail line
area SB05, SB15, SB16	SB02, SB03 – agricultural areas	
		SB15, SB16 – former cargo platform
Community area	SS03, SS04, SS08, SS09,	SS03, SS04 – stockpiles
SB06, SB07, SB08, SB09, SB10, SB11, SB12, SB13, SB14, SB17, SB18, SB19	SS08, SS09 – burnt tyres around bike track	
		SB06, SB07, SB08, SB09, SB10 – fill material associated with BMX track, former passenger platform
		SB11, SB12, SB13, SB14 – fill around the southern pond (SB11 – former railway line)
		SB18 – community garden
		SB19 – carparking area

#### 3.1 Sampling results

In the PSI and soil investigation report presented in Section 2 above soil investigation results were compared to human health and ecological investigation levels for both industrial and open space land uses. It should be noted that for metal ecological criteria the derivation of criteria was undertaken using the most conservative approach which does not take into consideration background metal concentrations.

WSP has analysed the results based on the southern part of the site being used by Adelaide Hills Council as an industrial depot and the remaining parts of the site being used for public open space/recreational uses including carparking, community use and a horse agistment area.

The soil guidelines used and criteria exceedances for the three areas are presented in Table 3.2. Please note the guidelines are presented for only the three metals that exceeded guidelines. For the majority of contaminants analysed the concentrations did not exceed the laboratory limits of reporting (pesticides, phenols, polychlorinated biphenyls (PCBs)), did not exceeded guidelines (hydrocarbons) or current guidelines did not exist.



Table 3.2 Human health and ecological criteria exceedances by area

	Transar realization codogical circula exect	
Criteria	Human health criteria	Ecological criteria
Arsenic	Recreational – 300 mg/kg	Urban residential/public open space – 100 mg/kg
	Commercial/Industrial – 3,000 mg/kg	Commercial/industrial – 160 mg/kg
Copper	Recreation – 17,000 mg/kg	Urban residential/public open space – 60 mg/kg
	Commercial/Industrial – 240,000 mg/kg	Commercial/industrial – 85 mg/kg
Zine	Recreation – 30,000 mg/kg	Urban residential/public open space – 70 mg/kg
	Commercial/Industrial – 400,000 mg/kg	Commercial/industrial – 110 mg/kg
Council depot	SS07 - zinc 96,000 mg/kg	SS07 – 0.0 mBGL copper 270 mg/kg and zinc 0.0 mBGL zinc 96,000 mg/kg
		SB17 - 0.1-0.2 mBGL zinc 120 mg/kg
Horse	_	SB01 - 0.2-0.3 mBGL zinc 75 mg/kg
agistment area		SB03 - 0.1-0.2 mBGL copper 300 mg/kg and zinc 72 mg/kg
		SB05 – 0.2–0.3 mBGL arsenic 180 mg/kg
		SB15 - 0.1-0.2 mBGL zinc 100 mg/kg
Community	SB10 - 0.2-0.3 mBGL arsenic	SS08 - 0.0 mBGL zinc 7800 mg/kg
area	480 mg/kg	SS09 - 0.0 mBGL zinc 75 mg/kg
		SB06 - 0.1-0.2 mBGL zinc 100 mg/kg
		SB08 - 0.1-0.2 mBGL zinc 77 mg/kg
		SB10 – 0.2–0.3 mBGL arsenic 480 mg/kg and zinc 97 mg/kg
		SB13 - 0.1-0.2 mBGL zinc 91 mg/kg
		SB18 – 0.2–0.3 mBGL arsenic 160 mg/kg and zinc 200 mg/kg

#### 3.1.1 Human health exceedances

#### Council depot

One human health exceedance was reported for zinc in surface sample SS07 located in the south western corner of site. With a zinc concentration of 96,000 mg/kg the recreational guideline of 30,000 mg/kg was exceeded. This concentration however did not exceed the commercial/industrial guideline concentration of 400,000 mg/kg. Given this area is to be used for commercial/industrial uses it is considered that the zinc concentration in shallow soils at SS07 will not impact commercial/industrial human site users.



#### Horse agistment area

No exceedances of human health criteria for recreational open space and or commercial and industrial settings were reported for the horse agistment area. There is therefore no risk to humans undertaking these land uses within this area (based on the existing data).

#### Community area

One exceedance of arsenic for recreational use was reported in the community area (SB10 0.2-0.3 mBGL - 480 mg/kg). This sample location is within the south-eastern portion of the bike track area. Further testing of soil from this borehole at a depth of 0.8-0.9 mBGL presented an arsenic concentration of 47 mg/kg which is below the recreational open space guideline of 100 mg/kg and indicates that the contamination is limited to the upper surface soil layers.

Statistical analysis (USEPA ProUCL software) of 10 shallow soil samples (0.0–0.6 mBGL) taken within the community area indicate that the 95% ProUCL for arsenic of 90.5 mg/kg meets the human health criteria for open space recreational use.

Based on the known results it is considered that concentrations of contaminants in soils within the community area will not impact recreational or industrial/commercial site users.

#### 3.1.2 Ecological exceedances

#### Council depot

Within the council depot one surface sample (SS07) had exceedances above both the ecological criteria for open space and commercial and industrial land uses for copper (270 mg/kg) and zinc (96,000 mg/kg) while another (SB17 0.1–0.2 mBGL – 120 mg/kg) exceeded both land-use ecological criteria for zinc alone. Location SS07 is within the south-western corner of the depot site and SB17 is located within the carparking area adjacent to the depot and the community area.

As mentioned above the criteria derived for some metals (copper and zinc) was undertaken using the most conservative approach. Review of the criteria derivation indicates that less conservative (including background concentrations), but yet protective, guideline values for copper and zinc would increase to 130 mg/kg (open space) and 190 mg/kg (commercial/industrial for copper) and to 400 mg/kg (open space) and 600 mg/kg (commercial/industrial) for zinc. Based on these numbers, the zinc concentration in shallow soils at SB17 does not exceed guidelines.

The council depot is considered commercial/industrial and is fenced. As a result the number of ecological receptors (plants and animals) on site is likely to be limited to existing vegetated areas (tree) reducing the potential for exposure to ecological receptors.

#### Horse agistment area

One sample (SB05 – 0.2–0.3 mBGL – 180 mg/kg) exceeded the urban residential criteria for arsenic (100 mg/kg) as did three samples for zinc (SB01 – 0.2–0.3 mBGL – 75 mg/kg, SB03 – 0.1–0.2 mBGL – 72 mg/kg and SB15 – 0.1–02 mBGL – 100 mg/kg).

For copper, one sample (SB03 – 0.1–0.2 mBGL – 300 mg/kg) exceeded both the residential and commercial/industrial setting for copper (60 mg/kg and 80 mg/kg respectively).

In the horse agistment area only 7 locations were sampled so statistical analysis cannot be undertaken. However, it should be noted that the zinc concentrations only slightly exceeded the most conservative guideline value of 70 mg/kg but are below the re-derived criteria of 400 mg/kg for open space recreational settings as presented in the section above.



While the concentrations for arsenic in location SB05 (adjacent to the northern pond (SW2)) and for copper in SB03 (north-eastern corner of site) do exceed the recreational guideline values the exceedances of both metals are limited to only these locations. Given the size of the area, the home ranges of animals and the limited elevated concentrations across the site, the potential for exposure to horses and other ecological receptors is likely to be limited. Additionally, it is likely the horses are given supplemental feed which would reduce the potential for incidental consumption of elevated metals.

#### Community area

Two samples (SB10 – 0.2–0.3 mBGL – 480 mg/kg and SB18 – 0.2–0.3 mBGL – 160 mg/kg) in the community area had concentrations of arsenic that exceeded the open space ecological criteria (100 mg/kg) and one (SB10) exceeded the commercial/industrial ecological criteria (160 mg/kg). SB10 is located within the BMX track (south-eastern section) and SB18 is located adjacent to the community garden.

Seven samples exceeded the open space and recreational criteria (70 mg/kg) for zinc with concentrations ranging from 75 mg/kg to 7,800 mg/kg and two samples exceeded the commercial/industrial criteria (110 mg/kg). Of the seven samples, only one (SS08 – 7,800 mg/kg) exceeds the adjusted ecological soil criteria for zinc for both recreational open space (400 mg/kg) and commercial/industrial (600 mg/kg) use where background concentrations are included in the guideline derivation. SS08 is located on the western boundary of site between the BMX track and the southern stormwater pond (SW1).

The arsenic exceedances at SB10 and SB18 and the zinc exceedance at SS08 indicate a potential likely impact to ecological receptors at the site in these areas. The potential for exposure to animals is considered less likely due to the size of the area and its use, the wide home ranges of potential animals and/or the ability of animals to move away from contamination. The potential for exposure to plants planted within the ground at these locations maybe impacted by the elevated metals and/or may absorb these metals into their tissues. As a result, edible plants should not be planted in the ground in these locations unless further work is undertaken to understand the extent of the contamination (depth and span) and whether or not it is bioavailable (can be taken up by the plants).

#### 3.1.3 Summary

Based on review of the PSI and soil investigation report, WSP consider the following:

- The risk to human receptors in each area of the site is considered to be low based on the current land uses. If the use of the Council depot area is going to be converted to a more sensitive land use, such as recreational/open space further testing should be undertaken particularly in the southwestern corner of the site in the vicinity of location SS07.
- The risk to ecological receptors in the Council depot area and horse agistment area is considered to be low based on the current land uses.
  - The Council depot is fenced with limited access for animals and the number of plants in this area is limited to some larger trees which have deeper roots below the surface soils where the criteria exceedances exist. As mentioned above if the area was proposed to be converted to a more sensitive land use, further testing should be undertaken.
  - Horses in the agistment area could potentially be exposed to metals in shallow soils however given the size of the area, the sparsity of the exceedances and that the horses receive supplemental feeding the potential for exposure is limited. Other animals and plants within the area would have limited potential for exposure for the same reasons in addition for animals due to their home ranges and or ability to move away from contaminated soils. Plants could



potentially be impacted however given the use of the area it is considered unlikely that deliberate planting in these locations would occur. If the land use in this area was likely to change to a more sensitive land use, such as residential, further works would be required. If it was to remain as a public open space land-use the risk to receptors is considered low.

— The risk to ecological receptors in the Community area is considered to be low with the exception of two locations SB10 and SB18. Further works could be undertaken to delineate the extent of the exceedances in these areas to reduce the risk to potential receptors including plants within the community garden area. If the land in this area was likely to change to a more sensitive land use and/or the council and community wished to plant edible plants within the ground more works should be undertaken.

#### 3.1.4 Data gaps

The following were considered data gaps based on the PSI and soil investigation works:

- Leachability testing was not undertaken on soil samples where the concentrations exceeded the
  guidelines. This is important to understand the potential movement of contaminants in surface
  waters and groundwater to more sensitive ecological environments including the
  Onkaparinga River. This is especially important on the western boundary of site closest to the river.
- Groundwater was not sampled as part of the assessment so impacts of elevated metals in some samples on groundwater is unknown. Given that groundwater is not utilized by on-site users and that the criteria exceedances are limited/spread across the site this gap is considered of low risk.
- The number of samples collected and tested around the community garden is limited. If the
  community wish to plant edible food plants in the ground within this area more testing should be
  undertaken.
- It is unknown if stockpiles still exist on site. It is our understanding that stockpiled material
  introduced to the site previously was clean fill. Further introduction of soils into the community
  area should meet the requirements for public open space.

Yours sincerely

Naomi Cooper

Well-

Senior Associate Environmental Toxicologist

Peter Brown Technical Director

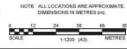
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Attachment A Figures

Attachment A Figures

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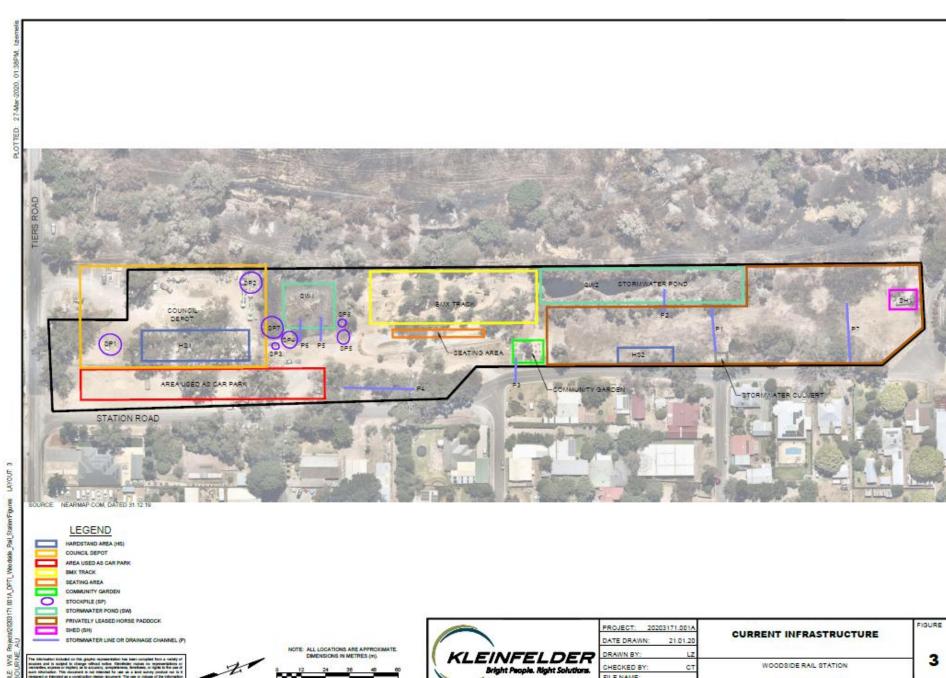
HISTORIC LOCATIONS OF	
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FIGURE

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WOODSIDE RAIL STATION

STATION ROAD WOODSIDE, SOUTH AUSTRALIA



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STATION ROAD WOODSIDE, SOUTH AUSTRALIA

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# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 AGENDA BUSINESS ITEM

Item: 12.2

Responsible Officer: Zoë Gill

**Executive Governance Officer** 

Office of the CEO

Subject: Attendance at the National General Assembly of Local

**Government 2025** 

For: Decision

#### **SUMMARY**

The National General Assembly of Local Government (the "NGA25") is being held in Canberra from 24-27 June 2025.

Acting Mayor Nathan Daniell has advised that he will not be attending NGA25 in a representative capacity. Under the policy the Deputy Mayor is the default representative of Council and Cr Adrian Cheater as Acting Deputy Mayor has advised that he is available to attend as a representative.

The Chief Executive Officer will attend the NGA2025 as a representative of the Administration if an elected member attends.

The overall cost of attendance at NGA25, including registration, fares and accommodation, is approximately \$4700 per attendee.

Consistent with the *Council Member Training & Development Policy* (the "Policy"), the attendance at a conference or seminar in an official (representative) capacity is not considered a developmental activity. However, where projected costs exceed \$1,500, approval of the Council is required.

#### RECOMMENDATION

#### **Council resolves:**

- 1. That the report be received and noted.
- To approve Acting Deputy Mayor Adrian Cheaters attendance in a representative capacity at the National General Assembly of Local Government in Canberra in June 2025 and coverage of related costs estimated at \$4,700 in accordance with the Council Member Training and Development Policy.

#### 1. BACKGROUND

The National General Assembly of Local Government (the "NGA25") is being held in Canberra from 24-27 June 2025. A copy of the NGA25 Program is at *Appendix 1*.

The estimated cost of in-person attendance at the Conference, Regional Cooperation & Development Forum is:

- Registration \$1099 or \$979 (early bird) plus \$179 for the General Assembly Dinner
- Travel (\$1000 \$1,500)
- Accommodation (\$1000 \$1500)
- Taxis and meals over 4 days are estimated to be an extra \$500

Total costs for in person attendance is estimated to be up to \$4,700.00.

#### 2. ANALYSIS

#### > Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective 02 Operate with integrity using best practice governance processes. Priority 02.01 Demonstrate accountable and transparent decision making.

Objective 04 Engage and advocate for our communities

Priority 02.01 Advocate on behalf of the community to represent its needs and views

with relevant stakeholders and decision makers.

Clause 7 of the Policy provides that attendance at conferences and seminars where the estimated costs are greater than \$1,500 must be approved by the Council.

Clause 8 of the Policy provides that the Deputy or the Presiding Member of a committee in the Deputy Mayor's absence, is the default representative of Council in an official capacity at events such as the NGA25. Council can nominate another Council Member to be a representative if the Deputy Mayor or Presiding Member of a committee is unavailable. Where costs exceed \$1,500, requests to attend functions in an official capacity shall be the subject of a report to Council for consideration.

Clause 9 of the Policy further provides that Council Members who have attended an external training and development activity will provide a summary written report at the next Council meeting outlining the nature of the program/activity, the benefits gained from attendance along with feedback on ideas to enhance Council's activities. Council could elect to nominate additional elected members if they see appropriate.

#### Legal Implications

There are no direct legal implications in regard to the matters contained in this report.

#### Risk Management Implications

Council representation at Local Government assemblies and conferences enable advocacy. It also ensures Council Members continue to be informed and improve their understanding of current issues across local government. Collectively these assist in mitigating the risks of:

Poor representation of the community by Council Members leading to formal decisions that do not appropriately take account of the community needs.

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

Failure to engage in sector-wide reform initiatives leading to the Adelaide Hills community not being adequately represented.

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

#### Budget, Financial and Resource Implications

The previous ALGA24 was held in July 2024. Due to the timing of the ALGA25 being held in the same financial year there is currently no budget allocation in the current financial year for attendance.

The cost for attendance would be approximately \$4,700.00. The is an indicative cost and may vary depending on the price of flights and accommodation that is available.

It is proposed that a budget increase and adjustment is made in the next quarter for this year as it is not clear if the move to a June attendance is permanent and which financial year the conference will fall each financial year.

#### Customer Service and Community/Cultural Implications

Attendance at the National General Assembly may build up to date knowledge of local government issues and improve understanding of local community requirements, in addition it may provide opportunities for advocacy.

#### Sustainability Implications

Not applicable.

#### Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Community: Not Applicable

#### Additional Analysis

The National General Assembly of Local Government is a significant gathering of local government representatives and other key stakeholders from across the country. It is the peak decision-making forum for local government in Australia and provides direction as well as formal and informal discussion on topical issues.

As the overall cost of attendance at the Assembly, including registration, fares and accommodation is in excess of \$1,500, in accordance with the Policy, any such requests from Council Members to attend the Assembly, requires approval by Council.

In some previous years, Council has supported, in addition to the Mayor attending in a representative capacity, a Councillor attending in a development capacity.

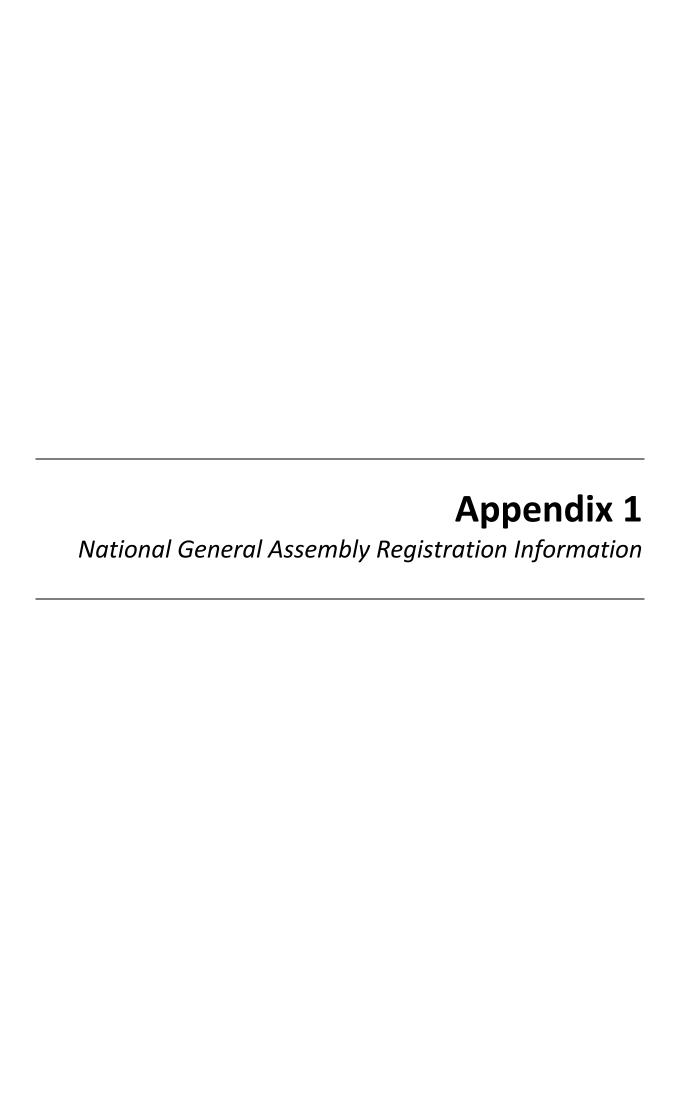
#### 3. OPTIONS

Council has the following options:

- I. Approve a Councillor's attendance at NGA25 and payment of related costs in accordance with the *Council Member Training and Development Policy (Recommended)*.
- II. Approve more than one elected member attending the conference, one in a representative capacity and one in a professional development capacity.
- III. Not approve any Councillor's attendance at NGA25.

#### 4. APPENDICES

(1) National General Assembly Registration Information.



## **Foundation Partners**



Department of Infrastructure, Transport, Regional Development, Communications and the Arts







## **Major Partners**









## **Event Sponsor**



#### **Featured Exhibitor**



# PRESIDENT WELCOME



Dear Colleagues,

It is my pleasure to invite you to attend ALGA's 31st National General Assembly (NGA) of Local Government in Canberra from 24-27 June.

The theme of this year's event will be "National Priorities Need Local Solutions", focusing on the important role we all play delivering local place-based initiatives that help address our nation's big challenges.

Of course, we can't deliver on this promise without sustainable funding, and ALGA continues to advocate to the federal government for a significant increase in untied, formula-based funding for all councils.

This year's NGA will once again feature concurrent "listening sessions", offering in-depth engagement on four key national issues: emergency management, safer roads, housing and community infrastructure, and local government jobs and skills.

Following the federal election, NGA 2025 will provide a great opportunity to help shape a new government or refocus a returned government on the needs of councils across Australia.

On the final day of the NGA we will hold Ministerial Engagement Forums, which will allow us to engage directly with the federal government on the policies, support and funding we collectively need.

One of the highlights of every NGA is the debate on motions, where your councils bring key issues for local government to the national stage.

I look forward to hearing your council's motions, and discussing the challenges and opportunities for our communities.

I am excited to invite you to attend this year's NGA, and hope to see you in Canberra in June.

Yours sincerely,

Matt Burnett, President

Australian Local Government Association

## NGA 2025 Provisional Program

### **New NGA Program Format**

After the success of the new format in 2024, this year's NGA will feature the same changes to the sessions and breaks. Sessions have been extended in length to allow extra time for questions and answers. Break times are two 60 minute breaks on each day. These changes provide delegates greater value through better opportunities to ask questions in presentations, as well as more time to visit the exhibition hall, or conduct meetings during meal breaks.

## TUESDAY 24 JUNE REGIONAL FORUM

8.00am	Registrations Open
9.00am -	Regional Forum
5.00pm	(Additional registration required)
5.00pm -	National General Assembly Welcome
7.00pm	Reception & Exhibition Opening

## WEDNESDAY 25 JUNE NATIONAL GENERAL ASSEMBLY

8.00am	Registrations Open
9.00am	MC Wecome and Introduction Welcome to Country Governor-General of the Commonwealth of Australia (invited)
9.40am	Minister Address - TBC
10.00am	Leader of the Opposition Address - TBC
10.20am	ALGA President's Address Mayor Matt Burnett, ALGA President
11.00AM	MEAL BREAK ONE
12.00pm	Australia and the New Geo Economic Landscape
1.00pm	From Big Picture to Local Action Jason Clarke
2.00PM	MEAL BREAKTWO
3.00pm	Debate on Motions
5.00pm	Close of day one

## THURSDAY 26 JUNE NATIONAL GENERAL ASSEMBLY

THAT I STATE OF	51 561 1 161 17 161 7 15 45 HB171 105 HB1
9.00am	Adapting Together: Local Government Leadership in a Changing Climate Presented by ALGA, Nations Partners & Ricardo
10.00am	Al for Society: Shaping a Better Tomorrow Stephen Scheeler
11.00AM	MEAL BREAK ONE
12.00pm - 2.00pm	Concurrent Listening Sessions
	Emergency Management: Capability and Capacity
	Sponsored by JLT & Telstra
	Safer Roads Sponsored by Hyundai
	Housing and Community Infrastructure Sponsored by Novoplan
	Local Governement Jobs and Skills Sponsored by KPMG
2.00PM	MEAL BREAKTWO
3.00pm	Debate on Motions
7.00pm	General Assembly Dinner Great Hall, Australian Parliament House

### FRIDAY 27 JUNE MINISTERIAL ENGAGEMENT FORUM

8.00am	Registrations Open
9.00am	National Priorities Need Local Solutions - Ministerial Engagement Forums
10.30am	MORNING TEA
11.30am	National Priorities Need Local Solutions - Ministerial Engagement Forums continued
1.00pm	LUNCH

Tuesday 24 June



Wednesday 25 June



Thursday 26 June



Friday 27 June



5.00pm

7.00pm

9.00am



NATIONAL GENERAL ASSEMBLY DINNER

## REGIONAL FORUM 2025

	PROVISIONAL PROGRAM
8.00am	REGISTRATIONS OPEN
9.00am	ALGA President Opening Address Matt Burnett, ALGA President Welcome to Country Paul Girrawah House, Ngambri-Ngunnawal Custodian
9.15am	Minister Address - TBC
9.30am	Shadow Minister Address - TBC
9.45am	NBN Forum Partner Address
10.10am	State of the Regions Bernard Salt AM
11.10am	MORNING TEA
11.40am	Driving Efficiency through Technology
12.30pm	LUNCH
1.30pm	Creating Vibrant Communities - Sharing Issues and Ideas
3.00pm	AFTERNOON TEA
3.30pm	Better Mental Health in Regional Communities Prof Jenny May AM, National Rural Health

Building a Stronger and Safer Network: The Future of Regional Road Infrastructure Kenn Beer, Principal Engineer, Safe System



#### **KENN BEER**

4.20pm

Principal Engineer, Safe System Solutions

Commisioner

Solutions

Kenn is a Registered Professional Engineer, accredited Senior Road Safety Auditor, transport planner, trainer and assessor. He has over 20 years' experience in road safety engineering, planning, policy and strategy development.

Kenn is one of Australia's most active Safe System practitioners and trainers, and has delivered many diverse projects, including: safety strategies for local and state government; business cases for TAC; Road Safety Audits and Safe System Assessments. Kenn was co-lead for the 2020 update to the Austroads Guide to Road Safety series.

Kenn Beer will lead Australia's pathway to Vision Zero – zero deaths, or serious injuries – on Australia's roads by 2050.



**PROFESSOR JENNY MAY AM** 

National Rural Health Commissioner

Professor Jenny May AM has been passionate about rural health since her first rural medical student placement in 1980 and then as a trainee rural doctor at Tamworth Hospital in 1985.

Professor May's vast and extensive knowledge working across Australia and internationally has provided multiple opportunities to contribute through research on health workforce matters. She now calls Tamworth home and has had the incredible privilege to live and work with her doctor husband and family in a number of remote and regional locations.

Professor May holds fellowships with RACGP and ACRRM and has extensive experience in clinical practice, research, education and rural health advocacy. In 2016 she was awarded a Member of the Order of Australia (AM) for significant service to community health in rural and regional areas, as a general practitioner, member of professional medical groups, and as an educator.

With over 35 years of working and supporting rural, regional and remote health care, her appointment as the third National Rural Health Commissioner has been widely welcomed.



BERNARD SALT AM

Founder, Demographics Group

Bernard Salt AM is widely regarded as one of Australia's leading social commentators. He has written six popular best-selling books, hosted a TV show on SkyNEWS Business called "The Next Five Years" and hosted a top-rated podcast called "What Happens Next".

After a 20-year career as a Partner in a global advisory firm, Bernard founded The Demographics Group to provide advice to business on demographic, social and property trends.

He is best known to the wider community for his penchant for identifying new social behaviours including "the goat's cheese curtain."

Bernard has been a columnist with The Australian newspaper for more than 20 years. His column in The Weekend Australian Magazine is highly regarded and widely read.

Bernard was awarded the Member of the Order of Australia (AM) in the 2017 Australia Day honours for his services to the Australian people via demography.

And finally, Bernard is the person responsible for popularising the phrase "smashed avocado" ... globally.

## NGA 2025 INFORMATION

#### SOCIAL FUNCTIONS

## Welcome Reception & Exhibition Opening

Tuesday 24 June 2025

Venue: National Convention Centre Canberra The Welcome Reception will be held in the exhibition hall and foyer.

5:00pm - 7:00pm

\$55.00 per person for day delegates and guests. No charge for full registered delegates. No charge for registered accompanying partners.

Dress Code: Smart casual

#### **General Assembly Dinner**

Thursday 26 June 2025

Venue: Parliament House

The dinner is being held in The Great Hall.

7:00pm - 11:00pm

\$179.00 per person

Dress Code: Formal/Cocktail

Numbers to this dinner are strictly limited. Tickets are allocated on a first in basis.

#### General Assembly Business Sessions

Wednesday 25 June 2025 - Friday 27 June 2025

Venue: National Convention Centre Canberra All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

Dress Code: Smart casual

#### **Exhibition**

Wednesday 25 June 2025 - Friday 27 June 2025

Venue: National Convention Centre Canberra

The exhibition is being held in the Exhibition Hall at the National Convention Centre.

#### **Partner Tours**

The partners meet at the National Convention Centre Canberra each morning to commence their tour.

Marion High Tea & Canberra Glassworks Tour Wednesday 25 June - 9.45am

The group will start the morning at 'The Marion' where guests will indulge in a Traditional High Tea. The menu includes traditional items such as pastries, scones, tea and coffee. Guests can relax and enjoy the views overlooking Lake Burley Griffin.

The next stop is the Canberra Glassworks. Here guests will take part in a workshop tour, featuring a tile demonstration that showcases the intricate craftsmanship behind glass art.

For lunch, enjoy a delicious meal at The Dock in Kingston, before heading to the last stop for the day: The Australian War Memorial. Here guests will have the opportunity to discover its new main entrance and to reflect on Australia's history and its heroes.

Instala DIY & Museum of Australian Democracy Thursday 26 June - 10:30am

Get in tune with your inner artisan during a DIY crafts session. Create a one-of-a-kind piece with perfume or candle making to take home as a souvenir.

After this creative experience, you'll enjoy a relaxing lunch at the Braddon Assembly Pub, where you can savour a delicious hearty meal.

The afternoon will conclude with a visit to the Museum of Australian Democracy at Old Parliament House (MoAD). Through the guided tour guests will be immersed in Australia's political history, gaining insights into the nation's democratic journey and their various exhibits.

#### LISTENING SESSIONS

Another change to the format of the NGA last year was the inclusion of four concurrent "Listening Sessions".

These sessions were designed to provide delegates with the opportunity to engage directly with representatives from federal government departments about the issues faced by councils.

The sessions focused on four key topics: Roads and Transport, Energy Transition, Disaster Resilience and Recovery, and National Housing and Community Infrastructure.

In 2025 the "Listening Sessions' will be held on Thursday 26 June, with the topics being; Emergency Management: Capability and Capacity, Safer Roads, Housing and Community Infrastructure and Local Government Jobs & Skills.

# **GENERAL INFORMATION**

#### **Privacy Disclosure**

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities.

If you do not consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form. Importantly, your name can also be included in the General Assembly List of

included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

#### **Photographs**

During the General Assembly there will be a contracted photographer taking photographs during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image. Images may be used for print and electronic publications.

#### **Coach Transfers**

**Daily Shuttles** run to and from the National Convention Centre

Shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 8:00am and 8:30am. Return shuttles will depart the National Convention Centre at 5:00pm.

Welcome Reception and Exhibition Opening - Tuesday 24 June 2025 National Convention Centre

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4:45pm. The return coaches will depart between 6.30pm - 7.00pm.

General Assembly Dinner - Thursday 26 June 2025

The Great Hall, Parliament House

Coaches will collect delegates from all General Assembly hotels at approximately 6:15pm. A return shuttle service will operate between 10:30pm and 11:15pm.

#### **Car Parking**

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$23.50 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$20.00 per day. The voucher machines accept either cash or cards (Visa or MasterCard).

#### **Payment Procedures**

Payment can be made by:

Credit card MasterCard and Visa

Electronic Funds Transfer Bank: Commonwealth Bank Branch: Woden

BSB No: 062905 Account No: 10097760

ALGA ABN 31 008 613 876

#### Canberra Weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 11-15°C and temperatures do drop to 0°C on average in the evenings, so be sure to bring a warm jacket.

Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

## CANCELLATION POLICY

#### STANDARD REGISTRATION TERMS

An administration charge of \$110.00 will be made to any participant cancelling before Friday 23 May 2025.

Cancellations received after Friday 23 May 2025 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost

By submitting your registration you agree to the terms of the cancellation policy.

#### Substitutions

As with all ALGA events, substitutions are allowed for delegates. Please notify the conference organisers in writing if substitutions are required.

#### **ACCOMMODATION TERMS**

All cancellations or amendments must be made in writing to Conference Co-ordinators and will be acknowledged by email.

All rooms cancelled 30 day prior to check-in will be charged the full amount unless the room can be resold.

You are required to pay for your full accommodation account and any incidental expenses incurred during your stay when checking in to the hotel.

No refund will be available to no shows.

No refund will be available to no shows.

## KEYNOTE SPEAKERS



#### STEPHEN SCHEELER

Stephen Scheeler is Australia's most authoritative voice on A.I., technology, disruption and leadership.

He is the former Facebook CEO for Australia and New Zealand, where he guided Facebook's rise from quirky start up to media and technology titan. Working with Mark Zuckerberg and Facebook's Silicon Valley leaders, his tenure at Facebook saw the ANZ business – including Instagram, Messenger and WhatsApp – become one of the most successful Facebook markets in the world.

Today, he is founder of The Digital CEO, Senior Advisor to McKinsey & Company, and Executive-in-Residence at the Australian Graduate School of Management. He is also co-founder and CEO of Omniscient – the world leader in using A.I. to decode the human brain. Omniscient is often called "the OpenAl of the brain".

As a speaker, Stephen has appeared on the highest-profile keynote stages – including TEDx and SxSW Austin. He has spoken to or advised the likes of Google, PwC, EY, Deloitte, Westpac, Macquarie Bank, Citibank, Mastercard, American Express, Toyota, Oracle, Telstra, Seek, Qantas and the Australian Government.

He is a frequent media commentator on data, A.I., technology and the future of business & society, and a member of the Australian Prime Minister's Knowledge Nation 100, top innovation leaders in Australia.



#### **JASON CLARKE**

Since achieving the lowest Year 12 score in the history of his school in 1977, Jason Clarke has been an exhibition designer, a script writer, commercial event and film producer and for a while, Creative Director of Australia's largest multi-media production company. He's staged Shakespeare, grand opera, experimental avantgarde theatre and even designed a dolphin show for a major marine park.

He's developed and taught courses in Logic, Problem Solving and Innovation for Melbourne Business School, Mt Eliza Business School, the Australian School of Entrepreneurship, the Stern Business School of New York and the Ben Gurion Business School of Israel.

But since 2000 he's been a freelance thinker-for-hire, offering creative and lateral thinking services for organisations struggling to embrace innovation and change.

His clients include just about every kind of enterprise, from plucky little start-ups to national and global corporations, from communities and not-for-profits to State and Local Governments. Today he's a regular international speaker and one of the most sought-after creative minds in Australia.

But he'll tell you he's just a Plumber of the Mind, the guy you go to when your head gets clogged.

## REGISTRATION INFORMATION

#### Registration form available at NGA25.COM.AU

#### **GENERAL ASSEMBLY REGISTRATION**

- Attendance to all General Assembly sessions
- Meal breaks as per the General Assembly program
- One ticket to the Welcome Reception & Exhibition Opening
- General Assembly satchel and materials

Early Bird Payment recieved by Friday 30 May 2025 Late Payment recieved after Friday 30 May 2025 \$979.00 \$1,099.00

#### DAY REGISTRATION FEES

- Attendance to all General Assembly sessions on the day of registration
- Meal breaks as per the General Assembly program
- One ticket to the Welcome Reception & Exhibition Opening
- General Assembly satchel and materials

 Wednesday 25 June 2025
 \$529.00

 Thusrsday 26 June 2025
 \$529.00

 Friday 27 June 2025
 \$329.00

#### TUESDAY REGIONAL FORUM REGISTRATION FEES

- Attendance to all Regional Forum sessions
- Meal breaks as per the Regional Forum program

Forum Only Tuesday 24 June 2025 \$479.00 Regional Forum NGA Delegate Discount \$279.00

#### ACCOMPANYING PARTNER REGISTRATION FEES

- 1 ticket to the Welcome Recpetion & Exhibition Opening
- Day tour Wednesday 25 June 2025
- Day tour Thursday 26 June 2025

Partner Registration Fee

\$335.00

All amounts include GST

### **2025 NGA Conference Hotels**

#### A by Adina

1 Constitution Avenue, Canberra

A by Adina Canberra is the newest hotel to Canberra which is located on Constitution Avenue only a 5-minute walk from the National Convention Centre.

The hotel combines spacious apartment living with 24-hour reception. room service, service provided by knowledgeable concierges and a wellequipped gym.

A new dining district is also newly constructed in the immediate area.

All rooms have a king bed and the studios offer a twin option of two singles beds.

Studio Rooms: \$260 per night - Single/twin/double

1 Bedroom Apartments: \$290 per night

— Single/double

#### Adina Serviced Apartments 79 Northbourne Avenue, Canberra

Adina Serviced Apartments Canberra

James Court (formerly Medina) is located in the heart of the city on Northbourne Ave. offering contemporary spacious one bedroom apartments. Each apartment features a fully-equipped kitchen, inroom laundry and modern conveniences including flat screen TVs and free WiFi, outdoor pool, sauna, gym, spa and undercover parking on site (\$20/day). The hotel is approximately a 20-minute walk from the National Convention Centre.

1 Bedroom Apartments: \$230 per night - Single

#### Avenue Hotel

80 Northbourne Avenue, Canberra

The Avenue Hotel is one of the only 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre.

The apartments have a fully functioning kitchen. Twin option at the hotel consists of two king singles.

Superior King Rooms \$315 per night — Single/twin/double

1 Bedroom Apartments \$345 per night - Single/double

#### Crowne Plaza

1 Binara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district.

Twin option at the hotel consists of two double beds.

City View Room \$367 per night - Single/twin/double

Park View Room \$412 per night - Single/twin/double

#### Mantra on Northbourne

84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located within the CBD and approximately a 15-20 minute walk from the National Convention Centre. The hotel features underground parking (for a fee), a 24 hour reception, a heated indoor pool, sauna and a fully-equipped gymnasium.

All apartments offer one king bed, individually controlled air-conditioning, WiFi (for a fee), pay per view movies, mini bar, tea/coffee making facilities, a separate lounge and dining area, kitchen and a fully equipped laundry.

1 Bedroom Apartments: \$219 per night

- Single/double

#### **Nesuto Apartments**

2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Nesuto Apartments is only a fiveminute walk from the National Convention Centre. The one-bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than two guests are within the one room.

Studio Apartment \$285 per night - Single/twin/double

1 Bedroom Apartments \$305 per night

- Single/twin/double

#### Ot Hotel

1 London Circuit, Canberra

The Qt Hotel is a modern hotel with boutique style furnishings, central to the city and a 10-minute walk to the National Convention Centre.

Twin option at the hotel consists of two single beds.

King Room \$239 per night - Single/twin/double

Superior King Room \$259 per night - Single/twin/double

#### The Sebel Canberra Civic

197 London Circuit, Canberra

The Sebel Canberra Civic is one of Canberra's newest hotels which opened in June 2019 and is just a 7-minute walk from the National Convention Centre.

This property offers free WiFi throughout the hotel, a fully equipped gym, and an onsite restaurant and bar lounge.

All rooms come with a fully equipped kitchenette with Nespresso machine and dining table. Every bathroom is accessibility friendly with walk in showers.

Superior Room \$235 per night — Single/double

Executive Room \$265 per night - Single/double

## ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 AGENDA BUSINESS ITEM

Item: 12.3

Responsible Officer: Zoë Gill

**Executive Governance Officer** 

Office of the CEO

Subject: Adelaide Hills Region Waste Management Authority Draft

2025-26 Annual Business Plan and Budget

For: Decision

#### **SUMMARY**

Council has received correspondence from the Adelaide Hills Region Waste Management Authority (AHRWMA) seeking approval of the draft *AHRWMA 2025-26 Annual Business Plan and Budget* (refer *Appendix 1*) pursuant with requirements of the *AHRWMA Charter* (the Charter). The Charter requires consent of the *AHRWMA Annual Business Plan and Budget 2025-26* (the ABP&B) from Member Councils prior to 31 May 2025. The purpose of this report is to seek Council's approval of the ABP&B.

#### RECOMMENDATION

#### **Council resolves:**

- 1. That the report be received and noted.
- 2. To receive and note the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.
- 3. To note that it has considered the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.
- 4. To approve the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.
- 5. That the CEO is to advise the Adelaide Hills Region Waste Management Authority Board that Council has reviewed and approved the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.

#### 1. BACKGROUND

The AHRWMA is a regional subsidiary established pursuant to Section 43 of the *Local Government Act 1999* to undertake sustainable waste management through shared services for the communities of the Adelaide Hills, Alexandrina, Mt Barker and Murray Bridge Council areas. The Constituent Councils which comprise the Authority are the Adelaide Hills Council, the Alexandrina Council, Mount Barker District Council and the Rural City of Murray Bridge.

The Authority prepares an annual business plan and budget (incorporating updated Long Term Financial Plan) in consultation with its Constituent Councils. Approval of the draft ABP&B by the Constituent Councils enables the AHRWMA to continue providing an efficient and effectively managed and operated shared landfill site at Brinkley along with other services provided, including the management of the Heathfield Resource Recovery Centre.

The Authority's Board has approved the draft 2025-26 ABP&B for referral to Constituent Councils.

#### 2. ANALYSIS

#### > Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective 02 Operate with integrity using best practice governance processes. Priority 02.01 Demonstrate accountable and transparent decision making.

Having a well-functioning and governed waste and recycling regional subsidiary guided by an annual plan and appropriately resourced through an adopted budget assists Council to implement new or improved waste service opportunities and to provide ongoing resource recovery and waste services to the community.

Delivery of waste and recycling outcomes and actions within the *Resource Recovery and Recycling Strategy* and implementation of the *Waste & Resource Recovery Service Policy* align with activities within the AHRWMA *Annual Plan*.

#### Legal Implications

The AHRWMA is a Regional Subsidiary established under Section 43 (Ability of councils to establish a regional subsidiary) and Schedule 2 (Provisions applicable to subsidiaries) 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 regional subsidiary must review its business plan on an annual basis in consultation with its Constituent Councils. In accordance with Clause 4.2.2 and 5.2.2 of the AHRWMA Charter the draft Business Plan and Budget must be approved by an absolute majority of the Constituent Councils.

The Authority's Charter states that the Authority shall prepare and, after 31 May and before 30 June each year, adopt an annual budget for the ensuing financial year in accordance with the *Local Government Act 1999*.

#### Risk Management Implications

Review and consent of the AHRWMA ABP&B will assist in mitigating the risk of:

Not providing waste and recycling services leading to community dissatisfaction, potential regulatory action against Council and or possible poor community public health and environmental outcomes.

Inherent Risk	Residual Risk	Target Risk
Extreme (5A)	Low (1E)	Low (1E)

The report recommendation does not result in a new mitigating action.

#### Budget, Financial and Resource Implications

Council's draft 2025/26 waste operating budget aligns with the draft budget provided by the AHRWMA and Council's historical landfill tonnes.

AHRWMA have provided a draft budget table which has been circulated to elected members separately.

#### Customer Service and Community/Cultural Implications

There are no direct customer service or community/cultural implications relating to this report. Indirectly, adoption of the report recommendation will ensure ongoing efficient and effective waste management services are maintained for the disposal of community residual waste.

#### Sustainability Implications

The services provided by the AHRWMA align with Council's desired environmental outcomes. Accordingly, a sound and well considered annual business plan and sufficient financial resources to deliver intended outcomes is necessary to maximise environmental benefits through the services provided by the Authority.

#### 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: A presentation to Council Members on the draft 2025-26 AHRWMA

ABP&B was provided by the Executive Officer of the Authority on 5

May 2025 prior to Council's consideration of this matter.

Advisory Groups: Not Applicable

External Agencies: Adelaide Hills Region Waste Management Authority

Community: Not Applicable

#### Additional Analysis

The AHRWMA has identified the following four strategic goal areas within the draft 2025-26 AHRWMA ABP&B:

- Goal 1 Best Practice
- Goal 2 Collaborate
- Goal 3 Empowered Community
- Goal 4 Good Governance

The draft ABP&B supports delivery of the goals outlined above. Specifically, the draft ABP&B contains a total of 20 target activities with each one having a defined performance metric.

#### 3. OPTIONS

Council has the following options:

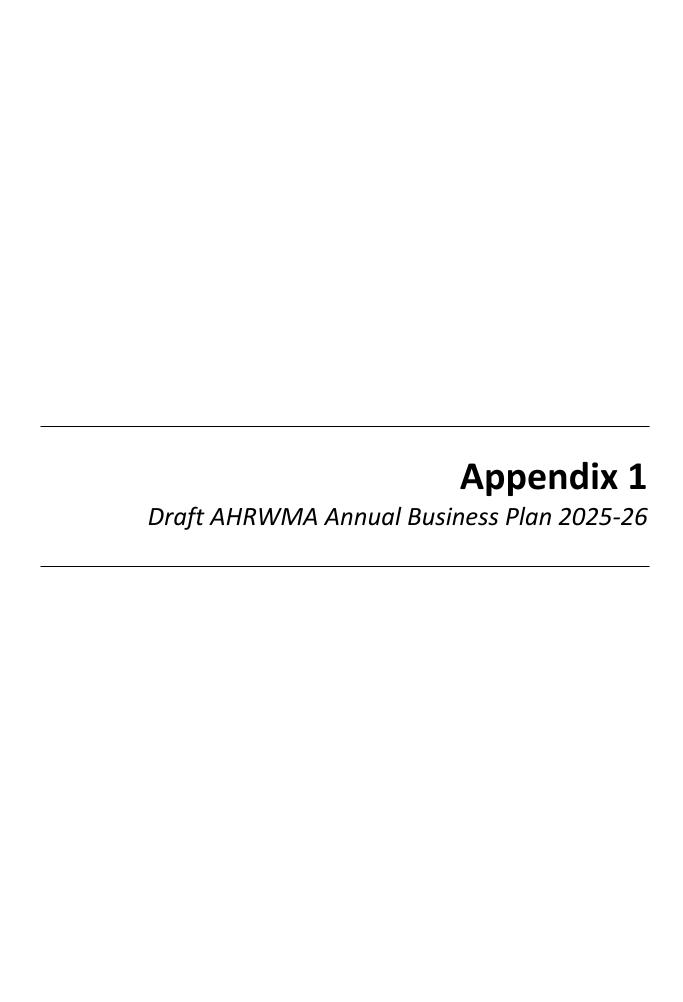
- I. Approve the draft AHRWMA ABP&B for the 2025-26 financial year (recommended).
  - This option is recommended as it will allow the AHRWMA to continue to provide efficient and cost-effective waste and recycling services to the Constituent Councils.
- II. Not approve the draft AHRWMA ABP&B for the 2025-26 financial Year (not recommended).
  - This option is not recommended as it may lead to delays in the AHRWMA adopting their budget and in turn potentially effecting service delivery either short or long term.
- III. Note the draft AHRWMA ABP&B for the 2025-26 financial year with suggested amendments. (not recommended).

This option is not recommended as any suggested amendments to the ABP&B will need the endorsement of the other Constituent Councils and the Board before they can be accepted. This outcome would delay the adoption of the ABP&B by the Board and potentially may not result in any changes being agreed to by the other Constituent Councils or the Board.

Staff are therefore recommending that Council endorse Option 1 above in order for the Authority to continue to provide landfill and other waste and recycling services for Constituent Councils.

#### 4. APPENDICES

- (1) Draft AHRWMA Annual Business Plan 2025-26
- (2) Letter to AHC CEO from AWRWMA re Annual Business Plan 2025-26





ANNUAL BUSINESS
PLAN & BUDGET

2025/26



## DRAFT



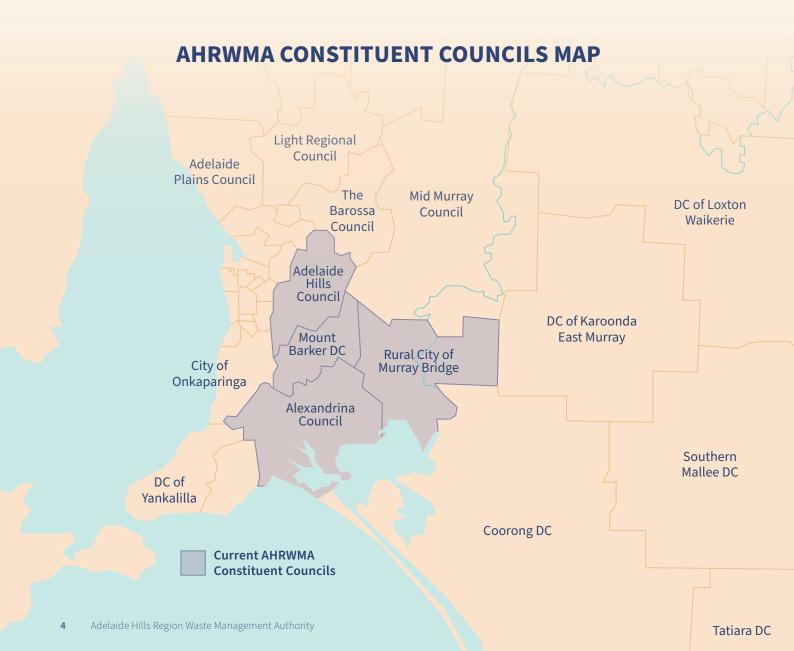
# DRAFT CONTENTS

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## 1 ABOUT AHRWMA

The Adelaide Hills Region Waste Management Authority (the Authority/AHRWMA) is a Local Government Regional Subsidiary established by its Constituent Councils – Adelaide Hills Council, Alexandrina Council, Mount Barker District Council and Rural City of Murray Bridge.

The Authority undertakes landfill operations, management of Resource Recovery Centres, waste and resources transport services and processing of selected resources for the benefit of its Constituent Councils and for a suite of client-Councils. The Authority provides an avenue for Constituent Councils to be represented in relevant forums and provides technical waste and resource management advice to Constituent Councils when required. Governed by its Charter, Board and Audit and Risk Committee, the Authority aims to evaluate and enhance waste and recycling services throughout the region.



## DRAFT

## 2 INTRODUCTION AND BACKGROUND

Welcome to the Authority's Annual Business Plan and Budget for the 2025/26 financial year. In accordance with the requirements set out in the *Local Government Act 1999*, (The Act), this business plan outlines the activities the Authority aims to pursue in the 2025/26 financial year, performance measures and the associated budget.

#### THE CHARTER

The process of preparing and adopting the Annual Business Plan and Budget meets the requirements included within the Authority's **Charter** and The Act. Sitting above the Annual Business Plan is the 2024-2034 Strategic Plan which sets out a series of bold and ambitious targets which are grouped into four goal areas. The 2024-2034 Strategic Plan is summarised on the following pages.



#### **VISION**

To work together with our Member Councils to provide cost effective, progressive, and best practice waste and resource management services across our region.

#### **MISSION**

To provide leadership and management services to deliver best practice waste and resource management solutions for the communities within our region.

#### **PURPOSE**

To facilitate, co-ordinate and provide waste and resource management services, including waste collection, treatment, disposal and recycling within the Region.

## GUIDING PRINCIPLES

#### ENVIRONMENTAL SUSTAINABILITY AND CIRCULAR ECONOMY

We encourage the reduction of waste to landfill and maximise diversion.

We lead the shift towards a circular economy.

We meet environmental compliance requirements in our operations.

## COST EFFECTIVENESS AND FINANCIAL SUSTAINABILITY

We provide value for money waste and resource management solutions through economies of scale and shared services.

We ensure financial sustainability by charging adequate fees for service.

## COLLABORATION AND COMMUNITY

We are in touch with our Constituent Councils and community needs and provide value adding services.

We empower our communities with a strong education program targeting positive behaviour change.

## BEST PRACTICE AND INNOVATION

We actively seek out best practice in the industry and bring it back to our region.

We are agile and responsive to industry changes, innovation, and new technology.

We advocate for positive change throughout the entire waste management process.



#### **GOAL AREAS**

#### **GOAL 1: BEST PRACTICE**

We aim to establish our facilities as best practice community hubs for waste and resource management across the Region with circular economy, waste diversion and local employment at the forefront. We will consider new and emerging technology that may benefit Constituent Councils and achieve our common goals to increase diversion rates, reduce waste to landfill and reduce our ecological footprint, while balancing costs for service provision. We will advise and encourage our Constituent Councils to implement best practice systems and services, where appropriate.

#### **GOAL 2: COLLABORATE**

AHRWMA will maximise engagement and leadership across the region. We will coordinate and communicate with our Constituent Councils and beyond, to meet the needs of our stakeholders in all areas of waste and resource management.

#### **GOAL 3: EMPOWERED COMMUNITY**

AHRWMA will take a leading role in planning and implementing community engagement and education strategies across the region. This will reinforce effective behaviours relating to waste management and strengthen positive attitudes towards Member Council, State and Federal waste management and resource recovery actions.

#### **GOAL 4: GOOD GOVERNANCE**

We will ensure good governance practises, including WHS, landfill management, strategic and financial management.



## DRAFT

4

## 2025/26 TARGET ACTIVITIES

In summary, the target activities for the 2025/26 financial year support the strategic and planning evolution of the Authority to best position itself for future growth and required adaptation. Each of the 20 activities detailed on the following tables work towards further advancing our Vision and building our circularity.

The projects outlined build on the success of the 2024/25 financial year which was the first full year under the new 2034 Strategic Plan and the commencement in earnest towards a circular economy transition. With the resignation of long standing Executive Officer, Leah Maxwell and onboarding of a new Chief Executive Officer, a small number of planned projects were not undertaken. These projects have either been carried forward, or pivoted to ensure stronger integration with the 2025/26 organisational direction.



#### **ANNUAL PLAN DELIVERY SCHEDULE 2025/26**

## GOAL 1: BEST PRACTICE

	Activity	Overview	Strategy	Performance Metric
1	Investigate future resource streams and markets.	Understanding and planning for future resource streams is critical to ensure the Authority remains relevant for the community and to maximise circular economy positioning.	Invest and Implement.	Report on the future opportunities for the Authority.
2	Develop a site master plan for Brinkley.	To assist in the planning and design of future projects and to adequately plan for regional population growth, the development of a site master plan at Brinkley is required. The plan will strategically align land use and infrastructure planning, cell development and longevity, and environmental and regulatory considerations.	Invest and Implement.	Development of an agreed site master plan for Brinkley.
3	Develop a business case on the circular economy opportunities of green waste received through the three Resource Recovery Centres across the Authority region.	The circular economy opportunities relating to organic material received via the HRRC, BRRC and WHTS will be investigated and documented.	Investigate and implement circular economy programs and projects that increase resource recovery and create community benefit.	Business case presented to the Board and Constituent Councils.
4	Improve Resource Recovery Centre signage.	Signage at the Brinkley Resource Recovery Centre will be redesigned to optimise safety and to provide education to customers relating to the scope of materials that can be accepted for recycling.	Investigate and implement circular economy programs and projects that increase resource recovery and create community benefit, as well as continuing to implement and improve WHS and governance programs.	New and improved engaging signage at Brinkley Resource Recovery Centre.
5	Management of Resource Recovery Centres.	Investigate and develop a business case assessing the feasibility, risks and opportunities of managing all and operating all Resource Recovery Centres in associate with our Member Councils.	Explore optimal ownership.	Business case presented to the Board.
6	Brinkley land tenure.	The Authority's key site at Brinkley is currently leased. Commence an assessment of the preferred long term land tenure approach.	Explore optimal ownership.	High level report presented to the Board outlining key social, environmental, political and economic considerations.
7	Landfill gas management.	AHRWMA will establish a partnership with a landfill gas management provider to implement necessary measures at the Brinkley Landfill. This will ensure that methane emissions are effectively controlled, maintaining them at or below the regulated threshold.	Prioritise projects that minimise carbon emissions and assist Constituent Councils to meet emissions reductions targets.	Engagement of a landfill gas management provider has occurred, and project implementation has commenced.
8	Participate in the Local Government Net Zero Accelerate Program.	Build understanding of sustainability reporting and the ability to assess emission reduction priorities.	Prioritise projects that minimise carbon emissions.	Report presented to the Board.



#### **GOAL 2: COLLABORATE**

	Activity	Overview	Strategy	Performance Metric
9	Reporting framework.	Develop a reporting framework for Constituent Councils to provide a feedback loop and assist in the understanding and engagement of waste matters.	Implement projects that engage and connect with Constituent Councils, as well as with the waste and local government sectors.	Establishment of a regular reporting framework.
10	Support Constituent Councils through the transition to FOGO collection services.	Through the provision of knowledge, staff and other support resources, assist Constituent Councils in their FOGO collection journey.	Constituent Councils to utilise the Authority and the services we offer and collaborate regionally to achieve economies of scale.	Constituent Council satisfaction with support services.
11	Investigate opportunities outside of Constituent Councils.	Increase customer scope through pursuing non-member council business opportunities.	Pursue considered opportunities to expand the scope of input streams to the Brinkley Landfill and identify alternate revenue streams.	Response to public tender processes and engagement opportunities with identified councils.

#### **GOAL 3: EMPOWERED COMMUNITY**

Activity	Overview	Strategy	Performance Metric
12 Review of the regional education framework.	Several stakeholders are currently engaged in (a largely) disjointed waste and circular economy education across the region. This project will develop education efficiencies and a clear framework of the Authority's role and responsibilities to our non-member and Constituent Councils.	Collaborate with stakeholders to implement education services across the region.	Clear strategic and agreed regional education framework.

### GOAL 4: GOOD GOVERNANCE

Activity		Overview	Strategy	Performance Metric
13 Implement a fit for purpo managemen	se records	A new Records Management System is required for the Authority to ensure adequate protection, recovery and disposal of all records and documents.	Continue to implement and improve WHS and governance programs.	Identification of a suitable system and implementation plan developed.
14 Review the weighbridge		Undertake an assessment of the weighbridge management system to determine the efficacy of the current system for future needs.	Operate a compliant and well-planned landfill.	Weighbridge Management System suitability and future performance options paper.
15 Name revie business ca		The current name and acronym of the Authority does not reflect the current or future business activities of the Organisation. This project will look at the activities and cost implications of undertaking a name review.	Continue to implement and improve WHS and governance programs.	Presentation of a detailed business case to the Board and Member Councils.
16 Formal indu framework.		Develop a formal induction framework, for the Authority for new employees.	Continue to implement and improve WHS and governance programs.	Working to the actions set in the WHS and IM Plan 2024-2029. Project #2 Training System.
17 Cell capping	g project.	The capping of closed landfill cells is required for the ongoing maintenance of the site (including protection of groundwater and control of methane release). Detailed design and engineering capping plans for cells 6 to 8 will be developed to provide a strategic approach and financial pathway.	Operate a compliant and well-planned landfill.	Detailed phyto-cap design and engineering plans for landfill cells 6 to 8 will be completed. Construction of batter slope contours will commence. Stockpile planning will be developed with consideration of these contours.
18 Continuatio cell 10 plant		The planning for future cells is essential to budgeting and planning for efficient landfill airspace requirements.	Operate a compliant and well-planned landfill.	Detailed design for cell 10 overall volume and construction requirements.
19 Undertake k administrat		Following design and approval of the new administration centre, project management of the build and fit out of the new administration centre, along with staff transition, needs to be undertaken.		New administration centre built, and staff transitioned.
20 Fleet replac	ement.	Undertake fleet replacement as set out in the Asset Management Plan, to ensure fit for purpose plant for required activities.	Operate a compliant and well-planned landfill.	Review Asset Management Plan and replace all plant as outlined in Asset Management Plan.

### **KEY FINANCIAL INDICATORS**

Key financial indicators enable an assessment of the Authority's long-term financial performance and position and will place the Authority on a path to deliver long term sustainability of operations. The key financial indicators support a positive forward outlook and adherence over the longer term to the Authority's financial sustainability. The Authority has set targets for its key financial indicators to guide revenue and expenditure decisions, overall budget strategies and future decision making. Where changes result in a variance from these targets they will be considered and reported to the Board.

The Authority's financial indicator performance targets assist in ensuring the long-term financial sustainability of the Authority.

Financial Indicator	Long Term Target	2025/26 Budget	Long Term Average
Operating Surplus Ratio	2% to 6%	2%	6%
Net Financial Liabilities Ratio	<55%	39%	12%
Asset Renewal Funding Ratio	90% to 110%	100%	100%



## DRAFT

## FINANCIAL INDICATOR 1: OPERATING SURPLUS RATIO

A positive ratio indicates the percentage of total revenue available to help fund proposed capital expenditure. If this amount is not required in a particular year, it can be retained for future capital expenditure by either increasing financial assets or reducing debt.

A negative ratio indicates the percentage increase in total revenue needed to achieve a break-even operating result. If the Authority consistently achieves operating surpluses and expects to do so in the future - considering asset management and Constituent Council service level needs - then it is financially sustainable.

Favourable trend results measured against other financial indicators will support sustainability but will not, on their own, guarantee it. The Operating Surplus Ratio for the budget is within the adopted target and remains strong throughout the LTFP.



## FINANCIAL INDICATOR 2: **NET FINANCIAL LIABILITIES RATIO**

This ratio indicates the extent to which the Authority's net financial liabilities can be met by its operating revenue. A declining ratio over time suggests an improving capacity to meet financial obligations from operating revenue.

An increase in the Net Financial Liabilities Ratio may indicate higher net operating costs (e.g., due to additional maintenance and depreciation expenses), which can negatively impact the Authority's overall operating result. However, if the Authority maintains a healthy operating surplus, it may appropriately allow an increase in net financial liabilities to support additional services for its community and Constituent Councils - such as acquiring new assets - without compromising financial sustainability.

The Net Financial Liabilities Ratio remains well within the adopted target, and long-term financial projections indicate that operating revenue is sufficient to sustain the business without the need for borrowing.

## FINANCIAL INDICATOR 3: ASSET RENEWAL FUNDING RATIO

This ratio measures whether the Authority is renewing or replacing existing non-financial assets at the same rate they are wearing out. It is calculated by comparing capital expenditure on asset renewal or replacement to the expenditure estimates outlined in the Asset Management Plan (AMP).

The Asset Renewal Funding Ratio indicates that the Authority is effectively timing capital outlays for asset replacement, ensuring a balanced approach to infrastructure sustainability.



## 6 2025/26 **BUDGET**

#### **KEY BUDGETARY ASSUMPTIONS**

#### **REVENUE:**

The landfill gate rate has been adjusted in line with CPI for all customers and landfill tonnages have been modelled based on current year's actuals and include movement based on previous year trends. Constituent Councils were consulted regarding upcoming initiatives that may impact landfill volumes. Adelaide Hills Councils has predicted a downturn in kerbside waste due to its FOGO bin rollout. Other Constituent Councils anticipate waste volume adjustment in line with recent trends.

#### **EXPENDITURE:**

Employee costs have been increased in line with the applicable Enterprise Bargaining agreements. Superannuation is modelled as per current legislation. The solid waste levy has been predicted based on previous years increases, being \$164.00/tonne for the metro levy and \$82.00/tonne for the non-metro levy. Resource Recovery Centre (RRC) operations budgets for Adelaide Hills Council and Rural City of Murray Bridge are 100% directly charged to those Constituent Councils and are cost neutral to the Authority.

#### **CAPITAL**

The following capital expenditure is planned for 2025/26.

Item	Upgrade	New
Buildings	-	919,700
Roads infrastructure	-	50,000
Vehicle	61,400	-
IT	9,300	14,900
General plant	15,000	-
Landfill compactor	894,300	-
Hook-lift trailer	-	100,000
Hook-lift bins	40,243	-
Loader	300,000	-

The budget to deliver this Annual Business Plan, along with all AHRWMA Services and legislative requirements is detailed in the following proposed 2025/26 Financial Papers.



2025/26 Draft Budget and LTFP

#### **UNIFORM PRESENTATION OF FINANCES**

						Forecast					
	EOY 2025 \$000	Y1 2026 \$000	Y2 2027 \$000	Y3 2028 \$000	Y4 2029 \$000	Y5 2030 \$000	Y6 2031 \$000	Y7 2032 \$000	Y8 2033 \$000	Y9 2034 \$000	Y10 2035 \$000
OPERATING ACTIVITIES											
Operating Revenues	10,174	10,223	10,638	11,112	11,554	12,030	12,515	13,020	13,611	14,157	14,684
less Operating Expenses	(9,993)	(9,974)	(10,473)	(10,812)	(11,173)	(11,572)	(11,748)	(12,003)	(12,399)	(12,809)	(13,252
Operating Surplus/ (Deficit)	181	249	165	300	381	458	767	1,017	1,212	1,348	1,43
CAPITAL ACTIVITIES											
Net Outlays on Existing Assets											
Capital Expense on renewal and replacement of Existing Assets	(453)	(1,320)	(753)	(706)	(370)	(489)	(1,911)	(191)	(802)	(2,393)	(583
less Depreciation, Amortisation and Impairment	1,000	1,221	1,375	1,403	1,437	1,499	1,328	1,222	1,240	1,285	1,34
less Proceeds from Sale of Replaced Assets	175	135	89	100	63	107	150	33	154	185	7
Net Outlays on Existing Assets	722	36	711	797	1,130	1,117	(433)	1,064	592	(923)	84
Net Outlay on New and Upgrad	ed Assets										
Capital Expenditure on New and Upgraded Assets	(466)	(1,085)	-	-	(600)	(1,300)	-	-	-	-	(1,200
Net Outlays on New and Upgraded Assets	(466)	(1,085)			(600)	(1,300)			-	-	(1,200
Net Lending/ (Borrowing) for Financial Year	(75)	1,298	(546)	(497)	(149)	641	1,200	(47)	620	2,271	1,78
Financing transactions associa	ted with t	he above ı	net overal	l deficit, o	r applying	g the over	all net fun	ding surp	lus are as	follows:	
(Increase)/Decrease in Cash and Investments	(340)	993	(824)	(688)	(501)	(230)	(286)	(2,033)	(1,753)	(371)	(1,077
Net Balance Sheet funding (debtors & creditors etc)	415	(2,291)	1,370	1,184	650	(410)	(914)	2,080	1,133	(1,900)	(710
Financing Transactions	75	(1,298)	546	497	149	(641)	(1,200)	47	(620)	(2,271)	(1,787

2025/26 Draft Budget and LTFP

#### STATEMENT OF COMPREHENSIVE INCOME

						Forecast					
	EOY 2025 \$000	Y1 2026 \$000	Y2 2027 \$000	Y3 2028 \$000	Y4 2029 \$000	Y5 2030 \$000	Y6 2031 \$000	Y7 2032 \$000	Y8 2033 \$000	Y9 2034 \$000	Y10 2035 \$000
INCOME											
User Charges	6,852	6,797	7,210	7,575	7,911	8,285	8,674	9,080	9,511	9,923	10,349
Investment Income	58	69	36	63	86	102	110	119	186	244	256
Other Income	3,264	3,357	3,392	3,474	3,557	3,643	3,731	3,821	3,914	3,990	4,079
Total Income	10,174	10,223	10,638	11,112	11,554	12,030	12,515	13,020	13,611	14,157	14,684
EXPENSES											
Employee Costs	2,350	2,709	2,790	2,859	2,931	3,004	3,079	3,156	3,235	3,316	3,399
Materials, contracts & other expenses	6,635	6,035	6,286	6,530	6,787	7,052	7,326	7,612	7,913	8,200	8,496
Depreciation, amortisation & impairments	1,000	1,221	1,375	1,403	1,437	1,499	1,328	1,222	1,240	1,285	1,349
Finance Costs	8	9	22	20	18	17	15	13	11	8	8
Total Expenses	9,993	9,974	10,473	10,812	11,173	11,572	11,748	12,003	12,399	12,809	13,252
Operating Surplus/(Deficit)	181	249	165	300	381	458	767	1,017	1,212	1,348	1,432
Asset disposal & fair value adjustments	(14)	88	(4)	2	-	(5)	(14)	-	-	-	-
Net Surplus/(Deficit)	195	161	169	298	381	463	781	1,017	1,212	1,348	1,432



2025/26 Draft Budget and LTFP

#### STATEMENT OF FINANCIAL POSITION

						Forecast					
	EOY 2025 \$000	Y1 2026 \$000	Y2 2027 \$000	Y3 2028 \$000	Y4 2029 \$000	Y5 2030 \$000	Y6 2031 \$000	Y7 2032 \$000	Y8 2033 \$000	Y9 2034 \$000	Y10 2035 \$000
ASSETS											
<b>Current Assets</b>											
Cash & Cash Equivalents	2,080	1,086	1,911	2,598	3,099	3,329	3,615	5,648	7,401	7,772	8,849
Trade & Other Receivables	529	542	556	570	584	599	614	629	645	660	675
Total Current Assets	2,609	1,628	2,467	3,168	3,683	3,928	4,229	6,277	8,046	8,432	9,524
Non-current Assets											
Infrastructure, Property, Plant & Equipment	6,220	8,571	7,976	7,262	6,820	7,096	9,667	8,744	8,296	9,367	9,872
Total Non-Current Assets	6,220	8,571	7,976	7,262	6,820	7,096	9,667	8,744	8,296	9,367	9,872
Total Assets	8,829	10,199	10,443	10,430	10,503	11,024	13,896	15,021	16,342	17,799	19,396
Current Liabilities											
Current Liabilities											
Trade and Other Payables	870	890	914	936	959	986	1,009	1,034	1,059	1,085	1,109
Lease Liability	72	576	538	479	419	357	293	228	160	90	19
Short Term Provisions	401	313	320	328	337	345	354	363	372	380	389
Total Current Liabilities	1,343	1,779	1,772	1,743	1,715	1,688	1,656	1,625	1,591	1,555	1,517
Non-Current Liabilities											
Long Term Provisions	3,177	3,950	4,032	3,750	3,470	3,555	5,678	5,817	5,960	6,105	6,308
Total Non-Current Liabilities	3,177	3,950	4,032	3,750	3,470	3,555	5,678	5,817	5,960	6,105	6,308
Total Liabilities	4,520	5,729	5,804	5,493	5,185	5,243	7,334	7,442	7,551	7,660	7,825
Net Assets	4,309	4,470	4,639	4,937	5,318	5,781	6,562	7,579	8,791	10,139	11,571
EQUITY											
Accumulated Surplus	4,309	4,470	4,639	4,937	5,318	5,781	6,562	7,579	8,791	10,139	11,571
Total Equity	4,309	4,470	4,639	4,937	5,318	5,781	6,562	7,579	8,791	10,139	11,571

## ADELAIDE HILLS REGION WASTE MANAGEMENT AUTHORITY 2025/26 Draft Budget and LTFP

### STATEMENT OF CHANGES IN EQUITY

	Forecast										
	EOY 2025 \$000	Y1 2026 \$000	Y2 2027 \$000	Y3 2028 \$000	Y4 2029 \$000	Y5 2030 \$000	Y6 2031 \$000	Y7 2032 \$000	Y8 2033 \$000	Y9 2034 \$000	Y10 2035 \$000
ACCUMULATED SURPLUS											
Balance at Beginning of Period	4,114	4,309	4,470	4,639	4,937	5,318	5,781	6,562	7,579	8,791	10,139
Change in financial position resulting from operations	195	161	169	298	381	463	781	1,017	1,212	1,348	1,432
Total Equity at End of Reporting Period	4,309	4,470	4,639	4,937	5,318	5,781	6,562	7,579	8,791	10,139	11,571



2025/26 Draft Budget and LTFP

#### STATEMENT OF CASH FLOWS

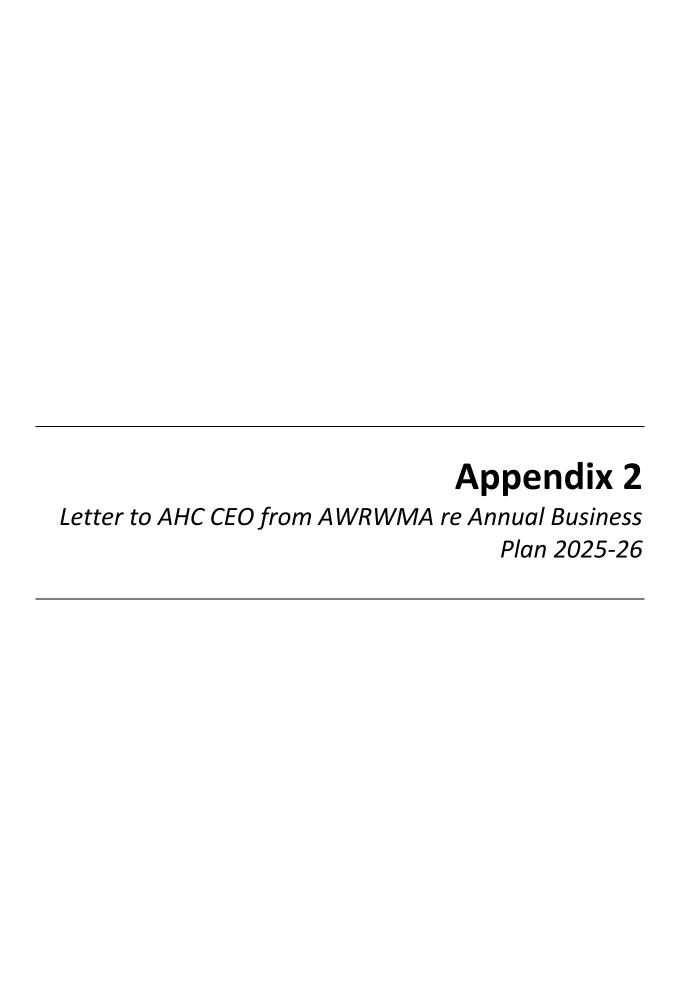
		Forecast									
	EOY 2025 \$000	Y1 2026 \$000	Y2 2027 \$000	Y3 2028 \$000	Y4 2029 \$000	Y5 2030 \$000	Y6 2031 \$000	Y7 2032 \$000	Y8 2033 \$000	Y9 2034 \$000	Y10 2035 \$000
CASH FLOWS FROM OPERATI	NG ACTIVI	TIES									
Receipts	10,149	10,209	10,624	11,098	11,540	12,015	12,500	13,005	13,595	14,142	14,669
Payments	(8,991)	(8,858)	(9,126)	(9,439)	(9,766)	(10,104)	(10,453)	(10,815)	(11,194)	(11,563)	(11,888)
Net Cash provided by (or used in) Operating Activities	1,158	1,352	1,499	1,659	1,774	1,912	2,047	2,190	2,402	2,579	2,781
CASH FLOWS FROM INVESTM	ENT ACTIV	/ITIES									
Receipts											
Sale of replaced assets	175	135	89	100	63	107	150	33	154	185	79
Payments											
Purchase of Upgraded Assets	(453)	(1,320)	(753)	(706)	(370)	(489)	(1,911)	(191)	(802)	(2,393)	(583)
Purchase of New Assets	(466)	(1,085)	-	-	(600)	(1,300)	-	-	-	-	(1,200)
Capping payments	(75)	(75)	(10)	(365)	(365)	-	-	-	-	-	-
Net Cash provided by (or used in) Investing Activities	(819)	(2,345)	(674)	(971)	(1,272)	(1,682)	(1,761)	(158)	(648)	(2,208)	(1,704)
Net Increase (Decrease) in Cash Held	340	(993)	824	688	501	230	286	2,033	1,753	371	1,077
Cash & cash equivalents at beginning of period	1,740	2,080	1,086	1,911	2,598	3,099	3,329	3,615	5,648	7,401	7,772
Cash & cash equivalents at end of period	2,080	1,086	1,911	2,598	3,099	3,329	3,615	5,648	7,401	7,772	8,849
Adopted Target	EOY	<b>Y1</b>	Y2	<b>Y3</b>	Y4	Y5	<b>Y6</b>	<b>Y7</b>	<b>Y8</b>	<b>Y9</b>	Y10
Operating 2% to 6% Surplus Ratio	2%	2%	2%	3%	3%	4%	6%	8%	9%	10%	10%
Net Financial <55% Liabilities Ratio	19%	40%	31%	21%	13%	11%	25%	9%	-4%	-5%	-12%
Asset Renewal 90% to 110% Funding Ratio	26%	312%	293%	54%	74%	68%	105%	36%	274%	248%	61%



## WWW.AHRWMA.COM 08 8532 6385 INFO@AHRWMA.COM PO BOX 519, MURRAY BRIDGE SA 5253









26 March 2025

Greg Georgopoulos Chief Executive Officer Adelaide Hills Council 63 Mount Barker Road Stirling SA 5152

Dear Greg,

#### AHRWMA Draft Annual Business Plan and Budget 2025-26

I am pleased to present to you AHRWMA's 2025/26 Business Plan, budget and proposed fees. The 2024/25 year has been another strong operating year for the Authority and through the dedication of staff and strong oversight by the Audit and Risk Committee and the Board, provides a solid foundation to continue to evolve the Organisation and enhance value back to our Members.

The AHRWMA Charter has the following clauses in relation to the Annual Plan and Budget:

#### 4.2. Business Plan

The Authority:

- 4.2.1. must in consultation with the Constituent Councils prepare and adopt an annual Business Plan linking the core business activities of the Authority to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period;
- 4.2.2. must before 31 March of each year submit a draft business plan and draft budget to the Constituent Councils for the ensuing Financial Year in accordance with the Act and obtain approval of the draft budget by an Absolute Majority of the Constituent Councils;
- 4.2.3. following approval of the draft business plan by the Constituent Councils, after 31 May and before 30 June each year, the Authority must adopt the draft business plan as the Business Plan for the ensuing Financial Year;

#### 5.2. Annual Budget

- 5.2.2. The Authority must before 31 March of each year prepare and submit a draft budget (including proposed Fees and Financial Contributions) to the Constituent Councils for the ensuing Financial Year in accordance with the Act and obtain approval of the draft budget by an Absolute Majority of the Constituent Councils.
- 5.2.3. Following approval of the draft budget by the Constituent Councils, after 31 May and before 30 June each year, the Authority must adopt the draft budget as the Budget for the ensuing Financial Year in accordance with the Act.

At the AHRWMA Board meeting on 18 March 2025 the Board endorsed the draft Annual Plan and budget for presentation to the Member Councils:

Moved: Alex Oulianoff Seconded: Cr Tom Haig

#### That the Board:

- 1. Endorse the 2025/26 Draft Annual Business Plan.
- 2. Authorise the Chief Executive Officer to make minor amendments as required prior to distributing to Member Councils for feedback and endorsement.
- 3. The Board thanks the staff for producing an excellent annual business plan.

**CARRIED** 

#### FY2025/26 Business Plan

The 2025/26 Business Plan (refer Attached) has been developed considering the 2034 Strategic Plan and ensuring that programs and projects advance us towards these ambitious goals. These programs and projects build on the work previously undertaken and the shaping of them has been assisted by conversations held with each of the Member Council Chief Executive Officers, the Mayor's and CEOs Strategy Day and the Board and Audit & Risk Committee.

A suite of programs and projects to be undertaken are listed on pages 11-13 of the plan and are summarised in the table below against the 2034 Strategic Plan's 4 goal areas. Of note is the pursuit of site master planning, management of all Resource Recovery Centres to generate further efficiencies, ongoing progression of responsibly managing landfill gas, a review of education offerings and development of a formalised reporting framework to Member Councils.

Best Practice	Advancing circular economy initiatives, improving Resource Recovery Centre signage and enhancing landfill gas management.
Collaboration	Strengthening engagement with Constituent Councils, expanding waste management education programs, and supporting the transition to FOGO collection services.
Empowered Community	Enhancing public awareness and education around waste reduction, improving engagement strategies, and promoting responsible waste management practices among residents and businesses.
Good Governance	Implementing a new records management system, reviewing the weighbridge software, and progressing long-term infrastructure planning, including landfill cell capping and future site development.

While these projects are critical to advance the Organisation, we recognise the value and importance of our Members, and underlying any activity, is a commitment to providing with exceptional service exceeding expectation, ensuring your trust and satisfaction.

In reviewing the list, if there are projects or components where you identify a collaboration opportunity, please reach out early.

#### FY2025/26 Budget & Member's Fees

The 2025/26 draft budget has been prepared with a continued focus on financial sustainability and cost efficiency. Member Council fees have been adjusted in line with the December Quarter CPI of 2.5%. Landfill disposal fees will incorporate the Solid Waste Disposal Levy, which has been estimated at \$164.0/tonne for the metropolitan zone (\$3 increase) and \$82.00/tonne for non-metropolitan areas (\$1.50 increase). These adjustments ensure the Authority remains financially stable, commercially competitive, while meeting its current and future commitments.

Financial projections indicate a strong and sustainable outlook, with the Operating Surplus Ratio (2%), Net Financial Liabilities Ratio (39%), and Asset Renewal Funding Ratio (100%) all aligning with the Authority's long-term targets. These indicators ensure that the Authority continues to provide cost-effective and high-quality waste management services to Member Councils.

The draft Annual Business Plan and Budget, along with the confidential Budget Table is attached. Given the commercial sensitivities of the information contained within the Budget Table, please <u>do not</u> present this as part of any publicly available report. As part of this process AHRWMA encourages Council to consider our updated information for your own Long term Financial Plans.

With respect to our ongoing management of Heathfield Resource Recovery Centre, I am pleased to advise that through commencing an efficiency review, significant ongoing financial savings have been identified, without compromising service to the community. This will result in the historical budgeted operating loss for the Resource Recovery Centre being transformed into an ongoing surplus, which will be returned to Council (all being equal).

To detail the plan and projects of the Authority further, provide an insight of the future direction, and as an opportunity to introduce myself to Elected Members, I would like the opportunity to present at a workshop or Council meeting where the Business Plan is considered. Please let me know when you would like this to occur, and I will make myself available.

As detailed earlier in the letter, feedback on the plan is required by 31 May. This will allow the Authority to consider any feedback provided and adopt the Plan and budget at our June Board meeting. To assist we recommend a resolution consistent with the following wording:

#### That Council:

- 1. receives and notes the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget;
- 2. has considered and hereby approves the Adelaide Hills Region Waste Management Authority 2025/26 Annual Business Plan and Budget and updated Long-Term Financial Plan.

As previously noted, the Authority is keen to engage more closely with Council and coupled with the opportunity to present to Elected Members should there be any collaboration opportunities or waste projects you wish to discuss with us, please do not hesitate to contact me. Similarly, I am more than willing to discuss or present to administrative staff at any time. Thanks again for your consideration of this important document and I look forward to engaging and presenting to your Elected Members.

Yours sincerely,

**Rob Gregory** 

**Chief Executive Officer** 



# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 11 March 2025 AGENDA BUSINESS ITEM

Item: 12.4

Responsible Officer: Zoë Gill

**Executive Governance Officer** 

Office of the CEO

Subject: Confidential Item – Renewal of Duration

For: Decision

#### **SUMMARY**

An interim review of the Register of Confidential Items has been undertaken and there is (1) item that requires a new confidentiality order.

NB: If the meeting wishes to discuss the status of any item in a manner that will result in the disclosure of information currently under an s91(7) confidentiality order, it should first consider making a s90 order to move into confidence.

#### RECOMMENDATION

#### **Council resolves:**

- To receive and note the report titled "Confidential Item Renewal of Duration" (Agenda item 12.4, 13 May 2025 Council Meeting).
- Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(d) of the Act:
  - The related attachment (appendix 1) of 23 August 2022, Item No. 18.4, Revised East
    Waste 2022-23 Annual Business Plan & Budget, 234/22 unless previously released,
    remain confidential until further order and that this order be reviewed every twelve
    (12) months.

On the grounds that the document(s) (or part) relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the business who supplied the information.

3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.

#### 1. BACKGROUND

An Extract of the Confidential Items Register is contained on Council's website and is reviewed on a quarterly basis. Items that have progressed to the specified point and are no longer of a confidential nature are released in accordance with the respective council resolution. Items that remain in confidence are displayed on the Register. The CEO also considers his discretion to release confidential items where appropriate.

For administrative and Council efficiencies, items may be included in reviews even though they may not be due for such. Processing items in this way eliminates the need for additional reports to Council whilst maintaining the confidential status of items.

#### 2. ANALYSIS

#### Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 - Your place, your space

Goal Organisation

Objective 02 Operate with integrity using best practice governance processes.

Priority O2.2. Support decision making through the use of timely data-driven analysis

and reporting.

The review of Council's *Confidential Items Register* is an important element of Council's commitment to open and transparent decision making which facilitates public accountability.

#### Legal Implications

Section 91(7) of the *Local Government Act 1999* sets out the provisions regarding the making of orders to retain documents and discussions considered at Council and Council Committees in confidence.

Section 91(9) requires that these orders must specify the duration of the order or the circumstances in which the order will cease to apply or must be reviewed. Any order that operates for a period exceeding 12 months must be reviewed at least once in every year. To enable management of any order made under Section (90) a Confidential Orders Register is maintained.

#### Risk Management Implications

Reviewing confidentiality orders assists with mitigating the risks of:

Confidential information is released which prejudices Council's and/or third parties' interests.

Inherent Risk	Residual Risk	Desired Risk
Extreme (3A)	Low (3E)	Low (3E)

Information scheduled for release under a confidentiality order is not duly released resulting in a breach of legislation and depriving the community of public information.

Inherent Risk	Residual Risk	Desired Risk
Extreme (3A)	Low (3E)	Low (3E)

Note: there are a number of other controls that assist with managing these risks.

#### Financial and Resource Implications

Not applicable.

#### Customer Service and Community/Cultural Implications

There is a high expectation that Council has appropriate corporate governance processes in place including effective management and regular review of the Confidential Items Register.

#### Sustainability Implications

Not applicable.

#### Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: Not applicable
Council Workshops: Not applicable
Advisory Groups: Not applicable
External Agencies: Not applicable
Community: Not applicable

#### Additional Analysis

Elected Members can review confidential documents on the Council Members Portal. Refer to the below table:

Register Number:	Item Name:	Resolution Number:
403	Revised East Waste 2022-23	234/22
	Annual Plan & Budget	

#### 3. OPTIONS

Council has the following options:

- I. To extend the period of confidentiality as per the recommendations.
- II. Determine an alternative period of confidentiality.
- III. Allow the confidentiality order to expire thus releasing the information.

NB: If the meeting wishes to discuss the status of any item in a manner that will result in the disclosure of information currently under an s91(7) confidentiality order, it should first consider making a s90 order to move into confidence.

#### 4. APPENDICES

(1) Confidential Items Register – May 2025



Register No Date of Meeting Council/Committee	Agenda No	Resolution Number	Report litte	LG Act 590 Provision	Next Review Date	Unjust resolution regarding/error or Commentatiny Revised Perior or Commentatiny Statut commence Report Report Report Report Revised Perior or Commentatiny Statut Commentating Statut Com
						NI. Related Attachments
						PRELIBED ALLECTIONISS UNIT FUTBRE OF OTHER TO THE TOTAL OF THE TOTAL O
						Minutes Nation
						Nil Other (presentation, documents, or similar)
495 22/04/2025 Council	19.1	144/25	Boundary Change Committee Confidential Minutes (15 April 2025)	90(3)(b)	22/04/2026	Yes Benott
						Report Until Further Order
						Related Attachments
						Until further order, except appendices 2-4 of Appendix 1 which are to be publicly refeased
						Minutes Nil
						Other (presentation, documents, or similar)  Until Further Order Yes
494 22/04/2025 Council	19.4	150/25	CEO Performance Review Panel Recommendations (CEO Annual Remuneration Review)	90(3)(a) and (h)		
						Until Further Order
						Related Attachments Until further order, except Appendix 2 CEO's Response to the CEO Performance Review Report which is
						to be publicly released
						Minutes Nil
						Other (presentation, documents, or similar)
493 22/04/2025 Council	19.3	147/25	CEO Performance Review Panel Recommendations (CEO Review Report)	90(3)(a)	22/04/2026	S Unit Further Order Yes Report
						NI .
						Related Attachments Unit Further Order
						Minutes
						NI
492 22/04/2025 Council	19.1	125/25	CEO Performance Review Panel Confidential Minutes (2 April 2025)	90(3)(a)	22/04/2026	Other (presentation, documents, or similar)  NII Yes
						Ober generation, decements, or similary  Tes  Report  Unit Suffere order  Related Millersmets  Report
						Units a faires oruse Related Affachments
						Misuses Once Council has considered and determined the item
491 16/04/2025 CEO PRP	10.2	PRP11/25	CEO Remuneration Annual Review	90(3)(a)	16/04/2026	Until further order Yes Report
						Related Attachments Until further order
						Cinca Council has considered and determined the item Tablied document
						Once Council has considered and determined the Item
						Other (presentation, documents, or similar)
490 16/04/2025 CEO PRP	CEO Review Repo	ort PRP8/25	CEO Review Report	90(3)(a)		Yes Yes
						Nepoli Unit Further Crider Related Attachments
						Related Attachments Until Further Order
						Unit Further Croter Minutes
						NII.
496 15/04/2025 Boundary Change	12.1	BCC5/25	Activity Update: Campbelltown City Council Boundary Change Inquiry-	90(3)(b)	15/04/2026	Chher (presentation, documents, or similar)
450 ISO-2025 Boundary Change	22.2	550325	Petrny Openie. Campbellium Cny Counce Doubling Change Inquiry-	30(3)(0)		Report
						Until further order Related Attachments
						Until further order
						Minutes Unit further order
486 2/04/2025 CEO Performance Review Panel	10.1	PRP3/25	CEO Review Report	90(3)(a)	2/04/2026	Ves     New York
						Res: 101/25 - 11 March 2025 Report Holl Further Order
						Report: Uniti Further Order Related Attachments: Uniti Further Order
						Minutes: Until Further Order  Other (presentation, documents, or similar): Until Further Order
485 11/03/2025 Council	19.1	100/25	Technology Risk and Opportunites Review	90(3)(b)	11/03/2026	3 Yes
						Report Until Further Order Related Attachments Nil
						PREJECT MAGNITURE ITS PRIL
484 25/02/2025 Council						Other (presentation, documents, or similar) NIL
484 25/02/2025 Council	19.2	87/25	Policy Amendments - Elected Members access to Legal Advice Policy	90(3)(a)	25/02/2026	Other (presentation, documents, or similar) NI Yes Report NII Yes Report NII Yes Report NII Yes
						Related Attachments Untill Further Order Minutes Nill
						Minutes NII Cher (presentation, documents, or similar) NII
483 25/02/2025 Council	19.1	84/25	Audit Committee Confidential Minutes (17 February 2025)	90 (3)(b) and (e)		
						Report Until Further Order Related Attachments Until Further Order
						Minutes Until Further Order
482 25/02/2025 Council	19.3	81/25	Adhton Landfill	90 (3)(a) and (h)	App	Other (presentation, documents, or similar) NIL
**** Z0/02/2020 COUNCE	19.3	01/25	PARTICULAR LABORATOR	an fallal and (r)	25/02/2026	Under presentation, documents, or similar) No.  Yes  Report Units Further Order  Report Units Further Order
						Replaced Attachments Until Further Circler Minutes Nil
481 28/01/2025 Council	19.6	41/25	19.6CEO PRP Recommendations to Council – CEO Key Performance Indicators	90(3)(a)	28/01/2026	Other (presentation, documents, or similar) (Intel Farther Order  Report Lists Further Order  Report Lists Further Order  Report Lists Further Order
						Report Until Further Order  Related Attachments Until Further Order
						Minutes Until Further Order
480 28/01/2025 Council	19.5	37/25 and 38/25	CEO PRP Recommendations - 2024 CEO Remuneration Review Process	90(3)(a)	29/01/2026	Other (presentation, documents, or similar) Until Further Order
						Report Until Further Order
						Related Atachments Until further Order Minutes Nil
						Other (presentation, documents, or similar) NIL
479 28/01/2025 Council	19.4	34/25	Review into late reports	90(3)(a)	28/01/2026	3 Yes Report Until Further Order
						Report Until Further Order Related Attachments Until Further Order
						Minutes Nil
478 28/01/2025 Council	19.3	31/25	Review into the accuracy of reports	90(3)(a)	28/01/2026	Other (presentation, documents, or similar) NIL Yes
AUGUAGA COME	10.0	-1123	- The same and the state of the			
						Report Until the council is authorised to make the matter public with council to review every 12 months.  Related Attachments Until the council is authorised to make the matter public with council to review
						every 12 months.
						Minutes Until the council is authorised to make the matter public with council to review every 12
						months.  Cher (presentation, documents, or similar) Until the council is authorised to make the matter public
						Other (presentation, documents, or similar) Until the council is authorised to make the matter public with council to review every 12 months.
477 28/01/2025 Council	19.2	28/25	Motion on Notice - Behavioural Matter - Cr Nathan Daniell	90(3)(a)	28/01/2026	3 Yes  Report: listil either the pseudations for sale are completed or a settlement reached or until legal.
						report. Commission or or registrations to have also compressed or a sectionment reaction to unit tague proceedings have concluded, that no longer than 22 months.  Related Attachments: Unit either the negotiations for sale are completed or a settlement reached or
						Belated Attachments: lintil either the possitiations for sale are completed or a settlement reached or
						until ligati proceedings have concluded, but no longerthan 12 months.  Minutes: Until either the registrations to saule are completed or a settlement reached or until ligati proceedings have concluded, but no longer than 12 months.
						proceedings have concluded, but no longer than 12 months.
476 28/01/2025 Council	19.1	25/25	S184 - Recovery of Unpaid Rates	90(3)(1)	28/01/2026	3 Yes

							Report	
							To the table roder Related Extrements United Statements United Sta	
							Until further order	
							Minutes Until further order	
							Units further order (Cher (presentation, documents, or similar)	
488	18/12/2024 CEO PRP	10.2	PRP48 and PRP49	2024 Remuneration Review	90(3)(a)	18/12/2025	Until further order Yes	es
							Report	
							Neport Until strater Order Related Attachments	
							Minutes Until Author Order	
							Until further Order	
487	18/12/2024 CEO PRP	10.1	PRP45/24	CEO Key Performance Indicators	90(3)(a)		Cther (presentation, documents, or similar) Until further Order Yes	
407	2012224 00010	20.2	111143124	CLORE) TERMINICENSES	30(J)(II)	10/11/1015	Report - Idail Further Order	
							Related Attachments  1. Appendix 1 (the information request) - until further order	
76	3/12/2024 Boundary Change Committee	14.1.2	BCC27/24	Inquiry into the Campbelltown City Council Boundary Change Proposal - Duration of Confidentiality	90/2) and 90/21(h) and 90/21(l)	10/10/2026	1. Appendix 1 (the information request) - until further order 2. Appendix 2 (the submission) - until released publicity Yes	
,,,	U1222024 Doursally Change Committee	14.11	00027724	inquiry into the delipolation only countributional y change response - business or combanniary	so(z) mio so(s)(s) mio so(s)(s)	12/12/2025	Reports	
							Report: Until further order	
							Related Attachments: Until further order	
							unit tuttier order	
							Minutes: Nil	
							Other:	
475	26/11/2024 Council	19.4	438/24	Deputy Mayor Seeking Legal Advice	90(3)(a)		Until further order Yes	ts .
							Mapor: Unit Contracts are signed, but not longer than 12 months	
							Related Attachments:	
							Until Contracts are signed, but not longer than 12 months	
							Units Contracts are signed, our not unique time az incimits Minutes: Units Contracts are signed, but not longer than 12 months	
							Unit Contracts are signed, but not longer than 12 months Other:	
474	26/11/2024 Council	19.3	435/24	Provision of Unsealed Road Materials	90(3)(4)		Until Contracts are siened, but not ioneer than 12 months  Yes	25
							until the contracts are signed. Related Attachments:	
							PRINCE OF CONTROL ASSESSMENT ASSE	
							relation Consecution on England Historical Consecution of England Historic	
							until the contracts are signed.	
	20144/2024 (2014)	40.0	42224	American Dilement Transfer Assessed	API/NUM			
473	26/11/2024 Council	19.2	433/24	Amy Gillett Bikeway Tender Approval	90(3)(k)	26/11/2025	Use the contracts are signed. Yes Report IV.	25
							Related Attachments:	
							Unit further order for Appendix 1 Nil for Appendix 2	
							Nil for Appendix 2	
							Minutes: Until further order for the minutes and part 4 of the resolution	
							Mill for the completes of the corplication	
							Other (presentation, documents, or similar):	
472	26/11/2024 Council	19.1	428/24	Behavioural Standards Complaint	90(3)(a) and (h)	26/11/2025	rane on two restrictance device additional control of the control	25
							Report: Lindië Further Order  Report: Lindië Further Order  Related Attachments i Indië Further Order	
							Related Attachments until Further Order Minister's Hall Rither Order	
							related to Account Foundation Under Munderschild Render Order  Chief (presentation, documents, or	
471	12/11/2024 Council	19.4	412/24	Work, Health and Safety Update	90(3)(a) and (h)			ts .
470	12/11/2024 Council	19.3	408/24	Proposed CEO Leave Policy	90(3)(a)	12/11/2025	Next Staff Ferrier Order. Next Staff Ferrier Order Ord	es .
							Report. Own papers year owners by the recent owners the research of the report of the recent owners the research owners the re	
							Minutes: Unit publicly announced by the Federal Government	
469	12/11/2024 Council	19.2	407/24				Other (presentation, documents, or similar): Units publicly announced by the Federal Dovenment Yes Report Reviewed and of Fannach New 2004/25  Wes	
469	12/11/2024 Council	19.2	407/24	Grant Opportunity	90m (3)(j)	12/11/2025	Until publicly announced by the Federal Government Yes Pagnet Beginned to the of Expanded Vision Comment Service Servi	ts .
							Region: Reviewou at the instancial Year 2024/25 Related Attachments: Reviewed at end of Financial Year 2024/25	
468	12/11/2024 Council	19.1	403/24	Community Renewables Program	90(3) (d) and (h)	30/06/2025	Minuters NI  Other (presentation, documents, or similar):  Reviewed at end of Financial Year 2024/25  Yes	es
468	12/11/2024 Council	19.1	403/24	Community Renewables Program	90(3) (d) and (h)	30/06/2025	Monates Nik  Once presentation, documents, or similar:  Released at each of Financia Naz 2020/25  Yes Report 110 center 2017, much services by Council prior to relation.  Yes Report 110 Center 2017, much services by Council prior to relation.	25
468	12/11/2024 Council	19.1	403/24	Community Renewables Program	90(2) (d) and (b)	30/06/2025	Monates Nik  Once presentation, documents, or similar:  Released at each of Financia Naz 2020/25  Yes Report 110 center 2017, much services by Council prior to relation.  Yes Report 110 Center 2017, much services by Council prior to relation.	25
468	12/11/2024 Council	19.1	403/24	Community Renewalides Program	95(3) (cil and (h)	30/06/2025	Mounters NIA  Monter Presentation, documents, or similar;  Minemed at each of Fishencia than 2004/2017  Minemed at each of Fishencia than 2004/2017  Yes Report L1 Ourenter 2017, much be reviewed by Council prior to Indica.  Minemed 10, common 2017  Minemed 10, Council each 2017, much be reviewed by Council prior to Indica.  Minemed 10, Council ea 2017, much be reviewed by Council prior to Indica.  Minemed 10, Council ea 2017, much be reviewed by Council prior to Indica.  On presentation, Council each 2017, much be reviewed by Council prior to  Total prior to Minemed 10, much and 10,	25
468		19.1		Community Renewables Program	963)(q and fi)	30/06/2025	Monates: NN Georgi greaterfailer, decorates for selecting:  Other greaterfailer, decorates for selecting:  Report 13 Centerize 2003, must be reviewed by council prior to release.  Report 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by Centerize prior to release.  Release 13 Centerize 2003, must be reviewed by Centerize prior to release.	25
468						30/06/2025	Monates: NN Georgi greaterfailer, decorates for selecting:  Other greaterfailer, decorates for selecting:  Report 13 Centerize 2003, must be reviewed by council prior to release.  Report 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by council prior to release.  Release 13 Centerize 2003, must be reviewed by Centerize prior to release.  Release 13 Centerize 2003, must be reviewed by Centerize prior to release.	25
	12/15/2024 Chance 24/99/2024 Chance	19.1	403/24 359/24	Community Renewables Program  HR Cossoulant Update	903) (q axt (h)	30/06/2025 31/12/2025	Nationals Nil.  National Processing Confidence of Confiden	25
						30/06/2025 31/12/2025	Nationals Nil.  National Processing Confidence of Confiden	25
						30/06/2025 31/12/2025	Nationals Nil.  National Processing Confidence of Confiden	25
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025	Moutates Nill. Montage years and a comment, or similar; Montage and a comment or similar; Montage and a financial that 2012/07. Montage and a financial that 2012/07. Montage and a comment or similar; Montage and a comment or similar and a comment of similar and a comment or similar and a comment of similar and a comment	15
467						30/06/2025 31/12/2025 24/09/2025	Moutants INI Flooring presentation, documents, or enlarge Other greatments of contented, or enlarge Neger 11 Secretary 12	25
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025 24/09/2025	Moutates Nik Montage Nik Monta	25
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025 24/09/2025	Mounters NIA  Montage presentation, documents, or similar;  Other presentation, documents, or similar;  Meep and 12 Genomine 2003, must be inversed by Council pind to fease.  Report 13 Concentive 2003, must be inversed by Council pind to fease.  Mounter 31 Concentive 2003, must be inversed by Council pind to fease.  Mounter 31 Concentive 2003, must be inversed by Council pind to fease.  Mounter 31 Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.  **To Concentive 2003, must be inversed by Council pind to fease.	25
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025 24/09/2025	Monates Nik Once presentation, documents, or similar) Once presentation, documents, or similary Ontal Purche Order Once presentation, documents, or similary Ontal Purche Order Once State Once Once Once Once Once Once Once Onc	15
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025 24/09/2025	Monates Nik Once presentation, documents, or similar) Once presentation, documents, or similary Ontal Purche Order Once presentation, documents, or similary Ontal Purche Order Once State Once Once Once Once Once Once Once Onc	25
467 468	24/99/2024 Council 34/99/2024 Council	19.2	359/24 356/24	INFC consultant Update  CEO Performant on Review Parist Recommendations to Council - CEO Review Process	x1900(pi and (h)	30/06/2025 31/12/2025 24/09/2025	Moutant Nil  Mouta	15
467	24/98/02/4 Council	19.2	359/24	HR Consultant Update	±99(5)(a) and (b)	30/06/2025 31/12/2025 24/03/2025	Monates NIA (One greaterating obscribed, or sinsing)  One greaterating obscribed, or sinsing (One greaterating obscribed, or sinsing)  Report 13 Committee 2004, must be reviewed by Council prior to release.  Miscale 3 Counciler 2005, must be reviewed by Council prior to release.  Miscale 3 Counciler 2005, must be reviewed by Council prior to release.  Miscale 3 Counciler 2005, must be reviewed by Council prior to release.  Miscale 3 Counciler 2005, must be reviewed by Council prior to release.  To Report Institution, which was a sinsing of 10 counciler 2005, must be reviewed by Council prior to release.  The Report Institution Code  Release All Counciler 2005, must be reviewed by Council prior to release.  The Report Institution Code  The Code Code presentation, occurrents, or similary United Parties Code  Total Code Code (Code Code Code Code Code Code Code Code	25
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467 468	24/99/2024 Council 34/99/2024 Council	19.2	359/24 356/24	INFC consultant Update  CEO Performant on Review Parist Recommendations to Council - CEO Review Process	x1900(pi and (h)	30/06/2025 31/12/2025 24/09/2025 18/09/2025	Moutant Nil. Office greatmants, documents, or similary Other presentants, documents, or similary Report 12 Counter 2015, must be reviewed by Council prior to release. Report 12 Counter 2015, must be reviewed by Council prior to release. Moutas 13 Counter 2015, must be reviewed by Council prior to release. Moutas 13 Counter 2015, must be reviewed by Council prior to release. Moutas 13 Counter 2015, must be reviewed by Council prior to release. Moutas 10 Counter 2015, must be reviewed by Council prior to release. Moutas 10 Counter 2015, must be reviewed by Council prior to release. Moutas 10 Counter 2015, must be reviewed by Council prior to release.  Proportion for Fundament Color  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed by Council prior to release.  Note Counter 2015, must be reviewed	25
467 466 469	2409/0224 Council 2409/0224 Council 1809/0224 COUNCIL	19.2	359/24 356/24 PRP41/24	HR Consultant Update  CEO Performance Review Panel Recommendations to Counci CEO Review Process  CEO Performance Review Process and Performance Criteria.	1900(o) and (o)  900(a)	30/06/2025 31/12/2025 24/09/2025 18/09/2025	Nationals 100 (One growerfold of Counterly, or sinsing )  Other growerfold of Counterly, or sinsing )  Report 11 Counter 2015, must be reviewed by Council prior to release.  Report 12 Counterly 2015, must be reviewed by Council prior to release.  House 13 Counterly 2015, must be reviewed by Council prior to release.  House 13 Counterly 2015, must be reviewed by Council prior to release.  Report Clear Further Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Report Users Further Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Report Users Further Coder  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must be reviewed by Council prior to release.  Vision Counterly 15 Theorems 2015, must b	35 35
467 466 469	24/99/2024 Council 34/99/2024 Council	19.2	359/24 356/24	INFC consultant Update  CEO Performant on Review Parist Recommendations to Council - CEO Review Process	x1900(pi and (h)	30/06/2025 31/12/2025 24/09/2025 18/09/2025	Moutes IN. Microgressestation, documents, or similary.  Motor presentation, documents, or similary.  Motor 11 Documber 2005, must be reversed by Council port to release.  Report 11 Documber 2005, must be reversed by Council port to release.  Moutes 13 Counciler 2005, must be reversed by Council port to release.  Moutes 10 Counciler 2005, must be reversed by Council port to release.  Moutes 10 Counciler 2005, must be reversed by Council port to release.  Moutes 10 Counciler 2005, must be reversed by Council port to release.  Moutes 10 Counciler 2005, must be reversed by Council port to release.  President Assumements on a reliable 10 Documber 2005, must be reversed by Council port to release.  President Assumements unter United Order  Report United Partner Order  The Counciler 2005, must be reversed by Council port to release.  President Assumements unter United Order  Report United Partner Order  State of the Counciler 2005, must be reversed by Council port to release.  United Learner Counciler 2005, must be reversed by Council port to release.  President Assumements unter United Order  Report United Partner Order  Moutes United Further Order  Moutes United	35 35 35
467 466 469	2409/0224 Council 2409/0224 Council 1809/0224 COUNCIL	19.2	359/24 356/24 PRP41/24	HR Consultant Update  CEO Performance Review Panel Recommendations to Counci CEO Review Process  CEO Performance Review Process and Performance Criteria.	1900(o) and (o)  900(a)	30/06/2025 31/12/2025 24/09/2025 18/09/2025	Moutes INI. One presentation, documents, or similary One presentation, documents, or similary Report 12 Committee 2002, must be relevanted by Council prior to release. Report 12 Committee 2002, must be relevanted by Council prior to release. Moutes 13 Committee 2002, must be relevanted by Council prior to release. Moutes 10 Committee 2002, must be relevanted by Council prior to release. Moutes 10 Committee 2002, must be relevanted by Council prior to release. Moutes 10 Committee 2002, must be relevanted by Council prior to release. Moutes 10 Committee 2002, must be relevanted by Council prior to release.  **Your Committee 2002, must be relevanted by Council prior to release.  **Your Committee 2002, must be relevanted by Council prior to release.  **Your Council prior to the Council prior to relevante 2002, must be relevanted by Council prior to	55 55
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467 466 465 464 463 462 463 464	24/09/2024 Council  24/09/2024 Council  18/09/2024 Council  18/09/2024 Soundary Change Committee  28/08/2024 Boundary Change Committee  28/08/2024 Boundary Change Committee  27/08/2024 Ordinary Council	19.2 19.1 10.2 12.3 12.1 12.1 19.3	35924 35924 35924 PRP4124 BCC22784 BCC19724 BCC19724 30924 30924 30924	HR Consultant Update  CEO Performance Review Panel Recommendations to Council - CEO Review Process  CEO Performance Review Process and Performance Criteria  Strategic Communication & Engagement Plant Updates  Boundary Chunge Advocary Strategy  Boundary Chunge Advocary Strategy  Boundary Chunge Advocary Strategy  Work, Health and Statey Matters  Work, Health and Statey Matters  Mayor's Use of the Mayor Sealing Legal Advice Policy - Confidential  Question without Notice	900(a) and (b) 900(a) 9	36/86/2025  31/13/2025  34/86/2025  28/96/2025  27/96/2025  27/96/2025  38/96/2025	Notation 100 Configurations of Controlled, or similary Control prior training Controlled (Controlled (	

					Report: Until Further Order		
					Related Attachments: Until Further Order Minutes: Until Further Order		
457 12/08/2024 CEO Performance Review Panel	10.1	PRP33/24	CEO Performance Review Process Recommendations	90(3)(a)	12/08/2025 Other: Until Further Order		Yes
					Report Until further order Related Attachments Until further order		
					Minutes Until further order		
					Other (presentation, documents, or similar) Until further order		
455 23/07/2024 Ordinary Council	19.1	273/24	Land Management Agreement - Burial on Private Land - Confidential Item	90 (3)(a)	23/07/2025		Yes
					Report: Until Further Order  Related Affachments - Until Europe Order		
					Related Attachments: Until Further Order Minutes: Until Further Order		
454 1/07/2024 Special Council Meeting	8.1	241/24	Correspondence from PC Infrastructure	s90(2) and s90 (3) (h) and s90 (3) (i)	Other (presentation, documents, or similar): Until Further Order		Vac
404 DO72024 Special Council Healing	U.1	24224	Correspondence noun Communication	and (2) and and (1) (ii) and and (1) (i)	Report: Until further order Related Attachments: Until further order		163
453 25/06/2024 Ordinary Council	19.1	230/24	Electricity Procurement - Legal Matter	s90 (3)(h) and (i)	25/06/2025		Yes
					Minutez: Until further order 25/96/2025 Report: Until further Order Relatied Attachment: Not Applicable		
					Minutes: Until further order		
452 25/06/2024 Ordinary Council	12.6	227/24			Other (discussion and considerations of the subject matter): Until further order 25/06/2025		
452 25/06/2024 Ordinary Council	12.6	22.172A	Confidential Item Review	90 (3) (i)	Papert For 12 months unlare Council datermines otherwise		Yes
					Related attachments:For 12 months unless Council determines otherwise		
					Related attachments for its amount source of the second source of the se		
451 11/06/2024 Ordinary Council	19.3	213/24	Mayor seeking legal advice update	90(3) (a) and (h)	Uner: For 12 morths unless Council determines otherwise  11/06/2025  Report: 11 lune 2028  Related attachments: 11 lune 2028		Yes
					Related attachments:11 June 2028		
450 11/06/2024 Ordinary Council	19.2	210/24	CEO Review Process	90(3)(a)	Minutes: 11 June 2028 11/06/2025 Other: 11 June 2028		
450 11/06/2024 Ordinary Council	19.2	210/24	CEU Neview Process	90(3)(a)	11/06/2025 Other:11 June 2028		Yes
					Report: Until Council receives written confirmation from the South Australian Tourism Commission th	hat	
					the event information is no longer confidential, but not longer than 30 June 2025.		
					Related Attachments: Not Applicable Minutes: Until Council receives written confirmation from the South Australian Tourism Commission		
					that the event information is no longer confidential, but not longer than 30 June 2025.		
					Other: Until Council receives written confirmation from the South Australian Tourism Commission th	at .	
449 11/06/2024 Ordinary Council	19.1	207/24	Event Opportunity Santos Tour Down Under 2025	91 (7) (9)	the event information is no longer confidential, but not longer than 30 June 2025.  30/06/2025  Report 22 April 2028  Related Attachments 22 April 2028		Yes
					Report 22 April 2028 Related Attachments 22 April 2028		
					Minutes 22 April 2028		
440	4	105.004	40.00	-00(0) -00(0)(b) -00(0)(i)	Other (presentation, documents, or similar) 22 April 2028		Ven
448 14/05/2024 Ordinary Council	19.2	165/24	19.2Strategic Communication and Engagement Plan Woodforde, Teringie and Rostrevor	s90(2), s90(3)(b), s90(3)(i)	22/04/2026 Report 22 April 2028		resi
					Related Attachments 22 April 2028 Minutes 22 April 2028		
447 14/05/2024 Ordinary Council	19.1	160/24	19.1Forensic Analysis of Boundary Change Submission – Exclusion of the Public	90(2), 90(3)(b), 90(3)(i)	Minutes 22 April 2028 22/04/2026 Other incremental or climitary 22 April 2028		Ves
447 A4032024 Grainity Gource	10.1	100124	23.21 delizio Pilargazio dedinary change desinazioni – excession di une restre	30(2), 30(3)(0), 30(3)(1)	22/04/2026 Other (presentation, documents, or similar) 22 April 2028 Report - 4 April 2027		163
					Related Attachments 4 April 2027 Minutes 4 April 2027		
444 9/04/2024 Ordinary Council	19.4	119/24	CEO Development Plan	90(3)(a)	9/05/2026 Other (presentations, documents or similar) 4 April 2027		Yes
					9/05/2026 Cther (presentations, documents or similar) 4 April 2027 Report - 26 March 2027 Related Attachments - 26 March 2027		
					Minutes - 28 March 2027		
445 9/04/2024 Ordinary Council	19.3	117/24	CEO Performance Review Process 2024/25	90(3)(a)	9/05/2026 Other (presentation, documents or similar) - 28 March 2027		Yes
					report, related attachments and the minutes of Committee and the discussion and considerations of		
429 9/04/2024 Ordinary Council	19.1	112/24	CEO PRP Special Meeting - Minutes of meeting 28 March 2024	90(2) and 90(3)(a)	9/04/2026 the subject matter be retained in confidence until further order and be reviewed every twelve months	11 February 2025 - Revised period of confidentiality (resolution 54/25)	Yes
						The report related attachments and minutes of 26 March 2024 Horn No. 18 2 Special CEO BBB	
						The report, related attachments and minutes of 26 March 2024 Item No. 19.3, Special CEO PRP Minutes of Meeting, 100/24 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.	
430 26/03/2024 Ordinary Council	19.3	100/24	Special CEO PRP Committee Minutes of Meeting - 21 March 2024	90(2) and 90(3)(a)	11/02/2026 Council resolved confidence for 12 months.	The report, related attachments and minutes of 26 March 2024 Item No. 19.3, Special CEO PRP Minutes of Nesting, 10074 unless previously relased, remain confidential until further order and that this order be reviewed every twelve (12) months.	Yes
430 26/03/2024 Ordnary Council	19.3	100/24	Special CEO FRP Committee Minutes of Meeting - 21 March 2024	900) and 90()(a)	11/02/2009 Council resolved confidence for 12 months.	The report, related attachments and minutes of 26 March 2004 Item No. 19.3, Special CEO PRP Mentuce of Meeting, 10024 unless previously related on, mains confidential until further order and that this other to reviousle overly select (ELT) ments.  11 February 2025 - Revised period of confidentially (ses 55/25)	Yes
430 26/03/2024 Ordinary Council	19.3	100/24	Special CEO PRP Committee Minutes of Meeting - 22 March 2024	90(2) and 90(0)(a)	11/02/2028 Council resolved contidence for 12 months.	The report, visited discharges and minotes (FEA Meta), 502,6 them bits, 15.3, Special CEO.PE Minotes of Metrolia, 1000A winose province instead, minosi conferential writh further order and that the order to reviewed every select (EZ) months. 11 February 2025. Revisited period of confederationly (ins 55/25) The report and related discharges of 20 Metrolia 2024, New No. 19.2, Thata Tearner Energy Group.	
						This sport, will add standards and minutes of 28 March 2024 from No. 15.3, Sporcia CEO FPP Notices of Physiology, 2022 of the Sporcia CEO FPP Notices of Physiology, 2022 of the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices of Physiology (1) and the Sporcia CEO FPP Notices (1) and the Sporcia	
431 26/03/2024 Ordinary Council	19.2	97/24	Trans Taisman Energy Group	90(2) and 90(3)() 90(3)(b)	11/02/2026 Council resolved 26 March 2025 or until legal release d ste	The region, indicated anticharents and minister of 25 March 2024 Annia 10.23 A Special ECO FPP Mindest of Methods, 1000 Annia specialists, marked minister of Methods and Endos and Annia and Annia and Annia and Annia and Annia and Annia Anni	Yes
						The region, indicated anticharents and minister of 25 March 2024 Annia 10.23 A Special ECO FPP Mindest of Methods, 1000 Annia specialists, marked minister of Methods and Endos and Annia and Annia and Annia and Annia and Annia and Annia Anni	
431 26/03/2024 Ordinary Council	19.2	97/24	Trans Taisman Energy Group	90(2) and 90(3)() 90(3)(b)	11/02/2026 Council resolved 26 March 2025 or until legal release d ste	The report, will also allockments and minuries of 26 March 2024 from No. 15.3, Special CEO PRP Minutine of Heeling, 10024 within specimently released, minute confidential until further order and that this order for reviewed recystable; (12) minutine is \$5525.95  11 finding 2025. Revised period of confidentially (res \$5525)  The report and related attachments of 26 March 2024, from No. 15.2, Trans Taisman Energy Group, 37034 unless periodoxyl released, minutine confidential until further order and that this order for reviewed every herine (12) months.	Yes
431 26/03/2024 Ordinary Council	19.2	97/24	Trans Taisman Energy Group	90(2) and 90(3)() 90(3)(b)	11/02/2028 Council resolved 28 March 2025 or until larget release date 28/03/2027 Council resolved duration of confidentially to 28 March 2027	Therepore, in clearly an inchronous part of monitor price 14 Merch 2024 New No. 19.3, Special CEO FIRP Monitor of Westing (2005) wasture previous price and contracted until former order and that this coder has included every fueline (12) months.  11 Returny 2025. Revined period of contributionally (res 55/25)  12 Returny 2025. Revined period of contributionally (res 55/25)  The images and collected intelligence of 25 Merch 2025, Revine 19.3, Tains Susania Gauge Group.  37 Get waster previously intelligence, remain conditionals until further order and that this order be reviewed every herites (2) months.  11 Returny 2025. Resolution 56/25	Yes
431 26/03/2024 Ordinary Council	19.2 19.1	97/24	Trans Taisman Energy Group	90(2) and 90(3)() 90(3)(b)	11/00/2009. Council resolved 28 March 2005 or until ligget release date 26/03/2007. Council resolved duration of confidentiality to 26 March 2027  Council resolved until deher regulations for raise are completed or a settlement reached or until lagget to the confidence of unit or the confidence of unit or the 27 America.	The report, will add disactiments and minutes of 28 March 2024 feem No. 15.3, Special CEO FPP Minotics of Meeting, 102-02 enters you reveally released, remain confiderable until sharehe order and that this colde be revineded by revined (2) provides. 11 Rehamy 2005. Revined period of confidentially (res. 55/22) The report and related attachments of 28 March 2024, (Jem No. 19.2, Taxo Tamasa Energy Group, 7074 Unites perioducy) released, remain confidential until further order and that this order for revined owny leavies (2) provides.  11 Rehamy 2005. Recolution 60/25 The Provined Common Confidential until further order and that this order for revined and the provides of the revined owny leavies (2) provides.  11 Rehamy 2005. Recolution 60/25 The proper of the Confidential United States (2) Provined (2)	Yes
481 28692224 Orleay Council 482 28692224 Orleay Council	19.2 19.1	97/24 94/24	Taxis Tannan Georgi Group Adrion Landili	56(2) and \$6(3(4) \$5(3(6)) 56(2) and \$6(5(4)) and \$6(5(6))	1140,000 Council resolved 26 March 3025 or until lagal reduces date. 24(0):2017 Council resolved duration of confidentially in 24 March 3027  Council resolved runtil other negatiotisms for sale are competed or a until length 1140,000 sercondenies have concluded but no loneer than 12 months.	The region, "Indicat attraction and another price of \$1.4 keep 3.025 in the loss, 0.15, Special CSC PR  Horizon of Methers," (2002) where previously resident, make confidential until further order and that  this odder be reviewed overy tracker (21) months.  11 Featurey 2015. Revised period of confidentiality (in \$5.525)  The region and reviewed attractions of \$4.5 keep 2024, fam No. 19.2, Tarus Tarusan Feerig Gloup,  97.05 unless previously released, minusic confidential until further order and that this order be reviewed  every helies (21) months.  11 February 2005. Resolution 60:05  The region, utilized anticoments and minusia or 27 February 2004, from No. 19.1, Recovery of linguist  Rates, 50,204 unless previously released, minusia confidential until further order and that this order for released  Rates, 50,204 unless and with the release of the second  Rates, 50,204 unless and with the release of the rel	Yes Yes
431 26/93/2024 Ordinary Council 432 26/93/2024 Ordinary Council 443 27/93/2024 Ordinary Council	19-2 19-1 19-1	97/24 94/24 52/24	Trans Transac Energy Group Adriton Landill  Recovery of Ulapacif Rates	90(2) and 90(3)(9) (90(3)(9) 90(2) and 90(3)(4) and 90(3)(6) 90(2) and 90(3)(9)	1140,000 Council resolved 26 March 3025 or until lagal reduces date. 24(0):2017 Council resolved duration of confidentially in 24 March 3027  Council resolved runtil other negatiotisms for sale are competed or a until length 1140,000 sercondenies have concluded but no loneer than 12 months.	The region, "Indicat attraction and another price of \$1.4 keep 3.025 in the loss, 0.15, Special CSC PR  Horizon of Methers," (2002) where previously resident, make confidential until further order and that  this odder be reviewed overy tracker (21) months.  11 Featurey 2015. Revised period of confidentiality (in \$5.525)  The region and reviewed attractions of \$4.5 keep 2024, fam No. 19.2, Tarus Tarusan Feerig Gloup,  97.05 unless previously released, minusic confidential until further order and that this order be reviewed  every helies (21) months.  11 February 2005. Resolution 60:05  The region, utilized anticoments and minusia or 27 February 2004, from No. 19.1, Recovery of linguist  Rates, 50,204 unless previously released, minusia confidential until further order and that this order for released  Rates, 50,204 unless and with the release of the second  Rates, 50,204 unless and with the release of the rel	Yes Yes
431 26/93/224 Ordnay Council 432 26/93/224 Ordnay Council	19.2 19.1	97/24 94/24	Taxis Tannan Georgi Group Adrion Landili	56(2) and \$6(3(4) \$5(3(6)) 56(2) and \$6(5(4)) and \$6(5(6))	11/20/2026. Council resolved 2/6 March 2025 or writt ligat release date 26/03/2027. Council resolved duration of confidentiality in 26 March 2027. Council resolved written and resolved resolved with the regulations for sale are completed or a certificate resolved or until lags. 11/02/2026 encocedities have concluded but no lonear than 12 months. Report with further coder Related Alexandersis. Less fauther codes 21/21/2026. Suffer Reports an Assess date, or later than Code 22 December 2023.	The region, "Indicat attraction and another price of \$1.4 keep 3.025 in the loss, 0.15, Special CSC PR  Horizon of Methers," (2002) where previously resident, make confidential until further order and that  this odder be reviewed overy tracker (21) months.  11 Featurey 2015. Revised period of confidentiality (in \$5.525)  The region and reviewed attractions of \$4.5 keep 2024, fam No. 19.2, Tarus Tarusan Feerig Gloup,  97.05 unless previously released, minusic confidential until further order and that this order be reviewed  every helies (21) months.  11 February 2005. Resolution 60:05  The region, utilized anticoments and minusia or 27 February 2004, from No. 19.1, Recovery of linguist  Rates, 50,204 unless previously released, minusia confidential until further order and that this order for released  Rates, 50,204 unless and with the release of the second  Rates, 50,204 unless and with the release of the rel	Yes Yes
431 26/93/2024 Ordinary Council 432 26/93/2024 Ordinary Council 443 27/93/2024 Ordinary Council	19-2 19-1 19-1	97/24 94/24 52/24	Trans Transac Energy Group Adriton Landill  Recovery of Ulapacif Rates	90(2) and 90(3)(9) (90(3)(9) 90(2) and 90(3)(4) and 90(3)(6) 90(2) and 90(3)(9)	11/02/2028 Council resolved 28 March 2025 or until larger release date 26/03/2027 Council resolved disables disables of confidentiality to 26 March 2027  Council resolved until other regulations for tall one completed or a settlement reached or until large 11/03/2026. Secreosities have concluded for the lotter than 12 months? Related Associations. Until further color March 2010 to be advised and excolorated for colorate release or the settlement reached or until large 11/13/2025. Settlement of ECC (CO) to be advised and excolorated for the meeting on the monitors to be publishly released. 11/11/2025 after the Higher than selected and conclusion of the meeting on the monitors to be publishly released. 11/11/2025 after this Higher than selected and resolved every selected records 2022  Report. Until traffice or the color council or the meeting on the monitors to be publishly released.	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 266930204 Gidnay Caunct 432 26930204 Ordnay Caunct 432 26930204 Ordnay Caunct 441 276920204 Ordnay Caunct 9999 19132023 Ordnay	19.2 19.1 19.1	97/24 94/24 52/24 345/23	Taxis Tamani Bergy Greup Adrian Lundill Receivery of Unguid Rates CEO Performance Review Process	902) and 903(() 903(8)) 902) and 903(() and 903(8)) 902) and 903(() 902) and 903(()	11/20/2056. Council resolved 26 March 2025 or writt ligat release date 26/03/2072 Council resolved duration of configuration by 58 May 5 2077  Council resolved markets of configuration by 58 May 5 2077  Council resolved until other engineticors for sale are completed or a sufference resolved or writing 11/20/2006 encocedimen have concluded but no lorent man but promotes.  Report. with further coder  Report. Writing the code of the cod	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 26/93/2024 Ordinary Council 432 26/93/2024 Ordinary Council 443 27/93/2024 Ordinary Council	19.2 19.1 19.1	97/24 94/24 52/24	Trans Transac Energy Group Adriton Landill  Recovery of Ulapacif Rates	90(2) and 90(3)(9) (90(3)(9) 90(2) and 90(3)(4) and 90(3)(6) 90(2) and 90(3)(9)	11407/2028. Council resolved 28 March 2025 or until larget release date 28403/2027. Council resolved agration of confederately to 28 March 2027 28403/2027. Council resolved agrations of confederately to 28 March 2027  Council resolved until either regolations for sale are completed or a settlement resolved or until large 11400/2009. Streetselfering these concluded but no losiner than 12 Revents.  Packade Altachments Livil for their codor 1201/12055 after the Page 1 has selected and, but the thorac COS 27 December 2025 1201/12055 after the Page 1 has selected and, but the thorac COS 27 December 2025 Related Astachments Livil for these codors and reviewed every private months. Packade Astachments Livil for these codors and reviewed every private months. 18412005. December collision after order and reviewed every problem controls.	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 266930204 Gidnay Caunct 432 26930204 Ordnay Caunct 432 26930204 Ordnay Caunct 441 276920204 Ordnay Caunct 9999 19132023 Ordnay	19.2 19.1 19.1	97/24 94/24 52/24 345/23	Taxis Tamani Bergy Greup Adrian Lundill Receivery of Unguid Rates CEO Performance Review Process	902) and 903(() 903(8)) 902) and 903(() and 903(8)) 902) and 903(() 902) and 903(()	11407/2028. Council resolved 28 March 2025 or until larget release date 28403/2027. Council resolved agration of confederately to 28 March 2027 28403/2027. Council resolved agrations of confederately to 28 March 2027  Council resolved until either regolations for sale are completed or a settlement resolved or until large 11400/2009. Streetselfering these concluded but no losiner than 12 Revents.  Packade Altachments Livil for their codor 1201/12055 after the Page 1 has selected and, but the thorac COS 27 December 2025 1201/12055 after the Page 1 has selected and, but the thorac COS 27 December 2025 Related Astachments Livil for these codors and reviewed every private months. Packade Astachments Livil for these codors and reviewed every private months. 18412005. December collision after order and reviewed every problem controls.	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 266930204 Gidnay Caunct 432 26930204 Ordnay Caunct 432 26930204 Ordnay Caunct 441 276920204 Ordnay Caunct 9999 19132023 Ordnay	19.2 19.1 19.1	97/24 94/24 52/24 345/23	Taxis Tamani Bergy Greup Adrian Lundill Receivery of Unguid Rates CEO Performance Review Process	902) and 903(() 903(8)) 902) and 903(() and 903(8)) 902) and 903(() 902) and 903(()	11402/2026. Coased resolved 26 March 2025 or writt lagat release date Neutropic Coased resolved quarties of confidentiality is 26 March 2027 Coased resolved watered quarties of confidentiality is 26 March 2027 Coased resolved with either regulation is for said an comprised or a settlement reached or until lags 1140/2026 oncoaseless have concluded but no loses man 12 months Neutron Value for the confidence of the coase	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 266930204 Gidnay Caunct 432 26930204 Ordnay Caunct 432 26930204 Ordnay Caunct 441 276920204 Ordnay Caunct 9999 19132023 Ordnay	19.2 19.1 19.1	97/24 94/24 52/24 345/23	Taxis Tamani Bergy Greup Adrian Lundill Receivery of Unguid Rates CEO Performance Review Process	902) and 903(() 903(8)) 902) and 903(() and 903(8)) 902) and 903(() 902) and 903(()	1142,025 Council resolved 26 March 2025 s until liquid release date 24(0)(2027) Council resolved duration of confidentiality to 24 March 2027  Council resolved rustled duration of confidentiality to 24 March 2027  Council resolved rustle other negatiotions for sale are competed or a until temporal transition of the confidence of the council of the c	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
431 266930204 Gidnay Caunct 432 26930204 Ordnay Caunct 432 26930204 Ordnay Caunct 441 276920204 Ordnay Caunct 9999 19132023 Ordnay	19.2 19.1 19.1	97/24 94/24 52/24 345/23	Taxis Tamani Bergy Greup Adrian Lundill Receivery of Unguid Rates CEO Performance Review Process	902) and 903(() 903(8)) 902) and 903(() and 903(8)) 902) and 903(() 902) and 903(()	1142,025 Council resolved 26 March 2025 s until liquid release date 24(0)(2027) Council resolved duration of confidentiality to 24 March 2027  Council resolved rustled duration of confidentiality to 24 March 2027  Council resolved rustle other negatiotions for sale are competed or a until temporal transition of the confidence of the council of the c	The region, "Indicat distributions and minimal or \$12 March 2020 Am Into 16, 123, Special CSO FPP Minimals of Methods (2002 and seep review) regions of, making conflored and until further criter and that this odd the reviewed overy tracker (21) months.  11 Featurey 2025 - Revised period of conflored minimal print 55/25) The region and reviewed attachments of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions of \$18 March 2020, fam Into, 132, Tario Tanami Fenerg Gloup, \$17.00 usines previously reseased, minimal conflored minimal further order and that this order for reviewed every helies (21) months.  11 February 2025 - Resolution 60/25 The region, "Little distributions for an invitate of 27 February 2024, fam Into, 19, 1, Econopy of Uniqued at Restars, \$20/24 usines and with this conflored and in the fire order and the first confering provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource provided and activities of 19 December 2025, from Into, 19, 4, CO Performance, Resource	Yes Yes
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								Report Nil.  Related Attachments Nil.  Minutes Nil  Other (presentation, documents, or similar) 12 months – 14 Feb 2024	Extend for a further 12 months due to SATC advice.  13 February 2024 - Reviewed confidentially order and extended for further 12 months to 14 February.
	413	14/02/2023 Council	9.1	23/23 and 28/24	9.1 South Australian Rourism Commission re Santos Tour Down Under	90(3)()		Report Unit the land has been placed on the open market by the State Government or until the State Government authorises released the information, whicheve pred occurs feet. Stated Affactions that the land has been placed on the open market by the State Government or	2025 Ves
	408	20/12/2022 Council	18.1	903/22	18.1Surplus Government Land Notification	90(3)(a)		until the State Government authorises release of the information, whichever event occurs first.  Resolution 995/22 12 Nov 2024  Minutes: Unit the land has been placed on the open market by the State Government or until the State Government authorises release of the information, whichever event occurs first.  Other (presentation, occurrent, or primalian INI.	The report, related attackments and minutes of 20 December 2022, Item No. 18.1, Surplus Government Land-Notification, 30302 unless previously related, related confidential until turber order and that this color be relevated every heavy (LT) contribs.  Yes
									Council resolved on the 14 May 2024 that:  * The Report of 23 August 2022, Item No. 18.5, Meisterial Exemption  -Achton Landfill, 286/22 8 154/23 remain continential and that this order be reviewed every treative (12) months.
								Report 23 August 2024 Related Attachments 23 August 2024 Minister 23 August 2024 Officer 23 August 2024 Officer 23 August 2024 Officer 23 August 2024	The Report of 23 August 2022, Item No. 18. 5, Ministerial Exemption     -Ashton Landfill, 236/22 & 154/23 annuals confidential and that this order be reviewed every fuellive (12) months.
	404	23/08/2022 Council	18.5	236/22 - 154/23	Ministerial Exemption	90(3)(1)	13/06/2025		Yes Council resolves on 14 May 2024 that:
								Report Nil Related Attachments Appendix 1	To note that in relation to resolution 224/22 and 158/23 Council resolved the following:  The report, related attachments, minutes and other (presentation, documents or print via 472 August 2022) then No. 15.4 A Basical East
								Appendix 2 23 August 2024 NIII Minutes NII Other NII	Verbal 2022-23 Ammal Plant & Budget, 224-22, unless previously released, remain Law Works 2022-23 Ammal Plant & Budget, 224-22, unless previously released, remain confidential until 23 August 2004 and that this control be released by reliefe (12) months.  The document(s) in relation to resolution 234/22 and 158/23 be kept
	403	23/08/2022 Council	18.4	234/22 - 158/23	Revised East Waste 2022-23 Annual Plan & Budget	90(3)(d)	23/05/2025		Council resolves on 14 May 2024 that:
								Report 23 August 2024 Rélated Attachments 27 August 2024 Montes 23 August 2024 Once 27 August 2024 Once 27 August 2024	Council resolves on 14 May 2024 Mass.  The report, fested additionables, resolves and other (presentation, documents or similar of 22 August 2022, mem No. 18.8, East Waste Recycling Contexts, 2022, meles previously diseased, resolve confidented unit 22 August 2024 and matta this order to reviewed every better (12) Francisco (1888).  The document(s) in relation for resolutions 2022 and 157/23 be kept confidented for a previously of 21 Francisco (2022 and 157/23 be kept confidented for a previously of 21 Francisco (2022 and 157/23 be kept confidented for a previously of 21 Francisco (2023 August 2023). Yes
	402	23/08/2022 Council	18.3	229/22 - 157/23	East Waste Recycling Contract	90(3)(d)		Report 28 June 2024 Related Attachments 28 June 2024 Minutes 28 June 2024	confidential for a period of 12 months to 23 August 2025. Yes
L	395	28/06/2022 Council	18.3	171/22 - 155/23	Ashton Landfill	90(3)(1)	27/06/2025	Other NIL	Revised to 28 June 2025 Yes
								Report Liefs all resolutions are executed, but not longer than 28 June 2023 Related Attachments Liefs all resolutions are executed, but not longer than 29 June 2023 Related Attachments Liefs are resoluted, but not longer than 29 June 2023 Related Liefs Liefs (Liefs 2023) Related Liefs (Lief	Council resolves on the 14 May 2020 that:  The report, instituted attachments, minutes as on their (presentation, documents or similar of 28 Janua 2022, than 10x. 18.1, Warner Road Britsword Backspot, 160,222, witees previously relaxed, remain confidential with this number lave cancelled and that the older be excelled to the confidential con
	393	28/06/2022 Council	18.1	165/22 - 153/23	Warren Road Birdwood Blackspot	90(3)(d)	28/06/2025	Principles Cities and resolutions are executed, see the brigger train 20 June 2020	period of 12 months to 28 June 2025. Yes
								Report Two year term. Related Attachments Two year term Montes NII.  Montes NIII.  One presentation, occurrent, or criminal MII.	Resolved 14 March 2023 The Report of 24 April 2022, Item No. 11.1, Perport Lockshall Road, Lenswood, 87/22 manin confidential until 14 March 2024 and that this cate the reviewed every trevine (12) months.  13 Formuny 2024 - Reviewed confidentially order and revised new date to 14 March 2025.  Resolved 11 February 2025 (set 50/25) The report and related attributions of 26 April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water provincely March 40 April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water provincely March 40 April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water provincely March 40 April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water provincely March 40 April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item No. 1.1.1.2, Perport Lockshall Road-Lenswood, 86/20 Water April 2022, Item
	387	26/04/2022 Council	11.1.2	87/22	Property Lobethal Road, Lenswood - Confidential	90(3)(a)(h)(i)	11/02/2026	Outer greatments, documents, or anneal year.	be reviewed every twelve (12) months. Yes
								that the report, related attachments and the minutes of Council, and the discussion and consideration	The Region of 26 October 2021, Instit No. 1.8. Electricity Procurament Legal Matther, 20021 small confidential unit 27 September 2023 and that this settle be relevated every health (12) electrifies.  Counted further resemble on X May 2022 Mart.  The region, related attachments, minutes and other (presentation, documents or similar) of 26 October 2022, Item No. 1.8.1, Electricity Procurament Legal Matther 2022 Little settlements and control of the Control of
	382	26/10/2021 Council	18.1	238/21 - 156/23	Electricity Procurement Legal Matter	90(3)(h)		of the subject matter be retained in confidence until the matter is determined, but not longer than 26 October 2022.	The document(s) to be kept confidential for a period of 12 months to 13 June 2025.  The Report of 26 October 2021, Item No. 18.2, Author Landfill (, 2862) remain confidential until 27 September 2023 and that this cort or the reviewed every threvit (23) months.
									Council further resolves on 14 May 2024 that.  To note that an instalate to resolution 2024 Council resolved the following:  The region, related attachments, minutes are not other (presentation, constant), 2022, unless previously related to the constant of the council constant and the matter or concluded and that this order to reviewed every teetive (27) months.
									The document(s) in relation to resolution 236/21 be kept confidential until a further critic rof Council is resolved.  Council further resolves on 14 May 2024 that:
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	381	26/10/2021 Council	18.2	236/21	Ashton Landfill	90(3)(1)		that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until 26 October 2024.	s The document(s) in relation to resolution 236/21 be kept confidential until a further order of Council is resolved. Yes
								Report of 22 April 2014, Item No. 18. 2Adminde Hills Regional Waste Management Authority This order shall appeals with further order of the Council and will be reviewed at least annually in accordance with the Art.	Resolved - 14 Flacto 2023 The Report of 22 April 2014, Hern No. 18.2.1, ARRIVAN, 8514 remain confidential until the matter is determined and multi-mort for the reviewed every tracke (12) months. 13 First 24 - Revised confidentiality interior and extended for further 12 months 14 Flactors 2025. 11 First 24 - Revised 2 confidentiality interior in preclaims 5025(5) The report and related attractments of 22 April 2014, Nem No. 18.2.1, ARRIVAN, 851/4 series.  The report and related attractments of 22 April 2014, Nem No. 18.2.1, ARRIVAN, 851/4 series.
	240	22/04/2014 Council	18.2.1	85/14	AHRWMA	90(3)(b,d))	11/02/2026		(12) months. Yes

# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 AGENDA BUSINESS ITEM

Item: 12.5

Responsible Officer: Gary Lewis

Director

**Corporate Services** 

Subject: Draft Long Term Financial Plan 2026-2040 and Draft Annual

**Business Plan 2025-26 for Consultation** 

For: Decision

#### **SUMMARY**

The Long Term Financial Plan and Annual Business Plan are legislative requirements under s122 of the Local Government Act 1999 (the "Act"). They are also key elements of Adelaide Hills Council's Strategic Planning Framework.

The draft Long Term Financial Plan 2026-2040 integrates the financial implications of all Council's strategic management plans, including its Strategic Plan 2024 – 'Your Place, Your Space', Infrastructure Asset Management Plans, and Annual Business Plans. The assumptions and projections contained therein demonstrates Council's financial commitment to sustainability, its strengths and weaknesses and its proposed path forwards.

The draft *Annual Business Plan 2025-26 (ABP)* has been developed to align to the *Strategic Plan 2024* - 'Your Place, Your Space'. Council resolutions, staff and community feedback, and risk assessments have also informed projects and programs included in the ABP.

The focus during the development of the initiatives and budget for the ABP has been on:

- Continued support of the community and region;
- Continuing to deliver on the Council's strategic plan goals; and
- Aligning with the LTFP, including the financial sustainability targets.

The purpose of this report is to provide the draft *Long Term Financial Plan 2026-2040* (*Appendix 2*) and draft *Annual Business Plan 2025-26* (*Appendix 1*) to Council for endorsement to undertake community consultation on both documents.

#### RECOMMENDATION

#### **Council resolves:**

- That the Long Term Financial Plan 2026-2040 and Annual Business Plan 2025-26 Draft for Consultation report be received and noted.
- 2. To endorse the draft Annual Business Plan 2025-26 (ABP) as contained in Appendix 1 for community consultation in accordance with Section 123 of the Local Government Act 1999, which includes a budget with an average residential rate rise of 6.2% (Adelaide CPI + 4%)
- 3. To endorse the draft *Long Term Financial Plan 2026-2040* as contained in *Appendix 2* for community consultation in accordance with Section 122 of the *Local Government Act 1999*.
- 4. That the CEO be authorised to:
  - a. Make any formatting, nomenclature or other minor changes to the ABP prior to being released for public consultation and
  - 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. BACKGROUND

The draft Annual Business Plan (ABP) 2025-26 (Appendix 1) and Long Term Financial Plan (LTFP) 2026-2040 (Appendix 2) have been developed in alignment with the financial and strategic goals outlined in the Strategic Plan 2024 – 'Your Place, Your Space'.

The attached documents are for the purpose of community consultation and therefore do not contain all elements that will be published in the final documents. The elements being included for community consultation are:

- A high level summary of what is included in the plan;
- Demographic information;
- Overview of Council details and organisational structure;
- The capital and operating strategic initiatives;
- An overview of the budget and financials;
- Operating budget by function;
- An overview of what is included in our capital works program;
- An overview of the rates changes and other important information from the rates policy;
- Rating Policy;
- The Budgeted financial statements which provide a summary of Council's proposed operating and capital investment activities; and
- Corporate Performance Indicators.

What is not included in the consultation document but will be when the final ABP is presented to Council for adoption:

Council & CEO introduction;

- The detailed Capital Works Program 2025-26 (this is a companion document to the ABP and is currently in development);
- The full statutory financial statements in accordance with the Model Set of Accounts;
- Statement of expected rate revenue; and
- An appendix with the summary of changes resulting from consultation.

The Long Term Financial Plan 2026-2040 is consistent with the ABP and is to be consulted on concurrently.

The draft Long Term Financial Plan 2026-2040 and draft Annual Business Plan 2025-26 will be presented to Audit Committee on 19 May 2025. Information and updates regarding the 2025-26 Budget and the LTFP have been provided to the Audit Committee during the development period. Feedback from the Audit Committee will be considered during the community consultation phase.

A full-day workshop with elected members regarding the 2025-26 Budget and LTFP was held on 22 March 2025. The information gathered by the Administration during the engagement session has helped to inform the draft ABP and LTFP.

#### 2. ANALYSIS

#### > Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 - Your Place, Your Space

Goal 4 Organisation

Objective O5 Evolve Council's functions and services to meet the current and future

needs and aspirations of our community

Priority 05.2 Demonstrate financial sustainability through long term financial

planning and annual budget setting which aligns with adopted targets.

The LTFP and ABP have been developed in alignment with Council's strategic management plans.

#### 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; and

....

- (1a) A council must, in conjunction with the plans required under subsection (1), develop and adopt
  - (a) 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,

on an annual basis; 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.

.....

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:

#### 5-Long-term financial plans

- A long-term financial plan developed and adopted for the purposes of section 122(1a)(a) of the Act must include—
  - 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
  - (c) 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, including key assumptions, 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.
- (4) The prescribed period for the purposes of section 122(1c) of the Act is 4 years.

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"). The ABP has been developed in accordance with Section 8 of the Act – Principles to be observed by Council.

Section 123(3) of the Act currently 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(3) to (6) of the Act specifies the actions that Council must take in relation to Consultation:

- (3) Before a council adopts an annual business plan, the council must—
  - (a) prepare a draft annual business plan; and
  - (b) follow the relevant steps set out in its public consultation policy, taking into account the requirements of subsection (4).
- (4) For the purposes of subsection (3)(b), a public consultation policy must at least provide for the following:
  - (a) the publication in a newspaper circulating within the area of the council and on a website determined by the chief executive officer of a notice informing the public of the preparation of the draft annual business plan and inviting interested persons—
    - (i) to attend—
      - (A) a public meeting in relation to the matter to be held on a date (which must be at least 21 days after the publication of the notice) stated in the notice; or
      - (B) a meeting of the council to be held on a date stated in the notice at which members of the public may ask questions, and make submissions, in relation to the matter for a period of at least 1 hour,

(on the basis that the council determines which kind of meeting is to be held under this subparagraph); or

- (ii) to make written submissions in relation to the matter within a period (which must be at least 21 days) stated in the notice; and
- (b) the council to make arrangements for a meeting contemplated by paragraph (a)(i) and the consideration by the council of any submissions made at that meeting or in response to the invitation under paragraph (a)(ii).
- (5) The council must ensure that copies of the draft annual business plan are available at the meeting under subsection (4)(a)(i), and for inspection (without charge) and purchase (on payment of a fee fixed by the council) at the principal office of the council and on the website at least 21 days before the date of that meeting.
- (5a) The council must ensure that provision is made for—
  - (a) a facility for asking and answering questions; and
  - (b) the receipt of submissions,

on its website during the public consultation period.

- (6) A council may then, after considering—
  - (a) any submission made to the council during the public consultation period; and
  - (b) any new or revised information in the possession of the council that is relevant to the material contained in the draft annual business plan; and
  - (c) such other materials or information as the council thinks fit,

adopt its annual business plan (with or without amendment).

- (6a) However, if a council proposes to adopt an annual business plan with amendments, the council must include in the adopted business plan a statement—
  - setting out any significant amendments from the draft annual business plan;
     and
  - (b) providing reasons for those amendments.

AHC's *Public Consultation Policy* specifies that the period of consultation should be for at least 21 calendar days. As per the Act requirements, consultation will include:

- A newspaper advert announcing consultation as well as website/social media notifications (21 May 2025)
- A 1 hour session will be scheduled at the 10 June 2025 Ordinary Council meeting
- The community will be invited to submit their responses in writing, online via the Engagement HQ website, by phone, or in person during engagement meetings.

Other consultation mechanisms are discussed further in the additional analysis section of this report.

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 LTFP and 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.

#### Budget, Financial and Resource Implications

Satisfactory internal financial controls provide the foundation for ensuring Council's ongoing financial sustainability. 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 at least 10 years using inputs from Council's *Strategic Plan, Asset Management Plan* 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 LTFP is based on continuing existing service levels including infrastructure renewal and upgrade and is regularly updated to account for any changes.

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 2024 – Your Place, Your Space'*, LTFP and Asset Management Plans.

The finalisation of the documents 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 LTFP and ABP provide transparency for the community regarding Council's financial plans for the short and long term. 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 and LTFP.

The proposed average residential rate increase of 6.2% will maintain the financial sustainability of the Council. This is 4% above the March Consumer Price Index for Adelaide of 2.2%. The higher than expected increase is in response to the rise in asset values which have materially increased depreciation charges in recent years. This is commensurate with factors considered in the budget review processes in 2024-25.

#### Depreciation

Throughout the 2024-25 Financial Year, Council conducted a comprehensive review of the assumptions and methodologies used in its financial planning and reporting. It also considered core assumptions used in its asset management planning processes in depth. These reviews have led to a reassessment of Council's financial sustainability, with Council reporting material deficits in 2023-24 and 2024-25, and forecasting additional deficits in future years.

The most recent revaluation of the Council's building, and property assets calculated an annual depreciation charge that was materially higher than had been recorded in both prior year accounts and the LTFP forecast. To bring the budget for 2024-25 in line with the revised figures required an increase of \$500k in depreciation expense.

In the short term this is an unavoidable cost, however depreciation costs, along with the associated maintenance costs can and should be actively managed. Specifically, by reviewing the service level (and its efficiency) that is delivered through Council's portfolio of buildings. Council can direct the administration to review this should they see fit.

#### Interest

Council's level of debt has been steadily increasing over the past 3 years. This increase is reflective of insufficient rate revenue being raised to cover the capital delivery program. As Council's debt levels increase, so too do the associated interest costs. This is now a material cost to Council and whilst debt assists with creating intergenerational equity, it also decreases Council's ability to respond to external shocks (eg: bushfires) and results in higher than CPI rate increases.

#### **Carry Forwards**

Following the review of the Capital Works Program through 2023-24 and 2024-25 the need for annual carry forwards should be materially reduced. One project, the Uraidla Play Space

upgrade has been identified in the last budget review as being delayed and was removed from the 2024-25 budget. This has been carried forward into the proposed draft ABP for 2025-26. There are additional projects which have commenced, and which will not be completed in 2024-25. These will be considered by Council as part of the budget review process early in the new financial year.

#### **Financial Summary**

Page 3 of *Appendix 1* shows the following financial summary based on the average residential rate increase of 6.2%:

- Operating deficit of \$2.4m
- Operating Deficit Ratio of 3.6%
- Renewals Capital Expenditure of \$13.850m
- Asset Renewal Ratio of 117%
- New & Upgrade Capital Expenditure of \$3.448m
- Net Financial Liabilities of \$39.940m
- Net Financial Liability Ratio of 62%

The Asset Renewal Ratio is outside of target as there are major pieces of work required which are not considered in the relevant plans but are essential.

#### **Financial Indicator Targets**

The budgeted operating deficit ratio follows on from a deficit of 7.7% in 2023-24 and a budgeted deficit in 2024-25 of 4.90%. These deficits were significantly outside of Council's previous target ratio range for an Operating Surplus of between 1% and 5%. This historic target is significantly different to that recommended by the South Australian Local Government Association (LGA) and are realistically unachievable in the near future.

The LGA recommendation is:

To achieve, on average over time, an operating surplus ratio of between 0% and 10%.

The LTFP has incorporated this target in future planning and achieves an average 1% surplus over ten years. In the context of managing long life assets, supporting multiple services with increasing complexity, taking a longer term view on financial sustainability may be of better service to Council and community.

The LGA's recommended targets for Net Financial Liabilities and Asset Sustainability have also been incorporated into the financial planning. These recommendations are included in the recommendations and are as follows:

- Net financial liabilities ratio is between zero and 100% of total operating income, but possibly higher in some circumstances.
- Asset Sustainability Ratio Capital outlays on renewing/replacing assets are greater than 90% but less than 110% of the level proposed in the Infrastructure and Asset Management Plan.

#### > Engagement/Consultation conducted in the development of the report

Consultation on the development of this report was as follows:

Council Committees: The draft LTFP and ABP will be presented to Audit and Risk

Committee at its 19 May 2025 meeting, noting a high level overview was provided at the 14 April 2025 Audit and Risk Committee

meeting.

Council Workshops: A budget workshop was held on 22 March 2025, and updates

including key budget elements, strategic initiatives, rating, etc. provided at subsequent information or briefing sessions of Council.

Advisory Groups: Not applicable. External Agencies: Not applicable. Community: Not applicable.

#### Additional Analysis

#### **Community Consultation**

Public consultation will be undertaken over the period Wednesday 21 May to 11 June (22 days) with the aim of providing members of the community varied formats and opportunities to provide feedback. The main feedback is via the online forms, however the community is encouraged to write or phone Council to share their feedback also.

#### Consultation activities include:

- A paid advert in The Advertiser and The Courier newspapers;
- The Community Engagement Hub site with copies of relevant documents and feedback form;
- A 1 hour public forum during the Ordinary Council Meeting on 10 June 2025 for verbal submissions to Council (per the legislative requirement);
- Elected Member driven community micro-meetings, with support from Administration including engagement toolkits and promotional material (detailed information to follow endorsement of the LTFP/ABP for consultation);
- Posters, information packs and hard copy feedback forms for display at Council libraries, service centres and community centres;
- Emails to community groups to encourage sharing of the consultation opportunity as well as feedback;
- Emails to Community Engagement Hub registrants inviting feedback and linking to the online resources;
- Electronic notices on our website and newsletter; and
- Social media posts on LinkedIn, Facebook and Instagram.

Following the consultation, a report will be created which will list all feedback and responses for Council to consider as part of the final Long Term Financial Plan/Annual Business Plan endorsement report.

All feedback participants will receive a copy of the consultation report where they have provided an email address, and the report will be published on the EngagementHQ website.

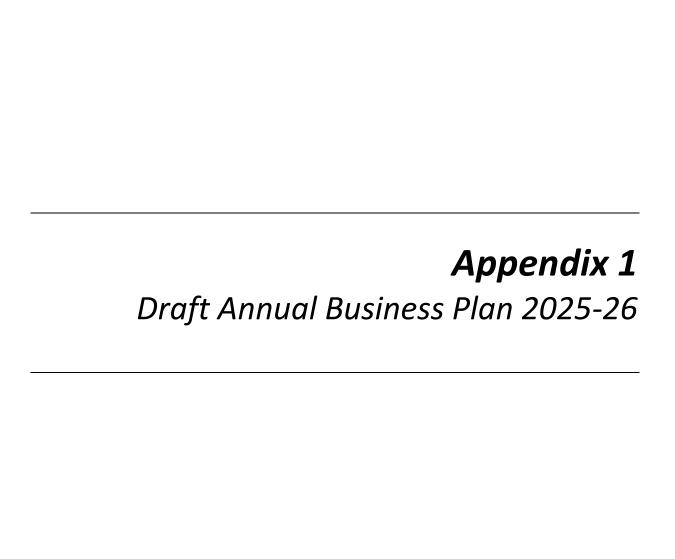
#### 3. OPTIONS

Council has the following options:

- I. To endorse the draft Annual Business Plan 2025-26 (ABP) as contained in Appendix 1 for community consultation in accordance with Section 123 of the Local Government Act 1999, which includes a budget with an average residential rate rise of 6.2% (Adelaide CPI + 4%)
- II. To endorse the draft Long Term Financial Plan 2026-2040 (LTFP) as contained in Appendix 2 for community consultation in accordance with Section 122 of the Local Government Act 1999.
- III. To amend any/all of the *draft Long Term Financial Plan 2026-2040* and *draft Annual Business Plan 2025-26* prior to progression to the next stage of community consultation
- IV. To not endorse the *draft Long Term Financial Plan 2026-2040* and *draft Annual Business Plan 2025-26* for progression to the next stage of community consultation (Not recommended)

#### 4. APPENDICES

- (1) Draft Annual Business Plan 2025-26
- (2) Draft Long Term Financial Plan 2026-2040





Annual Business Plan 2025-26



# Welcome

Welcome to the Adelaide Hills Council Annual Business Plan for 2025-26. This document outlines our strategic goals and the steps we will take over the next financial year to achieve them. These goals are closely aligned with our *2024 Your Place, Your Space Strategic Plan,* as well as other key plans and strategies.

This publication provides relevant information for all our stakeholders, including ratepayers, residents, business operators, visitors, government agencies, and other interested people.

This plan not only meets the requirements of the Local Government Act 1999 but also serves as a comprehensive guide for our community.

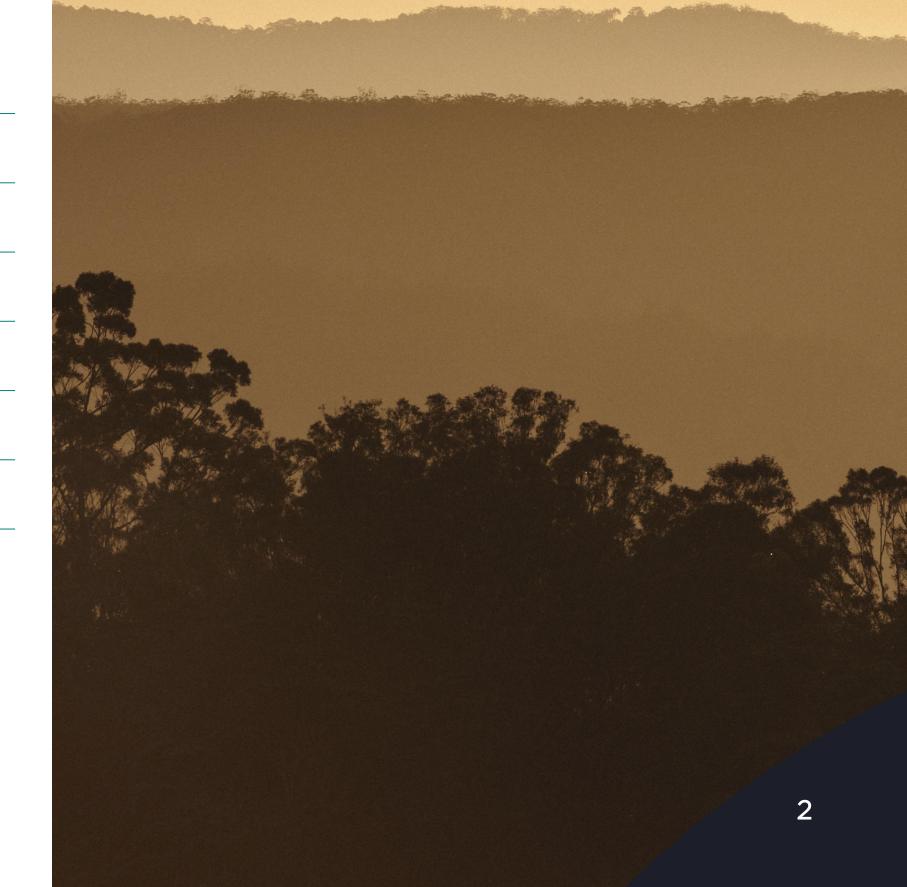
# **Contents**

Overview	3	Annexure A: Budgeted Financial Statements
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### **Acknowledgement of Country**

Council acknowledges that we undertake our business on the traditional Country of the Peramangk and Kaurna people. We pay our respects to Ancestors and Elders past and present as the custodians of this ancient and beautiful land, for they hold the memories, traditions, spiritual relationships, culture and hopes of the First Nations of Australia.

We are committed to working together to ensure that Peramangk and Kaurna culture and traditions are sustained, valued and continuing.



# Overview

The Annual Business Plan 2025-26 shows our services, programs and projects for this financial year. It also shows how we will allocate our resources to achieve the goals we set out in our 2024 Your Place, Your Space Strategic Plan, while ensuring Council's long term financial sustainability.

Our focus in 2025-26 is on supporting and strengthening our community, environment and region by developing a responsible budget which recognises our unique constraints and is geared towards delivering essential services, prudent resource management, and sustainability.

This financial planning exercise, including the Long-Term Financial Plan (LTFP), is the first to address the Council's financial sustainability considering recent revelations regarding its assets and depreciation. The re-evaluation has identified that Council's financial sustainability is not as robust as previously thought. Consequently, the Council must now plan for significantly higher costs associated with the renewal and replacement of assets.

Some key projects and activities we will be undertaking include:

- Pursuing our adopted pathway to achieving net zero corporate carbon emissions
- Trialling alternative kerbside waste collection models to divert more waste from landfill
- Developing a housing strategy that meets the needs community needs
- Implementing technology upgrades to the Customer Relationship Management system (CRM) to enhance the customer experience in relation to online services

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	<ul> <li>In addition to our regular service delivery, our strategic initiatives contribute towards achieving our long-term goals. These include:         <ul> <li>16 capital initiatives (\$1.548M)</li> <li>15 operating initiatives (\$1.429M)</li> </ul> </li> </ul>
Capital Budget	<ul> <li>\$3.448M for capital expenditure on new or upgraded assets</li> <li>\$13.850M for capital expenditure on renewal of existing assets</li> </ul>
Operating Budget	Proposed deficit of \$2.4M
Borrowing	<ul> <li>Net borrowings of \$5.873M, resulting in forecast total borrowings at 30 June 2026 of \$39.940M</li> </ul>
Rates	<ul> <li>Average increase in general residential rates of 6.2% which will allow for which will allow for continued financial sustainability, maintain our much-needed services and fund new initiatives</li> <li>For an average value residential property this equates to an annual increase of approximately \$161</li> </ul>
Financial Sustainability	<ul> <li>Operating deficit ratio of 3.6% which is below Council's target of 0% to 10% surplus on average over 10 years.</li> <li>Net financial liabilities ratio 62% in line with Council's target of 0% to 100%</li> <li>Asset sustainability ratio 117% which is above Council's target of 90% to 110%</li> </ul>

# We Are Unique

The size of a Regional Council with the expenses and population of a City Council



**620km** of Sealed Roads **397km** of Unsealed Roads



124 km of Footpath



3 Libraries3 Community Centres



39 Playgrounds100+ Pieces of equipment



Inspect approx.
19,500 properties
(bushfire prevention)



**309** Council owned buildings



Waste and recycling Cost approx. \$4.2M



8,437 Dog registrations1, 426 Cat registrations





Total Population 42,368





Volunteers **30%** of population



3.8% Need help at home



16,267 Households84% Own arebuying a home



43% Have a university orTAFE qualification19% have a trade qualification



**4,243** Businesses



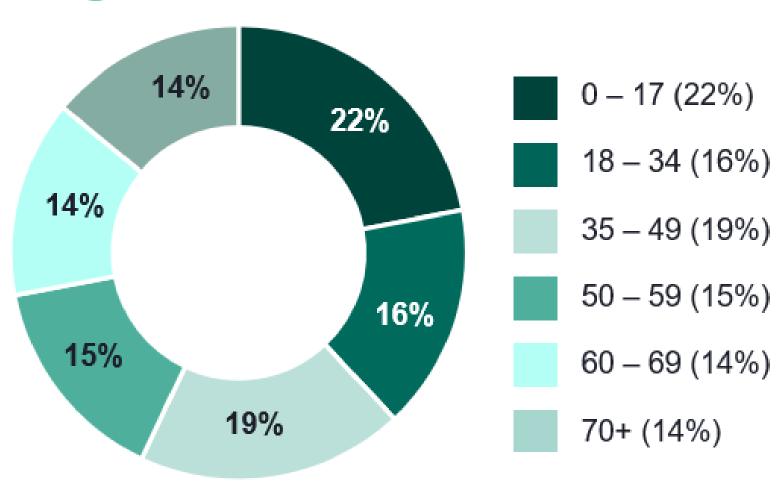
**12,049** Local jobs



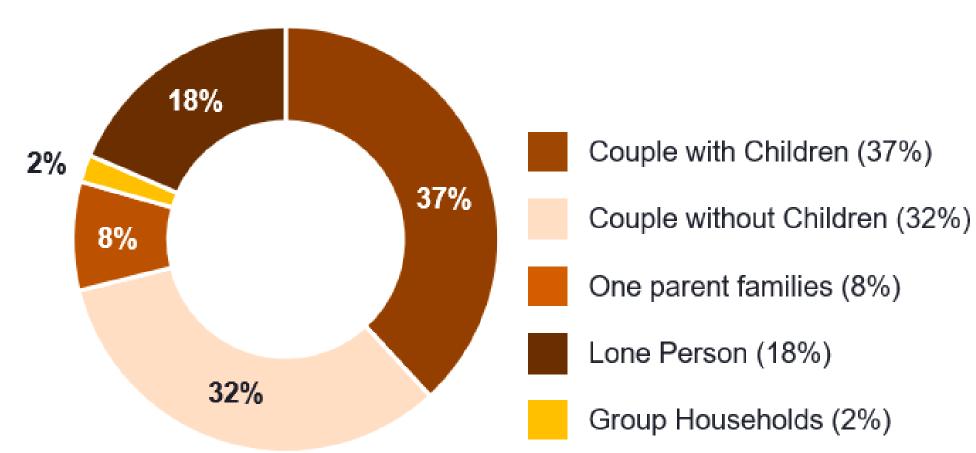
1.2M+ Domestic Day Trips were taken in our region



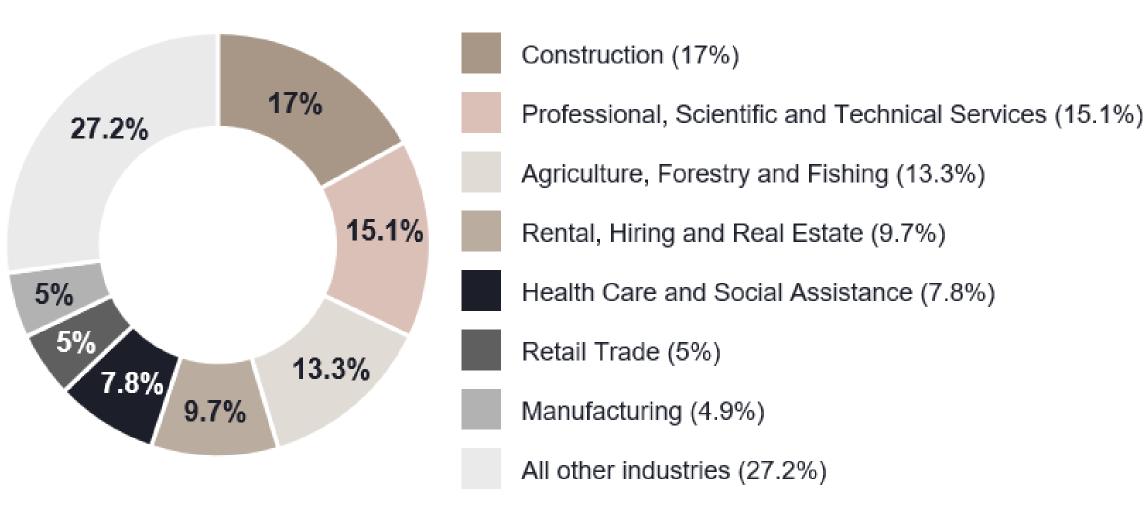
### Age Profile of the Adelaide Hills



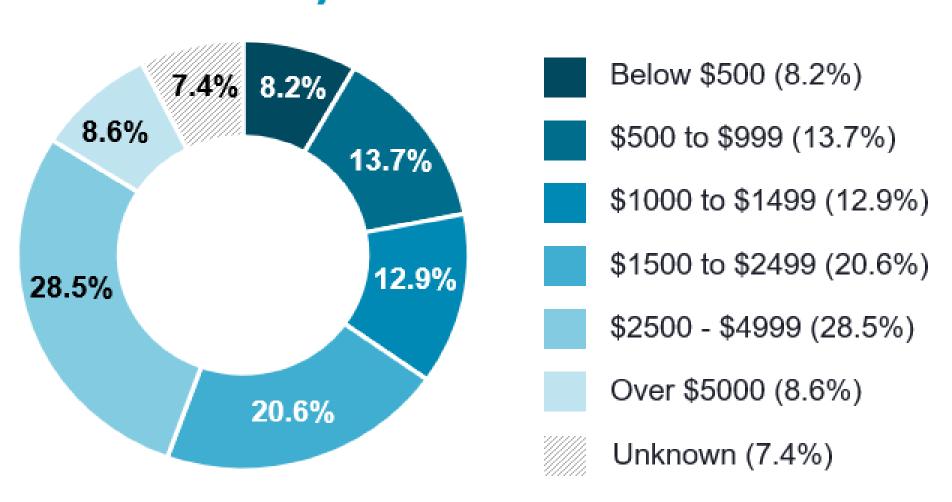
### **Household Types**



### Number of registered businesses by industry



### **Weekly Household Income**



Data Source: ABS Census of Population and Housing 2016, and ABS Count of Australian Business 2021

DRAFT Annual Business Plan 2025-26

# **About us**

### **Our Elected Council**



Mayor Jan-Claire Wisdom



Deputy Mayor Cr Nathan Daniell Rangers Ward



Cr Kirrilee Boyd Rangers Ward



Cr Adrian Cheater Rangers Ward



Cr Pauline Gill Valleys Ward



Cr Chris Grant Valleys Ward



Cr Malcolm Herrmann Valleys Ward



Cr Lucy Huxter Valleys Ward



Cr Leith Mudge Rangers Ward



Cr Mark Osterstock Rangers Ward



Cr Kirsty Parkin Rangers Ward



Cr Louise Pascale Rangers Ward



Cr Melanie Selwood Valleys Ward

### **Council and Committees**

The Elected Council's role is to provide for the governance and stewardship of the Council. 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 its functions under legislation and its strategic management plans.

A number of committees have been established in accordance with legislation to assist the Council and the Administration to discharge their responsibilities in specific areas. These are the Audit Committee, the Chief Executive Officer Performance Review Panel, the Council Assessment Panel, the Boundary Change Committee, the Building Fire Safety Committee and the Health & Safety Committee.

### **Council Administration**

The Council's Administration is led by a Chief Executive Officer appointed by the Council.

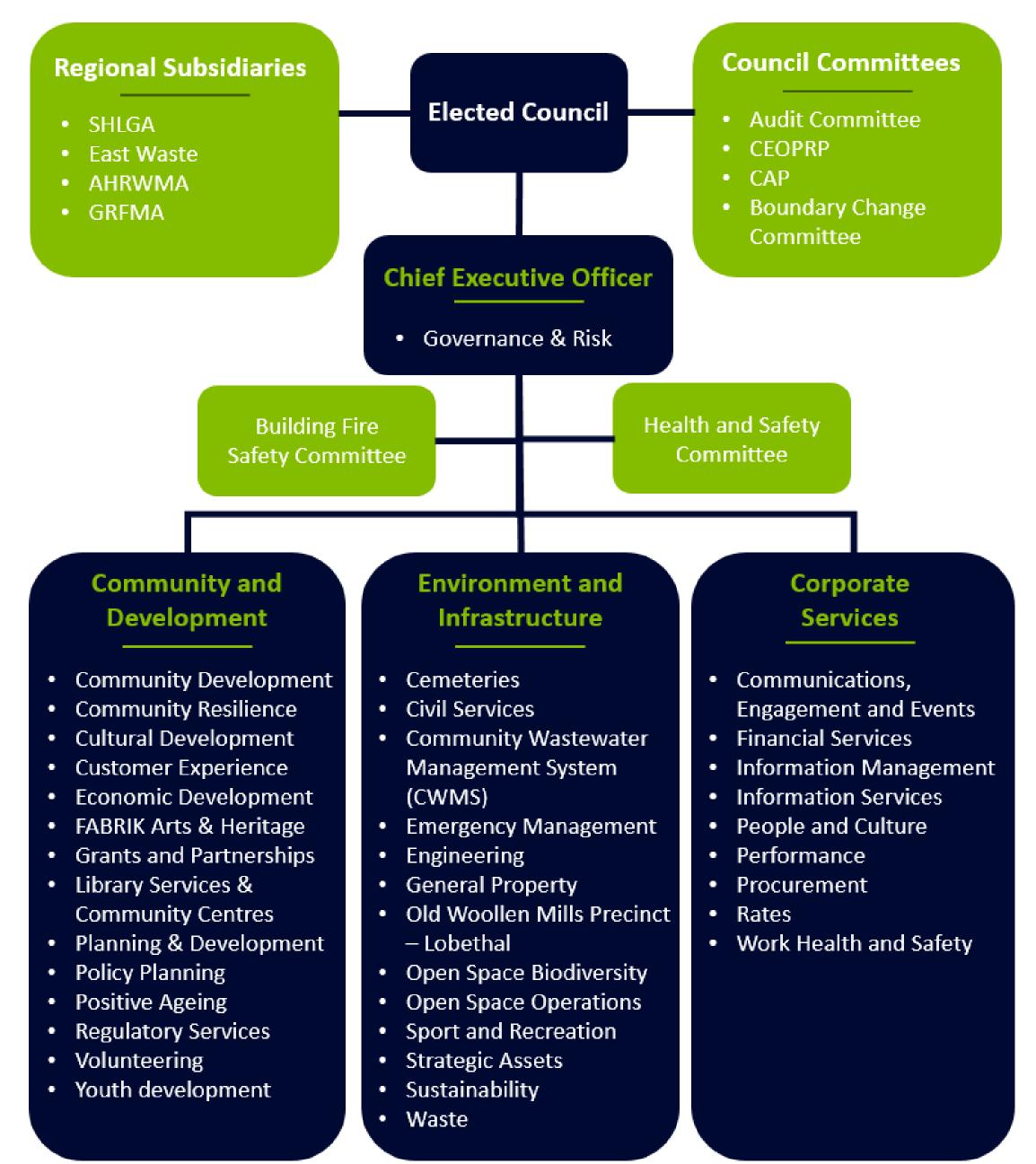
The Chief Executive Officer appoints staff and engages other resources to carry out the functions and duties delegated to them and to implement Council decisions.

The Administration is organised into directorates, each with a specific area of focus and functional responsibilities. The arrangement of the directorates provides for the separation of the regulatory activities, as far as practicable, from the other activities of the Council.

### **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, the Eastern Waste Management Authority (East Waste), the Adelaide Hills Region Waste Management Authority, and the Gawler River Floodplain Management Authority.



DRAFT Annual Business Plan 2025-26

## **Our Goals**

The Annual Business Plan has been developed to align with the 2024 Your Place, Your Space Strategic Plan, which was adopted by Council on 12 November 2024. The goals and objectives of the Strategic Plan are listed in the table below. Over the following pages the day-to-day activities, recovery efforts, and strategic initiatives will be outlined to demonstrate how each of these long-term goals will be achieved.

NE 1 Pu to achie emissio	<u>خ</u>

### Natural Environment



### Community Wellbeing



### **Built Form and Economy**



### Organisation

NE 1 Pursue our adopted pathway to achieve net zero carbon emissions.	CW 1 Promote and support reconciliation.	BFE 1 Guide development that fosters vibrant and resilient communities, promotes appropriate design and enhances livability.	O1 Embrace technology solutions and digital transformation to enhance our organisation and the community experience.
NE 2 Support the community and businesses to decarbonise and transition to sustainable lifestyle practices (green communities).	CW 2 Enrich, empower and support connected communities.	BFE 2 Nurture a distinctive sense of place, support activation activities and recognise and celebrate our rich heritage.	O2 Operate with integrity using best practice governance processes.
NE 3 Protect, improve, expand and connect habitat.	CW 3 Embrace diversity in our community and build on community strengths.	BFE 3 Develop and maintain infrastructure to support livability and sustainable economic activity.	O3 Support and develop a skilled organisation that is aligned to Council's priorities.
NE 4 Build resilience in the natural environment to adapt to climate and other environmental changes.	CW 4 Build community resilience for the future.	BFE 4 Improve the utilisation of Council and community facilities.	O4 Engage and advocate for our communities.
NE 5 Improve landscape character and amenity value on Council managed land.	CW 5 Foster cultural identity and connection to place.	BFE 5 Promote sustainable prosperity by supporting tourism, creative industries, primary production and vibrant townships.	O5 Evolve Council's functions and services to meet the current and future needs and aspirations of our community.

## **Our Services**

The services and day to day activities we provide are our main method of delivering on our long-term goals and objectives. Over 2025-26, our skilled and agile workforce will continue in our commitment to deliver cost effective and efficient services in support of our community.

Animal Management - Promoting responsible dog and cat ownership, responding to nuisance and hazards caused by other animals including livestock, and conducting Feral Cat Studies.

**Cemeteries -** Maintenance and management of 16 Council owned cemeteries within the region.

**Civil Services -** Maintenance, management and replacement planning of public infrastructure including roads, bridges, signage, stormwater, kerbs and footpaths.

Community Centres - Providing opportunities to improve health and wellbeing, participate in lifelong learning and sharing skills with others.

Communications, Engagements and Events – Ensuring communication between the Council and community is accurate, relevant, valuable and engaging. Promoting and supporting community events which have social and economic benefits to the district.

Community Development - Overseeing community wellbeing, disability access and inclusion programs, as well as a range of regional support programs including provision of funding to The Hut Community Centre and the Adelaide Hills Community Passenger Transport Network.

Community Wastewater Management Systems (CWMS) - Management of CWMS and associated infrastructure e.g. septic tanks, treatment ponds.

**Customer Experience -** Driving organisational improvement and innovation to improve the customer experience.

Customer Services - Providing ready access to Council services and responding to customer enquiries through three physical service centres, a phone contact centre and online request portal.

**Cultural Development -** Focusing on cultural diversity, Aboriginal respect and recognition, and the arts in all its forms.

Economic Development - Supporting and promoting businesses, community, and regional development through funding Adelaide Hills Tourism and Regional Development Australia and responding to the needs of established or potential local businesses.

Emergency Management - Working collaboratively to prevent, prepare, respond and recover from natural disasters and other hazards.

Fabrik Arts and Heritage Hub – Providing community exhibitions, workshops and events. A thriving arts and heritage hub to support creative industries and the broader local economy through increased tourism and continuing to promote and preserve our vibrant cultural and historical hub.



# **Our Services**

Financial services – Providing accounting and financial activities including procurement support, payments, collection of rates and debt recovery, treasury management, corporate planning and reporting activities, and support to Council in financial decision making.

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 landowners in respect of bushfire prevention and management.

Governance - Supporting the Mayor, Councillors, CEO, the Administration and community with their legislated roles and responsibilities including coordination of Council & Committee meetings, elections, policy development and review, and risk, audit and insurance activities

**Grants & Partnerships –** Grant giving programs supporting community-based initiatives. Partnerships with stakeholders to deliver local and regional outcomes.

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.

Information Systems – Systems for the capture, dissemination, storage, security, accessibility and management of information received and generated by Council.

Libraries - Providing access to information resources for learning or leisure. Providing opportunities for community to engage, learn and connect.

Open Space Operations - Maintaining parks and reserves, biodiversity activities, and fire breaks/tracks.

Open Space Biodiversity – Undertaking activities such as weed management, habitat conservation and expansion, research and knowledge development, and supporting community in their related activities.

Organisational Development and Work Health & Safety - Providing support to our people covering organisational development, human resource management, work health and safety and payroll.

Parking and By-law Enforcement – Monitoring and regulating parking and particular public activities to ensure safe and accessible environments.



# **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.

Positive Ageing – Providing home and social support, particularly under the Commonwealth funded Commonwealth Home Support Program. Developing and implementing targeted strategies and programs in our region.

Property Services – Facilitating appropriate events, outdoor dining, roadside trading and mobile food vans on Council managed land and roads. Ongoing maintenance and management of Council's service centres, community facilities and Council's real estate assets including some 380+ parcels of land and 180+ buildings.

Public Health – Inspections of food businesses, waste water and public swimming pools to provide safe public environments. Providing clinics to enable the community to access vaccinations easily.

**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 in 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.

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.

**Volunteering** – Encouraging voluntary participation across the Adelaide Hills through provision of opportunities, training and support for volunteer involving groups.

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.

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.

Youth Development - Providing a range of programs and activities to support and develop youth in our community.



# Our focus for 2025-26

Council's focus for the year is on supporting and strengthening our community, environment and region by developing a responsible budget which recognises our unique constraints and is geared towards delivering essential services, prudent resource management, and sustainability.

### Some of the highlights include:

- Pursuing our adopted pathway to achieving net zero corporate carbon emissions
- Trialling alternative kerbside waste collection models to divert more waste from landfill
- Progressing towards financial sustainability through considered planning
- Developing a revised Biodiversity Strategy to conserve native vegetation and habitat on Council land, and protect ecological values along natural waterways
- Developing a Stormwater Management Plan
- · Continuing to implement actions from the Our Watch's "Prevention Toolkit for Local Government"
- Expanding the Fabrik Arts + Heritage Hub operations following its redevelopment
- Undertaking a strategic review of all Council owned properties including Council administration accommodation
- Increasing community connections through forums
- Collaborating with Adelaide Hills Tourism to promote and support tourism across our region.
- · Advocating for key economic development issues in the region with other levels of government.
- Commencing the development of a housing strategy that meets community needs and balances character, growth, affordability, and the natural environment
- Increasing resilience and reliability of the Community Wastewater Management System service
- Implementing technology upgrades to the Customer Relationship Management system to enhance the customer experience through easier online services and improved communication and response times

# How we measure 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 programs and services.

As an organisation, our internal 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.

The details of these measures are included in the suite of Corporate Performance Indicators (Annexure C) which will be used in our performance reporting to Council each quarter, and in our Annual report for 2025-26.

DRAFT Annual Business Plan 2025-26

# **Strategic Initiatives**

Strategic initiatives are specially funded and priority activities, projects and programs of work that are planned for 2025-26. "Operating" initiatives are related to administrative projects, community programs and other activities and tasks.

Operating Initiatives	Area	Objective	Budget 2025-26 (\$'000)
Housing strategy	Community & Development	BFE 1	\$25,000
Adelaide Hills subzone code amendment	Community & Development	BFE 1	\$15,000
Town and precinct planning strategic framework	Community & Development	BFE 2	\$30,000
Bike track maintenance	Environment & Infrastructure	BFE 3	\$30,000
Sustainable site planning – Johnston Memorial Park, Balhannah	Environment & Infrastructure	BFE 4	\$25,000
Community resilience operating costs	Community & Development	CW 4	\$30,000
Bore infrastructure investigations	Environment & Infrastructure	CW 4	\$100,000
Mylor bore compliance works	Environment & Infrastructure	CW 4	\$25,000

<sup>\*</sup>Strategic goals, objectives and priorities are listed in Annexure F

# **Strategic Initiatives**

Strategic initiatives are specially funded and priority activities, projects and programs of work that are planned for 2025-26. "Operating" initiatives are related to administrative projects, community programs and other activities and tasks.

Operating Initiatives	Area	Objective and/or Priority*	Budget 2025-26 (\$'000)
Electric vehicle charging scheduled auditing and maintenance	Environment & Infrastructure	NE 1	\$25,000
Existing solar PV, emission and cost reduction monitoring and performance enhancement	Environment & Infrastructure	NE 1	\$5,000
Township kerbside bin collection frequency change (\$190,000 grant funded)	Environment & Infrastructure	NE 2	\$380,000
Grants and incentives to support the community in reducing emissions	Environment & Infrastructure	NE 2	\$10,000
Development and implementation of a community energy reduction program incorporating energy and transport	Environment & Infrastructure	NE 2	\$120,000
Local climate adaptations for landscape conservation	Environment & Infrastructure	NE 4	\$10,000
New staff recruitment - Senior Strategic Asset, Development and Project Arborist	Environment & Infrastructure	NE 4	\$124,000
Digital Transformation Program (inc Enterprise Resource Planning Review)	Corporate Services	O1	\$475,000

<sup>\*</sup>Strategic goals, objectives and priorities are listed in Annexure F

# Changes to 'Business-as-Usual' budgets

In addition to the strategic initiatives, which are specially funded, and priority activities, projects and programs of work, additional funding has been allocated to specific on-going activities.

Business as Usual Projects	Area	Objective and/or Priority*
Reconciliation Action Plan	Community & Development	CW 1
Implement actions from Our Watch's 'Prevention Toolkit for Local Government'	Community & Development	CW 3

Business as Usual Increases	Area	Objective and/or Priority*	Budget 2025-26 (\$'000)
Additional weed control following fire control activities	Environment & Infrastructure	NE 1	\$25,000
Amy Gillett Bikeway maintenance	Environment & Infrastructure	NE 1	\$45,000
Adelaide Hills Subzone code amendment	Community & Development	BFE 2	\$15,000

# **Strategic Initiatives**

Strategic initiatives are specially funded and priority activities, projects and programs of work that are planned for 2025-26. "Capital" initiatives are generally related to new physical assets and infrastructure investment.

Capital Initiatives	Area	Objective and/or Priority*	Budget 2025-26 (\$'000)
Public toilet refresh and new septic system - Norton Summit	Environment & Infrastructure	BFE 3	\$80,000
Replacement of non-compliant external cladding - Stirling Coventry Library	Environment & Infrastructure	BFE 3	\$80,000
Road Safety Program (including co-contribution to road Black Spot Program)	Environment & Infrastructure	BFE 3	\$35,000
Stormwater projects - Balhannah	Environment & Infrastructure	BFE 3	\$544,000
Disability Discrimination Act access upgrades - region wide	Environment & Infrastructure	BFE 3	\$30,000
Sports court upgrades	Environment & Infrastructure	CW 6	\$35,000
Amenity lighting - Woodside Recreation Ground	Environment & Infrastructure	CW 6	\$35,000
Uraidla Play Space	Environment & Infrastructure	CW 6	\$220,000

<sup>\*</sup>Strategic goals, objectives and priorities are listed in Annexure F

DRAFT Annual Business Plan 2025-26

<sup>\*\*</sup> Appropriate funds have been allocated to a limited number of priority initiatives that remain commercial in confidence at the time of publishing this document.

<sup>\*\*\*</sup> Figures do not include project managements costs

## **Strategic Initiatives**

Strategic initiatives are specially funded and priority activities, projects and programs of work that are planned for 2025-26. "Capital" initiatives are generally related to new physical assets and infrastructure investment.

Capital Initiatives	Area	Objective and/or Priority*	Budget 2025-26 (\$'000)
Energy efficiency improvement program - Council facilities	Environment & Infrastructure	NE 1	\$60,000
Central irrigation control system – Houghton Square, Lobethal Main Street, Kersbrook Cemetery	Environment & Infrastructure	NE 4	\$130,000
Barbeque and shelter - Hamilton Hill, Woodforde	Environment & Infrastructure	BFE 3	\$40,000
Safety improvements, Branch Road stair access to Woorabinda Bushland Reserve - Stirling	Environment & Infrastructure	NE 5	\$70,000
Work, Health & Safety and security upgrades at Council depot - Heathfield	Environment & Infrastructure	BFE 4	\$75,000
Lighting improvements, Lewis Walk Hamilton Hill - Woodforde	Environment & Infrastructure	BFE 3	\$15,000
Road safety: Traffic control and calming - Lobethal	Environment & Infrastructure	BFE 3	\$57,000
Road safety: Emu crossing - Lobethal	Environment & Infrastructure	BFE 3	\$42,000

<sup>\*</sup>Strategic goals, objectives and priorities are listed in Annexure F

DRAFT Annual Business Plan 2025-26

<sup>\*\*</sup> Appropriate funds have been allocated to a limited number of priority initiatives that remain commercial in confidence at the time of publishing this document.

<sup>\*\*\*</sup> Figures do not include project managements costs

# **Financial Overview**

Key financial information for 2025-26 is summarised below:

Budget Summary	\$'000
Rates income	54,953
All Other Operating income (including initiatives)	9,505
Total Operating Income	64,458
Core operating Expenses (excluding Initiatives)	65,381
Operating initiatives	1,429
Total operating Expenditure	66,810
Operating deficit	2,352
Gross Capital Renewal Program expenditure	13,850
Gross Capital expenditure on new / upgraded assets	3,448
Total Gross Capital Expenditure	17,298
Estimated new borrowings	5,873



## Key financial targets and financial sustainability

Financial sustainability is considered with reference to Council's agreed target ranges in three key ratios:

Indicator	Adopted Target	2025-26 Budget
Operating Deficit Ratio	1 - 10% (on avg. over 10 years)	3.6%
Net Financial Liabilities Ratio	0 - 100%	62%
Asset Renewal Funding Ratio	90 - 110%	117%

Council's alignment to the targets provides a level of certainty to the community that financial sustainability will be maintained over the long term.

Council's targeted Operating Surplus on average over a ten-year timeframe acknowledges that there are likely to be one off occurrences in particular years which require Council to respond differently. This improves Council's ability to absorb the expenditure impacts from unexpected events such as bushfires, floods, or pandemics. It also provides capacity to reduce our liabilities (borrowings) by funding a proportion of new capital / upgrade expenditure.

### **Impact on ratepayers**

The overall amount existing ratepayers will pay in general rates will increase on average by 6.2%. For a residential property of average value, this equates to an increase of approximately \$161 for the 2025-26 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 2025-26 Council proposes:

- Applying a rate rebate to limit the maximum general rate increase to 15% across residential and primary production land use categories
- Make the rebate automatic (similar to the 2023-24 financial year) but also retaining an application process
- Retaining the exclusion of the cap for valuation increases due to improvements, changes in land use and rateability
- Adjusting the exclusion of change of ownership properties to those properties sold after 30 June 2024.

## **Elements of the Budget:**

### **Income and Expenses**

#### Income

Rate revenue accounts for approximately 85% 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 charges 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' provision
- 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

39% of the Council's operating expenditure is attributable to the payment of salaries and wages and around 38% is applied to materials, contracts and other expenses.

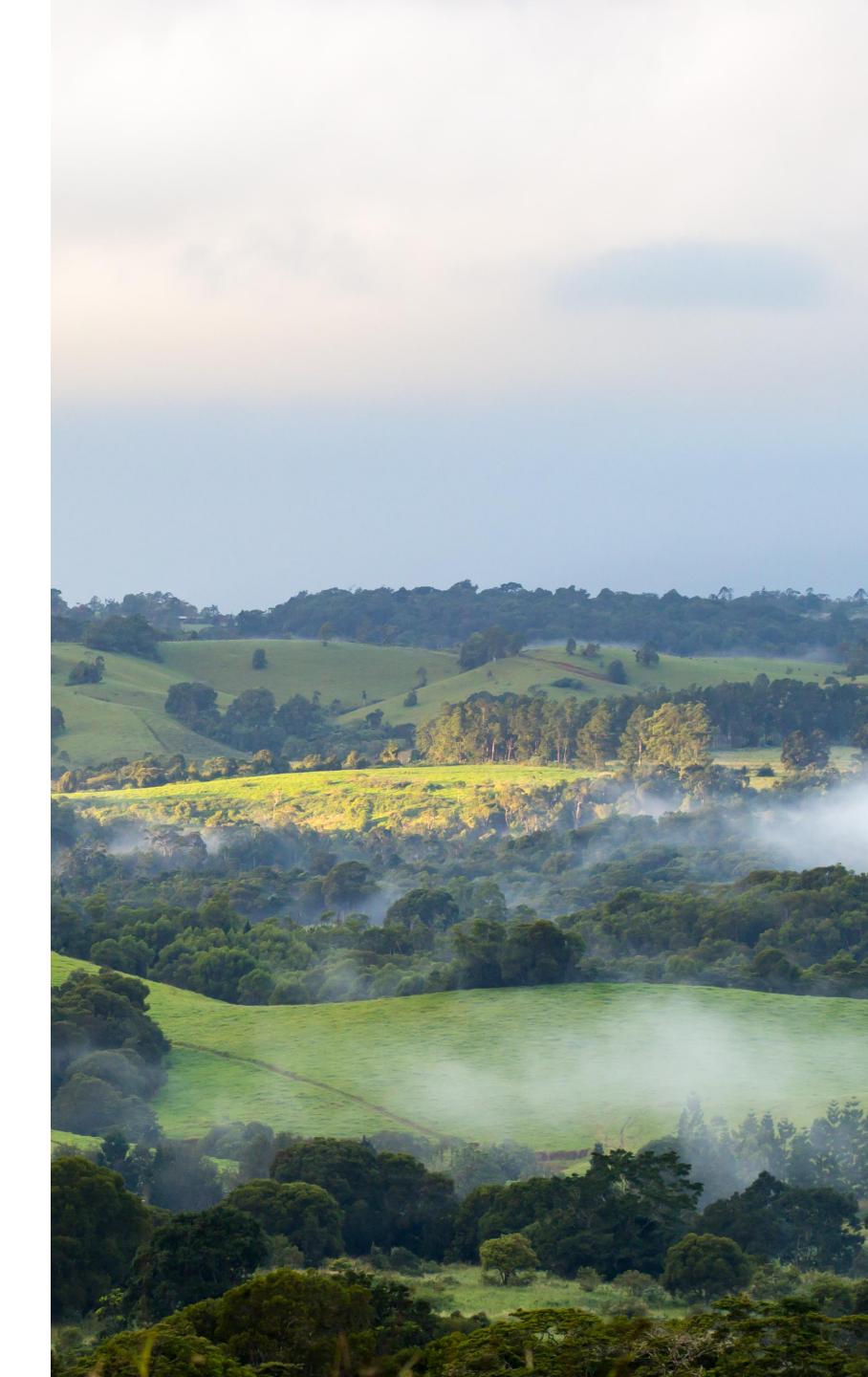
# Significant influences for the 2025-26 budget

A number of factors have influenced the preparation of Council's 2025-26 Annual Business Plan.

#### These include:

- Major projects being undertaken by Council (detailed elsewhere in report).
- Inflationary pressures continue to push up costs. Whilst there may be some slowing of these pressures, they will remain influential on Council's expense base in the immediate future.
- Increasing construction costs over recent years have led to higher replacement cost valuations of Council's existing asset base which in turn increases the depreciation cost. Accurately capturing these is important to ensure Council's sustainability.
- Provision for Enterprise Development Agreements for staff which determines conditions of employment and provide for annual salary and wages increases, largely based on CPI 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.
- A hardening insurance market resulting in premiums increasing significantly more than CPI.

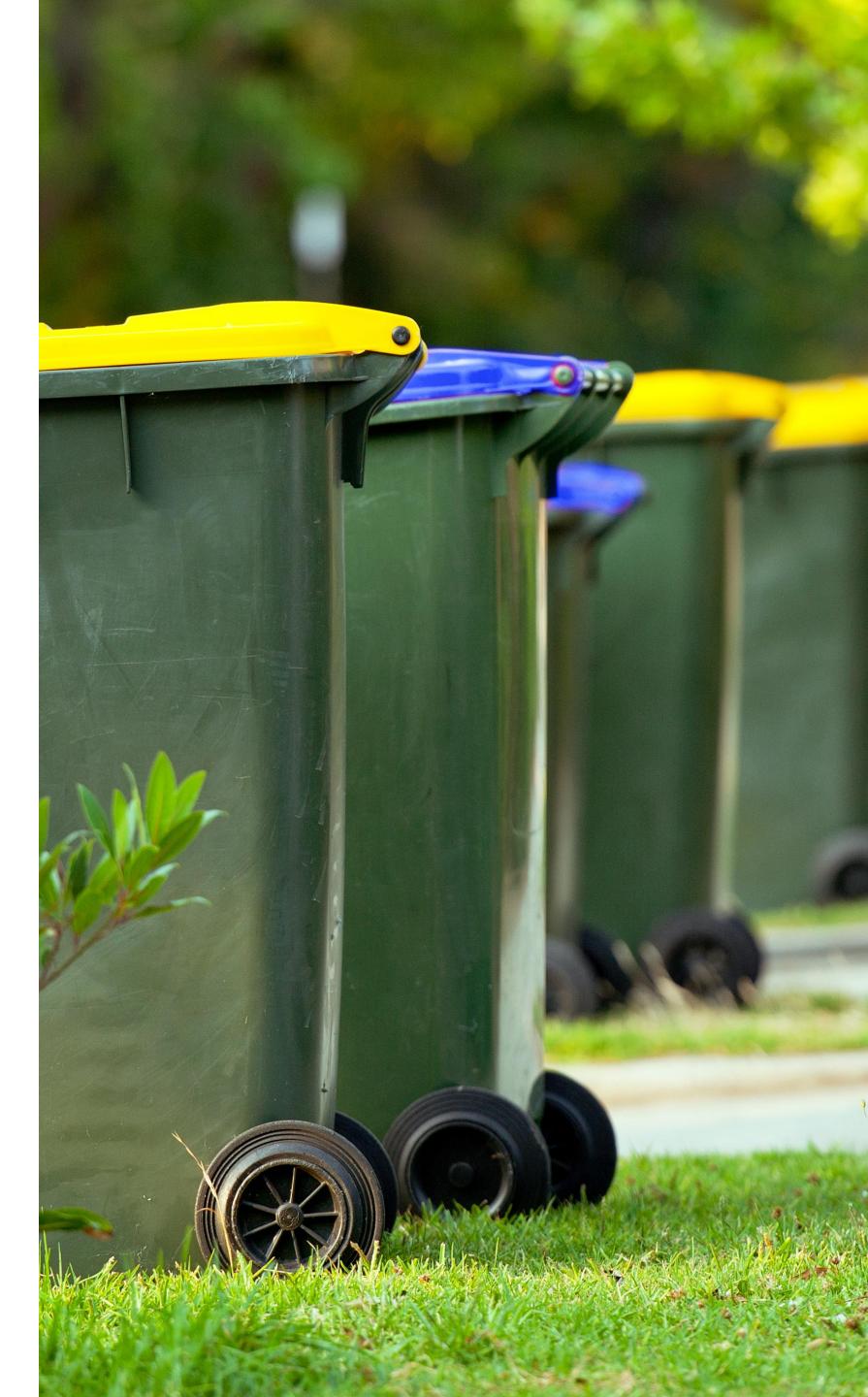
The Boundary Commission's Inquiry into Campbelltown City Council's Woodforde/Rostrevor boundary reform proposal is currently underway. If this reform proposal is successful, it has the potential to materially impact Council's financial sustainability. No financial or resource implications have been built into the 2025-26 budget at this stage.



## Additional costs included in the 2025-26 budget

In addition to the major projects being funded in 2025-26, there are other ongoing cost pressures that continue to impact on Council's Operating Surplus including:

- Higher interest costs for arising from increased borrowings which were used to fund capital initiatives
- Increase in depreciation due to revaluations largely relating to cost escalation in infrastructure and building costs
- Insurance premium increases & distribution reductions
- Waste collection costs continue to increase due to higher transportation costs
- Higher costs for building maintenance
- Allowance for more condition assessments of assets



## 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.

Forecasted levels of borrowing are dependent on the accuracy of the budget. In particular, changes to the delivery of the Capital Works Program have the capacity to change the level of borrowings required. The forecast below assumes that all capital projects will be delivered by the end of 2025-26.

Estimated increase in Total Borrowings as shown in the following table for 2025-26 is \$5,873m.

Borrowing	\$'000
Forecast Opening Balance of Borrowings July 2025	28,825
Estimated New Borrowing for 2025-26	5,873
Repayment of principal for 2025-26	-
Forecast Closing Balance of Borrowings June 2026	34,698
Split as follows:	
Cash Advance Debenture (Short Term Borrowings)	22,198
Fixed Term Borrowings	12,500
Forecast Closing Balance of all Borrowings June 2026	34,698



## **Operating Budget by Directorate and Function**

		Revenue		Expenditure		en e		Expenditure		
Function / Directorate	2024-25 Revised Budget \$'000	2025-26 Proposed Budget \$'000	Fav/(unfav) Budget Variance \$'000	2024-25 Revised Budget \$'000	2025-26 Proposed Budget \$'000	Fav/(unfav) Budget Variance \$'000	Net Cost / (Revenue) Budget \$'000	2025-26 Staff FTE Budget		
CEO Office	-	-	-	664	579	85	579	2.00		
Governance Civic	-	-	-	2	3	(1)	3	0.00		
Governance EM	-	-	-	532	560	(28)	560	0.00		
Governance & Performance	37	37		2,029	1,922	108	1,885	3.40		
CEO Directorate Total	37	37		3,227	3,063	164	3,027	5.40		
C&D Director's Office	-	-	-	369	409	(40)	409	2.00		
Region & Place	110	110	-	812	1,029	(217)	919	4.00		
Environmental Health	196	181	(15)	613	613	1	431	3.84		
Fire Prevention	32	57	25	239	167	72	111	1.18		
Animal Management	577	627	50	491	551	(60)	(76)	3.10		
Parking and By-Laws	115	165	50	165	322	(156)	156	2.00		
Development Services	649	695	46	2,691	2,716	(25)	2,021	17.03		
Community Management	23	-	(23)	438	606	(168)	606	3.10		
Community Grants	-	-	-	209	210	0	210	0.00		
Community Centres - TSCC	16	16	0	220	235	(16)	219	1.58		
Community Centres - TVCC	24	20	(5)	220	113	107	94	0.79		
Community Programs	117	74	(43)	126	77	49	3	0.60		
Community Resilience	300	-	(300)	510	134	376	134	0.80		
Cultural Development	-	-	-	202	148	53	148	0.60		
Positive Ageing (Collaborative)	93	94	1	94	94		0	0.60		
Positive Ageing (Home Support)	1,196	1,317	121	1,246	1,374	(128)	57	6.22		
Volunteering	-	-	-	100	89	11	89	0.60		
Youth Development	3	3		111	130	(20)	128	0.60		
Customer Experience	-	-	-	738	159	580	159	1.00		
Customer Service	-	-	-	999	1,021	(22)	1,021	8.84		
Libraries	346	340	(5)	2,086	2,188	(101)	1,847	15.06		
FABRIK	380	363	(17)	848	1,060	(212)	697	4.60		
Community & Development Directorate Total	4,177	4,063	(114)	13,530	13,445	85	9,382	78.15		

## **Operating Budget by Directorate and Function**

	Revenue Expenditure			Expenditure				
Function / Directorate	2024-25 Revised Budget \$'000	2025-26 Proposed Budget \$'000	Fav/(unfav) Budget Variance \$'000	2024-25 Revised Budget \$'000	2025-26 Proposed Budget \$'000	Fav/(unfav) Budget Variance \$'000	Net Cost / (Revenue) Budget \$'000	2025-26 Staff FTE Budget
CS Director's Office	6	6	0	572	538	34	533	2.89
Communications, Engagement & Events	-	-	-	834	758	76	758	3.60
Corporate	1,144	1,145	1	1,403	1,490	(87)	344	0.00
Finance Operations	-	-	-	1,230	1,455	(224)	1,455	9.80
Rates	49,724	53,298	3,574	1,994	2,034	(39)	(51,265)	0.00
ICT	-	-	-	1,199	1,258	(60)	1,258	4.33
Information Management	-	-	-	574	618	(44)	618	4.34
Information Systems	-	-	-	2,019	2,551	(532)	2,551	4.33
People and Culture & WHS	-	-	_	846	929	(83)	929	5.00
Corporate Services Directorate Total	50,874	54,449	3,575	10,671	11,631	(959)	(42,818)	34.29
E&I Director's Office	-	-	-	894	457	437	457	2.00
Civil Services - Management	2	2		575	597	(22)	595	3.60
Civil Services - Maintenance	3,009	2,401	(608)	5,468	5,529	(60)	3,127	34.00
Civil Services - Private Works	6	7		4	5	0	(2)	0.00
Property Management	75	75		2,346	2,486	(140)	2,411	5.90
Sport & Recreation	11	12		1,049	1,128	(79)	1,117	3.80
AHBTC	408	408		359	363	(4)	(46)	0.00
Cemeteries	385	394	10	205	178	28	(217)	1.00
Open Space - Management	23	-	(23)	988	1,265	(277)	1,265	8.00
Open Space - Maintenance	6	-	(6)	3,718	3,749	(31)	3,749	17.00
Open Space - Stores	-	-	-	(937)	(846)	(91)	(846)	1.00
Open Space - Biodiversity	545	534	(11)	1,365	1,500	(135)	966	5.30
CWMS	1,735	1,675	(60)	1,040	1,041	(1)	(634)	1.00
Strategic Assets	-	-	-	479	580	(102)	580	2.90
Emergency Management	-	-	-	105	87	19	87	0.20
Sustainability	-	-	-	346	466	(120)	466	1.40
Waste	192	401	210	5,992	6,688	(696)	6,287	1.80
Depreciation	_	-	-	13,071	13,398	(327)	13,398	0.00
Environment & Infrastructure Total	6,398	5,910	(488)	37,071	38,671	(1,600)	19,363	88.91
Total	61,485	64,458	2,973	64,499	66,810	(2,311)	2,351	206.75

## Capital Budget Overview

The 2025-26 Capital Budget continues to focus on the renewal of infrastructure. The Council has in excess of \$830M (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.

Charts to be included here in final for adoption

The total of \$17.3m for the capital works program is considered to be an 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, 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 2025-26* published on our website

### Capital Expenditure Renewal Summary

Asset Category	2025-26 Allocation \$'000
Bridges	143
Buildings & Other Structures	948
Cemetries Infrastructure	40
CWMS	913
Footpaths	425
Guardrails	56
Kerb & Gutter	300
Other Infrastructure Assets*	111
Retaining Walls	54
Roads	5,150
Sport & Recreation (including Playgrounds)	60
Stormwater Drainage	1,650
Street Furniture Infrastructure	65
Plant & Equipment	2,950
Project Management	986
RENEWALS	13,850

## **Rates Overview**

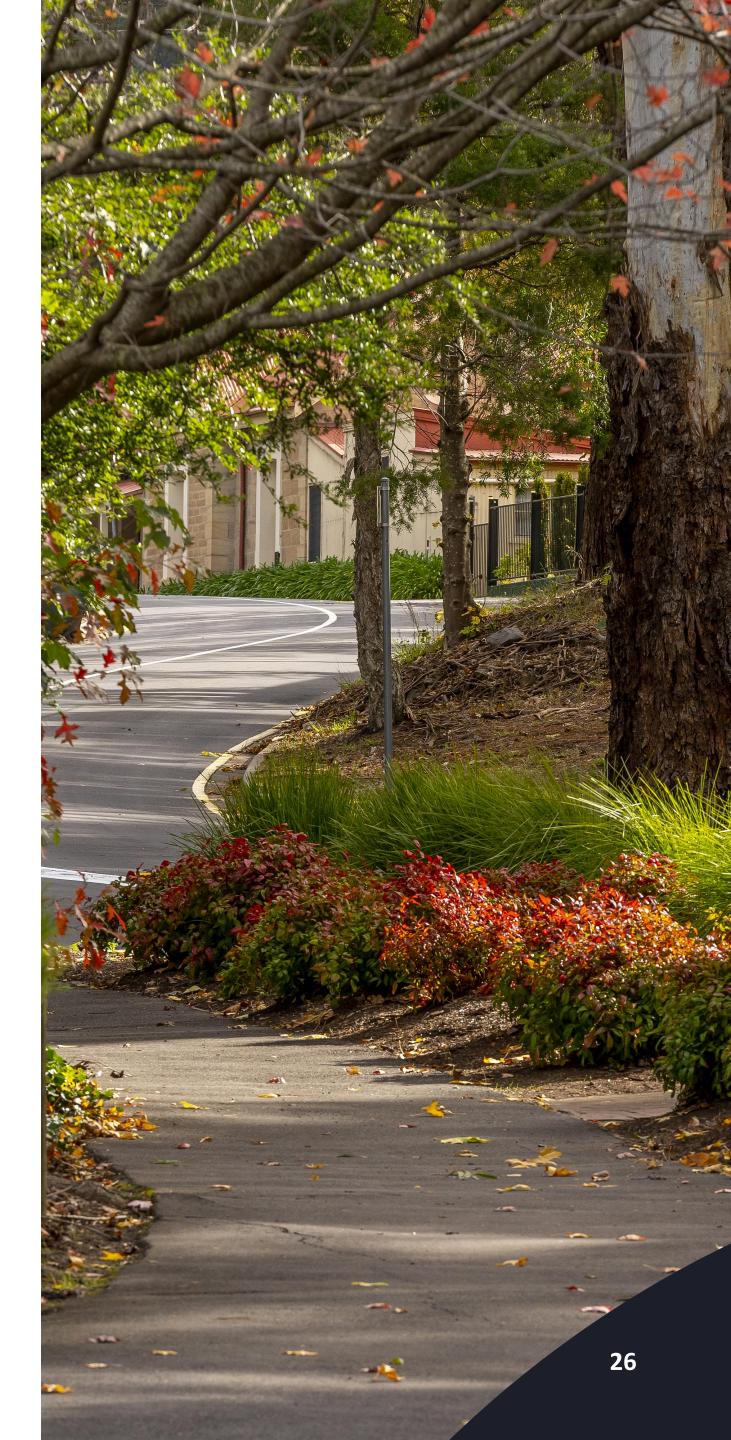
Rates are a form of property taxation, and property values determine how much each property contributes. This system of taxation means that the rates paid may not directly relate to the services used by each ratepayer.

The base increase in Rates is 6.2%, which is to cover the effect of inflation on Councils costs. This has been derived from the March South Australian Consumer Price Index (CPI) figure of 2.2% and allows for some cost elements that have risen by more than core CPI.

The new development (budgeted at 0.8%) is defined as capital improvements to existing properties and changes to value as a result of land divisions. This is primarily related to the Hamilton Hill development.

This year's valuation of the Council area by the Valuer-General has shown less variability in valuation increases across all land uses. As such, Council will continue to reduce the impact of significant valuation changes for 2025-26 by:

- Differentiating all land uses to enable differences in valuation for land use categories to be taken into account;
- Setting the maximum general rate increase at 15%
- Applying a rate rebate to residential and primary production land use categories where the increase exceeds 15%
- Make the rebate automatic (similar to the 2024-25 financial year) but also retaining an application process
- Excluding the rebate on properties where there is any change of rateability, land use, improvements or change in ownership of properties from the previous year.



# **Summary Basis of Rating (Rating Policy)**

Key elements of the Policy include:

#### **Rating Structure**

- The Council is proposing that differential rates be applied to all rateable properties based on their predominant land use. This is a change in rating structure from previous years and will allow Council to ensure that the proposed average rate increase for existing ratepayers is consistent across all land uses before other factors relating to the cost of services and comparability to other councils are considered for individual land uses.
- A fixed charge rating structure that includes a fixed charge applying to all properties. This charge is to increase from \$830 to \$880 which represents a 6.02% increase in line with the average increase previously highlighted.

#### **Stirling Separate Rate**

- A separate rate for businesses in Stirling that generates \$110k that is distributed to the SBA to promote Stirling as a destination, the "Gateway to the Hills" through a new funding agreement. Council also sets a maximum amount ('top') and a minimum amount ('tail') per property each financial year for this separate rate.
- Council proposes in accord with Council's taxation principles to maintain the top and tail of the separate rate at the same amount given that there is no increase in the overall amount collected, thus maintaining an even distribution across all separate ratepayers.

#### **Regional Landscape Levy**

The Regional Landscape (RL) Levy is a State Tax paid by all ratepayers and is collected by Council on behalf of the Hills and Fleurieu Regional Landscape Board. For 2025-26 there is a modest increase of 2.33% in this tax imposed on Council's ratepayers by the Board.

## Help when you need it

An empathetic and individually tailored approach is provided to ratepayers who are experiencing financial difficulties 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 and interest where appropriate

The Rating Policy also includes a number of options to address financial hardship specifically targeted to those ratepayers that have been significantly and permanently impacted by events such as the current financial climate, COVID and bushfires.

### **Rates Modelling**

The valuation of the Council area by the Valuer-General has been completed and information provided reflects an average increase of just under 6% in valuation for existing properties.

Analysis indicates that:

- Residential properties, representing 73% of total assessments, have had an average valuation increase of 6%
- Primary production properties, representing 16% of total assessments, have had an average valuation increase of 4.7%
- Commercial and Industrial Light properties have had an average valuation increase of 1%
- Industrial Other properties have had an average valuation increase of 1%
- Vacant land properties have had an average valuation increase of 7%

The percentage of total rate revenue required from each land use category takes into account the proposed rating structure changes to phase in higher differential rates in relation to Commercial, Industrial and Vacant Land use categories across a three-year period and this breakup is used to determine the rate in the dollar (differential rate) for each category to provide an overall increase in general rate revenue of 7% excluding new development.

#### **Allocation of Rates**

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 rates 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 the use of differential rating for each land use category and a fixed charge rather than a minimum rate to allocate the rates burden across the community.

## Rate Statistics

Council has just over 19,200 assessments split by land use as follows:



13,933 Residential



654 Commercial and Industrial Light



**47** Industrial Other



2,983 Primary Production



569 Vacant



**178** Other



840 Non-rateable

#### **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.

In formulating the rating structure, Council has considered issues of consistency and comparability of other councils and across council areas in the imposition of rates on various sectors of the business and wider community. Currently Council's average residential rate is high by comparison to other councils whereas the average commercial and industrial rate is low.

In 2023-24 financial year Council adopted a change in rating structure with higher differential rates for some categories being applied as set out below.

- Properties categorised as "Commercial" or "Industrial Light" will pay a higher differential rate in the dollar than residential with a phased increase of 35% relative to the current differential rate.
- Properties categorised as "Industrial Other" will pay a higher differential rate in the dollar than residential with a phased increase of 60% relative to the current differential rate.
- Properties categorised as "Vacant Land" within township zones as defined by Council will pay a higher differential rate in the dollar than residential with a phased increase of 30% relative to the current differential rate.

These changes are being applied over a three year period, with 2025-26 being the last year of the process.

The percentage of total rate revenue required from each land use category after taking in to account the proposed rating structure changes will be used to determine the rate in the dollar (differential rate) for each category.

#### **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 2025-26 year, it is proposed to increase the fixed charge from \$830 to \$880, representing a 6.02% increase in line with the overall average increase in rate

#### **Community Wastewater Management System (CWMS)**

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 undertakes an 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).

# Annexure A: Budgeted Financial Statements

#### Adelaide Hills Council

#### BUDGETED UNIFORM PRE SENTATION OF FINANCES 2025-26 Budget

	-1	[
2024-25		2025-26
Revised		Budget
\$'000		\$ 000
	INCOME	
51,442	Rates	54,953
1,513	Statutory charges	1,671
1,033	User charges	1,026
935	Grants, subsidies and contributions - Capital	0
5,516	Grants, subsidies and contributions -Operating	5,770
26	Investment income	25
262	Reimbursements	263
632	Other income	645
103	Net gain - equity accounted Council business es	105
61,462	Total Income	64,458
	EXPENSES	
25,028	Employee costs	26,082
25,150	Materials, contracts & other expenses	25,577
13,441	Depreciation, amortisation & impairment	13,777
857	Finance costs	1,374
_	Net loss - equity accounted Council business es	0
64,476	Total Expenses	66,810
(3,014)	NET BUDGETED SURPLUS / (DEFICIT) BEFORE CAPITAL AMOUNT S	(2,352)
	Net Outlays on Existing Assets	
(13,779)	Capital Expenditure on Renewal and Replacement of Existing Assets	(13,850)
645	Proceeds from Sale of Replaced Ass ets	(1.0,000)
13,441	Depreciation	13,777
307	NET OUTLAYS ON EXISTING ASSETS	(73)
	Not Outlave on New and Ungraded Accets	
/c o.cni	Net Outlays on New and Upgraded Assets	12 440)
(6,869)	Capital Expenditure on New and Upgraded Assets & Remediation costs	(3,448)
3,192	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets	(3, <del>44</del> 8) 0
3,192 40	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets Proceeds from Sale of Surplus Assets	0 0
3,192	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets	_
3,192 40	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets Proceeds from Sale of Surplus Assets	0 0
3,192 40 (3,637) (6,345)	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets Proceeds from Sale of Surplus Assets NET OUTLAYS ON NEW AND UPGRADED ASSETS  NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR	(3,448) (5,873)
3,192 40 (3,637)	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets Proceeds from Sale of Surplus Assets NET OUTLAYS ON NEW AND UPGRADED ASSETS  NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR  Net Financial Liabilities at Beginning of Year	0 0 (3,448)
3,192 40 (3,637) (6,345)	Capital Expenditure on New and Upgraded Assets & Remediation costs Capital Grants and Monetary Contributions for New and Upgraded Assets Proceeds from Sale of Surplus Assets NET OUTLAYS ON NEW AND UPGRADED ASSETS  NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR	0 0 (3,448) (5,873)

It should be noted that the figures in this appendix have been rounded and consequently in dividual sub-totals, whilst being correct, may differ slightly from the sum of the rounded a mounts.

# Annexure B: Statement of Expected Rate Revenue

Included in final ABP document following consultation

# Annexure C: Corporate Performance Indicators

Corporate Performance Indicator	Target	Strategic Objective	Reporting Frequency
Natural Environment   Responsible custodians of our natural environment			
Percentage change of existing internal combustion powered light fleet to electric vehicle renewals	15%	NE 1	Annually
Community decarbonisation and sustainable lifestyle awareness and education sessions	5	NE 2	Annually
Reduced community derived waste to landfill from Heathfield Resource Recovery Centre & kerbside collections	Improved diversion rate from 2024-25 FY	NE 2	Annually
Number of biodiversity sites monitored using the BushRAT methodology (actual versus planned)	60 NVMS sites (14% of total) per annum and 5 reserves	NE 3	Annually
Number of fire tracks audited by Council	15	NE 4	Quarterly
Community Wellbeing   A thriving, safe and welcoming community			
Positive aging wellbeing score	7 Average	CW 2	Quarterly
Customer satisfaction with library services	85%	CW 2	Annually
Number of volunteer hours contributed to Adelaide Hills Council programs each year	3500	CW 2	Quarterly
Number of events and programs celebrating cultural diversity	8	CW 3	Annually
Fabrik Arts + Heritage: Develop income streams to ensure budget is met via venue hire income and retail sales profits	Target against business plan and budgets	CW 5	Quarterly
Fabrik Arts + Heritage: Increase visitation and spend in the region: number of intra/interstate and international visitors	30% of total visitation from outside the region	CW 5	Quarterly
Fabrik Arts + Heritage: Increase participation in the arts: number of visitors	13,200 (Yr 1)	CW 5	Annually
Fabrik Arts + Heritage: Number of participants in business development opportunities	30 (Yr 1)	CW 5	Annually
Fabrik Arts + Heritage: Increased wellbeing through creative initiatives	85% positive participant responses	CW 5	Quarterly

Corporate Performance Indicator	Target	Strategic Objective	Reporting Frequency
Built Form & Economy   Building foundations for the future			
Number of dwellings built per year to 2031 per Greater Adelaide Regional Plan target	165	BFE 1	Annually
Improve resilience to existing Community Wastewater Management System (CWMS) by implementing SCADA Remote Management Monitoring Systems	100%	BFE 3	Annually
Organisation   An accessible, accountable and representative organisation			
Increase in public use of CRM for all customer interactions	30% of all customers	01	Quarterly
Train 100% of staff in Digital Literacy by Q3 2025/26	100%	01	Quarterly
Deploy cloud-delivered IT services (SaaS), mobile devices, and wireless networks to 80% of staff by Q3 2025/26	100%	01	Quarterly
Decisions (Council resolutions) considered in open Ordinary and Special Council meetings during reporting period.	90%	02	Quarterly
Council member attendance at Ordinary and Special meetings	90%	02	Quarterly
Freedom of Information (FOI) requests received, in progress, and completed within the legislated timeframe	100%	02	Quarterly
Number of lost time injuries	0	O3	Quarterly
Number of Community Forums at different locations across the Adelaide Hills Council district	4	04	Annually
Percentage increase of Adelaide Hills Engagement Hub membership	5%	04	Annually
Overall customer satisfaction	75%	O5	Quarterly
Operating Surplus Ratio	0 to 10% average of a 10-year period	O5	Annually
Net Financial Liabilities Ratio	0 to 100%	O5	Annually
Asset Sustainability Ratio	90 to 110%	O5	Annually

# Annexure D: Rating Policy

Included in final ABP document following consultation

# Annexure E: ESCOSA Report and Council Response

Included in final ABP document following consultation

# Annexure F: Strategic Plan: Goals, Objectives, and Priorities

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## Natural Environment: Responsible custodians of our natural environment

	CITC. Responsible customans			
NE 1 Pursue our adopted pathway to achieve net zero carbon emissions.	NE 2 Support the community and businesses to decarbonise and transition to sustainable lifestyle practices (green communities)	NE 3 Protect, improve, expand and connect habitat	NE 4 Build resilience in the natural environment to adapt to climate and other environmental changes.	NE 5 Improve landscape character and amenity value on Council managed land.
NE1.1 Deliver actions in the corporate carbon management plan to decarbonise Council operations, including embedded emissions.	NE2.1 Investigate the merits of a solar PV and battery bulk purchasing scheme and community virtual power plant to provide more affordable access to renewable energy and explore other ways of supporting practical actions by the community to adopt sustainable living practices.	NE3.1 Protect remnant native vegetation from threats or threatening activities	NE4.1 Implement the opportunities identified in the Bushfire Mitigation Landscape Strategy.	NE5.1 Continue rolling out water efficiency measures for the maintenance of parks and sports fields.
NE1.2 Continue to decarbonise the vehicle fleet and other energy consuming processes.	NE2.2 Continue to promote the highest principles in the waste management hierarchy – avoid, reduce, reuse and recycle – through education programs, services and by example.	NE3.2 Promote the value of biodiversity protection and management on private lands.	NE4.2 Implement actions from the Tree Strategy.	NE5.2 Implement a succession planting program for street trees and other vegetation in key precincts, with a focus on sustainable species selection
NE1.3 Investigate opportunities for direct energy purchasing from renewable energy producers (power purchasing agreement) and/or community virtual power plants.	NE2.3 Explore alternative kerbside waste collection models that divert more waste from landfill.	NE3.3 Develop and implement a new Biodiversity Strategy detailing how we will protect and improve biodiversity and expand native vegetation coverage where appropriate.	NE4.3 Collaborate and advocate for greater investment in environmental protections and improvements.	NE5.3 Maintain parks and reserves to be fit for purpose and enhance liveability.
NE1.4 Demonstrate responsible governance by incorporating sustainable procurement (ISO 20400) into Council processes	NE2.4 Support business, commerce associations, community associations and other groups to adopt sustainability targets and actions.	NE3.4 Nurture valuable community and stakeholder partnerships and collaborations to care for country.	NE4.4 Work with others toward the national '30 by 30' target to protect and conserve 30% of the land area by 2030.	
		NE3.5 Advocate for stronger native vegetation protection laws.	NE4.5 Apply best practice approaches to protect soil and water quality and conservation.	



# Community Wellbeing: A thriving, safe and welcoming community

upport reconciliation.	CW2 Enrich, empower and support connected communities	W 3 Embrace diversity in our community and build on community strengths.	CW 4 Build community resilience for the future.	CW 5 Foster cultural identity and connection to place.	CW 6 Promote physical, mental and social wellbeing.
W1.1 1.Develop and implement ur Innovate Reconciliation ction Plan (RAP) with the upport of the Adelaide Hills econciliation Working Group.	CW2.1 Partner to deliver positive ageing programs to support eligible older residents to maintain their independence, increase social participation, and improve wellbeing	CW3.1 Promote and encourage community-level action for the prevention of domestic and family violence.	CW4.1 Promote grassroots community collaboration and preparedness on climate action and assist our community to adapt and build climate resilience.	CW5.1 Establish Fabrik Arts + Heritage as an arts and culture destination, attracting visitors from Australia and around the world	CW6.1 Adopt a strategic and evidence- based approach to plan for the provision of accessible sport and recreation opportunities and facilities.
W1.2 Create First Nations ngagement Protocols to better nable Traditional Custodians nd Aboriginal and Torres Strait slander people to be involved in ouncil decision-making.	CW2.2 Support community groups and community-led initiatives that achieve wellbeing outcomes	CW3.2 Update and implement our Disability Access and Inclusion Plan and continue to improve universal access to our community supports and services.	CW4.2 Using past experiences, lessons learnt, and contemporary knowledge support, the emergency services and the community before, during and after disaster events.	CW5.2 Support and create opportunities for artists, performers and writers to showcase their work and and contribute to community identity, events and placemaking.	CW6.2 Deliver our priority actions outlined in our Regional Public Health a Wellbeing Plan 2022-27 and advocate improved mental health services for our region.
W1.3 Seek cultural advice and uidance from First Nations eople to support our activities.	CW 2.3 Provide welcoming spaces, programs and services at our libraries and community centres that offer opportunities for connection, lifelong learning, digital inclusion, growth and literacy.	CW3.3 Explore contemporary models for young people to participate in and shape their communities by influencing decisions and policies that affect their futures	CW4.3 Support and train staff to participate in our incident management team and recovery team and ensure response requirements are adequately resourced.	CW5.3 Develop connection for people and place by fostering public art and supporting arts and cultural experiences, including events, markets and festivals.	CW6.3 Plan and promote walking and cycling projects and infrastructure that facilitate health and wellbeing as well a sustainable forms of transport
W1.4 Build awareness of ultural safety and respect mong our Council members, taff, volunteers and community	CW2.4 Support community members to gain skills, experience, and connections through our volunteering programs, and strengthen pathways to external volunteering opportunities in our region.	CW3.4 Renew and implement a Youth Action Plan that promotes access to opportunities, resources and supports for young people.	CW4.4 Promote disaster preparedness as a shared responsibility by collaborating with relevant partners, including emergency services, government agencies, non-governmental organisations and the community.		CW6.4 Support and partner with clubs, groups, and other stakeholders to prov sport and recreation opportunities / activities and facilities for the commun
		CW3.5 Engage with diverse community groups to identify and address barriers to safe and equitable access to services, programs and facilities.	CW4.5 Review the sustainability and permanency of community resilience programs to ensure ongoing support to communities, townships, and at-risk groups to prepare for, respond to, and recover from bushfires and other emergencies.		CW6.5 Promote opportunities for peop to improve their health and wellbeing k spending time in our natural environments, bringing greater numbe of people into our parks.
		CW3.6 Foster multiculturalism through a range of events, programs and initiatives.			CW6.6 Ensure cemetery offerings response to changing community preferences and that public commemorative and memorates are kept in a state befitting their purpose.



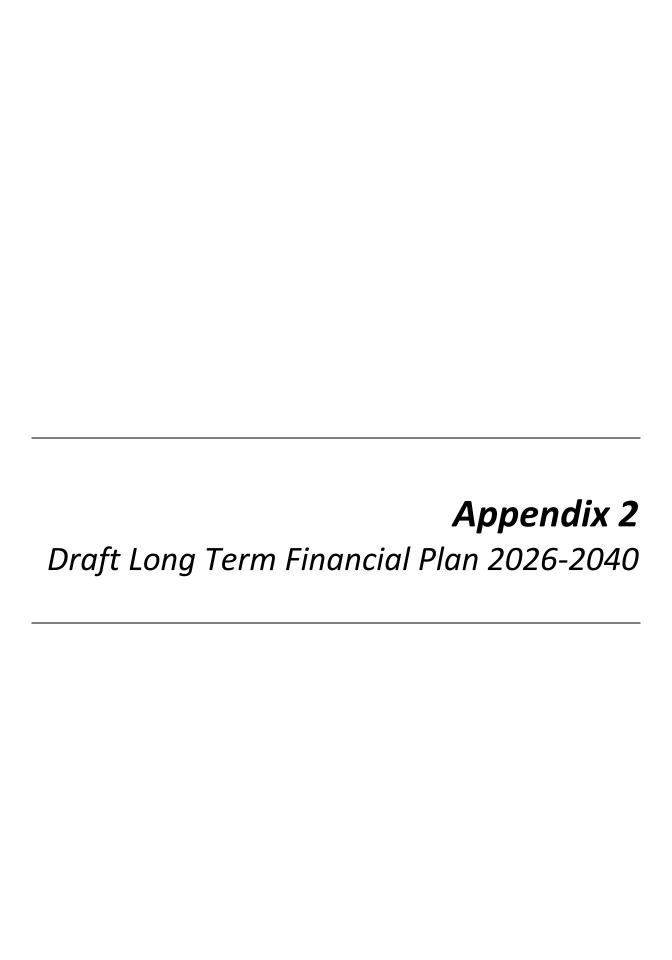
## Built Form and Economy: Building foundations for the future

BFE 1 Guide development that fosters vibrant and resilient communities, promotes appropriate design and enhances livability	BFE 2 Nurture a distinctive sense of place, support activation activities and recognise and celebrate our rich heritage.	BFE 3 Develop and maintain infrastructure to support livability and sustainable economic activity.	BFE 4 Improve the utilisation of Council and community facilities	BFE 5 Promote sustainable prosperity by supporting tourism, creative industries, primary production and vibrant townships.
BFE1.1 Develop and implement a housing strategy that responds to the community's needs and balances expectations regarding character, growth, affordability and the natural environment.	BFE2.1 Prepare and implement a new framework to guide Council's approach to placemaking initiatives across the district.	BFE3.1 Continue to pursue co-funding for community infrastructure and road safety improvement projects.	BFE4.1 Review staff office accommodation to optimise cost and service delivery arrangements and implement appropriate actions.	BFE5.1 Explore opportunities to support the growth of eco-tourism in the Adelaide Hills.
BFE1.2 Explore and investigate opportunities to support and encourage adaptive, resilient and climate ready development.	BFE2.2 Develop a strategic framework to town and precinct planning, with prioritisation guidelines to ensure equitable investment in public spaces.	BFE3.2 Continue to build and enhance resilience and reliability of the Community Wastewater Management System (CWMS) service.	BFE4.2 Encourage greater utilisation and enhancement of community halls and facilities and foster multi-use spaces to maximise community benefit.	BFE5.2 Support and encourage the growth of primary production, manufacturing, creative and other industries, including a focus on local supply chains.
BFE1.3 Investigate the merits of establishing a Local Design Review Panel to enhance the decision-making process for development.	BFE2.3 Ensure place development incorporates youth friendly spaces and infrastructure.	BFE3.3 Undertake a gap analysis to determine the need for additional and enhanced asset management planning	BFE4.3 Recognise and promote the value of community-based facility management in meeting local needs.	BFE5.3 Support new and existing businesses to be resilient and successful, and to create local jobs.
	BFE2.4 Continue to strengthen Council's planning framework to preserve and enhance the unique heritage and character of the Hills.	BFE3.4 Assess appropriate service levels when reviewing asset management plans.	BFE4.4 Implement the Community and Recreation Facilities Framework.	
		BFE3.5 Prioritise planning for new footpath, trail and cycling infrastructure where it will foster better health, wellbeing, economic and transport outcomes.		



## Organisation: An accessible, accountable and representative organisation

O1 Embrace technology solutions and digital transformation to enhance our organisation and the community experience.	O2 Operate with integrity using best practice governance processes.	O3 Support and develop a skilled organisation that is aligned to Council's priorities	O4 Engage and advocate for our communities.	O5 Evolve Council's functions and services to meet the current and future needs and aspirations of our community.
O1.1 Use technology and digital solutions to improve and streamline the customer experience.	O2.1 Demonstrate accountable and transparent decision making.	O3.1 Develop and implement an internal communications strategy incorporating mechanisms for feedback on effectiveness.	O4.1 Develop a robust Community Engagement Framework including exploring opportunities for community to participate in decision making.	O5.1 Undertake a high level review which considers the effectiveness, efficiency and opportunities of all council services.
O1.2 Invest in technology solutions and skills to transform service delivery and maximise the organisation's effectiveness and efficiency.	O2.2 Support decision making through the use of timely data-driven analysis and reporting.	O3.2 Develop and implement a workforce development plan (that incorporates recruitment, training, succession planning and ongoing support), to optimise our workforce retention	O4.2 Advocate on behalf of the community to represent its needs and views with relevant stakeholders and decision makers.	O5.2 Demonstrate financial sustainability through long term financial planning and annual budget setting which aligns with adopted targets.
O1.3 Enhance data governance to protect and secure information ensuring compliance with legislation.	O2.3 Enhance governance structures and systems to be agile and support our legislative obligations.	O3.3 Enhance the culture of the organisation through the development of a revised set of organisational values incorporating a customer centric focus.	O4.3 Work with affected communities across the region on boundary change issues to advocate for the most beneficial and appropriate outcomes	O5.3 Undertake regular customer surveys to seek feedback and measure customer experience.
	O2.4 Review and renew protocols for communication and work between the administration and elected body.	O3.4 Maintain a safe workplace centred around equity, inclusion, wellbeing and safe work practices including corporate emergency response.		





Long Term Financial Plan 2026-2040



## Welcome

An important component of Adelaide Hills Council's strategic planning framework is the Long Term Financial Plan (LTFP). This plan is designed to provide an overview of the financial implications and projections over the next fifteen years. By anticipating future financial needs and challenges, the LTFP serves as a roadmap for informed decision-making, helping to align Council's financial resources with its long-term goals and objectives, ensuring fiscal responsibility and resilience in the face of evolving economic conditions.

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What this means for the community	8
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## Purpose

The Long Term Financial Plan integrates the financial implications of all Council's plans, including:

- Strategic Plan 2024 'Your Place, Your Space'
- Infrastructure Asset Management Plans
- Annual Business Plan

The Plan demonstrates Council's financial commitment to sustainability, its strengths and weaknesses and its proposed path forwards.

This report is the key tool to communicate financial sustainability and the associated challenges in achieving ongoing sustainability.

The Local Government Act 1999 requires Council to prepare a LTFP as part of its Strategic Management Plans. Council considers that its LTFP is a fundamental instrument of accountability and provides projections for Council's planned activities over a fifteen-year timeline. Further, the LTFP ensures that financial resources are deployed in areas that align with Council's strategic plans.



# **CEO's Financial Sustainability Statement**

Throughout the 2024-25 Financial Year, Council conducted a comprehensive review of the assumptions and methodologies used in its financial planning and reporting. It also considered core assumptions used in its asset management planning processes in depth.

These reviews have led to a reassessment of Council's financial sustainability, with Council reporting material deficits in 2023-24 and 2024-25, and forecasting additional deficits in future years.

This LTFP sets out the path to a more financially sustainable Council. A reduction in expenditure especially around the development of new assets and infrastructure was required to avoid higher rate increases.

Maintaining the investment in existing assets and ensuring that they are maintained appropriately, whilst reducing expenditure on building new assets is fundamental to improving Council's financial strength.

The initial years of the plan include rates rises that are higher than those proposed in the past. This is necessary to put Council back on a financially sustainable path. Council expects to return to surplus by 2029 whilst still being able to fund the asset renewal programs. These programs have become significantly more expensive following escalation in construction costs in recent years.

This new LTFP demonstrates Council's commitment to being financially sustainable and its ability to support the community in the long term.



# **Basis of Preparation**

The Long Term Financial Plan allows for the effects of inflation in future years. Therefore, future costs are assumed to be higher than current costs due to inflation decreasing the purchasing power of money.

The LTFP is prepared in conjunction with Council's Strategic Framework, which includes the *Strategic Plan 2024 'Your Place, Your Space'*, and Council's Infrastructure Asset Management Plans (IAMPs), and associated frameworks.

Alignment with Council's existing IAMPs and other asset management practices means that the funding requirements established in those plans are incorporated into the LTFP.

Forecasting income and expenditure over a fifteen-year period requires assumptions to be made, and the accuracy of the forecasts are dependent on these assumptions.

The first assumption is that the business of Council will substantially continue in an unchanged manner except where Council determines to make changes.

Unforeseen changes in the statutory environment could change these forecasts.

A number of financial and economic assumptions are also required. These include the level of population growth and the increase in the level of rates.

Council's costs are assumed to follow the Consumer Price Index (CPI), and this forecast is based on the Reserve Bank of Australia and its targets.

Asset Management	Annual increase in asset values over the next ten years is set at 4%. This has been derived from the average increase over the previous 20 years.
Service levels	No increase beyond projects listed and no reductions are currently identified. A review process is being prepared with any proposed changes to be consulted on.
Rates	A high increase above CPI in financial year 2025-26 of 4%, 1% in the two following years and reducing to an annual increase of 0.5% above CPI.
Interest expense	There is an assumption of a small decrease in interest rates (0.25% decrease) but it has been assumed that rates will not return to the historically low rates experienced in the recent past.
Growth	The plan assumes that growth initially continues at 0.8% but slows over the first few years to a long term level of 0.4%.
Inflation	The March 2025 CPI for Adelaide released by the Australian Bureau of Statistics, is 2.2%. Significant contributors to this are electricity costs and tertiary education.
Payroll costs	Increases in payroll costs are expected to closely follow CPI, depending on the relevant Enterprise Bargaining Agreement.

#### **Financial Indicators**

## Operating Surplus

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

The ratio is the operating surplus as a percentage of total operating income. A negative ratio means operating expenses are greater than income.

Target: an average of a 1-10% surplus over 10 years.

The plan achieves an average 1% during the 10 year life of the plan.



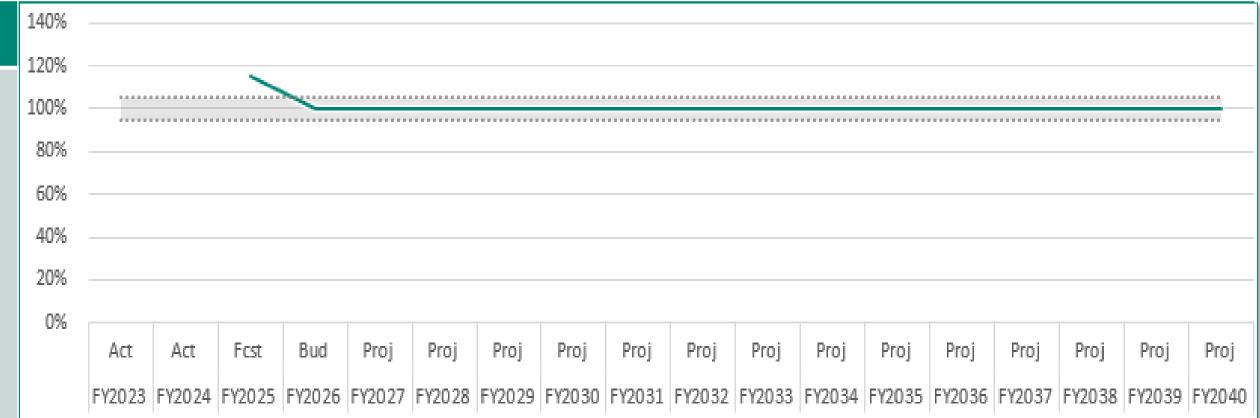
### **Asset Renewal**

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

The ratio is the total renewal expenditure as a percentage of the suggested renewal from the IAMPs.

Target: 90-110% every year.

The plan achieves 100% every year following 2025-26. 2025-26 includes previously unanticipated expenditure which is required to be undertaken.



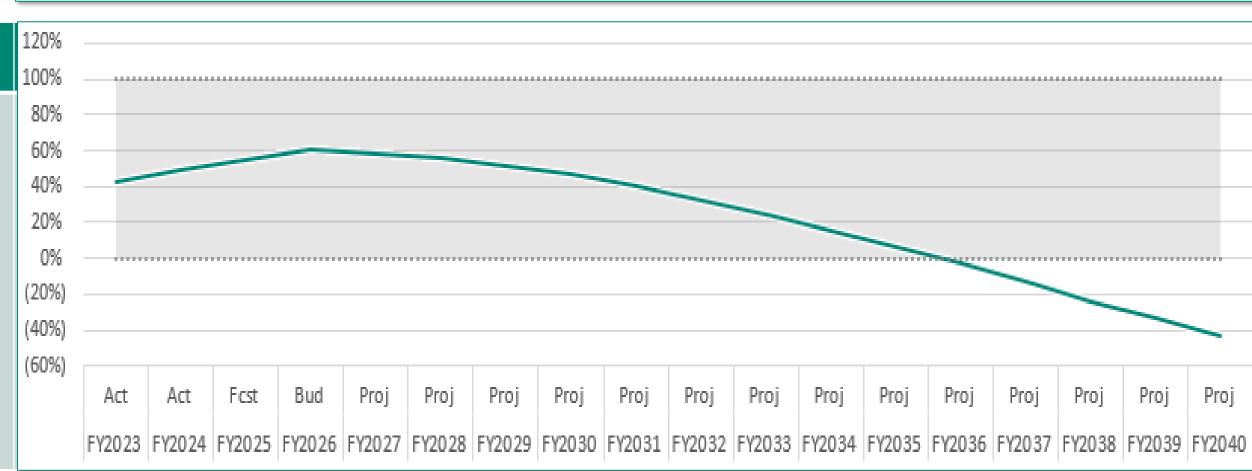
### Net Financial Liabilities

The Net Financial Liabilities (NFL) ratio is an indicator of the Council's indebtedness. The indebtedness includes Council's obligations for employee entitlements and creditors.

The ratio is the Net Financial Liabilities (being total financial liabilities less financial assets) as a percentage of total operating income.

Target: 0-100%.

The plan achieves a decrease in the NFL over the 15 year life of the plan, with Council's financial assets exceeding it's financial liabilities from 2036 onwards.



## **Financial Statements**

## **Statement of Comprehensive Income**

The Statement projects the Council's annual operating result over the next fifteen years, detailing the surplus or deficit between annual spending and revenue. It outlines the intended sources of total operating income, such as rates, grants, and other fees and charges, for the period covered by the LTFP. This provides insight into the Council's funding approach for services and infrastructure. Notably, the Council relies heavily on rates, which constitute over 85% of its operating income, with grants playing a lesser role.

#### **Statement of Financial Position**

This Statement provides a 15 year projection of Council's assets and liabilities using the projected 2025-26 proposed budget as the base year. The projections result from proposed capital expenditure emanating from the IAMPs and adopted strategies, together with borrowings necessary to meet those capital requirements, and net funding generated by operations.

#### **Uniform Presentation of Finances**

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 15 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 operating surplus/(deficit);
- 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;
- Details of the financial transactions relating to Council's net lending/borrowing position to highlight Council's approach to funding services & infrastructure;

## Financial Statements (continued)

## **Key Financial Indicators**

The Key Financial Indicators are measures of the Council's overall financial health and financial sustainability. They have been prepared for the life of the plan and the trend in indicators illustrates an improvement in the financial sustainability of the Council over the life of the plan. The indicators are benchmarked against Council's targets. The indicators presented are:

- 1. The Operating Surplus Ratio
- 2. The Net Financial Liabilities Ratio
- 3. The Asset Renewal Ratio

These indicators are presented both numerically and graphically.

## What this Means for the Community

### Rates

Increases above inflation are required to bring the Council into a financially sustainable position. The most material driver for these are the increases in construction costs which has impacted the costs of asset maintenance.

The proposed increase above CPI is 4% in 2025-26, 1% in the following two years and then a continuing level of increase of 0.5% for the remainder of the plan.

### Services

This plan assumes that service levels across Council are generally maintained at their current level with some increases associated with new and upgraded capital works. Council may choose to review the service level and make changes. Any changes will most likely lead to changes in financial forecasts.

### Asset management

The management of Council's portfolio of assets will continue in accordance with Council's Infrastructure Asset Management Plans.

### Key initiatives 2025-26

The draft Annual Business Plan for 2025-26 includes:

- i) Balhannah Stormwater projects.
- ii) Trialling a weekly green waste service, fortnightly landfill service to additional townships
- iii) Develop community energy reduction program incorporating energy and transport.
- iv) Review of Council's Enterprise Resource Planning systems.

### Planning ahead

Looking further into the future other key projects included in the plan include:

- i) Town and Precinct planning & beautification framework.
- ii) Replacement of external cladding at Coventry Library
- iii) Development and implementation of renewal frameworks for:
  - a. Play Spaces
  - b. Toilets
- iv) Development and implementation of a New and upgrade Footpath plan.



## **Long Term Capital Investments**

The LTFP includes investment in building new or upgrading assets of almost \$10M over the first five years of the plan.

Town and Precinct Planning	Council will develop a strategic framework to town and precinct planning, with prioritisation guidelines to ensure equitable investment in public spaces.
Gumeracha Oval Irrigation	The project will improve water efficiency, reduce overwatering and associated costs, and adopt best practices in irrigation management. It will enhance the efficiency of irrigation operations, currently managed manually by a volunteer, and provide water security. The project will also boost operational sustainability and water use management.
Footpath Program	Expanding Council's network of footpaths will continue as a high priority activity. In 2025-26 Council will revisit its framework which sets out its methodology for identifying and prioritizing new footpaths developments.
Play Space Framework	The Framework will ensure that Council play space assets are adequately maintained and appropriately serviced for community use. Additionally, the Framework will assist in future planning of other sites and in making improvements to current sites.
Toilets refurbishment and renewal program	
Administrative Projects	Ongoing energy efficiency program, Heathfield Resource Recovery Centre, Stirling Coventry Library cladding, and other strategic projects.

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.

### **Statement of Comprehensive Income**

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38	Jun-39	Jun-40
	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Pro
Income														
Rates	57,398	59,752	61,843	63,946	66,120	68,368	70,692	73,096	75,581	78,151	80,808	83,556	86,397	89,334
Statutory Charges	1,717	1,760	1,804	1,849	1,895	1,943	1,991	2,041	2,092	2,144	2,198	2,253	2,309	2,367
User Charges	1,054	1,081	1,108	1,135	1,164	1,193	1,223	1,253	1,284	1,317	1,349	1,383	1,418	1,453
Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants, Subsidies and Contributions - Operating	6,139	6,363	6,522	6,685	6,852	7,023	7,199	7,379	7,563	7,752	7,946	8,145	8,348	8,557
Investment Income	26	27	27	28	29	29	30	31	32	32	33	34	35	36
Reimbursements	270	277	284	291	298	306	313	321	329	337	346	355	363	373
Other Income	662	679	696	713	731	749	768	787	807	827	848	869	891	913
Net Gain - Equity Accounted Council Businesses	108	110	113	116	119	122	125	128	131	134	138	141	145	148
Total Income	67,375	70,047	72,396	74,763	77,207	79,732	82,341	85,036	87,820	90,695	93,666	96,735	99,905	103,181
Expenses														
Employee Costs	26,864	27,603	28,362	29,142	29,944	30,767	31,613	32,483	33,376	34,294	35,237	36,206	37,201	38,225
Materials, Contracts & Other Expenses	26,880	27,534	27,348	28,178	28,953	29,749	30,568	31,408	32,272	33,159	34,071	35,008	35,971	36,960
Depreciation, Amortisation & Impairment	14,253	14,687	15,124	15,590	16,096	16,628	17,183	17,772	18,396	19,052	19,739	20,466	21,228	22,030
Finance Costs	1,512	1,560	1,455	1,244	1,018	730	358	(68)	(563)	(1,102)	(1,543)	(1,691)	(1,703)	(1,707
Net Loss - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenses	69,509	71,385	72,289	74,155	76,012	77,874	79,722	81,596	83,481	85,403	87,504	89,989	92,698	95,508
Operating Surplus / (Deficit)	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Asset Disposal & Fair Value Adjustments	_	_	_	_	-	_	_	_	_	_	_	_	_	
Amounts Received Specifically for New or Upgradec	-	-	-	-	-	-	-	-	-	-	-	-	-	
Physical Resources Received Free of Charge	-	-	-	-	-	-	-	-	-	_	-	-	_	
Operating Result from Discontinued Operations	-	-	-	-	-	_	-	-	-	_	-	-	_	
Net Surplus / (Deficit)	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Other Comprehensive Income														
•	24 505	25 500	26 550	27 /102	20 507	20 EE 4	20 505	21 601	22 774	22 040	25 122	26 276	27 645	20 063
Changes in Revaluation Surplus - I,PP&E  Share of Other Comprehensive Income - Equity Acco	24,585	25,588	26,550	27,493	28,507	29,554	30,595	31,681	32,774	33,940	35,133	36,376	37,645	38,963
Share of Other Comprehensive Income - Equity Accc Movements in Other Reserves	<u>-</u>		<del>-</del>			<del>-</del>		<del>-</del>	<del>-</del>	-			<del>-</del>	
Total Other Comprehensive Income	24,585	25,588	26,550	27,493	28,507	29,554	30,595	31,681	32,774	33,940	35,133	36,376	37,645	38,963
Total Comprehensive Income	22 454	24 254	26.657	20 101	20.702	21 412	22 24 4	25 424	27 442	20.222	41 204	42 122	44.053	
Total Comprehensive Income	22,451	24,251	26,657	28,101	29,703	31,412	33,214	35,121	37,113	39,232	41,294	43,123	44,852	46,636

### **Cash Flow Statement**

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38	Jun-39	Jun-40
	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
Cash Flow from Operating Activities														
Receipts														
Rates	56,981	59,351	61,485	63,585	65,747	67,983	70,294	72,685	75,156	77,711	80,354	83,086	85,911	88,832
Statutory Charges	1,717	1,760	1,804	1,849	1,895	1,943	1,991	2,041	2,092	2,144	2,198	2,253	2,309	2,367
User Charges	1,054	1,081	1,108	1,135	1,164	1,193	1,223	1,253	1,284	1,317	1,349	1,383	1,418	1,453
Grants, Subsidies and Contributions - Operating	6,139	6,363	6,522	6,685	6,852	7,023	7,199	7,379	7,563	7,752	7,946	8,145	8,348	8,557
Investment Income	26	27	27	28	29	29	30	31	32	32	33	34	35	36
Reimbursements	270	277	284	291	298	306	313	321	329	337	346	355	363	373
Other Income	662	679	696	713	731	749	768	787	807	827	848	869	891	913
Payments		0,0		, _ 5	, , ,	, .0	, 00	, 0,		0_,	0.0			323
Payments for Employees	(26,864)	(27,603)	(28,362)	(29,142)	(29,944)	(30,767)	(31,613)	(32,483)	(33,376)	(34,294)	(35,237)	(36,206)	(37,201)	(38,225)
Payments for Materials, Contracts & Other Expenses	(26,897)	(27,608)	(27,441)	(28,003)	(28,861)	(29,736)	(30,446)	(31,363)	(32,090)	(33,074)	(33,930)	(34,923)	(35,829)	(36,854)
Finance Payments	(1,470)	(1,524)	(1,423)	(1,219)	(1,001)	(720)	(358)	68	563	1,102	1,543	1,691	1,703	1,707
Net Cash Provided By (or Used In) Operating Activities	11,618	12,801	14,698	15,922	16,910	18,002	19,401	20,718	22,360	23,856	25,449	26,687	27,948	29,159
Cash Flow from Investing Activities														
Receipts														
Amounts Received Specifically for New / Updgraded Assets	_	_	_	_	_	_	_	_	_	_	_			
Grants, Subsidies and Contributions - Capital		<u> </u>												
Sale of Replaced Assets								_						
Sale of Surplus Assets														
Payments														
Expenditure on Renewal / Replacement of Assets	(12,638)	(10,523)	(10,544)	(11,646)	(12,286)	(11,979)	(12,297)	(11,818)	(12,786)	(13,225)	(13,618)	(14,037)	(14,363)	(14,988)
Expenditure on New / Upgraded Assets	(2,246)	(2,809)	(1,842)	(2,048)	(1,755)	(1,431)	(12,237)	(1,962)	(2,342)	(2,058)	(2,467)	(2,150)	(2,589)	(2,266)
Net Cash Provided By (or Used In) Investing Activities	(14,884)	(13,332)	(12,386)	(13,694)	(14,041)	(13,409)	(14,072)	(13,780)	(15,128)	(15,283)	(16,085)	(16,187)	(16,951)	(17,253)
Cash Flow from Financing Activities														
Receipts														
Proceeds from Borrowings	79,578	83,937	88,283	95,935	103,362	110,246	118,691	126,871	137,012	146,793	157,677	162,868	164,015	164,397
Proceeds from Bonds and Deposits	75,576		-	-	103,302	110,240	110,031	120,871	137,012	140,733	137,077	102,808	- 104,015	104,337
Payments														
Repayment of Borrowings	(76,312)	(83,406)	(90,595)	(98,163)	(106,231)	(114,839)	(124,019)	(133,809)	(144,244)	(155,365)	(161,397)	(162,868)	(164,015)	(164,397)
Repayment of Lease Liabilities	(70,312)	(03,400)	(30,333)	(50,103)	(100,231)	(114,033)	(124,013)	(133,003)	(144,244)	(133,303)	(101,337)	(102,000)	(104,013)	(104,337)
Net Cash Provided By (or Used In) Financing Activities	3,266	531	(2,312)	(2,228)	(2,869)	(4,593)	(5,329)	(6,938)	(7,233)	(8,573)	(3,720)	-	-	
Net Increase (Decrease) in Cash Held	0	0	0	0	0	0	0	0	0	0	5,645	10,500	10,996	11,905
											-			
Cash & Cash Equivalents at the Beginning of Period	500	500	500	500	500	500	500	500	500	500	500	6,145	16,644	27,641
Cash & Cash Equivalents at the End of Period	500	500	500	500	500	500	500	500	500	500	6,145	16,644	27,641	39,546
Net Cash Flow before Financing Activities and Interest Paym	(1,796)	993	3,736	3,447	3,870	5,313	5,687	6,871	6,669	7,470	7,822	8,808	9,293	10,198
Inflows														
iiiiows	66,850	69,536	71,925	74,286	76,716	79,225	81,818	84,496	87,263	90,121	93,074	96,124	99,275	102,530

Balance Sheet
Adelaide Hills Council LTFP

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38	Jun-39	Jun-40
	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
Current Assets														
Cash and Cash Equivalents	500	500	500	500	500	500	500	500	500	500	6,145	16,644	27,641	39,546
Trade and Other Receivables	10,000	10,401	10,759	11,119	11,492	11,877	12,275	12,687	13,112	13,552	14,006	14,476	14,961	15,463
Inventories	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Total Current Assets	10,510	10,911	11,269	11,629	12,002	12,387	12,785	13,197	13,622	14,062	20,161	31,130	42,612	55,019
Non-Current Assets														
Equity Accounted Investments in Council Businesses	4,248	4,359	4,472	4,588	4,707	4,829	4,954	5,082	5,213	5,347	5,485	5,626	5,771	5,920
Infrastructure, Property, Plant & Equipment	647,354	671 <i>,</i> 587	695,399	720,996	747,448	773,783	801,267	828,955	858,461	888,632	920,110	952,208	985,576	1,019,762
Other Non-Current Assets	260	260	260	260	260	260	260	260	260	260	260	260	260	260
Total Non-Current Assets	651,863	676,206	700,131	725,844	752,415	778,871	806,480	834,296	863,934	894,240	925,855	958,094	991,607	1,025,942
Total Assets	662,373	687,117	711,400	737,474	764,417	791,258	819,265	847,493	877,556	908,301	946,016	989,224	1,034,218	1,080,961
Current Liabilities														
Trade & Other Payables	3,433	3,359	3,266	3,442	3,534	3,547	3,669	3,714	3,896	3,982	4,122	4,208	4,350	4,456
Borrowings	- -	- -	-	-	- -	-	-	- -	-	-	-	-	-	-
Provisions	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515	4,515
Other Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	7,948	7,874	7,781	7,957	8,049	8,062	8,184	8,229	8,411	8,497	8,637	8,723	8,865	8,971
Non-Current Liabilities														
Borrowings	43,264	43,795	41,482	39,254	36,385	31,792	26,464	19,525	12,293	3,720	-	-	-	-
Provisions	761	797	829	854	871	880	880	880	880	880	880	880	880	880
Liability - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	44,025	44,592	42,311	40,108	37,256	32,673	27,344	20,406	13,173	4,601	880	880	880	880
Total Liabilities	51,972	52,466	50,092	48,064	45,305	40,735	35,528	28,635	21,584	13,097	9,518	9,603	9,745	9,851
Net Assets	610,400	634,651	661,308	689,409	719,112	750,523	783,737	818,858	855,971	895,204	936,498	979,621	1,024,473	1,071,109
Equity														
Accumulated Surplus	140,060	138,723	138,830	139,437	140,633	142,491	145,110	148,550	152,889	158,181	164,343	171,089	178,297	185,970
Asset Revaluation Reserves	470,235	495,824	522,373	549,867	578,374	607,928	638,522	670,203	702,977	736,918	772,050	808,427	846,072	885,035
Other Reserves	105	105	105	105	105	105	105	105	105	105	105	105	105	105
Total Equity	610,400	634,651	661,308	689,409	719,112	750,523	783,737	818,858	855,971	895,204	936,498	979,621	1,024,473	1,071,109

### **Uniform Presentation of Finances**

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38	Jun-39	Jun-40
	Proj	Pro												
Income														
Rates	57,398	59,752	61,843	63,946	66,120	68,368	70,692	73,096	75,581	78,151	80,808	83,556	86,397	89,334
Statutory Charges	1,717	1,760	1,804	1,849	1,895	1,943	1,991	2,041	2,092	2,144	2,198	2,253	2,309	2,367
User Charges	1,054	1,081	1,108	1,135	1,164	1,193	1,223	1,253	1,284	1,317	1,349	1,383	1,418	1,453
Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants, Subsidies and Contributions - Operating	6,139	6,363	6,522	6,685	6,852	7,023	7,199	7,379	7,563	7,752	7,946	8,145	8,348	8,557
Investment Income	26	27	27	28	29	29	30	31	32	32	33	34	35	36
Reimbursements	270	277	284	291	298	306	313	321	329	337	346	355	363	373
Other Income	662	679	696	713	731	749	768	787	807	827	848	869	891	913
Net Gain - Equity Accounted Council Businesses	108	110	113	116	119	122	125	128	131	134	138	141	145	148
Total Income	67,375	70,047	72,396	74,763	77,207	79,732	82,341	85,036	87,820	90,695	93,666	96,735	99,905	103,181
Expenses														
Employee Costs	26,864	27,603	28,362	29,142	29,944	30,767	31,613	32,483	33,376	34,294	35,237	36,206	37,201	38,225
Materials, Contracts & Other Expenses	26,880	27,534	27,348	28,178	28,953	29,749	30,568	31,408	32,272	33,159	34,071	35,008	35,971	36,960
Depreciation, Amortisation & Impairment	14,253	14,687	15,124	15,590	16,096	16,628	17,183	17,772	18,396	19,052	19,739	20,466	21,228	22,030
Finance Costs	1,512	1,560	1,455	1,244	1,018	730	358	(68)	(563)	(1,102)	(1,543)	(1,691)	(1,703)	(1,707
Net Loss - Equity Accounted Council Businesses	-	, -	-	, -	, -	_	-	-	-	-	-	-	-	-
Total Expenses	69,509	71,385	72,289	74,155	76,012	77,874	79,722	81,596	83,481	85,403	87,504	89,989	92,698	95,508
Operating Surplus / (Deficit)	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Less: Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjusted Operating Surplus / (Deficit)	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Net Outlays on Existing Assets														
Capital Expenditure on renewal and replacement of Existing Assets	(12,638)	(10,523)	(10,544)	(11,646)	(12,286)	(11,979)	(12,297)	(11,818)	(12,786)	(13,225)	(13,618)	(14,037)	(14,363)	(14,988
Depreciation, Amortisation and Impairment	14,253	14,687	15,124	15,590	16,096	16,628	17,183	17,772	18,396	19,052	19,739	20,466	21,228	22,030
Grants, Subsidies and Contributions - Capital Renewal	-	-	-	-	-	-	-	-	, -	-	-	-	-	
Proceeds from Sale of Replaced Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	1,615	4,164	4,580	3,945	3,810	4,650	4,886	5,955	5,610	5,827	6,121	6,429	6,866	7,042
Net Outlays on New and Upgraded Assets														
Capital Expenditure on New and Upgraded Assets	(2,246)	(2,809)	(1,842)	(2,048)	(1,755)	(1,431)	(1,775)	(1,962)	(2,342)	(2,058)	(2,467)	(2,150)	(2,589)	(2,266
Grants, Subsidies and Contributions - Capital New / Upgraded	-	-	-	-	-	-	-	-	-	-	-	-	-	
Amounts Received Specifically for New and Updgraded Assets	-	_	-	-	-	_	-	-	-	-	-	-	-	
· · · ·	(2,246)	(2,809)	(1,842)	(2,048)	(1,755)	(1,431)	(1,775)	(1,962)	(2,342)	(2,058)	(2,467)	(2,150)	(2,589)	(2,266
Net Lending / (Borrowing) for Financial Year	(2,766)	18	2,845	2,504	3,251	5,077	5,730	7,433	7,607	9,061	9,816	11,025	11,485	12,450

### **Statement of Changes in Equity**

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38		
	Proj	Proj												
Accumulated Surplus														
Balance at the end of previous reporting period	142,195	140,060	138,723	138,830	139,437	140,633	142,491	145,110	148,550	152,889	158,181	164,343	171,089	178,297
Net result for the year	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Transfers from other reserves	-	-	-	-	-	-	-	-	-	-	-	-	-	
Balance at the end of the period	140,060	138,723	138,830	139,437	140,633	142,491	145,110	148,550	152,889	158,181	164,343	171,089	178,297	185,970
Asset Revaluation Reserve														
Balance at the end of previous reporting period	445,650	470,235	495,824	522,373	549,867	578,374	607,928	638,522	670,203	702,977	736,918	772,050	808,427	846,072
Gain (Loss) on Revaluation of I, PP&E	24,585	25,588	26,550	27,493	28,507	29,554	30,595	31,681	32,774	33,940	35,133	36,376	37,645	38,963
Balance at the end of period	470,235	495,824	522,373	549,867	578,374	607,928	638,522	670,203	702,977	736,918	772,050	808,427	846,072	885,035
Other Reserves														
Balance at the end of previous reporting period	105	105	105	105	105	105	105	105	105	105	105	105	105	105
Transfers from Accumulated Surplus	-	-	-	-	-	-	-	-	-	-	-	-	-	
Balance at the end of period	105	105	105	105	105	105	105	105	105	105	105	105	105	105
Total Equity at end of reporting period	610,400	634,651	661,308	689,409	719,112	750,523	783,737	818,858	855,971	895,204	936,498	979,621	1,024,473	1,071,109

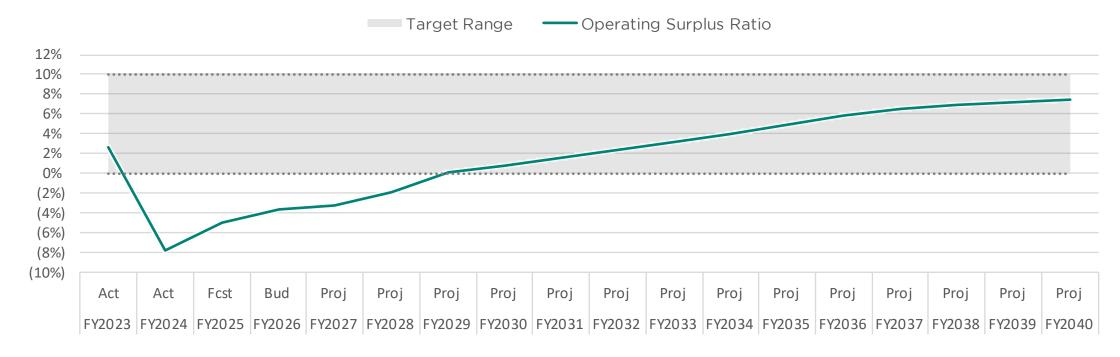
### **Financial Indicators**

\$'000	Jun-27	Jun-28	Jun-29	Jun-30	Jun-31	Jun-32	Jun-33	Jun-34	Jun-35	Jun-36	Jun-37	Jun-38	Jun-39	Jun-40
	Proj													
Operating Surplus Ratio														
Total Income	67,375	70,047	72,396	74,763	77,207	79,732	82,341	85,036	87,820	90,695	93,666	96,735	99,905	103,181
Operating Surplus / (Deficit)	(2,135)	(1,338)	108	607	1,196	1,858	2,619	3,440	4,339	5,292	6,162	6,746	7,208	7,673
Operating Surplus Ratio	(3.2%)	(1.9%)	0.1%	0.8%	1.5%	2.3%	3.2%	4.0%	4.9%	5.8%	6.6%	7.0%	7.2%	7.4%
Target Maximum	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
Target Minimum	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Net Financial Liabilities Ratio														
Add: Total Liabilities	51,972	52,466	50,092	48,064	45,305	40,735	35,528	28,635	21,584	13,097	9,518	9,603	9,745	9,851
Less: Cash and Cash Equivalents	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(6,145)	(16,644)	(27,641)	(39,546)
Less: Trade and Other Receivables	(10,000)	(10,401)	(10,759)	(11,119)	(11,492)	(11,877)	(12,275)	(12,687)	(13,112)	(13,552)	(14,006)	(14,476)	(14,961)	(15,463)
Net Financial Liabilities	41,473	41,565	38,833	36,445	33,313	28,358	22,753	15,448	7,972	(954)	(10,633)	(21,517)	(32,857)	(45,158)
Total Income	67,375	70,047	72,396	74,763	77,207	79,732	82,341	85,036	87,820	90,695	93,666	96,735	99,905	103,181
Net Financial Liabilities Ratio	62%	59%	54%	49%	43%	36%	28%	18%	9%	(1%)	(11%)	(22%)	(33%)	(44%)
Target Maximum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Target Minimum	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Asset Renewal Funding Ratio														
Expenditure on Renewal / Replacement of Assets	12,638	10,523	10,544	11,646	12,286	11,979	12,297	11,818	12,786	13,225	13,618	14,037	14,363	14,988
Infrastructure & Asset Management Plan required ε	11,638	10,523	10,544	11,646	12,286	11,979	12,297	11,818	12,786	13,225	13,618	14,037	14,363	14,794
Asset Renewal Funding Ratio	109%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	101%
Target Maximum	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%
Target Minimum	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%

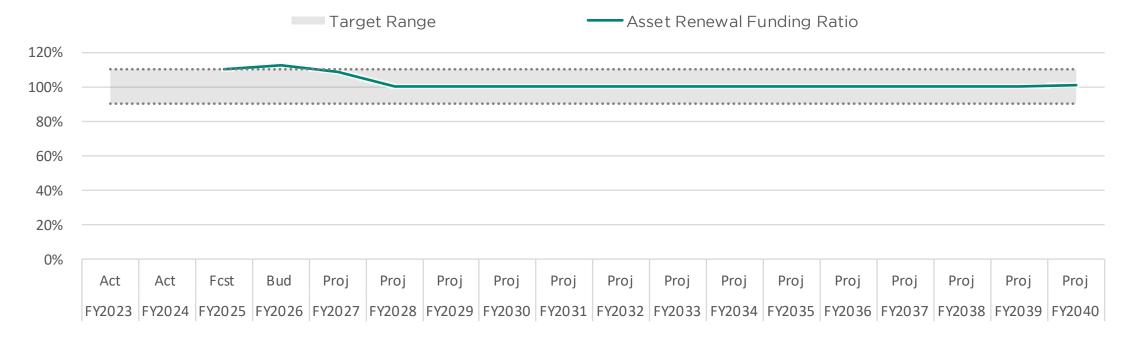
### Financial Indicators - Charts

#### Adelaide Hills Council LTFP

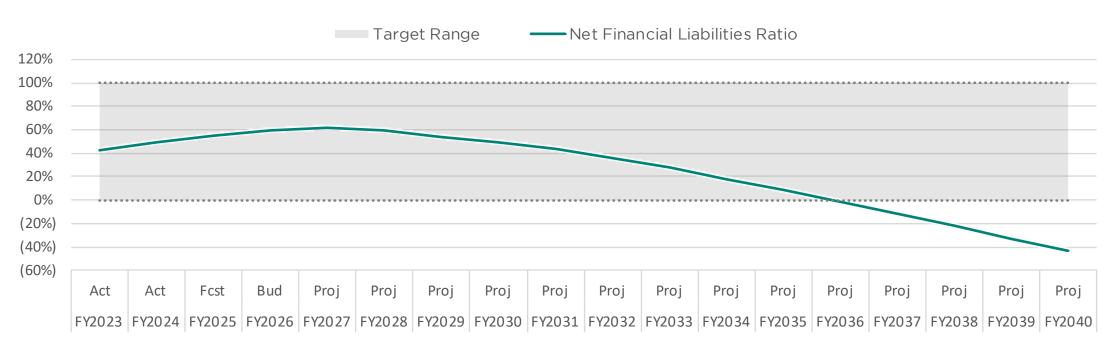
### Operating Surplus Ratio

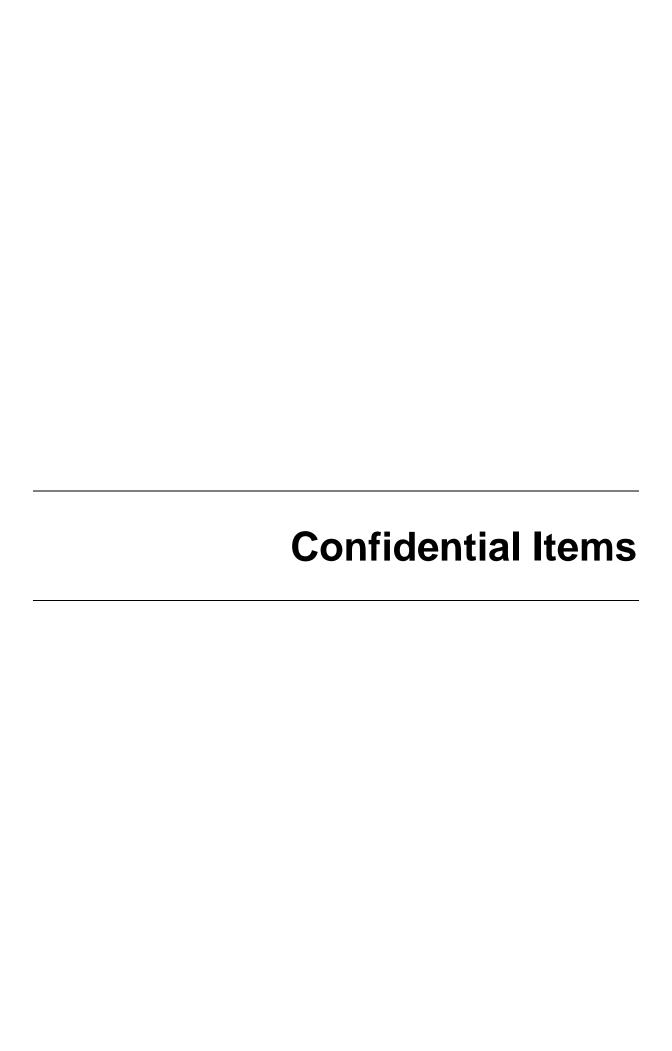


### Asset Renewal Funding Ratio



#### Net Financial Liabilities Ratio





# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 CONFIDENTIAL AGENDA BUSINESS ITEM

Item: 19.1

Responsible Officer: Greg Georgopoulos

**Chief Executive Officer** 

**Environment and Infrastructure** 

Subject: Sustainable Infrastructure Systems (SIS) – Commence winding

up proceedings

For: Decision

Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings – Exclusion
of the Public

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Director Corporate Services, Gary Lewis
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Rebekah Lyons
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.1: (Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings) 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)(h) and (i) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is

- (h) legal advice and
- (i) information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council

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.

2. Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings – Confidential Item

3. Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings – Duration 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 19.1 in confidence under sections 90(2) and 90(3) (h) and (i) 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* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until further order
Related Attachments	Until further order
Minutes	Until further order
Other	Until further order

Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.

# ADELAIDE HILLS COUNCIL ORDINARY COUNCIL MEETING Tuesday 13 May 2025 CONFIDENTIAL AGENDA BUSINESS ITEM

Item: 19.2

Responsible Officer: Zoë Gill

**Executive Governance Officer** 

Office of the CEO

Subject: Adelaide Hills Region Waste Management Authority

**Independent Chair Appointment** 

For: Decision

1. Adelaide Hills Region Waste Management Authority Independent Chair Appointment – Exclusion of the Public

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Director Corporate Services, Gary Lewis
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoe Gill
- Minute Secretary, Skye Ludzay
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.2: (Adelaide Hills Region Waste Management Authority Independent Chair Appointment) in confidence.

The Council is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified above, be excluded to enable Council to consider the report at the meeting on the following grounds:

Section 90(3)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is:

Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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.

2. Adelaide Hills Region Waste Management Authority Independent Chair Appointment – Confidential Item

3. Adelaide Hills Region Waste Management Authority Independent Chair Appointment – Duration 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 19.2 in confidence under sections 90(2) and 90(3)(a) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until Further Order
Related Attachments	Until Further Order
Minutes	Until Further Order
Other (presentation, documents, or similar)	Until Further Order

Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.