



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: Mayor Jan-Claire Wisdom

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Nathan Daniell
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Vacant
Vacant
Vacant

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 8 July 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 8 July 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

3.2.2. Cr Kirrilee Boyd - 30 June 2025 to 31 July 2025 - approved 30 June 2025

3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 30 June 2025

That the minutes of the ordinary meeting held on 30 June 2025 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

6. MAYOR'S OPENING REMARKS

7. QUESTIONS ADJOURNED/LYING ON THE TABLE

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

8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
- 8.2. Deputations
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

Nil

12. ADMINISTRATION REPORTS – DECISION ITEMS

- 12.1. 2025 Adelaide Hills Rally Road Closure Approval
 - 1. *That the report be received and noted.*
 - 2. *That, in relation to the 2025 Adelaide Hills Rally, Council supports the event contingent on the organisers, to the satisfaction of the Chief Executive Officer:*
 - a. *Complying with Council's Festivals and Events Policy – Guideline No. 1 for Competitive Motoring Events*
 - b. *Paying an Application Fee as per the Council's Fees and Charges Register for Temporary Road Closures*
 - c. *Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event*
 - d. *Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event*
 - e. *Providing confirmation that the affected business owners are aware of the proposed road closures*
 - f. *Providing written confirmation that the concerns raised by affected residents and businesses have been addressed (noting that not all concerns can necessarily be addressed to the satisfaction of all residents and businesses) and that the event organisers will make their best endeavours to arrange for egress and ingress to those properties within the event where possible where a pressing need has been advised in advance*

- g. Providing written confirmation that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event*
 - h. Providing evidence of satisfactory procedures for enabling emergency services access to properties on the event route at all times*
 - 3. That subject to the requirements of Item 2 being undertaken, Council provides consent for road closure orders in relation to the event, to be held on Saturday 4 October 2025 as follows:*
 - a. Retreat Valley Stage (Cudlee Creek and Kenton Valley)
Closure 7:00am – 12:30pm
Retreat Valley Road, Odea Road, Berry Hill Road and Langley Road – from Gorge Road to Cudlee Creek Road*
 - b. Kenton Valley Stage (Kenton Valley and Mt Torrens)
Closure 7:20am – 12:50pm
Turner Road, Maidment Road, Lihou Road and Schocroft Road – from Burfords Hill Road to Schuberts Road*
 - c. Charligate Stage (Charleston and Mount Torrens)
Closure 7:40am – 1:10pm
Sheoak Hill Road and Warmington Run – from Springhead Road to Hollows Road (then continued into Mount Barker District Council)*
 - 4. That the Council confirms that the Chief Executive Officer may use existing powers under delegation to consider, and determine whether or not to provide consent to, any proposals for changes to the road closures in the lead up to the event, so long as the overall scope of the event road closures remains similar to the proposal described above.*
- 12.2. Realigning the CEO PRP Review Timing
- 1. That the Realigning the CEO PRP Review report be received and noted.*
 - 2. To note a full Performance Review was undertaken in March 2025.*
 - 3. To note that clause 17.1 of the Chief Executive Officer’s Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.*
 - 4. To note that clause 17.3 of the Chief Executive Officer’s Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.*
 - 5. To recommend to Council, with the agreement of the CEO, to conduct a full KPI and KRA Performance Review in July 2026.*
- 12.3. CEO Key Performance Indicators 2024-25 – June Update
- 1. That the report be received and noted.*
 - 2. To note that the CEO has met the June 2025 Key Performance Indicators.*
- 12.4 Local Government Community Engagement Charter
- 1. That the Local Government Community Engagement Charter report be received and noted.*
 - 2. That Council endorse the Adelaide Hills Council’s draft Local Government Community Engagement Charter Final Submission be issued to the Office of Local Government with a copy provided to the Local Government Authority for their information.*

3. *That the CEO is authorised to make administrative changes that do not substantively change the content of the submission.*

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

Nil

14. CORRESPONDENCE FOR NOTING

- 14.1. Gawler River Floodplain Management Authority - 19 June 2025 Minutes

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 – 18 June 2025
That the minutes of the CEO Performance Review Panel meeting held on 18 June 2025 as supplied, be confirmed as an accurate record of the proceedings of that meeting.
18.4. Boundary Change Committee
Nil

19. CONFIDENTIAL ITEMS

- 19.1. Qualified Independent Person Report
19.2. Audit Committee Independent Member Appointment

20. NEXT MEETING

Tuesday 22 July 2025, 6.30pm, 63 Mt Barker Road, Stirling

21. CLOSE MEETING

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

DATE	TYPE	LOCATION	MINUTE TAKER
JANUARY 2025			
Wednesday 15 January	CAP	Stirling	TBA
Tuesday 28 January	Ordinary Council	Stirling	Skye Ludzay
FEBRUARY 2025			
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
MARCH 2025			
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
APRIL 2025			
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
JUNE 2025			
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	TYPE	LOCATION	MINUTE TAKER
JULY 2025			
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
AUGUST 2025			
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 2025			
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 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
NOVEMBER 2025			
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
DECEMBER 2025			
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 1 July 2025	Mount Torrens Soldiers Memorial Hall - 34 Townsend Street, Mount Torrens

Council Member Attendance 2025

Information or Briefing Sessions

Meeting Date	Mayor Jan-Claire Wisdom	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Leith Mudge	Cr Louise Pascale	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Pauline Gill	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Melanie Selwood
3 Feb 25 (WS)	F	AP	F	F	AP	F	AP	F	F	F	F	AP	F
18 Feb 25 (WS)	P	AP	F	F	F	P	AP	F	LOA	F	F	F	F
3 Mar 25 (WS)	F	F	F	F	F	F	F	AP	AP	F	F	AP	F
11 Mar 25 (WS)	LOA	F	F	F	LOA	A	F	F	AP	AP	P	F	F
18 Mar 25 (WS)	LOA	F	F	F	LOA	F	AP	F	P	F	F	F	F
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	AP	F	A	F	F	F	F
5 May 25 (WS)	LOA	F	F	F	P	P	AP	A	AP	F	F	P	F
20 May 25 (WS)	LOA	AP	F	F	F	A	F	F	A	F	F	P	F
02 June 25 (WS)	LOA	F	F	P	F		AP	F		AP	F	AP	
17 June 25 (WS)	LOA	AP	F	F	F		F	F		AP	F	F	

Index: Workshop (WS) / Professional Development (PD) / F = Full Attendance / P = Partial Attendance / AP = Apology / LOA = Leave of Absence / A = Absent

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
13 May 25	LOA	AP	F	F	F	F	F	AP	LOA	F	F	F	LOA
27 May 25	LOA	LOA	F	F	F		F	F		F	F	AP	F
10 Jun 25	LOA	F	F	F	F		F	F		F	F	F	
17 Jun 25	LOA	AP	F	F	F		F	F		AP	F	F	
30 Jun 25	LOA	LOA	F	F	F		F	F		AP	F	F	

Index: F = Full Attendance / P = Partial Attendance / AP = Apology / LOA = Leave of Absence / A = Absent

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Date: _____

Meeting Name (please tick one)

Ordinary Council ☐

Audit Committee ☐

Special Council ☐

Boundary Change Committee ☐

CEO Performance Review Panel ☐

Other: _____ ☐

Item No

Item Name:

(Only one conflict of interest entry per form)

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

GENERAL ☐

MATERIAL ☐

GENERAL

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

MATERIAL

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

The nature of my conflict of interest is as follows:

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

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

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

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

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

8.3 PUBLIC FORUM

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

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.

Administration Reports Decision Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 8 July 2025
AGENDA BUSINESS ITEM**

Item: 12.1

Responsible Officer: Jess Charlton
Director Community and Development
Community and Development

Subject: 2025 Adelaide Hills Rally Road Closure Approval

For: Decision

SUMMARY

The purpose of this report is to seek Council consent to road closure orders for the 2025 Adelaide Hills Rally event organised by Ultimate Motorsport Events Pty Ltd. (UME) and proposed in **Appendix 1**.

The 2025 Adelaide Hills Rally is a major event in the Australian motorsport calendar, featuring the Eroad Australia Rally Championships (ARC) and the MRF Motorsport Australia SA Rally Championship (SARC). The rally will take place from 2-5 October 2025, with one day proposed on unsealed roads within the Adelaide Hills Council district on Saturday 4 October 2025.

For the event to run successfully throughout the Adelaide Hills, a number of full road closures are required. Before a road closure order can be issued by the Commissioner of Police, consent must be obtained from the applicable local council(s). The full list of proposed closures is included under Section 2 of this report (Analysis).

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. That, in relation to the 2025 Adelaide Hills Rally, Council supports the event contingent on the organisers, to the satisfaction of the Chief Executive Officer:
 - a. *Complying with Council's Festivals and Events Policy – Guideline No. 1 for Competitive Motoring Events*
 - b. Paying an Application Fee as per the Council's Fees and Charges Register for Temporary Road Closures
 - c. Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event
 - d. Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event

- e. **Providing confirmation that the affected business owners are aware of the proposed road closures**
 - f. **Providing written confirmation that the concerns raised by affected residents and businesses have been addressed (noting that not all concerns can necessarily be addressed to the satisfaction of all residents and businesses) and that the event organisers will make their best endeavours to arrange for egress and ingress to those properties within the event where possible where a pressing need has been advised in advance**
 - g. **Providing written confirmation that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event**
 - h. **Providing evidence of satisfactory procedures for enabling emergency services access to properties on the event route at all times**
3. **That subject to the requirements of Item 2 being undertaken, Council provides consent for road closure orders in relation to the event, to be held on Saturday 4 October 2025 as follows:**
- a. **Retreat Valley Stage (Cudlee Creek and Kenton Valley)**
Closure 7:00am – 12:30pm
Retreat Valley Road, Odea Road, Berry Hill Road and Langley Road – from Gorge Road to Cudlee Creek Road
 - b. **Kenton Valley Stage (Kenton Valley and Mt Torrens)**
Closure 7:20am – 12:50pm
Turner Road, Maidment Road, Lihou Road and Schocroft Road – from Burfords Hill Road to Schuberts Road
 - c. **Charligate Stage (Charleston and Mount Torrens)**
Closure 7:40am – 1:10pm
Sheoak Hill Road and Warmington Run – from Springhead Road to Hollows Road (then continued into Mount Barker District Council)
4. **That the Council confirms that the Chief Executive Officer may use existing powers under delegation to consider, and determine whether or not to provide consent to, any proposals for changes to the road closures in the lead up to the event, so long as the overall scope of the event road closures remains similar to the proposal described above.**

1. BACKGROUND

The 2025 Adelaide Hills Rally (the Rally) will take place from 2-5 October, with the rally headquarters again based in Mount Barker. One day of racing is proposed on unsealed roads within the Adelaide Hills Council district on Saturday 4 October 2025.

The Rally has been held since 2018, with headquarters and routes varying from year to year and commonly including one day of racing in the Adelaide Hills Council district. The 2023 event did not hold any stages in the Council area and two stages were held in the Council area in 2024 with the rally headquarters based at the Summit Sport and Recreation Park in Mount Barker.

This event is important to the unsealed road rally sporting community, as it is a major event in the Australian motorsport calendar, featuring the Eroad Australia Rally Championships (ARC) and the MRF Motorsport Australia SA Rally Championship (SARC). The rally will attract local and regional competitors in the SARC and be broadcast live on channel 7+. This event will be run under the jurisdiction and rules of Motorsport Australia (previously the Confederation of Australian Motor Sport [CAMS]) and carry the appropriate insurances and permits.

Council's *Festivals and Events Policy* (the Policy) contains a specific appendix with guidelines for Competitive Motoring Events. These guidelines detail competitive motoring events with road closures will be subject to a formal Council decision on every occasion. The Policy requires six months' notice of the event followed by a Motoring Event Application and Consultation Report a minimum of three months prior to the event (**Appendix 1**). If road closures are approved by Council, written notification is required to be sent to affected businesses and residents at least three weeks before the event and Council-approved advanced warning signage must be installed along routes at least two weeks before the event. Provision of reasonable traffic detour information including online maps must be made available to Council and the community at least two weeks before the event is conducted.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 2 Community Wellbeing

Objective CW5 Foster cultural identity and connection to place

Priority CW5.3 Develop connection for people and place by fostering public art and supporting arts and cultural experiences, including events, markets and festivals.

Council's Strategic Plan recognises that events play a key role in connecting our community and are an important contributor to economic and social prosperity. They offer an opportunity to bring communities together, welcome visitors to the area, promote the unique culture of the Hills and build community spirit.

This report has been prepared with reference to the *Guidelines for Competitive Motoring Events* contained within the Policy.

➤ Legal Implications

Under the *Road Traffic Act 1961* (the Act), the Council has a role in providing consent to road closures within its area. Section 33 of the Act allows the Minister to declare events to be events to which the Section applies, and then to declare road closures, part closures and exemptions to the Road Rules for that event. The Minister has delegated this power to the Commissioner of Police (as well as to Council for local roads). In the case of the Adelaide Hills Rally, SA Police will issue the applicable road orders, including exemptions to the observance of certain road rules (including speed limits), for the vehicles involved in the event within the closed sections of road.

Importantly however, the Minister, or delegate, can only make an order under Section 33 of the Act with the consent of the Council. While the Chief Executive Officer has delegation

to give consent under subsection 33(2), Council's *Festivals and Events Policy* contains an appendix with guidelines for Competitive Motoring Events, which detail competitive motoring events with road closures will be subject to a formal Council decision on every occasion.

The Adelaide Hills Rally is being run on local roads / Council roads, which the CEO ordinarily has the power to close per section 33 of the Act and the Instrument of General Approval and Delegation to Council. However, due to the event covering a number of roads across multiple council areas, the road closure order is made by a sub-delegate of the Commissioner of Police, who acts under ministerial delegation. The Council's role, albeit a critical one, is limited to providing or withholding consent to the road closure. The actual order is not made by the Council.

➤ **Risk Management Implications**

Consent to full road closures for the 2025 Adelaide Hills Rally will assist in mitigating the risk of:

Conflicts between event participants, residents, business owners and road users leading to injuries and/or property/vehicle damage and/or financial loss to those affected parties.

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

The residual risk rating takes into consideration the provision of organisers' risk management plans, public liability insurance and on-site traffic marshals and action taken to mitigate resident and business concerns following public consultation. It also considers full road closures as approved by the Council or CEO under delegation and the event being run in accordance with guidelines provided by Council and Motorsport Australia.

➤ **Budget, Financial and Resource Implications**

There is no direct financial cost to the Adelaide Hills Council for the delivery of this event. An amount of staff time has been dedicated to working with the event organiser in the interests of achieving good outcomes for the community and this has been accommodated within normal operational resourcing. The organiser bears all the financial costs associated with the required community consultation and will be required to pay the application fee (currently \$1,032) for temporary road closures as detailed in Councils Fees and Charges Register if the road closures are approved.

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

The Adelaide Hills Rally will have a direct effect on some residents through the closure of several roads. Consultation has taken place in line with the Policy and is outlined below in the Engagement and Analysis sections.

The business community has potential to benefit from increased tourists to the area during the event. The event falls outside of fruit picking season, and as the event makes use of unsealed non-arterial roads, closures do not cause significant disruptions to commuters, tourists and through traffic.

➤ **Sustainability Implications**

Nil

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

Event organisers have been in contact with Adelaide Hills Council staff about the 2025 Adelaide Hills Rally since March 2025.

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: The organisers have undertaken consultation with affected residents which, for the purposes of the Policy, are those properties that lie directly along the proposed rally routes, or along roads that exit exclusively onto a proposed race route. An approved consultation letter as contained in **Appendix 3**, was sent in May to the ratepayers of these properties by event organisers and encouraged feedback about the proposed road closures to be submitted before 16 June 2025. The consultation results are attached in **Appendix 1**. SA Police will be engaged should Council approve the event's road closure orders.

➤ **Additional Analysis**

The *Guideline No.1 for Competitive Motoring Events* contained within Council's *Festivals and Events Policy*, outlines considerations to help determine whether the benefits of the event outweigh the detriments around community impact, economic impact, and environmental impact.

Road Closure Request

Temporary closure of roads during the rally is requested to ensure the safety of event participants and the public in the area at the time. The organiser has undertaken to place advance notice of road closure signage out at least three weeks prior to the event.

The full list of proposed road closures on Saturday 4 October 2025 is as follows:

- a. Retreat Valley Stage (Cudlee Creek and Kenton Valley)
Closure 7:00am – 12:30pm
Retreat Valley Road, Odea Road, Berry Hill Road and Langley Road – from Gorge Road to Cudlee Creek Road
- b. Kenton Valley Stage (Kenton Valley and Mt Torrens)
Closure 7:20am – 12:50pm

Turner Road, Maidment Road, Lihou Road and Schocroft Road – from Burfords Hill Road to Schuberts Road

- c. Charligate Stage (Charleston and Mount Torrens)
Closure 7:40am – 1:10pm
Sheoak Hill Road and Warmington Run – from Springhead Road to Hollows Road (then continued into Mount Barker District Council)

Council operational staff have advised that they have no general objections to the route proposed. Some wear or damage is possible to the unsealed roads, and this will be determined via dilapidation reports completed by Council staff and event organisers before and after the event. Recent years' events have not resulted in dilapidation of the road condition to any material degree. Any significant, accidental damage to the roads, boundaries, public or private property will be covered by the event's insurance with Motorsport Australia.

Community impact of road closures

Consultation results (**Appendix 1**) provided by the event organiser are required by the Policy to inform Council Assessment and decision-making.

The organisers sent Council-approved consultation letters to 120 directly affected residents. In addition, Council sent letters to 5 residents which needed to be individually addressed to ensure the letter reached the resident. This was the same letter and requested feedback to the Adelaide Hills Rally organisers directly. This totalled 125 letters sent.

One response was received to the Rally organisers and Adelaide Hills Council from the same resident during the consultation period. Their road has recently been resurfaced, and they had concerns about damage which could be caused to the road. The administration and the rally reassured the resident that the condition of the road will be assessed by Council staff and the event organiser before and after the event, and that any damage to the road will be covered by the event's insurance. The resident was satisfied with this response and supportive of the event proceeding. Details on the correspondence is available in the consultation results in **Appendix 1**.

Timing of other road closures

The event organisers have focussed on stages that have low resident impact and have tried to use routes that have not received a high amount of feedback in recent years.

The Policy guidelines require consideration of any other planned road closures within six months either side of the event and there is no expected use of these same unsealed roads.

Economic Impact

Participants and spectators are expected to spend time and money in nearby townships including Mt Torrens, Birdwood, Lobethal, Cudlee Creek and Charleston.

Environmental Impact

There is potential for the event to impact the environment of residents and businesses as a result of noise, litter or damage or adverse impact to roads, trees, livestock and other flora and fauna.

The cars involved in the event are required to meet certain noise standards and, while there will be some level of noise associated with the event, it will be capped according to standard road rules and Motorsport Australia (MA) guidelines. Additionally, MA scrutineers will be auditing the event for compliance before, during and post-event including decibel readings.

Minor vehicle incidents have occurred in previous years that were managed by the event response team and did not result in any vegetation damage. Fence repairs were made to a property by the organisers on the day of the event in October 2020 and again in May 2021 in response to reported damage. At the 2022 event there was one competition incident with a small engine fire requiring one of the front runners to stop on stage. It was attended to immediately and caused no issues.

Post Event Report 2024

The organisers provide a post-event report each year with the report from the last event in 2024 attached as **Appendix 2**. No complaints were received direct to Council on event day or after the event. Civil Operations staff reported no repairs required to routes post-event.

3. OPTIONS

Council has the following options:

- I. Receive the report and resolve to consent to the road closures contemplated in this report (Recommended).
- II. Resolve not to provide consent for the road closures contemplated in this report. Should the Council not consent to some, or all road closures proposed for this event, significant parts of the event, or the event in its entirety, would be unable to proceed as intended (Not Recommended).

4. APPENDICES

- (1) 2025 Adelaide Hills Rally Event Information and Consultation Results
- (2) 2024 Adelaide Hills Rally Post-Event Report
- (3) 2025 Adelaide Hills Rally Consultation Letter to Residents

Appendix 1

*2025 Adelaide Hills Rally Event Information and
Consultation Results*



Partnering with



Adelaide Hills
COUNCIL

2025 ADELAIDE HILLS RALLY

October 2nd to 5th, 2025

Dear Council

The Event:

The 2025 Adelaide Hills Rally is a major event in the Australian Motorsport calendar, featuring the Eroad Australia Rally Championship (ARC) and the MRF Motorsport Australia SA Rally Championship (SARC). The rally will take place from October 2nd to 5th, starting and finishing in Mount Barker, South Australia.

The rally will showcase some of the best drivers and teams in the country as well as overseas competitors for 2025, competing in various categories such as the ARC 2WD Cup, ARC Production Cup, ARC Junior Cup, ARC 2WD Classic Cup and ARC 4WD Classic Cup. The rally will also attract local and regional competitors in the SARC, who will battle for points and glory on their home turf.

The rally will offer plenty of opportunities for spectators and fans to get close to the action and enjoy the festive atmosphere. The Summit Sport and Recreation Park will serve as the service park and rally HQ location, as well as the Subaru rally village, where visitors can find food, drinks, entertainment, and merchandise. The rally will officially launch on Friday evening, October 3rd, at Morphett Street Mount Barker, where the public can meet the rally teams and see the rally cars up close.

The rally will consist of two days of competitive stages, covering a total competitive distance of 200 km. The stages will run through some of the most scenic and challenging roads in the Adelaide Hills region, featuring a mix of open and twisty sections, over differing surfaces, and varying elevation changes. The stages will test the drivers' skills and endurance.

The 2025 Adelaide Hills Rally promises to be an exciting and spectacular event for both competitors and spectators alike. It will showcase the best of Australian rallying, as well as the beauty and diversity of the Adelaide Hills region. The rally will also be broadcast live on 7+, so that fans across the country can follow the action and cheer for their favourite drivers and teams.

Yours sincerely

Andrew Admiraal

Director

andrew@ume.cool

0403 116 400

Michael Clements

Director

michael@ume.cool

0418 804 105



The Program Snapshot:

The **2025 Adelaide Hills Rally** promises an exhilarating showcase of Australian Rally competition. As the fifth round of the **Eroad Australia Rally Championship**, it features six distinct national categories:

1. **Eroad Australia Rally Championship (Outright)**: The pinnacle of the competition.
2. **ARC 2WD Cup**: A thrilling contest for two-wheel-drive vehicles.
3. **ARC Production Cup**: Showcasing production-based cars.
4. **ARC Junior Cup**: Fostering young talent in rallying.
5. **ARC 2WD Classic Cup**: Celebrating classic two-wheel-drive cars.
6. **ARC 4WD Classic Cup**: Honouring four-wheel-drive classics.

Additionally, it serves as round 3 of the **MRF Motorsport Australia SA Rally Championship**, which includes the intriguing **SA Rally Regularity Series** where drivers compete against their own target times.

Event Details:

- **Dates**: October 2nd to 5th.
- **Starting Point**: The picturesque town of **Mount Barker** in the Adelaide Hills.
- **Service Park**: The innovative **Subaru Rally Village** at the **Summit Sport and Recreation Park** (also the event's Rally HQ).
- **Fan Experience**: Fans can get up close to the action, interact with rally teams, and witness the adrenaline-fueled spectacle.
- **Launch Event**: On Friday evening, October 3rd, head to the **Pop-Up Park, Morphett Street, Mount Barker** for a chance to meet the rally teams, admire the rally cars, and enjoy entertainment and activities.
- **Partners and Sponsors**: A special function awaits event partners and sponsors on Saturday evening, October 4th, at the Summit Sport and Recreation Park.
- **Scenic Routes**: The rally covers challenging terrain and scenic routes across the northern and southern Adelaide Hills.
- **Saturday Stages (October 4th)**:
 - Morning: **Retreat, Kenton Valley** and **Charligate**.
 - Afternoon: **Whites** and **Wattle Flat**.
- **Sunday Stages (October 5th)**: Shifts to the southern hills:
 - Morning: **Clarendon, Kuitpo**, and **Bugle Ranges**.
 - Afternoon: **Red Creek** and **Back Callington**.
 - **Power Stage** will be Streamed Live on motorsport social media pages and YouTube
- **Podium Ceremony**: The rally culminates with a podium ceremony at **6:00pm** at the Subaru Rally Village, where the champions will be crowned and celebrated.

Mark your calendars: The **2025 Adelaide Hills Rally** is a must-see event for all motorsport enthusiasts!



Event Deliverables:

Please note the below list of the key deliverables that are indicative of what we would bring to the region with the 2025 Eroad Australian Rally Championships Adelaide Hills Rally.

We would expect to achieve better results for the 2025 event as the ARC has had good growth in the last 12 months.

The event will have an international flavor with the inclusion of Hayden Paddon who is the 2023 and 2024 European Rally Champion. We also welcome two times Dakar Champion Toby Price to the Australian Rally Championship.

A round of the ARC would consist of approximately 50 teams.

20 Teams consist of a team of 12 people/30 Teams consist of a team of 7 people.

Motorsport Australia (MA) will provide (via its own media team) media messaging through all media channels (digital, social, print, daily VNR's)

Live broadcast of Power Stage

ARC Facebook – 32,144 Followers.

These media numbers would be supplemented by the Adelaide Hills Rally events' social media channels as well as the Ultimate Motorsport Events (and subsidiaries) media channel and the SA Rally social media channel.

The numbers stated below have a genuine follower base with high ongoing engagement that has grown organically as UME events continue to mature.

Adelaide Hills Rally Facebook – 2,744 Followers

Ultimate Motorsport Events (and subsidiaries) Facebook – 15,780 Followers

SA Rally Facebook – 2,009 Followers (currently SA centric)

DirtFish Facebook – 247,773 Followers (Worldwide Rallying Page)



The Compliance:

To ensure the safety of the competitors and the public we request a short-term closure under Section 33 of the Road Traffic Act, of the roads, which we would like to add to the competitive part of the route.

If Council approves our request, we will make every effort to run the rally with minimum inconvenience to residents.

Additionally, we will:

- Notify adjoining landowners in writing at least 3 months beforehand.
- Compile a Traffic Management Plan
- Employ a Traffic Management company to undertake the Traffic Management Plan
- Leave all control areas in a clean and tidy state (repair any damage)
- Notify the police of the running of the event and obtain permission to close the roads under Section 33 of the Road Traffic Act
- Notify the emergency services in the area.
- Affect a public risk insurance policy through the Confederation of Australian Motor Sport (CAMS) which includes \$100 million public liability insurance. (A copy of the permit and insurance cover can be supplied if required).
- Place advice signs along all roads 4 weeks before the event to forewarn road users of impending road closure.
- Advertise the road closures in the local papers the week before the event.
- During the event, man the access points to these roads to advise users of the temporary restrictions.

We run our events to Australia's best standards and have medical vehicles at the start of each competitive stage. If a landowner has an emergency during the road closure period, upon receiving notification we will stop the event and send in our medical vehicles which have trained Paramedics and a Fire Marshal. If an emergency worker lives on one of the roads we are using, and is called for duty, we will stop the event to let them attend the emergency.

We appreciate the consideration extended to us in our efforts to organise this event.



The Benefits:

	No. People	No. Days	\$ per day	No. Nights	\$ per night	Total
Rally Competitors						
Competitors/Crews	580	6	\$75	5	\$150	\$696,000
Competitors Recce	150	2	\$75		\$150	\$22,500

Officials						
Pre-Event						
Officials Management	14	7	\$75	3	\$150	\$13,650
Event						
Officials Management	14	5	\$75	4	\$150	\$13,650
Officials Rally	280	3	\$75		\$150	\$63,000
Media	29	4	\$75	3	\$150	\$21,750
Motorsport Australia	10	4	\$75	3	\$150	\$7,500

Spectators Local	3,000	1.5	\$75		\$150	\$337,500
Spectator Interstate	450	2	\$75	3	\$150	\$270,000

Total forecast \$ spend in region	\$ 1,445,550.00
--	------------------------



The Community:

The event will be utilising and supporting many sporting, volunteer emergency service and social groups through the region to aid in the running of the event. From an event perspective, all these groups will be getting both financial and social benefits.

With the national focus on the Adelaide Hills Region through the fact that it is a true Motorsport National Championship, the media coverage that the event will bring as well as all the teams that will be competing will highlight and showcase all the wonderful benefits that we know we have here. This will have positive financial flow on to businesses in the region.

The Remediation Process:

The Ultimate Motorsport Events team will:

Liaise with the engineering team from the Adelaide Hills Council to evaluate the route before and immediately after the event to determine if any remediation is required.

The event course vehicles, Course Closer (000) & Course Checker (00), will have front mounted cameras to provide footage of the route immediately prior to competition. Course Opener (Sweep) will also have a front mounted camera to provide footage of the route immediately after competition. This footage will be made available to the engineering team.

It is requested that any scheduled road engineering works on the route that are part of standard council practise, and within the council budget, be held until after the running of the event. This will allow any required repairs on the route caused by the event to be amortised into the scheduled ongoing maintenance.

It is requested that if the route requires remediation that is greater than that performed via scheduled maintenance, that the Adelaide Hills Council and Ultimate Motorsport Events possibly companion in the cost.



The Consultation Process:

We accepted written feedback in relation to the proposed road closures via email and post up to **Monday 16th June 2025**.

Feedback was to:

Email: secretary@ume.cool or

Post: RSD 4 Bletchley SA 5255

Consultation Results:

A total of 120 letters were mailed to the database provided by the Adelaide Hills Council Events team, targeting the stages we hope to have approved for use. Additionally, 5 extra letters were sent by the Adelaide Hills Council Events team to affected residents not included in the original database.

During the consultation period, we received contact from only one resident. They reached out to Stephanie Pongraz, the Adelaide Hills Council Events Officer, as well as Michael Clements and Andrew Admiraal. The resident expressed concerns about potential damage to their recently resurfaced road.

Following discussions among Stephanie, Michael, and Andrew, they were reassured that any damage resulting from the event would be repaired afterward. Based on the feedback from these conversations, they appeared to accept this reassurance.

No other correspondence or communication was received.



UMA COMMUNITY



The Request:

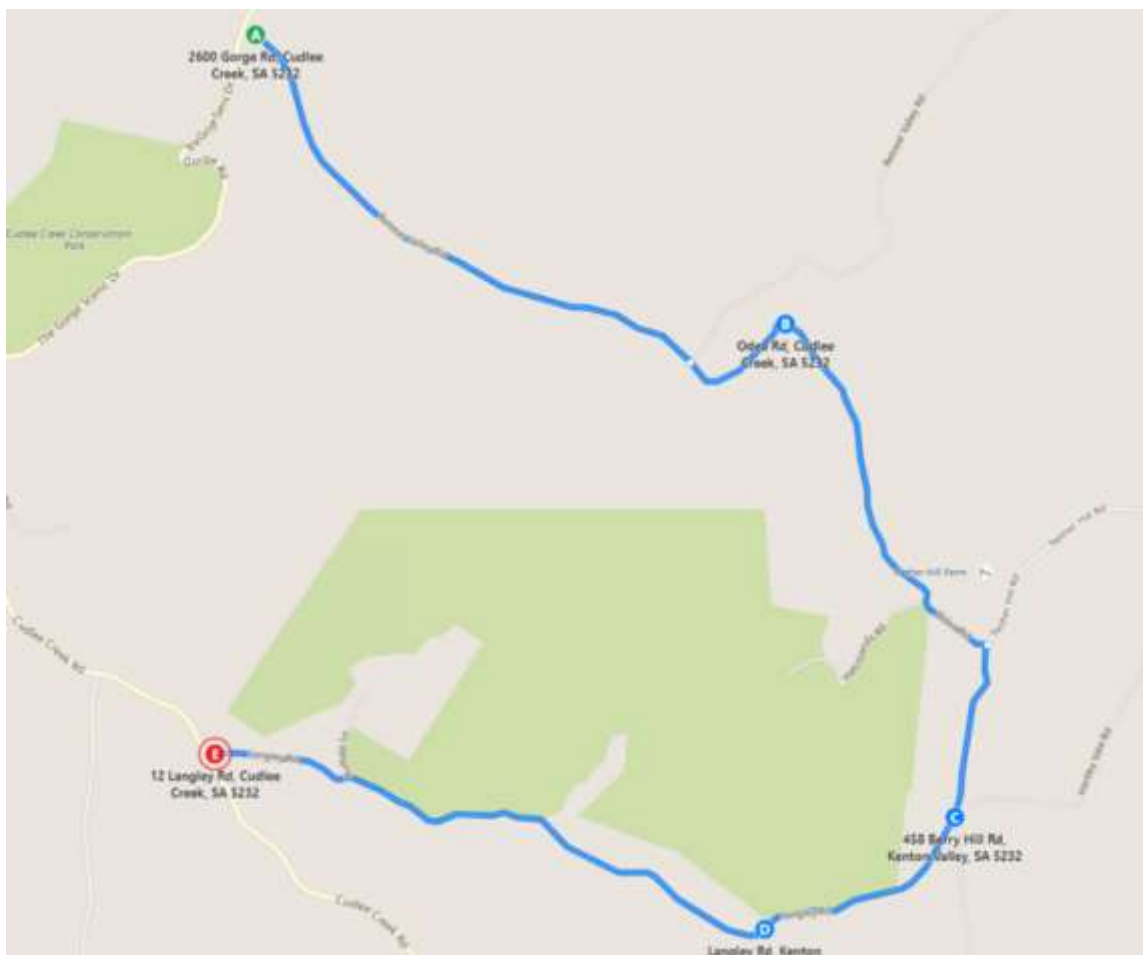
We would like to apply for the following roads to be closed by the Event.

The roads, the day & date and the times are:

Saturday 4th of October 2025:

Retreat Valley – 0700hrs – 1230hrs

- A. Retreat Valley Road from Gorge Road to Odea Road
- B. Odea Road from Retreat Valley Road to Berry Hill Road
- C. Berry Hill Road from Odea Road to Langley Road
- D&E. Langley Road from Berry Hill Road to Cudlee Creek Road



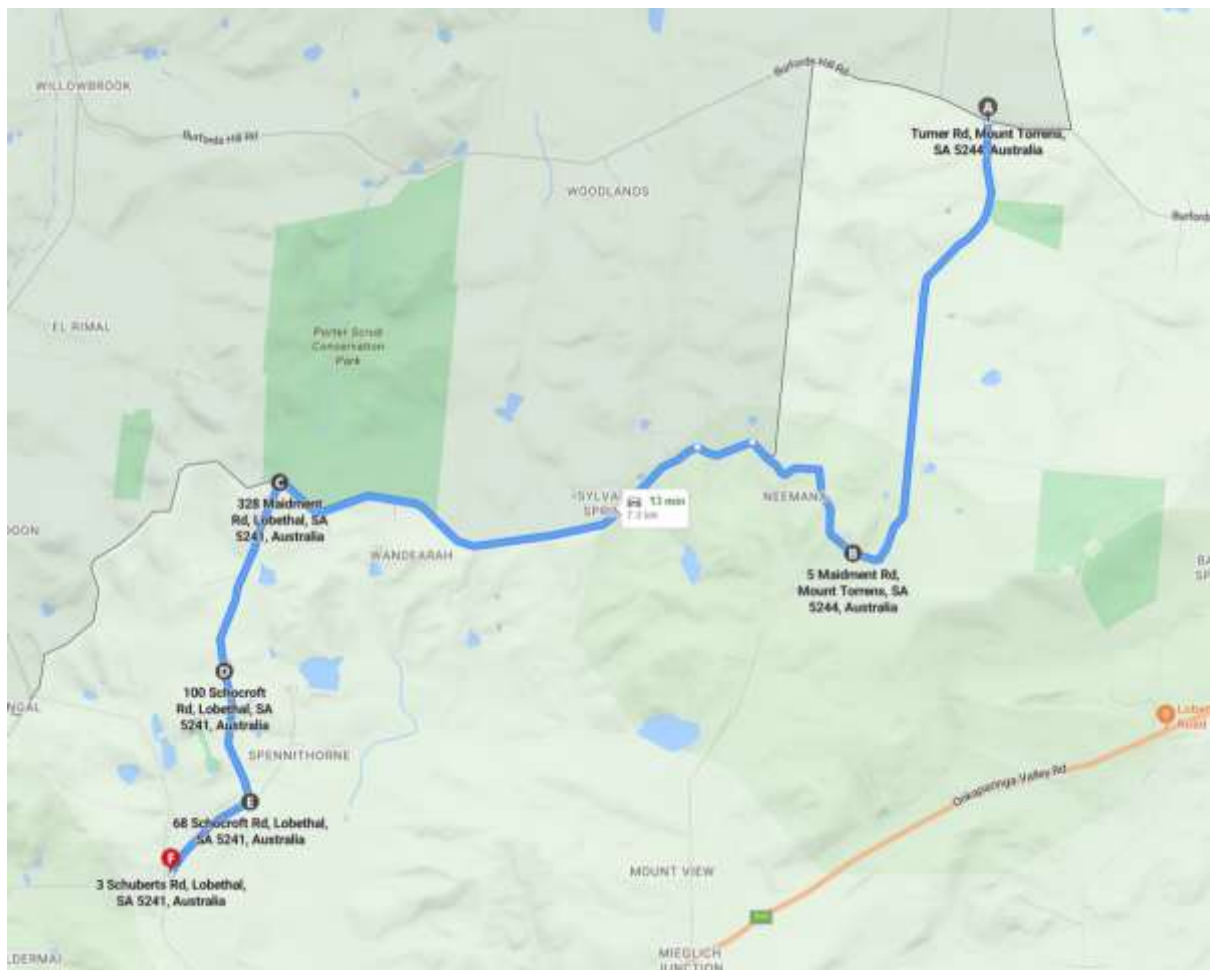
ENTRANCE



Saturday 4th of October 2025:

Kenton Valley – 0720hrs – 1250hrs

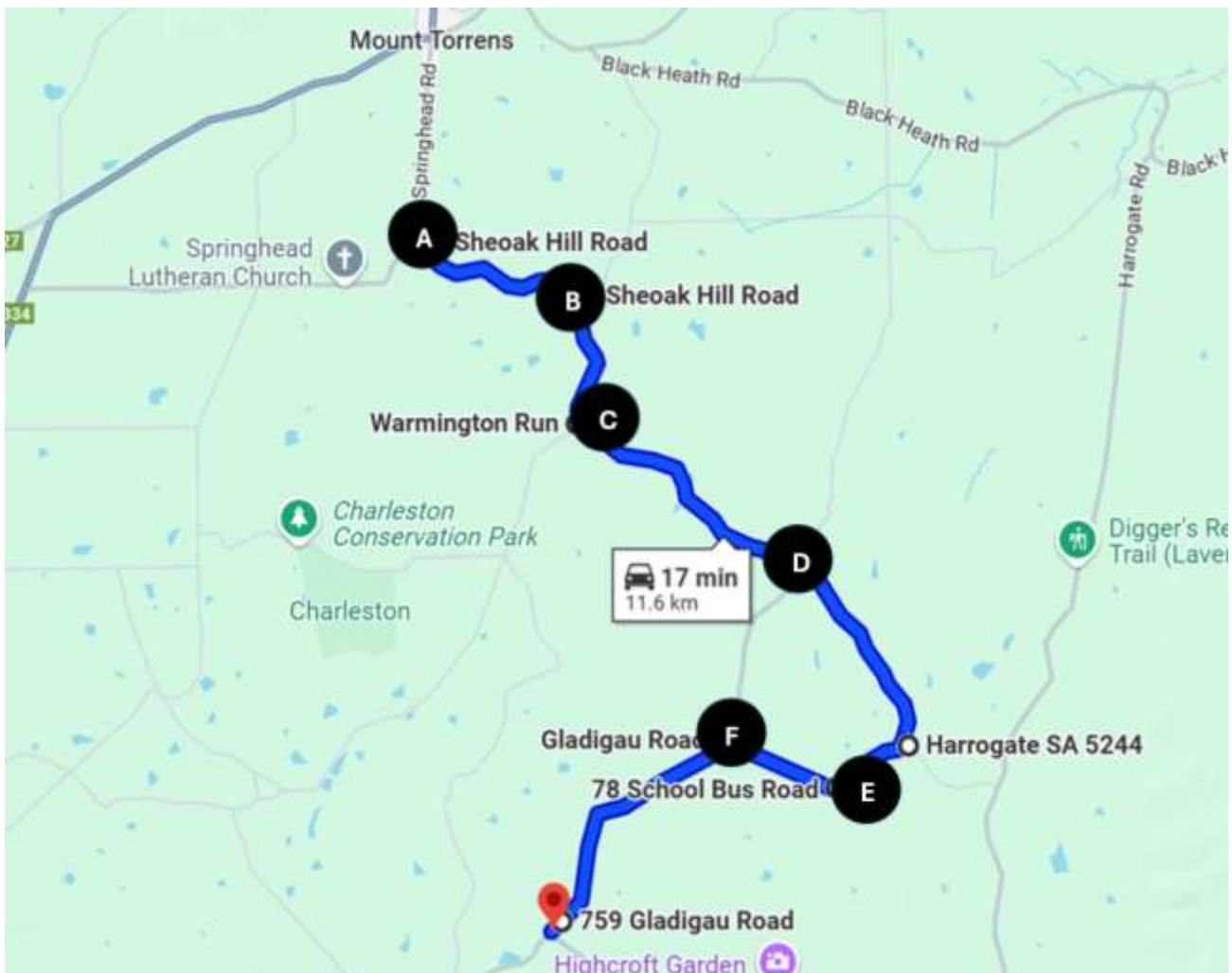
- A: Turner Rd from Burfords Hill Rd to Maidment Rd
- B&C: Maidment Rd from Turner Rd to Lihou Rd
- C: Lihou Rd from Maidment Rd to Schocroft Rd
- E: Schocroft Rd from Lihou Rd to Schuberts Rd



Saturday 4th of October 2025:

Charligate: **0740hrs – 1310hrs**

- A: Sheoak Hill Rd from Springhead Rd to Warmington Run
- B: Warmington Run from Sheoak Hill Rd to Hollows Rd
- C: Hollows Rd Rd from Warmington Run to Gladigau Rd
- D: Bloomingdale Rd from Gladigau Rd to Schoolbus Rd
- E: Schoolbus Rd from Bloomingdale Rd to Gladigau Rd
- F: Gladigau Rd from Schoolbus Rd to Mail Rd



ecoenergy.com.au



Appendix 2

2024 Adelaide Hills Rally Post-Event Report



2024 Post Event Report



The Adelaide Hills Rally was held on September 13th-15th 2024 in the Adelaide Hills Region. The event was based at the Summit Sports and Recreation Grounds where the events Service Park and Rally Headquarters was located.

The goal of the event was to bring the highest level of rallying Motorsport to South Australia. We wanted to create a premier motorsport event for South Australia. The 2024 event was very successful (many saying the best ever) with over half the field travelling from Interstate to compete in the event. The quality of the competitive field was the best seen in South Australia.



We received many calls from competitors trying to find accommodation for the event. It seemed that due to the large number of interstate competitors and their service crews that accommodation became hard to find as most places within a 25km radius became booked out. The Australian Rally Championship Manager commented one morning that Hahndorf was rally central for a lot of the competitors and that the restaurants were filled with event participants.

The event started on the Friday night with the Rally Show at the Pop-up Park on Morphett Street in Mount Barker. The vehicles were on display for the spectators to mingle through and gave the spectators a chance to speak with the competitors. There were local food and drink vans there to supply food to the spectators and competitors. The

competitors were later introduced to the crowd as they drove over the start ramp and were interviewed by Greg Rust and Dean Herridge and this was streamed live. There were live interviews on local radio stations during this event. The Rally Show was well received by the competitors and the large crowd, and it was great to see so many families involved on the night.

We received a lot of positive feedback from Competitors and Service Crews about the high quality of the facilities at the Summitt Sports and Recreation grounds. There was a lot of appreciation for the teams regarding the shower and toilet facilities that they could use throughout the event. They also appreciated the hard stand area for the service park where they could park their trucks to service the vehicles. The area looked spectacular on Saturday night with the oval lights on and the glow from the Service Park and the ARC promotion desk where they streamed live commentary and interviews from. The locals also enjoyed the guided tours of the teams on the Saturday evening while the teams were working on their cars getting them ready for Sunday's competition.

The event itself went very well with only 2 minor incidents on the course. No competitors needed to be hospitalised during the event, but we did need to stop a stage for an ambulance and CFS to attend an accident on a property on one of the no-through roads just off the stage. We stopped the stage and sent in our medical teams that had doctors on board to assist with the medical emergency. We transported the remaining cars through the stage at road speed limits adhering to the road rules and opened the roads early.

The competitors commented on how good the roads were that they competed on each day, and that this event has become a highlight on the motorsport calendar for many, as most interstate competitors only get to compete in the forests in their own states. The competitors commented on how many spectators were out on the stages and how many people were having their own parties on their properties while the event was happening.

The Australian Rally Championship continues to grow its social media exposure with more and more people watching the National Championship. I have attached the pdf of the social media numbers supplied by Motorsport Australia for our event on the next page.

ROUND REVIEW

R5 **ADLAIDE HILLS RALLY**
13-15 SEPTEMBER 2024



RESULTS

Bosch Motorsport Australia Rally Championship

1. Lewis Bates/Anthony McLoughlin
2. Harry Bates/Coral Taylor
3. Eddie Maguire/Zak Brakley
4. Alex Rullo/Steve Glenney
5. Steve Maguire/Sean Searcy
- =6. Jamie Luff/Brad Luff
- =6. Peter Rullo/James Marquet
8. Scott Pedder/Glen Macneall
9. Bodie Reading/Mark Young
10. Danny Traverso/Anthony Carr

CUP WINNERS

MainFix Production Cup

Bodie Reading/Mark Young

Trenching Systems Australia Classic 2WD Cup

Peter Dimmock/Paul Bennett

ARC Junior Cup

Jalryn Gluskie/Lucy Gluskie

DIGITAL STATS

Website Page Views

27,419 +12% YOY

Website Users

7,933 +26% YOY

Website Event Count

73,500 +18% YOY

Facebook Reach

346,930

Facebook Content Interactions

10,158

Facebook Minutes Viewed

51,000

Facebook Video Views

75,273 +220% YOY

Facebook Impressions

338,769

Instagram Profile Reach

12,123

Instagram Content

Interactions

5,347

Instagram Video Plays

57,578

Instagram Post Reach

38,787

TikTok Video Views

16,965

TikTok Engagement

1,969

YouTube Watch Time (Hours)

1,078.8

YouTube Impressions

137,938

YouTube Views

12,116

ATTENDANCE

Friday, Saturday & Sunday
6,312



Appendix 3

*2025 Adelaide Hills Rally
Consultation Letter to Residents*

2025 ADELAIDE HILLS RALLY

October 2nd to 5th, 2025

COMMUNICATION TO RESIDENTS WITHIN THE VICINITY OF

PROPOSED ADELAIDE HILLS ROAD CLOSURES

Monday 26th May 2025

Dear Owner/Occupier



Proposed Motoring Event

We are writing to inform you that Ultimate Motorsport Events wish to run an event named the 2025 Adelaide Hills Rally in the Adelaide Hills Region on **Saturday 4th of October 2025**.

A road within your vicinity has been selected to host a closed road section within the proposed rally route (see proposed road closure maps enclosed) and we are seeking your feedback as a resident who may be impacted. Further information will be available online at www.ume.cool.

Consultation Process

We are accepting written feedback in relation to the proposed road closures via email and post prior to Monday 16/06/2025. If you do not reside on the affected property and have a tenant on site, please forward this information to them.

The results of this consultation will be provided to the Adelaide Hills Council as part of the road closure approval process.

Please send feedback by **Monday 16th June 2025** to:

Email: secretary@ume.cool

or

Post: RSD 4 Bletchley SA 5255

WE WILL KEEP YOU INFORMED OF THE PROPOSED TEMPORARY ROAD CLOSURES VIA POST PRIOR TO THE EVENT

Yours sincerely

Andrew Admiraal

Director
andrew@ume.cool
0403 116 400

Michael Clements

Director
michael@ume.cool
0418 804 105



The Event

The 2025 Adelaide Hills Rally is a major event in the Australian Motorsport Calendar, featuring Round 5 of the Eroad Australia Rally Championship (ARC) and Round 3 of the MRF Motorsport Australia SA Rally Championship (SARC). The rally will take place from October 2nd to 5th, starting and finishing in Mount Barker, South Australia.

This year we are excited to have international crews competing in the event, including the 2023 & 2024 European Rally Champions. This will not only bring more excitement, but more international views watching the live telecasts the event produces.

The rally will offer plenty of opportunities for spectators and fans to get close to the action and enjoy the festive atmosphere. The Summit Sport and Recreation Park will serve as the event Service Park and Rally HQ location, as well as the Subaru Rally Village, where visitors can find food, drinks, entertainment, and merchandise. The rally will officially launch on Friday evening, October 3rd, at Morphett Street Mount Barker, where the public can meet the rally teams and walk around and touch the rally cars.

The rally will consist of two days of competitive stages, covering a total distance of over 600 km. The stages will run through some of the most scenic and challenging roads in the Adelaide Hills region, featuring a mix of open and twisty sections, over differing surfaces, and varying elevation changes. The stages will test the drivers' skills and endurance.

The event will support local business and community organisations with the equipment it needs to purchase and the supply of food and drinks to officials, spectators and competitors. Competitors and officials will need to purchase Food, Drinks, Fuel and accommodation in the local area for the 5 days they are at the event.

The event will be run in compliance with Motorsport Australia guidelines and in accordance with Section 33 of the *Road Traffic Act*.

We run our events to Australia's best standards and have medical vehicles at the start of each competitive stage. If a landowner has an emergency during the road closure period, upon receiving notification we will stop the event and send in our medical vehicles which have trained Paramedics and a Fire Marshal. If an emergency worker lives on one of the roads we are using, and is called for duty, we will stop the event to let them attend the emergency.



The Program

- **Dates:** October 2nd to 5th.
- **Starting Point:** The picturesque town of **Mount Barker** in the Adelaide Hills.
- **Service Park:** The innovative **Subaru Rally Village** at the **Summit Sport and Recreation Park** (also the event's Rally HQ).
- **Fan Experience:** Fans can get up close to the action, interact with rally teams, and witness the adrenaline-fueled spectacle.
- **Launch Event:** On Friday evening, October 3rd, head to **Morphett Street, Mount Barker** for a chance to meet the rally teams, admire the rally cars, and enjoy entertainment and activities.
- **Partners and Sponsors:** A special function awaits event partners and sponsors on Saturday evening, October 4th, at the Summit Sport and Recreation Park.
- **Scenic Routes:** The rally covers challenging terrain and scenic routes across the northern and southern Adelaide Hills and forests.
- **Saturday Stages (October 4th):**
 - Morning: **Retreat Valley, Kenton Valley, and Charligate.**
 - Afternoon: **Echunga and Wattle Flat.**
- **Sunday Stages (October 5th):** Shifts to the southern hills:
 - Morning: **Clarendon, Kuitpo and Callington Back**
 - Afternoon: **Red Creek, and Back Callington**
- **Podium Ceremony:** The rally culminates with a podium ceremony at **6:00pm** at the Subaru Rally Village, where the champions will be crowned and celebrated.



PRODUCED BY



Proposed Road Closures

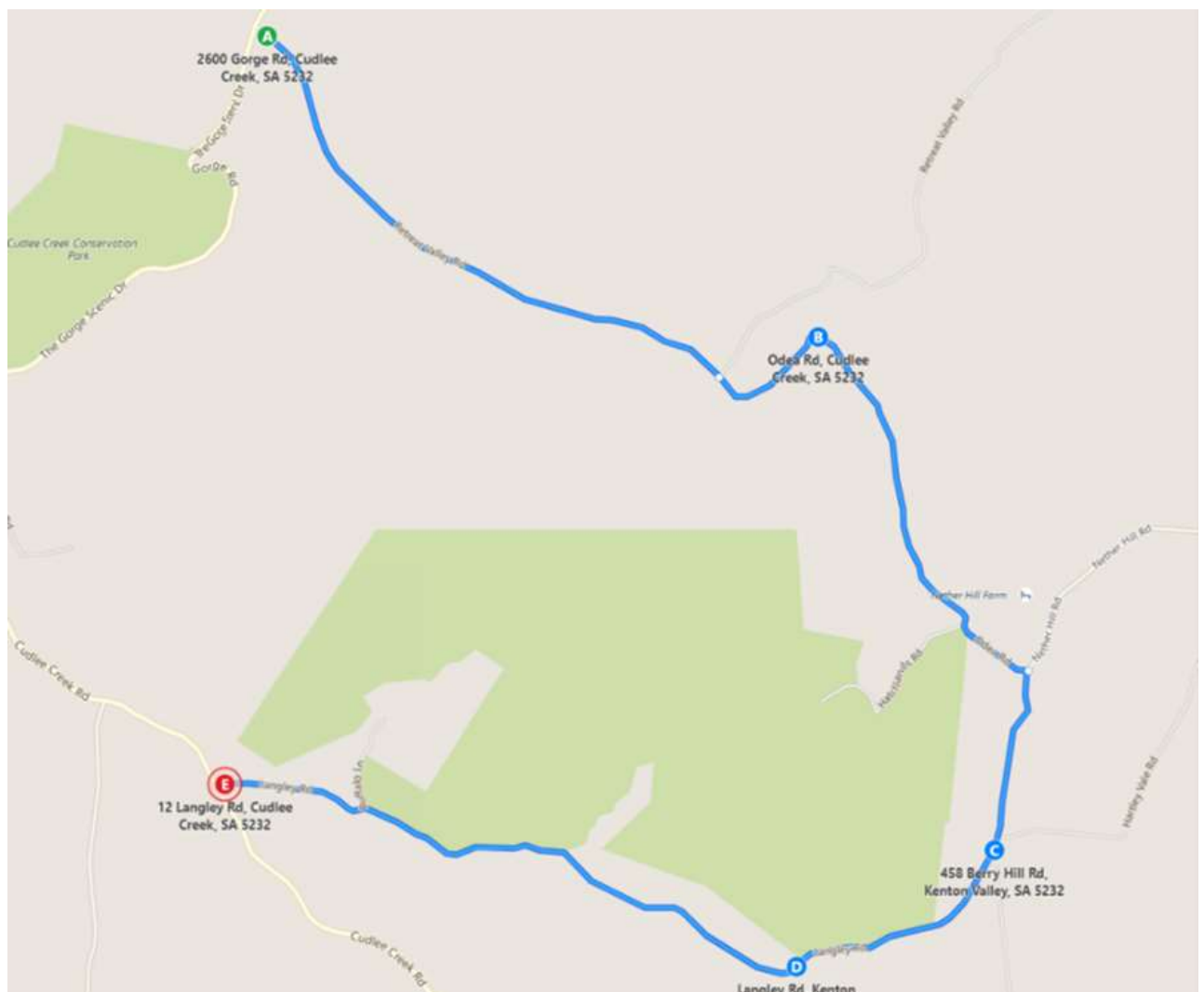
We would like to apply for the following roads to be closed for the event and are seeking written feedback in relation to the proposed closures.

Please see detail on the three routes to be held in Adelaide Hills Council below.

Saturday 4th of October 2025:

Retreat Valley – 0700hrs – 1230hrs

- A. Retreat Valley Road from Gorge Road to Odea Road
- B. Odea Road from Retreat Valley Road to Berry Hill Road
- C. Berry Hill Road from Odea Road to Langley Road
- D&E. Langley Road from Berry Hill Road to Cudlee Creek Road



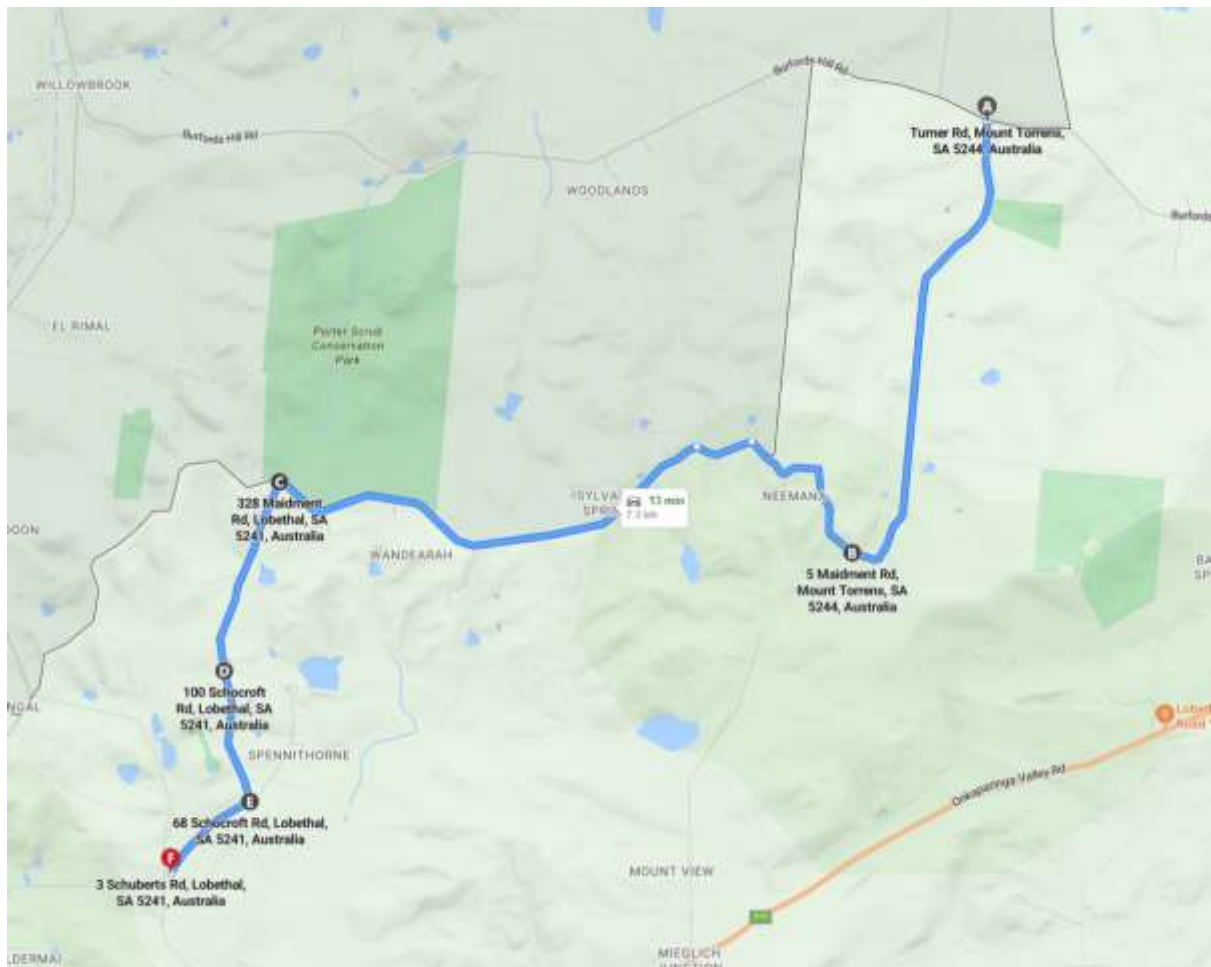
Adelaide Hills Council



Saturday 4th of October 2025:

Kenton Valley – 0720hrs – 1250hrs

- A. Turner Rd from Burfords Hill Rd to Maidment Rd
- B&C. Maidment Rd from Turner Rd to Lihou Rd
- D. Lihou Rd from Maidment Rd to Schocroft Rd
- E. Schocroft Rd from Lihou Rd to Schuberts Rd



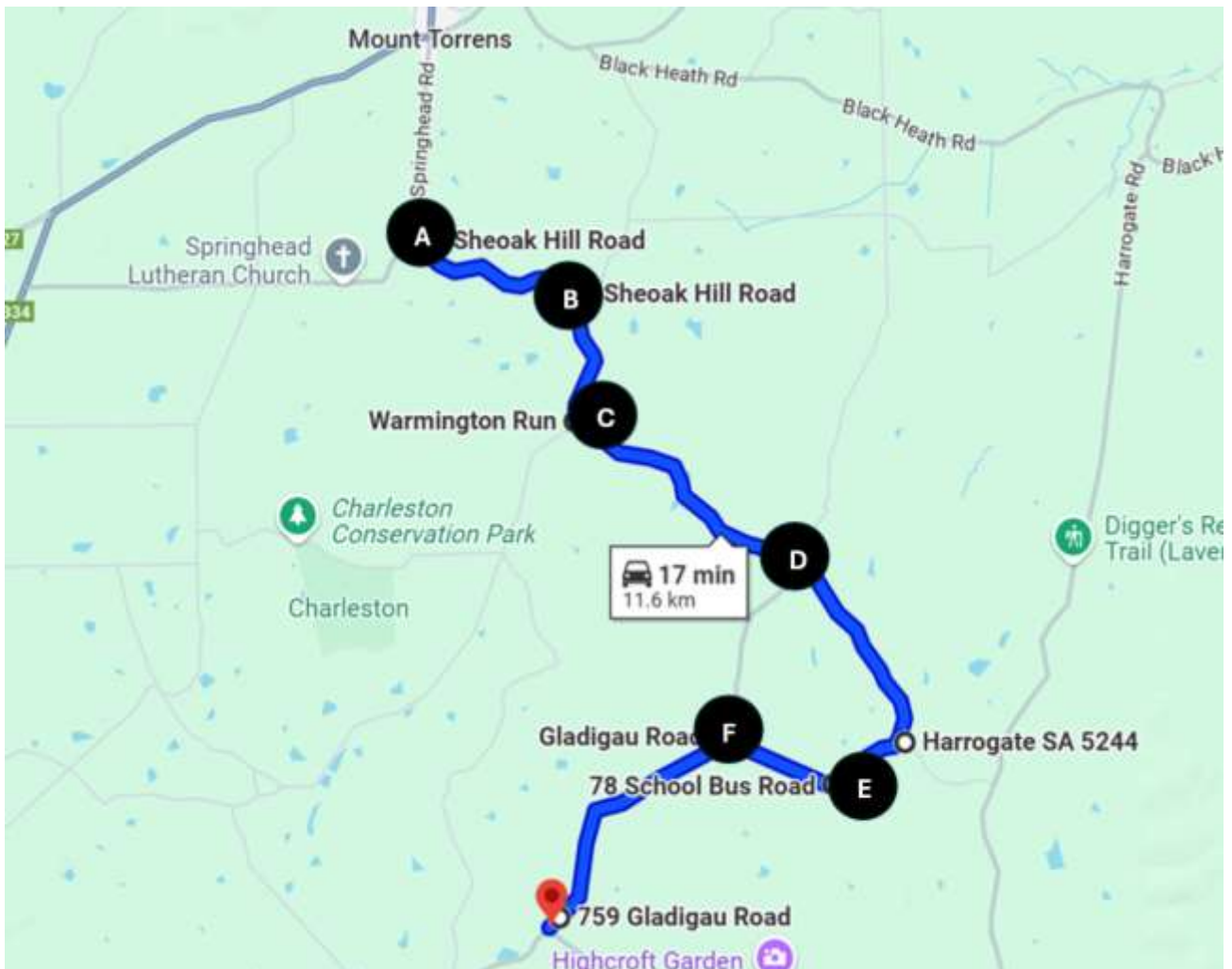
ERON



Saturday 4th of October 2025:

Charligate – 0740hrs – 1310hrs

- A. Sheoak Hill Road from Springhead Road to Warmington Run
- B. Warmington Run from Sheoak Hill Road to Hollows Road
- C. Hollows Road from Warmington Run to Gladigau Road
- D. Bloomingdale Road from Gladigau Road to Schoolbus Road
- E. Schoolbus Road from Bloomingdale Road to Gladigau Road
- F. Gladigau Road from Schoolbus Road to Mail Road



EVENT



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 8 JULY 2025
AGENDA BUSINESS ITEM**

Item: 12.2

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the CEO

Subject: Realigning the CEO PRP Review

For: Decision

SUMMARY

The CEO Performance Review Panel (CEO PRP) recently deliberated on the realignment of the Chief Executive Officers Performance review.

This report provides the CEO PRP's recommendation to Council for endorsement. The proposed recommendation will ensure that the Performance and Remuneration Reviews are aligned with both the CEO's anniversary date and the end of financial year and will result in processes that are undertaken in a timely manner on an annual basis.

RECOMMENDATION

Council resolves:

1. That the Realigning the CEO PRP Review report be received and noted.
 2. To note a full Performance Review was undertaken in March 2025.
 3. To note that clause 17.1 of the Chief Executive Officer's Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.
 4. To note that clause 17.3 of the Chief Executive Officer's Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.
 5. To recommend to Council, with the agreement of the CEO, to conduct a full KPI and KRA Performance Review in July 2026.
-

1. BACKGROUND

At the 18 June 2025 meeting the CEO PRP resolved to recommend the following to Council:

7.4 Realigning the CEO PRP review timing

8:08pm Cr Parkin left the meeting and did not return.

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP17/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To note a full Performance Review was undertaken in March 2025.**
- 3. To note that clause 17.1 of the Chief Executive Officer's Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.**
- 4. To note that clause 17.3 of the Chief Executive Officer's Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.**
- 5. To recommend to Council, with the agreement of the CEO, to conduct a full KPI and KRA Performance Review in July 2026.**

Carried Unanimously

Refer Appendix 1 for further background information.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Refer Appendix 1.

➤ Legal Implications

Refer Appendix 1.

➤ Risk Management Implications

Refer Appendix 1.

➤ Budget, Financial and Resource Implications

Refer Appendix 1.

➤ Customer Service and Community/Cultural Implications

Refer Appendix 1.

➤ Sustainability Implications

Refer Appendix 1.

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

Refer Appendix 1.

➤ **Additional Analysis**

Refer Appendix 1.

3. OPTIONS

Council has the following options:

- I. To receive and note the report and endorse the CEO PRP recommendations. (Recommended).
- II. To make an alternative resolution.

4. APPENDICES

- (1) 18 June 2025 CEO PRP Report 'Realigning the CEO Review Timing'

Appendix 1

*18 June 2025 CEO PRP Report 'Realigning the CEO
Review Timing'*

ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL MEETING
18 June 2025

Item: 7.4

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the CEO

Subject: Realigning the CEO PRP Review Timing

For: Decision

SUMMARY

This report provides the CEO Performance Review Panel with the information needed to make a recommendation to Council on the realignment of the Chief Executive Officers Performance review.

The proposed recommendation will ensure that the Performance and Remuneration Reviews are aligned with both the CEO's anniversary date and the end of financial year and will result in processes that are undertaken in a timely manner on an annual basis.

RECOMMENDATION

The CEO Performance Review Panel resolves:

1. That the report be received and noted.
 2. To note a full Performance Review was undertaken in March 2025.
 3. To note that clause 17.1 of the Chief Executive Officer's Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.
 4. To note that clause 17.3 of the Chief Executive Officer's Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.
 5. To note that section 102A of the *Local Government Act 1999* requires Council to review the performance of its Chief Executive Officer at least once in each year that the Chief Executive Officer holds office and that conducting a Quarterly Review meets this obligation.
 6. To recommend to Council that Quarterly KPI Progress Reviews are conducted by the CEO PRP in October 2025, January 2026 and April 2026.
 7. To recommend to Council to conduct a full KPI and KRA Performance Review in July 2026.
-

1. BACKGROUND

The Chief Executive Officer, Greg Georgopoulos, was engaged under an Employment Agreement with the Council (the “Agreement”) executed on 18 May 2023, commencing in the role on 17 July 2023.

The Agreement requires that the CEO participate in annual and/or periodic performance reviews:

Clause 17.1

- 17.1 The Parties agree that the CEO will, if so directed by the Council or the CEO Review Panel, participate in such annual and/or periodical performance review process as is required and determined by the Council or the CEO Review Panel.
-

The Employment Agreement also requires that performance is assessed within three (3) months of the end of each financial year of the Agreement Term:

Clause 17.3

- 17.3 The Parties agree that the performance review process will be established by the CEO Review Panel. The CEO Review Panel will determine the appropriate CEO performance review process against which the CEO’s performance will be assessed and the review will be completed within three (3) months of the end of each financial year of the Term.

Under clause 3.1 of the Terms of Reference, the Panel provides advice to Council on the CEO’s KPIs:

- 3.1 The Panel is to provide advice to Council on the CEO’s performance and development, including, but not limited to, the following matters:
- 3.1.1 Determining the Performance Targets for the forthcoming 12 month performance period;
 - 3.1.2 Monitoring the progress on the CEO’s agreed Performance Targets for the current 12 month performance period;
 - 3.1.3 Reviewing the CEO’s performance over the preceding 12 month performance period, in particular assessing performance against the agreed Performance Targets and Position Description requirements;
 - 3.1.4 Identifying development opportunities for the CEO;
 - 3.1.5 Reviewing the remuneration and conditions of employment of the CEO in accordance with Section 99A of the Act, as well as any Determination made by the Remuneration Tribunal; and
 - 3.1.6 Making recommendations to Council on the conclusion of the review, including with respect to the Employment Agreement as between Council and the CEO.

Section 102A of the *Local Government Act 1999* stipulates that a Council must review the performance of its Chief Executive Officer at least once in each year that the CEO holds office:

102A—Chief executive officer—performance review

- (1) A council must review the performance of its chief executive officer—
 - (a) at least once in each year that the chief executive officer holds office as chief executive officer; and
 - (b) if relevant, before reappointment of the chief executive officer.
- (2) The council must obtain and consider the advice of a qualified independent person on a review under subsection (1).

As the Act does not specify that this review must be an Annual Performance Review, the completion of Quarterly Performance Reviews within the year are satisfactory to meet this obligation.

Having finalised the 2024/25 Performance Review Process this report outlines the proposed timing to progress the 2025/26 Performance Review Process.

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal 4	Organisation
Objective O2	Operate with integrity using best practice governance processes.
Priority O2.1	Demonstrate accountable and transparent decision making.
Objective O3	Support and develop a skilled organisation that is aligned to Council’s priorities

The requirement for the Panel to undertake regular review of performance enables accountability to be demonstrated and any recommendations on performance and development of the CEO to be identified, supported and managed.

➤ **Legal Implications**

The CEO Performance Review Panel is a Section 41 Committee of Council under the *Local Government Act 1999* (the ‘Act’).

Section 102A of the Act requires the council to review the performance of its CEO at least once each year and, if relevant, before the reappointment of its CEO. Further in the course of the performance review, the council must obtain and consider the advice of a qualified independent person.

➤ **Risk Management Implications**

Undertaking regular review of the CEO’s performance will assist in mitigating the risk of:

Deficient CEO performance review practices resulting in a lack of accountability and loss of stakeholder confidence.

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

Non-achievement of CEO Performance Targets resulting in loss of community benefit and/or opportunities and/or stakeholder confidence.

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

Note: there are many other controls that also assist in managing these risks.

➤ **Financial and Resource Implications**

Not applicable.

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

There is an expectation that the performance of the CEO is reviewed in a sound, fair and comprehensive manner which aligns with requirements of the *Local Government Act 1999*.

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	CEO PRP Presiding Member.
<i>Council Workshops:</i>	Not applicable
<i>Advisory Groups:</i>	Not applicable
<i>External Agencies:</i>	Not applicable
<i>Community:</i>	Not applicable

Additional Analysis

Following the full Performance Review that was conducted in March it is recommended that the following timeline is followed for the 2025/2025 Performance Review:

October 2025	Quarterly KPI Progress Review
January 2026	Quarterly KPI Progress Review
April 2026	Quarterly KPI Progress Review
July 2026	KPI and KRA Performance Review

It is proposed that the July 2026 full KPI and KRA Performance Review follow the same format as the March 2025 review. Administration will seek the Panel's support to seek Council endorsement to engage a HR consultant to conduct this review at a subsequent meeting.

The proposed recommendation will result in a small three-month delay in the Full Performance Review (from the previous March 2025 date) however will ensure that the Performance and Remuneration Reviews are aligned with both the CEO's anniversary date and the end of financial year and will result in processes that are undertaken in a timely manner on an annual basis.

3. OPTIONS

The Panel has the following options:

- I. To resolve to receive and note the report and to recommend the proposed Performance Review timing to Council.
- II. To make a different recommendation to Council.

4. APPENDICES

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 8 JULY 2025
AGENDA BUSINESS ITEM**

Item: 12.3

Responsible Officer: Greg Georgopoulos
Chief Executive Officer

Subject: CEO Key Performance Indicators 2024-25 – June Update

For: Decision

SUMMARY

At its 9 April 2024 meeting, Council adopted the suite of CEO Key Performance Indicators for the 2024-25 financial year.

The role of the CEO Performance Review Panel (the Panel) includes reviewing the performance of the CEO against the agreed Performance Targets. This activity is defined in the Panel's Terms of Reference contained in the Specific Functions clauses and specifically Clause 3.1.2.

In assessing the performance against these targets, the Panel also considers that the targets remain relevant, achievable and aligned to Council's strategic objectives across the year.

The purpose of this report is to provide the CEO PRP's recommendations on the KPI's to Council for endorsement.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
 - 2. To note that the CEO has met the June 2025 Key Performance Indicators.**
-

1. BACKGROUND

At the 18 June 2025 meeting the CEO PRP resolved to recommend the following to Council:

7.2 CEO Key Performance Indicators 2024-25 – June Update

At 6:14pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss CEO's Key Performance Indicators 2024-25 – June Update.

The CEO presented the KPI update and the Panel asked questions.

At 6:41pm the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

Moved Cr Kirsty Parkin
S/- Cr Lucy Huxter

PRP15/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To advise Council that the CEO has met the June 2025 Key Performance Indicators.**

Carried Unanimously

Refer Appendix 1 for further background information.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Refer Appendix 1.

➤ Legal Implications

Refer Appendix 1.

➤ Risk Management Implications

Refer Appendix 1.

➤ Budget, Financial and Resource Implications

Refer Appendix 1.

➤ Customer Service and Community/Cultural Implications

Refer Appendix 1.

➤ Sustainability Implications

Refer Appendix 1.

➤ Engagement/Consultation conducted in the development of the report

Refer Appendix 1.

➤ **Additional Analysis**

Refer Appendix 1.

3. OPTIONS

Council has the following options:

- I. To receive and note the report and endorse the CEO PRP recommendations. (Recommended).
- II. To make an alternative resolution.

4. APPENDICES

- (1) 18 June 2025 CEO PRP Report 'CEO Key Performance Indicators 2024-25 – June Update'

Appendix 1

*18 June 2025 CEO PRP Report 'CEO Key Performance
Indicators 2024-25 – June Update'*

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL MEETING
Wednesday 18 June 2025
AGENDA BUSINESS ITEM**

Item: 7.2

Responsible Officer: Greg Georgopoulos
Chief Executive Officer

Subject: CEO Key Performance Indicators 2024-25 – June Update

For: Decision

SUMMARY

At its 9 April 2024 meeting, Council adopted the suite of CEO Key Performance Indicators for the 2024-25 financial year.

The role of the CEO Performance Review Panel (the Panel) includes reviewing the performance of the CEO against the agreed Performance Targets. This activity is defined in the Panel's Terms of Reference contained in the Specific Functions clauses and specifically Clause 3.1.2.

In assessing the performance against these targets, the Panel should also consider that the targets remain relevant, achievable and aligned to Council's strategic objectives across the year.

The purpose of this report is to provide the June and final milestone update against each of the 2024-25 CEO Key Performance Indicators, provided in **Appendix 1**.

RECOMMENDATION

The CEO Performance Review Panel resolves:

1. That the report be received and noted.
 2. To advise Council that the CEO [has/has not] substantially met the June 2025 Key Performance Indicators.
-

1. BACKGROUND

Panel Functions

The Panel has specific functions in relation to the CEO's Performance Targets as set out in clauses 3.1.2 and 3.3.3, as follows:

3. SPECIFIC FUNCTIONS

- 3.1 The function of the Panel is to provide advice to Council on the CEO's performance and development, including the following matters:
- 3.1.1 Determining the Performance Targets for the forthcoming 12 month performance period;
 - 3.1.2 Monitoring the progress on the CEO's agreed Performance Targets for the current 12 month performance period;
 - 3.1.3 Reviewing the CEO's performance over the preceding 12 month performance period, in particular the performance against the agreed Performance Targets and position description requirements;
 - 3.1.4 Identifying development opportunities for the CEO; and
 - 3.1.5 Reviewing the remuneration and conditions of employment of the CEO.

2024-25 CEO Key Performance Indicators

The Employment Agreement (the "Agreement") between Council and the CEO was executed on 18 May 2023. The Agreement provides for a performance review process. The Agreement requires the review of the CEO's performance against the position description and any performance indicator(s).

Council adopted a new suite of CEO Key Performance Indicators on 9 April 2024 covering the 2024-2025 financial year.

19.2.1 CEO Setting of KPIs – Confidential Item

Moved Cr Chris Grant
S/- Cr Kirsty Parkin

115/24

Council resolves:

- 1. That the report be received and noted.**
- 2. To endorse and adopt the CEOs KPIs in appendix 1 of the report (Appendix 1).**

Carried Unanimously

The CEO has reported on the milestones achieved for each KPI in September 2024, December 2024, and March 2025. During this time, a CEO Performance Review Process was also endorsed by Council at its 24 September 2024 meeting, and in conjunction with the scheduled KPI reports from the CEO, the following has occurred in line with the approved performance review process:

- The CEO undertook a KPI progress Review in Decembers 2024
- The CEO undertook a full Performance Review in March 2025- April 2025

At the 22 April 2025 Council meeting, Council resolved:

19.3.1 CEO Performance Review Panel Recommendations (CEO Review Report) – Confidential Item

Moved Cr Chris Grant
S/- Cr Kirsty Parkin

147/25

1. That the report be received and noted.
2. To note and receive the CEO Performance Review Report as included in Appendix 1.
3. That the CEO has consistently met or exceeded expectations across all his Key Performance Indicators and Key Result Areas.
4. That the Acting Mayor notify the CEO of the resolution as soon as possible after the 22 April 2025 meeting.

Carried Unanimously

With the finalisation of the 2024-2025 CEO Key Performance Indicators, a revised suite of indicators for 2025-26 have been developed for consideration by the CEO PRP (see Item 11.3).

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective O2 Operate with integrity using best practice governance processes.

Priority O2.1 Demonstrate accountable and transparent decision making.

Objective O3 Support and develop a skilled organisation that is aligned to Council's priorities

The requirement for the Panel to undertake regular review of performance against the agreed CEO Key Performance Indicators enables accountability to be demonstrated and any decisions on changes to performance targets to be actively managed.

➤ **Legal Implications**

The CEO Performance Review Panel is a Section 41 Committee of Council under the *Local Government Act 1999*.

The Key Performance Indicators are part of the CEO Performance Review process. Section 102A of the Act requires the council to review the performance of its CEO at least once each year and, if relevant, before the reappointment of its CEO.

➤ **Risk Management Implications**

The process of annually updating the CEO Performance Targets through Council decision and then reporting and monitoring them throughout the year via the Panel are some of the controls that will assist in mitigating the risk of:

Deficient CEO performance review practices resulting in a lack of accountability and loss of stakeholder confidence.

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

Non-achievement of CEO Performance Targets resulting in loss of community benefit and/or opportunities and/or stakeholder confidence.

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

➤ **Financial and Resource Implications**

There are no financial or resource implications in reporting on projects against the 2024-25 CEO Key Performance Indicators.

Any specific financial or resource implications have been addressed in the *2024-25 Annual Business Plan* or will be dealt with in budget reviews, as required.

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

There is a community expectation that the CEO will manage the organisation's human, financial and physical resources to ensure they are utilised for the best outcomes for the community.

There is a community expectation that the CEO is accountable for, and performs against, the agreed Performance Targets.

➤ **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

➤ **Discussion**

This item provides the opportunity for the CEO to update the Panel on the progress against the 2024-25 CEO Key Performance Indicators to date and identify any issues for consideration.

A summary of the targets and updates are provided in **Appendix 1**.

3. OPTIONS

The Panel has the following options:

- I. That the report be received and noted.
- II. That the Panel makes alternative/additional recommendations to Council relating to the status of the 2024-25 CEO Key Performance Indicators.

4. APPENDICES

- (1) CEO Key Performance Indicators 2024-25 – June 2025 Update

Appendix 1

CEO Key Performance Indicators 2024-25

June 2025 Update

Pillar 1 - Organisational Health

KPI #1– Develop, Implement and Deliver against Council’s 2024/2025 Operational Plans on time and within budget (+ or – 10%)

Pillar 2 - Council Vision & Strategy

KPI #2 – Develop, implement and deliver against a new strategic plan for Adelaide Hills Council

Pillar 3 - Strategic Projects

KPI #3 – Develop and implement a business case for space utilisation for Fabrik (Art Hub)

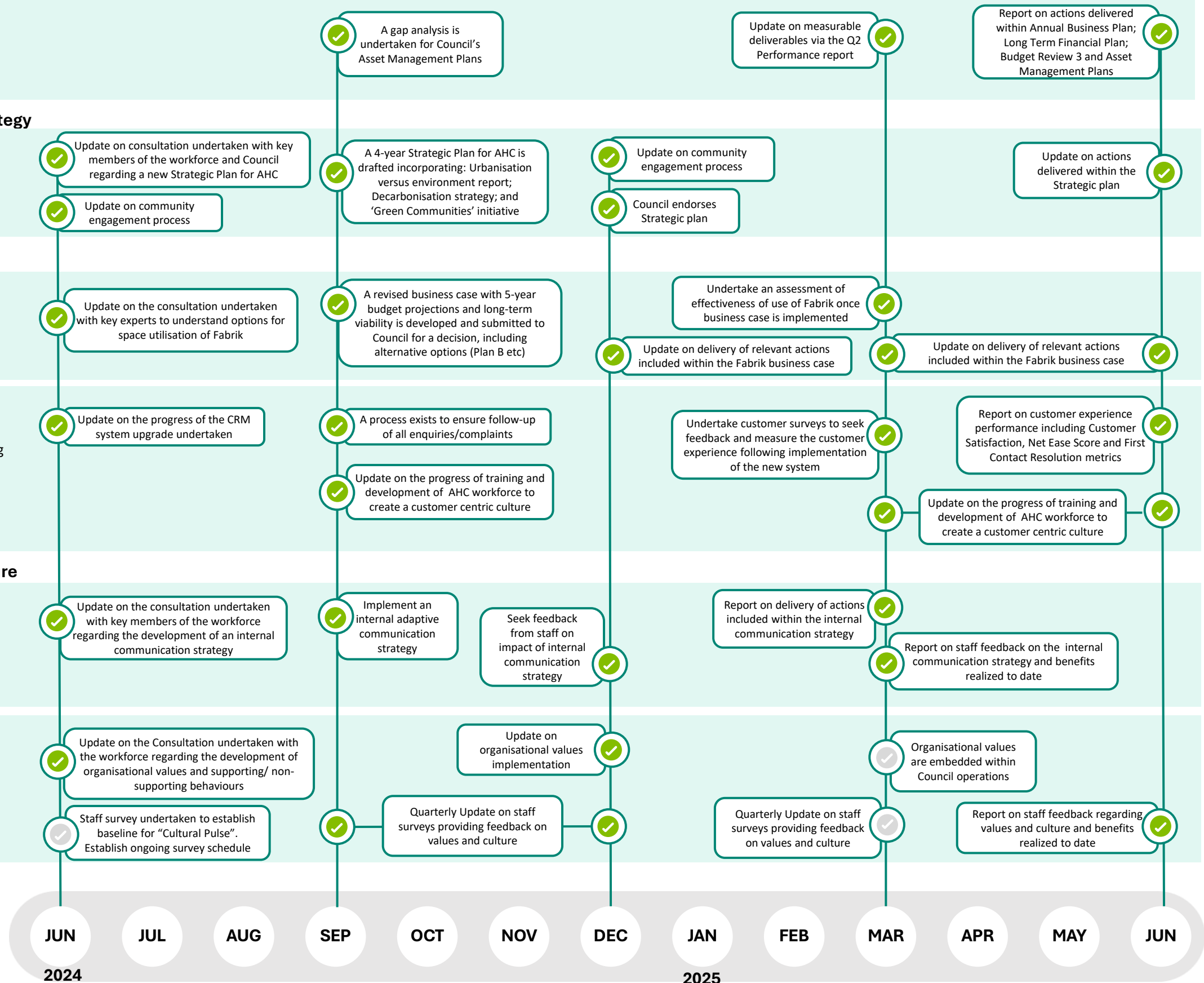
KPI #4 – Complete the Essential Build of the CRM System Upgrade, ensuring there are effective processes for communicating updates and outcomes/resolutions to customers

Pillar 4 - Organisational Culture

KPI#5 – Develop, implement and deliver upon an internal communications strategy

KPI# 6 - Develop and implement a revised set of organisational values

- Legend**
- ✓ = Complete / Ongoing
 - ⏸ = in progress
 - ✗ = attention needed



Key Performance Indicator	Milestone	Due Date	Status	Update
KPI #1– Develop, Implement and Deliver against Council’s 2024/2025 Operational Plans on time and within budget (+ or – 10%)	A gap analysis is undertaken for Council’s Asset Management Plans	Sept 2024	Complete	<p>In mid-2024, staff completed an interim ‘maturity assessment’ of Council’s asset management approach using the Institute of Public Works Engineering Australasia’s asset management maturity assessment tool (sector standard).</p> <p>Previously identified priority gaps in asset management plans include:</p> <ul style="list-style-type: none"> • Buildings assets (existing plan out of date) • Stormwater assets (existing plan out of date) • Public toilets and playgrounds (needs more comprehensive plan). • ‘Green’ credentials and imperatives • Reference to climate change adaptation • Tactical plans for interventional maintenance <p>An external consultant (Tonkin) has been engaged to review this work and undertake an external assessment. The assessment will include an analysis to assess alignment of the AMPs with Council’s strategic priorities, followed by the development of an Improvement Plan which documents steps and resources required to improve asset management planning to achieve the alignment.</p> <p>Elected Members were engaged in an initial workshop on 3 February 2025, which was held to gain an appreciation of Elected Member perceptions of asset management practices and identify any further matters for consideration in the review. Members were subsequently invited to provide further input directly to the consultant. A second workshop with Members will be held on the findings of the assessment in April 2025.</p> <p>The consultant has engaged with the administration throughout the process and at the time of this update, were drafting their initial findings.</p>
	Update on measurable deliverables via the Q2 Performance report	Mar 2025	Complete	<p>Due to a role vacancy, the Q2 Quarterly Performance Report was delayed. Updates on measurable deliverables have since been completed and included in the Q3 Quarterly Performance Report.</p>
	Report on actions delivered within Annual Business Plan; Long Term Financial Plan; Budget Review 3 and Asset Management Plans	Jun 2025	Complete	<p>Council’s Q3 Quarterly Performance Report highlights achievements and actions delivered against the Annual Business Plan 2024-25.</p> <p>A draft LTFP 2026-2040 has been developed and provided to the community for feedback along with the 2025-26 Annual Business Plan. The major strategic matters, particularly asset renewal within an LTFP are derived from Asset Management Plans, which are current. Asset Renewal performance is tracked quarterly through the Budget Review process and is reflected by an Asset Renewal ratio of greater than 100%.</p> <p>On 27 May 2025, Council received the third Budget Review (BR3) of the 2024-25 financial year. BR3 materially aligned with BR2, with an immaterial increase in operating costs more than offset by an increase in grant income recognised.</p> <p>Financial Performance by Asset (actuals as at 31 May) and a forecast to Year End (30 June) is included at <i>Appendix 1</i>.</p>

Key Performance Indicator	Milestone	Due Date	Status	Update
KPI #2 – Develop, implement and deliver against a new strategic plan for Adelaide Hills Council	Update on consultation undertaken with key members of the workforce and Council regarding a new Strategic Plan for AHC	Jun 2024	Complete	Senior staff were engaged in the further development of Strategic Plan goal areas immediately after the November 2023 Council Member visioning workshop. In the new year, managers and subject matter experts within the workforce were engaged in further developing content against objectives within each goal area. Broader staff engagement commenced in early August 2024. Council Members have been engaged in a series of workshops during the first half of 2024.
	Update on community engagement process	Jun 2024	Complete	The broader community was initially engaged through the community survey process in 2023 which was widely promoted. Targeted stakeholder engagement has occurred where applicable during the development of content. Consultation on the draft is underway over September 2024 including 3 community information events to seek feedback.
	A 4-year Strategic Plan for AHC is drafted incorporating: Urbanisation versus environment report; Decarbonisation strategy; and ‘Green Communities’ initiative	Sep 2024	Complete	<p>A draft was presented to, and adopted by, Council for consideration at the 27 August 2024 Council Meeting. The draft includes priorities encompassing the initiatives listed in this milestone.</p> <p>Will be provided as part of adoption of the final plan in November 2024.</p>
	Update on community engagement process	Dec 2024	Complete	<p>The final stage of community consultation was undertaken over the period 30 August 2024 to 24 September 2024 (25 calendar days). The key engagement activities included:</p> <ul style="list-style-type: none"> • Online survey on the Council’s community engagement web portal • Public forum at Norton Summit on Monday 16 September (6:30 – 7:30pm) • Webinar on Tuesday 17 September (5-6pm) which was recorded and posted online • Public forum at Gumeracha on Wednesday 18 September (6:30 – 7:30pm) <p>A total of 70 Participants provided feedback on Council’s Draft Plan. 36 Respondents provided online submissions, 5 provided their feedback via hardcopy submission form, 13 participants provided a response by email and 16 attended an information night/online webinar where verbal feedback was collated.</p> <p>The outcomes were discussed with Council at the 1 October 2024 workshop and the final results presented officially in the consultation report adopted on 12 November 2024.</p>
	Council endorses Strategic plan	Dec 2024	Complete	Council adopted the final Strategic plan at its meeting on 12 November 2024.
	Update on actions delivered within the Strategic plan	Jun 2025	Complete	An update on actions delivered against the ‘Your Place Your Space’ Strategic Plan 2024 is available at <i>Appendix 2</i> .

Key Performance Indicator	Milestone	Due Date	Status	Update
KPI #3 – Develop and implement a business case for space utilisation for Fabrik (Art Hub)	Update on the consultation undertaken with key experts to understand options for space utilisation of Fabrik	Jun 2024	Complete	Consultation included researching and benchmarking of artist studios to understand market rates and amenities within the arts industry. Additionally, we investigated venue hire costs and facilities in Adelaide and the Adelaide Hills to ensure Fabrik’s venue hire offerings are competitively priced and attractive to potential hirers.
	A revised business case with 5-year budget projections and long-term viability is developed and submitted to Council for a decision, including alternative options (Plan B)	Sep 2024	Complete	Council received the Fabrik Business and Implementation Plan at its meeting on 28 May 2024. The Plan includes 5-year budget projections as well as plans relating to governance, staffing, marketing and arts programming. The Fabrik Arts + Heritage Hub will open to the public on 20 September 2024
	Update on delivery of relevant actions included within the Fabrik business case	Dec 2024	Complete	A considerable number of actions have been completed in the last quarter. Separate attachment provides a detailed summary of status and comments against each action in the business plan.
	Undertake an assessment of effectiveness of use of Fabrik once business case is implemented	Mar 2025	Complete	An assessment has been completed against: <ul style="list-style-type: none"> • Programs and work streams identified in the Business Plan • The evaluation and measures criteria in the Business Plan
	Update on delivery of relevant actions included within the Fabrik business case	Mar 2025	Complete	All but one of actions due by March 2025 (12 out of 13) has been completed. See <i>Appendix 1</i> update on the delivery of actions in the business plan.
	Update on delivery of relevant actions included within the Fabrik business case	June 2025	Complete	All but one of actions due by June 2025 (12 out of 13) has been completed. See <i>Appendix 3</i> update on the delivery of actions in the business plan.

Key Performance Indicator	Milestone	Due Date	Status	Update
KPI #4 – Complete the Essential Build of the CRM System Upgrade, ensuring there are effective processes for communicating updates and outcomes/resolutions to customers	Update on the progress of the CRM system upgrade undertaken	Jun 2024	Complete	
	A process exists to ensure follow-up of all enquiries/complaints	Sep 2024	Complete	<p>New Salesforce CRM successfully deployed 29th July 2024. Includes new system for staff and <i>My Adelaide Hills</i> online platform for customers to report issues or request services.</p> <p>The new system includes automated workflows that inform staff when a new case has been created and when a case needs further action.</p>
	Update on the progress of training and development of AHC workforce to create a customer centric culture	Sep 2024	Complete	<p>Training in the new system was delivered to over 150 staff prior to deployment in July. Further training is being provided to users and teams to leverage customer features in the system.</p> <p>Investigations underway into further initiatives to create a customer centric culture. This work is related to the development of organisational values and service reviews.</p>
	Undertake customer surveys to seek feedback and measure the customer experience following implementation of the new system	Mar 2025	Complete	Customer surveys have been configured and deployed through Salesforce CRM. Customers receive a survey invite through an automatic notification that their case has been completed. The surveys collect customer feedback on key metrics including general sentiment, customer satisfaction, ease of interacting with Council, first contact resolution and responsiveness. A dashboard has been developed to enable management to understand opportunities for improvement.
	Update on the progress of training and development of AHC workforce to create a customer centric culture	Mar 2025	Complete	Detailed system administration training delivered to key users in December-January. Additional change management and training initiatives commenced February 2025 to support new users, maximise use of the system and support an enhanced customer experience through use of customer notification features.
		Jun 2025	Complete	In April 2025, the customer service team commenced analysis of customer experience survey feedback to identify unresolved issues and proactively contact affected customers, while also uncovering opportunities for service improvement. Staff have also reported that the ‘Chatter’ feature in the Salesforce platform has enabled enhanced collaboration and communication about customer enquiries and requests.
	Report on customer experience performance including Customer Satisfaction, Net Ease Score and First Contact Resolution metrics	Jun 2025	Complete	CRM Customer Experience Report is available at <i>Appendix 4</i> .

Key Performance Indicator	Milestone	Due Date	Status	Update
KPI#5 – Develop, implement and deliver upon an internal communications strategy	Update on the consultation undertaken with key members of the workforce regarding the development of an internal communication strategy	Jun 2024	Complete	Consultation undertaken by survey in early 2024 and a resulting strategy developed.
	Implement an internal adaptive communication strategy	Sept 2024	Ongoing	<p>Initial activities implemented include a staff e-newsletter and a changed format for the All-Staff Meetings based on consultation feedback.</p> <p>A further review of the communication strategy identified accessibility gaps which are now being addressed through the implementation and investigation into technology solutions to improve and expand communication channels. Some of the new activities implemented include:</p> <ul style="list-style-type: none"> A successful grant of \$45,000 funded the purchase of 45 Apple iPhone SE smartphone devices that will be deployed to all Civil and Open Space team members who currently don't have a mobile device by 20 December 2024. This will mean all field staff will have the ability to access the main communication channels of Microsoft Outlook, Microsoft Teams and Hills Hub Intranet. They will also be able to access business systems when working in the field including Confirm Asset Management solution, Salesforce Customer Request Management, and support apps like BOM weather and Alert SA. The launch on 13 December 2024 of a new SharePoint Online Intranet homepage featuring enhanced tools to share communication and collaborate that can be accessed from any device with an internet connection. The progressive transition from SharePoint 2016 On-premise to SharePoint Online will enable superior integration with Councils other business systems including Salesforce CRM and facilitates easier remote working as well as supporting future enhancements including integration with generative AI. Microsoft Teams will augment SharePoint by increasing the ability to share content with staff. It will also allow communications to be tailored for every staff member, eg: by topic, areas of interest, locations, or work <p>The initial comms plan is being expanded to include more strategy around culture, communication channels, and organisational development.</p>
	Seek feedback from staff on impact of internal communication strategy	Dec 2024	Complete	We have gathered feedback from staff on a number of initiatives that make up our communications strategy. This includes our meeting forums, our IT initiatives. An element of our approach to our internal communications is to seek feedback on our communications. This is an ongoing process.
	Report on delivery of actions included within the internal communication strategy	Mar 2025	Complete	Based on learnings from the implementation of the communications strategy in 2024, a multi-prong approach has been developed for 2025. See <i>Appendix 2</i> for initiatives delivered.
	Report on staff feedback on the internal communication strategy and benefits realized to date	Mar 2025	Complete (June)	The March update recorded this milestone as 'in progress' due to the evolving nature of the initiatives at that time. A current report is included for information at <i>Appendix 5</i> .

Key Performance Indicator	Milestone	Due Date	Status	Update
KPI# 6 - Develop and implement a revised set of organisational values	Update on the Consultation undertaken with the workforce regarding the development of organisational values and supporting/ non-supporting behaviours	Jun 2023	Complete	
	Staff survey undertaken to establish baseline for “Cultural Pulse”. Establish ongoing survey schedule	Jun 2024	In Progress	Initial staff survey conducted as part of Values project. Ongoing survey schedule has not yet been established. On review of the survey intent, it is suggested that the ongoing survey schedule be deferred until the values are rolled out to staff (post March 2025)
	Quarterly Update on staff surveys providing feedback on values and culture	Sep 2024	Complete	We have been working with Consultants in developing the values, and a staff survey on this was presented to staff at the 1 August all staff meeting. The initial survey has been completed, with results currently being analysed. The future survey schedule has yet to be finalised. As part of the process, we are forming a group of staff champions to represent their peers/areas and to assist in refining the information that comes out of the survey. Staff Champion Workshops are planned for September and October.
		Dec 2024	Complete	A staff survey schedule is not currently in use and as such, staff feedback is being represented via the work that the staff champions provide on the value project.
		Mar 2025		Advice received not to proceed with survey as results diminishing in value due to survey fatigue
	Update on organisational values implementation	Dec 2024	Complete	Staff champion workshops held 26 Sept 2024 & 24 October 2024. This formation stage of the project has culminated in 4 value statements. The next phase will involve these being condensed to become clear simple values. The team of 20 values champions will be tasked with doing this in December or early in the new year. The values champions will present on progress at the 12 December All Staff meeting. The Values Champions and SLT are being invited to a specific Crucial Conversations training session in December just for them – this is to help promote the program across the organisation, give them skills to have better conversations around things like the values and involve them more in championing the future of the organisation
	Organisational values are embedded within Council operations	Mar 2025	In Progress	The Values Champions met on 18 th February for the final values session. The purpose of that session was to road test the values which had been discussed and were presented on at the All Staff meeting. See <i>Appendix 3</i> for update.
	Report on staff feedback regarding values and culture and benefits realized to date	Jun 2025	Deferred	Workshop on 13 June 2025 to finalise the Values. Next steps to implement the values across the organisation.

CEO Key Performance Indicators 2024-25 | June Update
APPENDIX 2 | Financial Performance by Asset


The following table depicts the financial performance by asset at 31 May and provides a forecast to 30 June 2025.


Asset Category	YTD Actuals to May 2025 \$'000s	EOY Forecast \$'000s
BRIDGE	291	568
BUILDINGS	868	1,062
CEMETERIES	25	32
CWMS	149	225
FOOTPATHS	554	644
KERBING	24	52
LRCIP	706	1,615
OTHER: Street Furniture, Traffic Mngt	137	386
ROADS	4,620	6,947
SPORT & REC	364	402
STORMWATER	90	252
FLEET	2,247	3,598
ICT	277	498
PLANT & EQUIP	28	45
Project Management Costs	-	1,314
Total	10,379	17,640


Your Place Your Space Strategic Plan 2024


Actions Delivered to June 2025



	Objective	Actions Delivered
Natural Environment	NE1 Pursue our adopted pathway to achieve net zero carbon emissions	<ul style="list-style-type: none"> • (1.1) 'Towards Zero Emissions – A Carbon Management Plan' adopted by Council • (1.1) Extensive preparatory work for the new Australian Accounting Standards Board Accounting Standards S1 and S2 is being conducted internally • (1.2) Transitioned an additional 4 light fleet vehicles to fully electric and trialling an electric 3 tonne truck • (1.2) Upgraded telematics software for the light fleet to enable accurate carbon emission baseline reporting • (1.3) Completed investigation into opportunities for direct energy purchasing from renewable energy producers. From 1 July 2025, council will be on a 100% sustainable power contract • (1.4) The Sustainable Procurement Policy has been completed, adopted by Council and implemented into administrative processes
	NE2 Support businesses to decarbonise and transition to sustainable lifestyle practices (green communities)	<ul style="list-style-type: none"> • (2.1) A Cost and Emissions Analysis of the Community Renewables Program undertaken by external consultant (Dsquared) and report received by Council. Funding allocation included in the draft 2025-26 Annual Business Plan • (2.2) In collaboration with Green Industries SA and the Adelaide Hills Region Waste Management Authority Council hosted a textile recycling event in May 2025 that resulted in 6 cubic metres of material being diverted from landfill • (2.2) Council promoted waste diversion and recycling via staffed stalls at the Birdwood Farm Day (in partnership with KESAB) and the Uraidla Community Forum, and via a display for International Composting Awareness Week at the Stirling Library. • (2.3) Council continues to work with consultants and service delivery partners to negotiate, plan and deliver an expanded weekly FOGO collection service which is suitable for residents and economically viable. • (2.3) Grant funding has been awarded by Green Industries SA to enable the weekly FOGO trial expansion and promote the diversion of food waste to our green organics bins.
	NE3 Protect, improve, expand and connect habitat	<ul style="list-style-type: none"> • (3.1) Secured \$1.97M for the Cox Creek Bridgewater Restoration Project, funded by the Australian Government's Natural Heritage Trust under the Urban Rivers and Catchments Program to improve riparian habitat through a number of public and private properties from Mt George Conservation Park to Engelbrook Reserve. • (3.1) Approx 4290 contractor and staff hours undertaking bush care activities across 53 high biodiversity value reserves and 57 Native Vegetation Marker System road reserves • (3.4) Approx 1250 volunteer hours across 34 high biodiversity value reserves and road reserves • (3.4) Actively collaborated with 15 Volunteer Groups, 3 State Government departments, 3 Non-government organisations, 3 recovery groups for threatened and declining species, and 1 university to care for country.
	NE 4 Build resilience in the natural environment to adapt to climate and other environmental changes	<ul style="list-style-type: none"> • (4.1) Collaborated with DEW to conduct 1 controlled burn at Mylor Parklands • (4.1) 370 hours contracted biodiversity works on post burn weed control for previous controlled burns • (4.3) Committed to the Regional Climate Change Cross-Sector Partnership to build climate resilience along with affiliates of 'Resilient Hills and Coasts' • (4.4) Finalised Heritage Agreement Hampton Reserve, Mylor
	NE 5 Improve landscape character and amenity value on Council managed land	<ul style="list-style-type: none"> • (5.2) Implemented scheduled tree audits across high priority congregation areas • (5.3) Converted to electronic mobile maintenance workflow processes integrated with CRM • (5.3) Reviewed operational staff resourcing and realigned team structure to optimise the delivery of landscape improvements on council land

	Objective	Actions Delivered
Community Wellbeing	CW1 Promote and support reconciliation	<ul style="list-style-type: none"> • (1.1) The Innovate Reconciliation Action Plan 2025-26 adopted by Council
	CW2 Enrich, empower and support connected communities	<ul style="list-style-type: none"> • (2.1) Positive Ageing Program delivering approx. 1700 hrs of in home assistance and 4100 hrs of social support through group activities and community programs • (2.2) Council approved the awarding of Community Development Grants totalling \$43,725 for various initiatives • (2.3) Stirling Library: Revamp of spaces including café, magazine/reading areas, and activation of outdoor seating space. Launch of 'Classics Collection' with support from the Stirling Friends of the Library • (2.4) Volunteers participating in the Volunteering Program have contributed approx. 2978 hrs to council programs. Fabrik Volunteering Program initiated
	CW3 Embrace diversity in our community and build on community strengths	<ul style="list-style-type: none"> • (3.1) Council awarded an Honourable Mention in the 'Addressing Violence against Women and their Children' category at the 2024 National Awards for Local Government
	CW4 Build community resilience for the future	<ul style="list-style-type: none"> • (4.2 and 4.4) Developed a Community Support Hub toolkit and framework with input from key stakeholders including community, state government agencies and emergency services • (4.2 and 4.4) Establishment of Community Bushfire Reference Group to provide advice in areas including bushfire mitigation strategies, local bushfire risks, and effective community preparedness approaches • (4.5) Completed review of 'Community Resilience' function ahead of the federally funded program concluding in March 2025. Permanent Community Resilience Officer position created to ensure ongoing support to communities to prepare and recover from emergencies
	CW5 Foster cultural identity and connection to place	<ul style="list-style-type: none"> • (5.1) Fabrik Arts + Heritage completed and operational • (5.2) Promotion of Fabrik Arts + Heritage and recognition as world-class venue. The Gallery is currently booked for exhibitions until 2027. Other opportunities created for the arts industry across the region includes SALA at the Summit, Balhannah Oval Toilets Community Art Mural Project: 'Elevate and Create Youth Arts Mural', Upper Sturt Toilet Murals • (5.3) Support of public art and cultural experience includes Fabrik Christmas Handmade Market, public art projects including the Fire Pit artwork in Mill Square Lobethal, and the Adelaide Hills literary program – 'Winter Words'
	CW6 Promote physical, mental and social wellbeing	<ul style="list-style-type: none"> • (6.1) Uraidla Play Space community consultation undertaken – input from engagement led to concept plan including nature based play elements • (6.2) Regional Public Health and Wellbeing Plan – update report received by Council in November 2024 which included a number of highlights. • (6.3) Community health and wellbeing initiatives delivered include the Amy Gillett Bikeway Project and Discover Play Bikeway Event • (6.5) New trail signage erected for the Pioneer Women's Trail • (6.6) Launch of dedicated natural burial ground located within the Kersbrook Cemetery, Martungka, providing a cemetery offering to meet changing community preferences

	Objective	Actions Delivered
Built Form and Economy	BFE1 Guide development that fosters vibrant and resilient communities, promotes appropriate design and enhances liveability	<ul style="list-style-type: none"> • (1.1) Workshop with elected members to identify high-level approach to a Housing Strategy. Provided feedback to the State Government on the Greater Adelaide Regional Plan, including on the housing targets relevant for the AHC area. • (1.2) Partnership with the State Government to future proof water supply in townships without access to main pipelines
	BFE2 Nurture a distinctive sense of place, support activation activities and recognise and celebrate our rich heritage	<ul style="list-style-type: none"> • (2.4) Undertook the biennial community survey, including a series of questions to understand the amenity and character traits that are most important to the community
	BFE3 Develop and maintain infrastructure to support liveability and sustainable economic activity	<ul style="list-style-type: none"> • (3.1) Delivery of the Fox Creek Road and Basket Range Road Blackspot projects • (3.3) Engaged external consultant (Tonkin) to review and undertake an external assessment. Workshops held with elected members to discuss the findings of the assessment.
	BFE4 Improve utilisation of council and community facilities	<ul style="list-style-type: none"> • (4.1) Review of staff accommodation complete with action being taken to relocate staff from Garrod Crescent tenancy. 6-month notice period of termination of lease agreement in progress • (4.2) Birdwood Hall and Lobethal Senior Citizens Club renewal projects complete to preserve the buildings and encourage increased utilisation. Renewal works continue across council assets occupied by community groups to encourage greater utilisation.
	BFE5 Promote sustainable prosperity by supporting tourism, creative industries, primary production and vibrant townships	<ul style="list-style-type: none"> • (5.2) Through Regional Development Australia – Adelaide Hills Fleurieu and Kangaroo Island Network funded by Council, delivery of a Hills and Coast Business Grant for manufacturing, providing up to \$20,000 for investing in productivity improvements • (5.3) Funded partnership with the Stirling Business Association (SBA) for the SBA to implement a targeted marketing campaign to increase customer visitation to Stirling, including updated branding and website, digital marketing, activations/events and exploring street beautification opportunities • (5.3) Renewed funding partnership with Adelaide Hills Tourism

	Objective	Actions Delivered
Organisation	O1 Embrace technology solutions and digital transformation to enhance our organisation and the community experience	<ul style="list-style-type: none"> • (1.1) The Customer Relationship Management Project has commenced and making considerable progress • (1.2) Enterprise Resource Planning (ERP) has been identified and preliminary work has begun • (1.2) An interim Human Resources information system has been identified and is largely implemented • (1.2) The established Digital Transformation Strategy has picked up speed with the implementation of the SharePoint
	O2 Operate with integrity using best practice governance processes	<ul style="list-style-type: none"> • (2.1) Continue to maintain the Confidential Items Register and record elected member attendance at meetings and workshops • (2.2) Drafted revised Corporate Performance Indicators to align with 'Your Place Your Space Strategic Plan 2024 • (2.3) Completed first stage of review of the Code of Practice for meeting procedures incorporating work, health and safety obligations • (2.3) Preparing for supplementary election after resignation of 3 elected members • (2.3) Presented behavioural complaint matters to Council • (2.3) Established an Internal Audit Program to commence July 2025 • (2.3) Developed a Council Members Work Health and Safety Policy • (2.3) Representation Review submitted to South Australian Electoral Commission
	O3 Support and develop a skilled organisation that is aligned to council's priorities	<ul style="list-style-type: none"> • (3.1) Implemented internal communications initiatives delivered including CEO newsletter on a routine monthly basis, upgraded internet allowing for an enhanced experience with news stories updated promptly, and 'News from the Council Chamber'. MS Teams continues to be enhanced, with multiple channels now available. The commencement of 'Management Meetings' has enabled discussion of operating priorities to be progressed. All Staff Meetings continue with a more formalised structure
	O4 Engage and advocate for our communities	<ul style="list-style-type: none"> • (4.3) Engaged with stakeholders regarding boundary reform including facilitated community forums, meetings with the Woodforde and Morialta Residents Associations, development of communication plans, and working with local media outlets
	O5 Evolve council's functions and services to meet the current and future needs and aspirations of our community	<ul style="list-style-type: none"> • (5.2) Draft Long Term Financial Plan 2026-2040 and draft Annual Business Plan 2025-26 prepared and endorsed by Council for community consultation • (5.3) New survey mechanism developed and implemented to regularly seek feedback from customers through the CRM system • (5.3) New dashboard implemented to measure key metrics including customer satisfaction, Net Ease Score and First Contact Resolution

Fabrik Business Plan Reporting Implementation and Opening Action Plan				June 2025 Update	
	Action	Timing	Milestone	Status	Comments
1	Employ Public Program Officer	August 2024 (6 weeks prior to opening)	Suitable candidate engaged	Completed	Public Programs Officer commenced September 2024. Recruitment occurred slightly behind schedule but has not impacted operations.
2	Employ Business Development Officer	August 2024 (6 weeks prior to opening)	Suitable candidate engaged	Completed	Business Development Officer commenced September 2024. Recruitment occurred slightly behind schedule but has not impacted operations.
3	Employ Marketing Officer	August 2024 (6 weeks prior to opening)	Suitable candidate engaged	Completed	Communications Officer commenced October 2024. Appointment occurred slightly behind schedule with marketing activities resourced with temporary contractor in the interim.
4	Employ Retail Casuals	September 2024 (3 weeks prior to opening)	Casual pool established to work weekends	Completed	Four Retail Customer Service Officers commenced and inducted in September 2024.
5	Develop volunteer program Volunteers will support retail operations during weekdays, customer support in the Blanket Building and gallery, and assistance for public programs, events and exhibitions	September 2024 (3 weeks prior to opening) – Opening team recruited and inducted	Pool of volunteers available to work weekdays and weekends	Completed	Commenced with an opening pool of 32 volunteers.
		December 2024 – Second stage recruitment commenced two months after opening		Completed	Second stage completed – additional 6 volunteers recruited and inducted. This will be an ongoing activity to ensure appropriate resourcing.

6	Develop and commence marketing strategy	August 2024 (6 weeks prior to opening)	As per Marketing Strategy roadmap	Completed	Opening marketing plan developed and implemented in the lead up to the opening in late September 2024. Marketing and Communications Strategy developed to guide the next five years in November 2024.
7	Develop public program Build on existing high-quality activities, including exhibitions, workshops and events Include participation in annual Fringe, SALA and History festivals Exhibitions	 September 2024 – First 12 months of exhibitions scheduled prior to opening	Visitation targets achieved as per Evaluation Criteria for Tourism, Community and Arts Support	 Completed	 Exhibitions scheduled until 2026, including partnerships with Country Arts SA, JamFactory and Fibre Arts Australia.
	Workshops	March 2025 – First 6 months of workshops scheduled prior to opening		Completed	2-3 workshops are being offered each month, with planning into March 2025. Additionally, two community crafting groups meet at Fabrik monthly.
8	Develop Retail Space Development of a retail space within the Pavilion to showcase high quality, artisan-made goods	September 2024	Sales and gross profit targets achieved	Completed	Retail space opened in September 2024.
9	Develop venue hire package	September 2024 (Established in time for opening)	Income targets are reached	Completed	Venue hire package completed and published in January 2025.

	Research, develop and promote a venue hire schedule.				
	Develop tourism products and partnerships.	September 2024 (Established when Business Development Officer commences)	Income targets are reached	In Progress	Initial discussions with tour operators underway.
10	Launch Mill Stories Museum Display Simple display in Blanket Building The rollout of the display will be staged, with each stage dependent upon funding received through the History Trust of SA's Museum and Collections program.	September 2024		Completed	Display completed in the Blanket Building consisting of items donated to Fabrik or loaned by community members.
	Launch of stage 1 display in Mill Shed	January 2026		In Progress	Work is underway with Pinata Studio (funded by the History Trust of SA) to develop the display in the Mill Shed. Working with OWMMI regarding future long-term options for their collection.
11	Develop First Nations Reference Group Build upon existing relationships to develop a reference group with First Nations custodians, artists and community members, to inform and develop a program that is inclusive and sensitive to First Nations cultures.	August 2025 August 2026	Terms of Reference and member selection completed Review outcomes and Terms of Reference	Not commenced	

	Ensure the Fabrik site and its programs provide a safe place for First Nations artists and visitors.	Ongoing		Ongoing	
	Ensure Fabrik's programs celebrate and share First Nation's cultures, histories and heritage.	Ongoing		Ongoing	<p>In consultation with Ngarrindjeri weaver, Aunty Ellen Trevorrow, Fabrik's opening exhibition was strongly informed by First Nations cultural understandings. The exhibition also included First Nations artists.</p> <p>Fabrik opening commenced with a smoking ceremony by Uncle Mickey Kumatpi O'Brien.</p> <p>First Nations artists are represented in Fabrik's retail.</p> <p>Two exhibitions programmed in 2025 and 2026 are showcasing First Nations artists (in collaboration with Country Arts SA).</p>
12	<p>Develop Artist in Residence Program</p> <p>A live-in residency, with a focus on artists working with textiles and/or community engaged practice Developed and promoted to attract national and international interest and engagement</p>	<p>September 2025</p> <p>Scoped and advertised within first 12 months of operation</p>	3 external residencies confirmed	In progress	<p>The broader residency program is still in development.</p> <p>A pilot program was held, in partnership with 16abermarle arts space (Sydney) with a Thai artist in residence for 6 weeks.</p> <p>A further Artist in residency was held in early 2025 in partnership with Country Arts SA.</p>



CRM Customer Experience
CEO KPI #4 June 2025



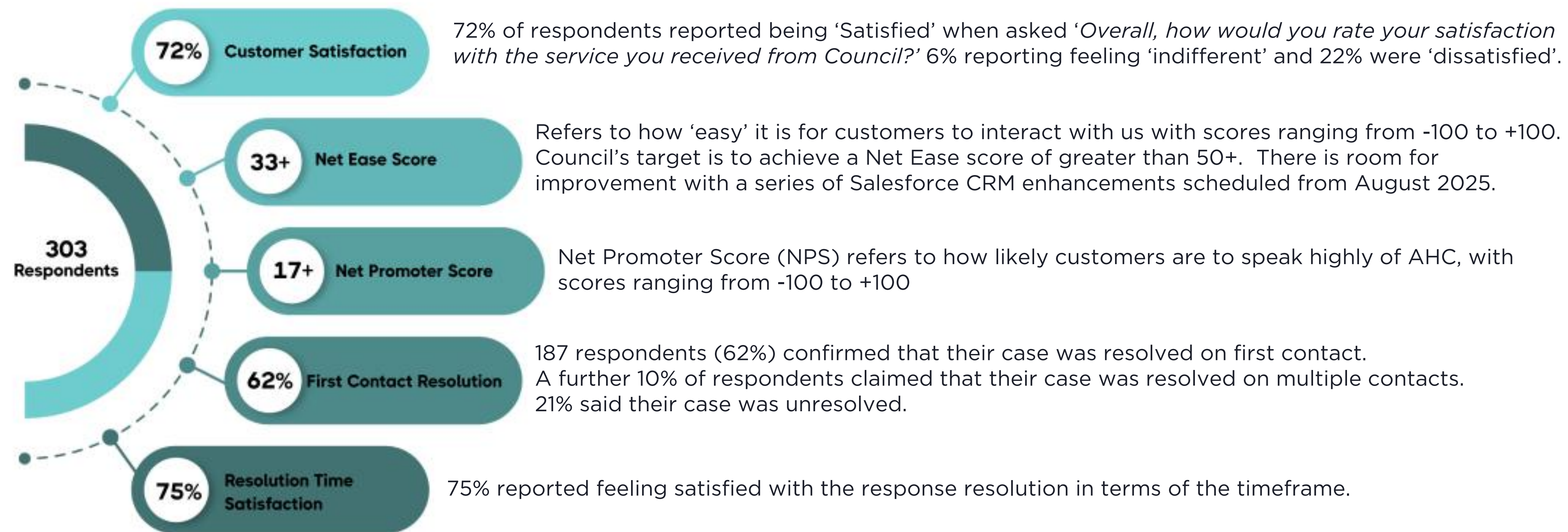
Introduction

In July 2024, Council transitioned to a new Salesforce-based CRM, which enables improved visibility of customer service performance through real-time dashboards and analytics.

Customer Experience Surveys were implemented in January 2025, with customers receiving a link to the survey through an automated email or SMS when their enquiry or request was resolved. The survey asks a number of questions about customer satisfaction, ease of interaction, general sentiment and the resolution of their enquiry.

The following statistics are generated from the data provided by 303 customers who responded to a survey (2,746 survey requests were sent to customers with closed cases).

Baseline data collected from 29 January 2025 – 4 June 2025



Activities/Initiatives	Description
Feedback	<ul style="list-style-type: none"> • Feedback received continues to support the all-staff gathering as an important element of the internal communications. The varied approach and interactive elements have made this increasingly popular. Extending the more the unstructured aspects of the meeting have been encouraged. • SharePoint data is being used to understand the demand for and utilisation of information. Early assessments indicate that some themes, in particular more operations focused are of more interest than those of a more strategic/political nature. • Work has begun to understand ways to improve the SharePoint interface to improve communications outcomes. • A CEO newsletter is being distributed on a routine monthly basis, as well as 'News from the Council Chamber' provided to staff from the Acting Mayor. • The increased use of Teams channels for general communication is relatively new, so feedback has neither been sort or received on this. • Timing of internal communications for topical matters has been raised. Prompt communications can be challenging and will be an increased focus in 2025/26. • Early planning has started for the development of the 2025/26 comms plan, which will include a staff survey to establish a people focused approach.
Future Initiatives	<ul style="list-style-type: none"> • A new plan is in the early stages of development. This will continue with the most efficient and effective elements of the 24/25 plan whilst incorporating new initiatives. • Top Down <ul style="list-style-type: none"> • Three All Staff Meeting per year • Monthly CEO/ELT Update

	<ul style="list-style-type: none">• Across organisation communications<ul style="list-style-type: none">➤ Teams➤ Managers forum➤ Re-initiate SLT forum• Enterprise agreement working groups.• Development of metrics where practicable of high value themes for communication.• Elements that still need to be explored in the next plan is the development of comms plans for the Manager Forum as well as for each Director/Directorate.• The focus of the Executive will be timeliness of communications whilst the Comms Team will be working on developing front line feedback communication strategies for consideration.
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**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 8 July 2025
AGENDA BUSINESS ITEM**

Item:	12.4
Responsible Officer:	Gary Lewis Director Corporate Services Corporate Services
Subject:	Local Government Community Engagement Charter
For:	Decision

SUMMARY

The Office of Local Government are consulting with Councils and communities statewide, encouraging feedback on the draft *Local Government Community Engagement Charter*. Community consultation closed on 29 June 2025. Before the deadline, the Administration submitted preliminary feedback and requested an extension to submit the final Council endorsed feedback by 9 July 2025.

This report seeks Council endorsement of Adelaide Hills Council's draft *Final Submission – Local Government Community Engagement Charter* (Draft Final Submission) to be issued to the Office of Local Government (OLG) with a copy provided to the Local Government Authority for their information.

Elected Members have been invited to provide feedback on the submission prior to receiving this Report, in order to meet the tight engagement deadlines dictated by the OLG.

The draft Final Submission for the Office for Local Government is in **Appendix 2** for endorsement.

RECOMMENDATION

Council resolves:

- 1. That the Local Government Community Engagement Charter report be received and noted.**
 - 2. That Council endorse the Adelaide Hills Council's draft Local Government Community Engagement Charter Final Submission be issued to the Office of Local Government with a copy provided to the Local Government Authority for their information.**
 - 3. That the CEO is authorised to make administrative changes that do not substantively change the content of the submission.**
-

1. BACKGROUND

From October 2023 to March 2024, the Office of Local Government undertook community engagement around the Local Government Participation and Elections Review. This process involved a statewide engagement where community members and councils could provide feedback on ideas and suggestions on how communities can better engage with their councils through a council term and, particularly, at election time. Adelaide Hills Council provided a feedback submission as part of this engagement.

12.3 Local Government Participation and Elections Review Report

7:55pm Cr Louise Pascale left the meeting room and did not return.

7:57pm Cr Pauline Gill left the meeting room and did not return.

Moved Cr Adrian Cheater
S/- Cr Leith Mudge

45/24

Council resolves:

1. That the report be received and noted.
2. That Council endorse the Adelaide Hills Council Local Government Participation and Election Review Final Submission be issued to the Office for Local Government with a copy provided to the Local Government Authority for their information.

VARIATION

Through the presiding member, with the consent of the Mover and Seconder, leave of the meeting was sought and granted to vary the motion by adding Point 3.

Council resolves:

1. That the report be received and noted.
2. That Council endorse the Adelaide Hills Council Local Government Participation and Election Review Final Submission be issued to the Office for Local Government with a copy provided to the Local Government Authority for their information.
3. That the CEO is authorised to make administrative changes that do not substantively change the content of the submission.

Carried Unanimously

The Local Government Participation and Elections Review Engagement Outcomes Report was released in June 2024.

On Friday 30 May 2025, the OLG released their draft Local Government Community Engagement Charter for public consultation. This charter has been drafted utilising feedback from the Local Government Participation and Election Review and incorporating elements of the Local Government Association of South Australia (LGASA) community engagement charter that was drafted and presented to the OLG / Minister of Local Government in early 2021.

The Adelaide Hills Council Local Government Community Engagement Charter submission has been developed through discussions between relevant Adelaide Hills Council staff and in coordination with engagement practitioners based across South Australian councils.

The draft Final Submission is available in **Appendix 2**.

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal 2	Community Wellbeing
Objective CW3	Embrace diversity in our community and build on community strengths.
Priority CW3.3	Explore contemporary models for young people to participate in and shape their communities by influencing decisions and policies that affect their futures.
Priority CW3.5	Engage with diverse community groups to identify and address barriers to safe and equitable access to services, programs and facilities.
Goal 4	Organisation
Objective O4	Engage and advocate for our communities.
Priority O4.1	Develop a robust Community Engagement Framework including exploring opportunities for community to participate in decision making.
Priority O4.2	Advocate on behalf of the community to represent its needs and views with relevant stakeholders and decision makers.

➤ **Legal Implications**

The Local Government Act 1999 and the draft Local Government Community Engagement Charter set out mandatory minimum actions for community engagement on legislated activities listed in the Charter. The Act also requires councils to prepare, consult on, and adopt a Community Engagement Policy that aligns with both the Act and the Charter.

Once the Charter is determined by the Minister, a new Community Engagement Policy will be required.

➤ **Risk Management Implications**

Failure to make a submission results in Council views not being considered.

Inherent Risk	Residual Risk	Target Risk
Low (2D)	Low (1D)	Low

➤ **Budget, Financial and Resource Implications**

There are no budgetary implications in making a submission.

➤ **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:

<i>Council Committees:</i>	Not applicable
<i>Council Workshops:</i>	Not applicable
<i>Advisory Groups:</i>	Not applicable
<i>External Agencies:</i>	Discussions with SA LG community engagement practitioners
<i>Community:</i>	Not applicable

➤ **Additional Analysis**

The proposed Charter identifies categories of Council matters, namely:

- **Significant — annual business plan and rating policy:** decisions related to a council's adoption of its annual business plan or proposed changes to the basis of its council rates.
- **Significant:** decisions that a council makes that have a significant impact on most or all ratepayers and residents, or the wider community or area.
- **Standard:** decisions that a council makes that benefit from community input across the council area.
- **Local:** decisions that impact an identifiable smaller group of residents/ratepayers or a local area.
- **Inform:** matters where councils provide information to a community impacted by a decision.

The Charter also identifies which legislated matters fall within which category. In addition, it outlines mandatory minimum requirements that must be met for each category.

3. **OPTIONS**

Council has the following options:

- I. Endorse the final Adelaide Hills Council Community Engagement Charter Submission for the Office of the Local Government.
- II. Not endorse the final Adelaide Hills Council Community Engagement Charter Submission for the Office of the Local Government which will result in Adelaide Hills Council having no whole of Council input into the review.

4. **APPENDICES**

- (1) Office of Local Government - Draft Local Government Community Engagement Charter
- (2) Final Submission – Local Government Community Engagement Charter

Appendix 1

*Draft Local Government
Community Engagement Charter*

Community Engagement Charter

Principles

This charter has been prepared taking into account the following principles contained in section 50(2) of the *Local Government Act 1999*—

- (a) members of the community should have reasonable, timely, meaningful and ongoing opportunities to gain access to information about proposed decisions, activities and processes of councils and to participate in relevant processes;
- (b) information about issues should be in plain language, readily accessible and in a form that facilitates community participation;
- (c) participation methods should seek to foster and encourage constructive dialogue, discussion and debate in relation to proposed decisions, activities and processes of councils;
- (d) participation methods should be appropriate having regard to the significance and likely impact of proposed decisions, activities and processes;
- (e) insofar as is reasonable, communities should be provided with information about how community views have been taken into account and reasons for decisions or actions of councils.

Categories

In recognition of the fact that the matters included for community engagement in this Charter have differing levels of impact on councils' communities, this Charter establishes four categories of engagement and requirements that are appropriate to each group.

- **Significant — annual business plan and rating policy:** decisions related to a council's adoption of its annual business plan or proposed changes to the basis of its council rates.
- **Significant:** decisions that a council makes that have a significant impact on most or all ratepayers and residents, or the wider community or area.
- **Standard:** decisions that a council makes that benefit from community input across the council area.
- **Local:** decisions that impact an identifiable smaller group of residents/ratepayers or a local area.
- **Inform:** matters where councils provide information to a community impacted by a decision.

Mandatory requirements definitions

Where the Charter includes a mandatory requirement, the following table provides more information about actions that must be taken at a minimum to meet that requirement for community engagement.

While these actions are mandatory, councils should actively consider all activities that should be undertaken for each matter that it is consulting on to give community members the best chance to make their views known. In particular, councils should undertake additional engagement for matters that have greater significance, greater community interest or a greater impact on communities.

OFFICIAL

In this Charter 'community' means groups or people that are impacted by or interested in a particular council decision or action. This may include residents, ratepayers, businesses, children and young people, local communities, groups, and associations.

Additionally, whenever a council is preparing information to support engagement, it should be in plain language, readily accessible and in a form that facilitates community participation.

Mandatory requirement	Mandatory minimum actions to achieve the mandatory requirements	Mandatory requirement that applies to matters categorised as: (X indicates that the mandatory requirement applies)				
		Significant — annual business plan and rating policy	Significant	Standard	Local	Inform
News publication	<ul style="list-style-type: none"> Publish information about the matter in a news publication that is locally produced and available in the council's area. 	X	X	X	X	
Public meeting	<ul style="list-style-type: none"> Hold a public meeting where the local community is invited to provide submissions (written or verbal) on the matter. The public meeting may be part of the council meeting or a separate event. 	X				
Council meeting invitation	<ul style="list-style-type: none"> Invite people who have made a written submission to attend a council meeting to speak to their submission before the decision is made. 		X			
Website notice	<ul style="list-style-type: none"> Publish information about the matter that can be easily found on a council website. 	X	X	X	X	X

Mandatory requirement	Mandatory minimum actions to achieve the mandatory requirements	Mandatory requirement that applies to matters categorised as: (X indicates that the mandatory requirement applies)				
		Significant — annual business plan and rating policy	Significant	Standard	Local	Inform
Consult with the whole council area	<ul style="list-style-type: none"> Consider appropriate forms of notifications to the council area. Consider whether additional information or notification should be made available to the community to bring their attention to the matter and to support participation. 	X	X	X		
Consult with local community	<ul style="list-style-type: none"> Consider appropriate forms of notifications to the area within the council affected by the council decision or action. Consider whether additional information or notification should be made available to the local community to bring their attention to the matter and to support participation. 				X	
Information to whole council area	<ul style="list-style-type: none"> Provide information to the whole of the council's community as it may be directly affected by a council decision or action. 					X
Information to local community	<ul style="list-style-type: none"> Provide information to the local community that may be directly affected by a council decision or action. 					X

Mandatory requirement	Mandatory minimum actions to achieve the mandatory requirements	Mandatory requirement that applies to matters categorised as: (X indicates that the mandatory requirement applies)				
		Significant — annual business plan and rating policy	Significant	Standard	Local	Inform
Seek and consider feedback from the community	<ul style="list-style-type: none"> Consider how best to invite feedback from the community including advice about how the feedback will inform the council's decision. Ensure an appropriate period of time is provided to enable communities to provide feedback. 			X	X	
Seek and consider feedback from the community — significant matters	<ul style="list-style-type: none"> Consider how best to invite feedback from the community including advice about how the feedback will inform the council's decision. Provide a minimum public consultation period of 21 days to enable the community to provide feedback. Include a summary of public consultation feedback to the council ahead of the decision. 	X	X			
Explain decision-making process	<ul style="list-style-type: none"> In material prepared explain what the council proposes to do, why it proposes to do it, and what it seeks to achieve. Explain how community feedback will inform the council's decision. 	X	X			

OFFICIAL

Mandatory requirement	Mandatory minimum actions to achieve the mandatory requirements	Mandatory requirement that applies to matters categorised as: (X indicates that the mandatory requirement applies)				
		Significant — annual business plan and rating policy	Significant	Standard	Local	Inform
Invite submissions	<ul style="list-style-type: none"> Provide information about how people and organisations can make a submission, including timeframe. 	X	X			

Matters (in legislative order)

Category	Matter	Act reference	Description
Significant	Representation reviews	Section 12(7) of the <i>Local Government Act 1999</i>	Consultation that a council undertakes when it is doing a review of its internal representation (including possible changes to its ward structure, number of council members, change of council or ward names).
Inform	Minor changes to opening hours and place of council offices	Section 45(3) of the <i>Local Government Act 1999</i>	A council's decision about the manner, places and times at which its offices will be open to the public, where the impact of the decision would be minor.
Standard	Substantial changes to the opening hours and place of council offices	Section 45(3) of the <i>Local Government Act 1999</i>	A council's decision about the manner, places and times at which its offices will be open to the public, where the impact of the decision would be substantial.
Standard	Community engagement policy	Section 50A(6) of the <i>Local Government Act 1999</i>	Councils must consult before adopting its community engagement policy, which is the document that demonstrated how the council will consult in accordance with this charter and on other matters.
Standard	Council behavioural support policies	Section 75F(6) of the <i>Local Government Act 1999</i>	Consultation that a council undertakes when it is proposing to adopt behavioural support policies.
Standard	Access to meetings and documents	Section 92(5) of the <i>Local Government Act 1999</i>	How councils ensure that council documents are made available and accessible to community members.
Significant	Strategic Management Plans	Section 122(6) of the <i>Local Government Act 1999</i>	<p>The development and review of a council's strategic management plan.</p> <p>Strategic management plans lay out the council's strategic directions for a future ten-year period, including council's long-term financial plan and infrastructure and asset management plan.</p>

OFFICIAL

Category	Matter	Act reference	Description
Significant — annual business plan and rating policy	Annual Business Plan	Section 123(3)(b) of the <i>Local Government Act 1999</i>	Adopting an annual business plan. Annual business plans set out the decisions a council makes each year on the rates and income they will receive and how they will spend these funds.
Significant — annual business plan and rating policy	Basis of rating	Section 151(5)(e) of the <i>Local Government Act 1999</i>	Consultation that a council takes when it is proposing changes to the basis of its council rates, including declaring differential rates; imposing a separate rate, service rate or service charge; changing the basis on which land is valued for the purposes of rating.
Significant	Differential rating and special adjustments	Section 156(14a)(b) of the <i>Local Government Act 1999</i>	Consultation that a council takes when it is proposing changes to its use of differential rating.
Significant	Revocation of classification of land as community land	Section 194(2)(b) of the <i>Local Government Act 1999</i>	Consultation that councils must undertake before revoking the community land status of any land that is community land.
Significant	Community Land Management Plans — adoption	Section 197(1) of the <i>Local Government Act 1999</i>	Before a council adopts a community land management plan, it must undertake consultation.
Significant	Community Land Management Plans — significant amendments	Section 198(3) of the <i>Local Government Act 1999</i>	If a council amends a community land management plan, and the amendment has a significant impact on the community, it must undertake consultation.
Significant	Alienation of community land by lease or licence	Section 202(2) of the <i>Local Government Act 1999</i>	Consultation that a council undertakes when it is proposing to lease or licence community land.

OFFICIAL

Category	Matter	Act reference	Description
Inform	Council is proposing a permit or authorisation for alteration of a road or use of roads for business purposes	Section 223(1) of the <i>Local Government Act 1999</i>	Consultation that a council takes when there are works on a road that require the council's permit and authorisation, and where traffic will be impeded for less than 48 hours and the council ensures that a detour is in place.
Local	Council is proposing a permit or authorisation for alteration of a road or use of roads for business purposes	Section 223(1) of the <i>Local Government Act 1999</i>	Consultation that a council takes when there are works on a road that require the council's permit and authorisation, and where traffic will be impeded for more than 48 hours (with a detour in place) or where no detour will be available.
Local	Consultation on proposed planting of vegetation on a road	Section 232(b) of the <i>Local Government Act 1999</i>	Consultation that a council takes when it proposes or authorises or permits for planting street trees or other vegetation on council roads, if the planting may have a significant impact on residents, nearby business or advertisers in the area.
Standard	Power to make orders	Section 259(2)(b) of the <i>Local Government Act 1999</i>	Councils must have policies in place on how they make orders relating to hazards on land adjoining a public place and the inappropriate use of a caravan or vehicle as a place of habitation and must consult before they adopt these policies.
Inform	Election information	Section 13A(2) of the <i>Local Government (Elections) Act 1999</i>	Councils must provide information, education and publicity for local government elections.

Appendix 2

*Adelaide Hills Council Final Submission – Local
Government Community Engagement Charter*

Office of Local Government - Draft Community Engagement Charter

Feedback Submission - Adelaide Hills Council

8 July 2025



1. Introduction

1

Adelaide Hills Council welcomes the opportunity to provide feedback on the Office of Local Government's draft Community Engagement Charter.

We support the intent of the Charter. However, we believe the Charter would benefit from a more modern, flexible, and principles-based approach that reflects contemporary engagement practices.

2. General Observations

Many of the mandatory requirements within the charter appear to closely mirror pre-reform arrangements and repeat traditional consultation processes. Our expectations were that the Community Engagement Charter would promote a more contemporary fit-for-purpose approach to community engagement, establishing principles of best practice community engagement (without being overly prescriptive for Councils). We would have liked to have seen reference to the international association for public association (iap2) spectrum of public engagement.

We believe the Charter should offer a flexible and principles-based approach that would allow councils to tailor engagement based on the complexity and scale of the decision, and to adopt more contemporary tools and practices. This is particularly important in responding to shifts in technology and changing expectations in citizen engagement.

We also believe that it could be clearer where the Charter fits in the legislative framework and which parts of the Charter are driven by the *Local Government Act 1999* and which are reflective of best practice community engagement. It should also be clearer whether Councils are obliged to meet other mandatory requirements under the Act, which are not identified in the Charter.

Our understanding is that the Charter is able to provide exemptions for compliance, which has not been done here. The use of exemptions could significantly help smaller councils with less resources.

3. Structural and Clarity Improvements

The Charter layout and structure is overly complicated, and not user friendly. We suggest simplifying the presentation of information, particularly the tables to make them easier for our communities to understand and our staff to use 2

It is implied but not explicit that the Charter applies to the legislatively required engagements/categories listed under the *Local Government Act 1999*. Currently the Charter could be interpreted to also apply to other matters referred to in council community engagement policies. We suggest references to council community engagement policies should be made more prominent. We suggest including it after principles, rather than burying it in the table. Suggested wording:

Council Community Engagement Policies - Councils must adopt a community engagement policy, which demonstrates how the council will consult in accordance with this Charter on the matters listed, and on other matters. Mandatory requirements apply only to the matters listed in this Charter.

4. Content-Specific Feedback

4.1 Introductory text / first page of draft charter

- Principles – the Principles are consistent with legislative requirements, no changes suggested.
- Include a reference to individual council community engagement policies in between Principles and Categories, as suggested above.
- Categories:
 - We suggest the descriptions of categories could be clearer. Some categories appear to focus on level of impact while others focus on locality or persons impacted. We suggest these categories could be articulated and defined more clearly.
 - We suggest the use of the two “significant” categories is confusing. The first category could be called “*Annual Business Plan and Rating Policy*” or the two “significant” categories could be combined.
- We suggest clarifying the intended relationship between “categories” and “mandatory requirements” and “matters”. Is it that the categories only apply to the matters listed or that the mandatory requirements apply to all council matters that fall within the categories, not just those matters listed?

- We suggest that adding a charter definitions table / page would be beneficial to unpack what is meant by some of the terms in the draft Charter. It could include definitions for:
 - community engagement
 - community, noting this definition gets lost in its current location
 - public consultation
 - public meetings
 - public notification
 - news publication

4.2 Mandatory requirements definitions

- Suggest that the description of the table (“Where the Charter includes a mandatory requirement, the following table provides more information about actions that must be taken at a minimum to meet that requirement for community engagement”) is not clear or complete. Suggest it could be explained that the table:
 - Identifies where a mandatory requirement applies to a category of council matter, and
 - identifies minimum actions required to meet the mandatory requirement.
- We suggest the definition of “community” (third paragraph) could be improved. While it is clear that the list in the second sentence is not exhaustive, it may cause confusion in its current form (e.g. “*residents, ratepayers, businesses, children..*”). We suggest removing the second sentence, which would allow councils (and/or the public) to make their own judgements about which groups are “impacted by or interested in” a Council decision based on the project and communities of interest.
- Last paragraph repeats principle (e) above. We suggest removing it.

4.3 Mandatory Requirements Table

- The table is confusing and may be overly prescriptive.
 - We suggest the mandatory requirements table (particularly pages 2, 3 and 4) is confusing and the wording and format could be reconsidered and potentially merged with the content of the “Matters” table. More generally, we hold concerns that the required actions are overly prescriptive when Council’s could determine the likely interest and impact of a matter on communities of interest.
- It is not clear which mandatory requirements are legislated requirements and which are set by the Charter.

- We question the requirement for print news publications due to cost and declining relevance. 4
 - not every council has a print publication that covers their entire region. The number of people reading printed publications has dropped significantly. Website notices, e-newsletters, email campaigns and social media are far more effective techniques/channels of communication.
 - If “News Publication” does refer to print publications, remove necessity for Local and Standard engagements to meet this requirement. We are fortunate in the Adelaide Hills to have a local print publication (The Courier) that is well read by residents, however for majority of councils, this publication would be The Advertiser. Scheduling a print ad for all Local and Standard projects comes at a high cost for council of between \$1200 to \$1500 per ad.

4.4 Matters (in legislative order) Table

- We recommend that the table be re-ordered by Category (i.e. Significant, Standard, Local), for improved usability.
- It is unclear why “Inform” is a separate category when it could apply to all activities of Council.
- It is unclear whether the Charter is intended to cover all consultation obligations of Council’s or some. For example, The Local Government Act requires Council’s to make a copy of a community land management plan available at their local office but this is not specified in the Charter.
- The classification of community land management plans as “Significant” is questioned, as their impact is often localised. This is particularly relevant for geographically large Councils. If it is not inconsistent with the intent of the *Local Government Act*, we suggest they should sit under “Local” category or at the most, “Standard” category.

5. Engagement Process Concerns

While Council appreciates the opportunity to comment on the draft Charter, we would like to express our concern that the feedback period was too short to allow for thorough review and council reporting.

The absence of workshops or briefings is noted as a missed opportunity for meaningful engagement. The timing and engagement process is a poor example of community engagement. We recommend that a workshop be organised by the Office of Local Government, inviting community engagement practitioners to refine the Charter’s format and content.

Considering implementation of the Community Engagement Charter by individual councils, 5 we would recommend a period of 6 to 12 months for council staff to review existing policies, align them with the finalised Local Government Community Engagement Charter and undertake engage activities with our communities to seek their feedback prior to community engagement policies being endorsed.

Conclusion

The Adelaide Hills Council supports the development of a Community Engagement Charter that is clear, adaptable, and reflective of modern engagement practices. We hope our feedback contributes to the refinement of the Charter and look forward to further collaboration.



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Adelaide Hills
COUNCIL

Correspondence for Noting

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 19 June 2025
The Barossa Council – 43-51 Tanunda Road, Nuriootpa SA

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Lino Di Lerna formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 157th meeting of the Board.

1.2 Present

- Mr Lino Di Lerna, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Cr Mel Lawrence, Adelaide Plains Council, Deputy Board Member
- Mr James Miller, Adelaide Plains Council, Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mr David Collins, Adelaide Hills Council, Board Member
- Mr Jake McVicar, The Barossa Council, Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Ms Whendee Young, Town of Gawler, Board Member
- Mr Richard Dodson, Light Regional Council, Board Member
- Cr Clint Marsh, City of Playford, Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer

1.3 New Appointments to the GRFMA Board

- Adelaide Plains Council: New Board Member, Cr Mel Lawrence replacing Cr Dante Mazzeo
- Light Regional Council: New Board Member, Cr Bill Close replacing Cr Michael Phillips Ryder
- The Barossa Council: New Board Member, Cr Tony Hurn, due to Cr Bruce Preece appointment being revoked

1.4 Apologies

- Cr Bill Close, Light Regional Council, Board Member
- Cr Tony Hurn, The Barossa Council, Board Member

1.5 Appointment of Observers

GB22/25 Observers
Moved: Mr James Miller
Seconded: Cr Terry-Anne Keen

That Cr Mel Lawrence be appointed as Observer.

CARRIED UNANIMOUSLY

1.6 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB23/25 GRFMA Ordinary Meeting Minutes
Moved: Mr James Miller
Seconded: Cr Malcolm Herrmann

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held on 17/04/2025 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.2 Actions on Previous Resolutions

The Board noted the actions on previous resolutions.

2.3 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

5.1 Gawler River Hydrology, Key results from the new hydrology model and any material changes due to updated data and climate change assumptions – Tim Craig, Senior Hydrologist, HARC.

This item was deferred and the presentation occurred after item 8.2.

5.2 Real-time flood forecasting and response, and how such approaches could benefit the Gawler River region – Cameron Druery, Director, waterRIDE, Worley Consulting

This item was deferred and the presentation occurred after item 12.

6. Audit and Risk Committee

6.1 Audit and Risk Committee Meeting Minutes

GB24/25 Audit and Risk Committee Meeting Minutes
Moved: Cr Malcolm Herrmann
Seconded: Mr Greg Pattinson

That the GRFMA receives the minutes of the Gawler River Floodplain Management Authority Audit and Risk Committee meeting held on 10/06/2025.

CARRIED UNANIMOUSLY

7. Technical Assessment Panel

7.1 Technical Assessment Panel Minutes

Nil

8. Reports

8.1 Gawler River Flood Management Business Case

This item was deferred and occurred after item 12.

GB25/25 Gawler River Flood Management Business Case
Moved: Mr David Collins
Seconded: Mr Richard Dodson

That the GRFMA Board notes the report and receives a verbal update on progress with the Business Case.

CARRIED UNANIMOUSLY

11:27am Greg Pattinson left the meeting.

8.2 Gawler River Stormwater Management Plan

Gawler River Stormwater Management Plan

Moved: Cr Malcom Herrmann
Seconded: Cr Paul Koch

That the GRFMA:

- 1. Receives the Gawler River Floodplain Draft Stormwater Management Plan Consultation Report – May 2025.*
- 2. Formally approves the completed Gawler River Stormwater Management Plan, as attached Item 8.2 of the 19 June 2025 GRFMA Meeting.*
- 3. Requests the GRFMA Executive Officer to:*
 - Send correspondence to Green Adelaide and Northern and York Landscape Board, including a copy of the SMP, asking for their support in advising the Stormwater Management Authority (SMA) that the plan contains appropriate provisions.*
 - Submit a copy of the SMP and the GRFMA meeting minutes, where the plan was approved, to the SMA for approval.*

- *Distribute an approved copy of the SMP to Constituent Councils, as endorsed by GRFMA.*
- 4. *Notes that the GRFMA does not at this stage commit to funding any of the initiatives identified in the Stormwater Management Plan.*

LOST

GB26/25 Gawler River Stormwater Management Plan

Moved: Mr James Miller

Seconded: Cr Clint Marsh

That the GRFMA:

1. *Receives the Gawler River Floodplain Draft Stormwater Management Plan Consultation Report – May 2025.*
2. *Formally approves the completed Gawler River Stormwater Management Plan, as attached Item 8.2 of the 19 June 2025 GRFMA Meeting.*
3. *Requests the GRFMA Executive Officer to:*
 - *Send correspondence to Green Adelaide and Northern and York Landscape Board, including a copy of the SMP, asking for their support in advising the Stormwater Management Authority (SMA) that the plan contains appropriate provisions.*
 - *Submit a copy of the SMP and the GRFMA meeting minutes, where the plan was approved, to the SMA for approval.*
 - *Distribute an approved copy of the SMP to Constituent Councils, as endorsed by GRFMA.*
4. *Notes that further work remains ongoing in relation to the adoption of a Funding Strategy to bring effect to the recommendations comprised in the report.*

CARRIED

8.3 Achievements Against the 2024/2025 Annual Business Plan

GB27/25 Achievements Against the 2024/2025 Annual Business Plan

Moved: Mr David Collins

Seconded: Ms Whendee Young

That the GRFMA receives the Statement of Achievements Against the Annual Business Plan document.

CARRIED UNANIMOUSLY

8.4 GRFMA Annual Business Plan 2025/2026

GB28/25 GRFMA Annual Business Plan 2025/2026

Moved: Mr Richard Dodson

Seconded: Mr Greg Pattinson

That according to Clause 12.2 of the Charter, the GRFMA Business Plan 2025/2026 be adopted.

CARRIED UNANIMOUSLY

8.5 GRFMA Annual Budget 2025/2026

GB29/25 GRFMA Annual Budget 2025/2026

Moved: Mr James Miller

Seconded: Mr Richard Dodson

That the GRFMA resolves:

1. *That pursuant to Section 25, Schedule 2, Part 2 of the Local Government Act 1999, the GRFMA Budget 2025-2026 be adopted.*
2. *That pursuant to Clause 11.1 of the Charter that the subscriptions scheduled below be subscriptions payable for the 2025-2026 year:*

a) The Schedule:

Part A *Flood Mitigation Works – No subscriptions.*

Part B *Capital works and Maintenance – A total of \$149,750 calculated by the percentage shares prescribed in Clause 11.1 of the Charter:*

Adelaide Plains Council	\$43,293
Adelaide Hills Council	\$2,591
The Barossa Council	\$12,983
Town of Gawler	\$25,967
Light Regional Council	\$12,983
City of Playford *	\$51,933
Total	\$149,750

Part C *Operation – A total of \$140,920 calculated by even shares prescribed in Clause 11.1 of the Charter*

Adelaide Plains Council	\$23,486
Adelaide Hills Council	\$23,486
The Barossa Council	\$23,486
Town of Gawler	\$23,486
Light Regional Council	\$23,486
City of Playford	*\$23,490
Total * rounding	\$140,920

CARRIED UNANIMOUSLY

8.6 Financial Report and BR3

GB30/25 Financial Report and BR3

Moved: Mr David Collins

Seconded: Cr Malcolm Herrmann

That the GRFMA:

1. *Receives the financial report as of 30 May 2025 showing a cash at bank balance of \$48,536.48.*
2. *Notes internal cash lending for CAD offset is \$396,186.00.*
3. *Adopts Budget Review 3 (BR3) as of 31 May 2025 as the amended and current budget for the period ended 30 June 2025.*

CARRIED UNANIMOUSLY

8.7 Executive Officer Report

GB31/25 Executive Officer Report

Moved: Cr Malcolm Herrmann

Seconded: Cr Terry-Ann Keen

That the GRFMA:

1. *Receives the report.*
2. *Revokes the appointment of Cr Bruce Preece as an authorised person pursuant to GRFMA business banking protocols.*

3. *Appoints:*

a. *Mr Greg Pattinson*

b. *Ms Whendee Young*

as an authorised person with the authority to facilitate payment of tax invoices pursuant to GRFMA business banking protocols.

CARRIED UNANIMOUSLY

9. Correspondence

GB32/25 Correspondence

Moved: Mr Greg Pattinson

Seconded: Mr James Miller

That the correspondence be received.

CARRIED UNANIMOUSLY

10. Confidential

Nil

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: Thursday 21 August 2025, 9:45am

Host: Town of Gawler

GB33/25 Next Meeting

Moved: Mr James Miller

Seconded: Mr Greg Pattinson

That the next meeting of the GRFMA Board be delayed by one week and be held on 28 August 2025.

CARRIED UNANIMOUSLY

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:37am.

Chair _____ Date _____

Minutes of Committees

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Ms Vanessa Godden

Members:

Cr Lucy Huxter	
Cr Kirsty Parkin	
Cr Adrian Cheater	

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Zoë Gill	Executive Governance Officer
Michael Kelledy	Qualified Independent Person

1. COMMENCEMENT

The meeting commenced at 6.07pm.

OPENING STATEMENT

- 1.1** 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.
- 1.2** 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.

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Cr Nathan Daniell

2.2 Leave of Absence

Nil

2.3 Absent

Presiding Member _____ TBC

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 16 April 2025

Moved Cr Kirsty Parkin
S/- Cr Adrian Cheater

PRP13/25

That the minutes of the CEO Performance Review Panel meeting held on 16 April 2025 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried Unanimously

4. PRESIDING MEMBER'S OPENING COMMENTS

The Presiding Member noted that:

- the CEO will provide an update against this years KPIs.
- The CEO has proposed draft KPIs for feedback from the CEO PRP

5. DELEGATION OF AUTHORITY

The CEO Performance Review Panel operates in accordance with the relevant sections of the *Local Government Act 1999*, and its Terms of Reference.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF THE COMMITTEE

Nil

7. OFFICER REPORTS – DECISION ITEMS

7.1 Proposed CEO PRP Meeting Dates for 2025

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP14/24

The CEO Performance Review Panel resolves:

1. That the report be received and noted.
2. To determine that the 2025 and 2026 CEO Performance Review Panel Meetings will be conducted at 6.00pm at 63 Mt Barker Road, Stirling on the following dates:
 - Wednesday 30 July 2025
 - Wednesday 15 October 2025
 - Wednesday 28 January 2026
 - Wednesday 22 April 2026

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

- **Wednesday 15 July 2026**
- **Wednesday 21 October 2026**

and that the CEOPRP Presiding Member be delegated to amend the meeting dates as required in consultation with the Administration.

Carried Unanimously

7.2 CEO Key Performance Indicators 2024-25 – June Update

At 6:14pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss CEO's Key Performance Indicators 2024-25 – June Update.

The CEO presented the KPI update and the Panel asked questions.

At 6:41pm the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

**Moved Cr Kirsty Parkin
S/- Cr Lucy Huxter**

PRP15/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To advise Council that the CEO has met the June 2025 Key Performance Indicators.**

Carried Unanimously

7.3 CEO Performance Review Proposed Key Performance Indicators

At 6:49pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss the Proposed Key Performance Indicators.

The Panel discussed the KPIs and agreed to the structure of the KPI document and the proposed pillars. They provided feedback on the specific KPIs, including requesting the CEO to clarify goals and measures of success.

At 7:48pm the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

Moved Cr Adrian Cheater

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

S/- Cr Kirsty Parkin

PRP16/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. That the CEO presents a second draft of the KPIs to a special meeting of the Panel on the 9 July 2025, incorporating the feedback from the Panel.**

Carried Unanimously

7.4 Realigning the CEO PRP review timing

8:08pm Cr Parkin left the meeting and did not return.

Moved Cr Adrian Cheater

S/- Cr Lucy Huxter

PRP17/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To note a full Performance Review was undertaken in March 2025.**
- 3. To note that clause 17.1 of the Chief Executive Officer's Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.**
- 4. To note that clause 17.3 of the Chief Executive Officer's Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.**
- 5. To recommend to Council, with the agreement of the CEO, to conduct a full KPI and KRA Performance Review in July 2026.**

Carried Unanimously

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

10. CONFIDENTIAL ITEMS

10.1 Qualified Independent Person Report – Exclusion of the Public

Moved Cr Lucy Huxter
S/- Cr Adrian Cheater

PRP18/25

The CEO Performance Review Panel resolves:

Pursuant to section 90(2) of the *Local Government Act 1999* the CEO Performance Review Panel (the Panel) orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Executive Governance officer, Zoë Gill
- Qualified Independent Person, Michael Kelledy

be excluded from attendance at the meeting for Agenda Item 11.1: Qualified Independent Person Report in confidence.

The Panel is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified above, be excluded to enable the Panel 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).
- Section 90(3)(h) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda item is legal advice.

Accordingly, on this basis the principle that meetings of the Panel should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

Carried Unanimously

10.1.1 Qualified Independent Person Report – Confidential Item

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP19/25

The CEO Performance Review Panel resolves:

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

1. That the report be received and noted.
2. To receive and note the letter from Michael Kelledy, Qualified Independent Person in Appendix 1.
3. To note that the Qualified Independent Person has confirmed that the 2024/25 CEO Performance Review Process has occurred in accordance with the adopted CEO Performance Review Process and has occurred in accordance with all necessary requirements of the Council and has met all good governance standards.
4. To recommend to Council to receive and note the letter from Michael Kelledy, Qualified Independent Person in Appendix 1.
5. To recommend to Council to note that the Qualified Independent Person has confirmed that the 2024/25 CEO Performance Review Process has occurred in accordance with the adopted CEO Performance Review Process and has occurred in accordance with all necessary requirements of the Council and has met all good governance standards.

Carried Unanimously

10.1.2 Qualified Independent Person Report – Duration of Confidentiality

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP20/25

The CEO Performance Review Panel resolves:

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 11.1 in confidence under sections 90(2) and 90(3)(a) and (h)-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	Nil
Related Attachments	Until Further Order

Presiding Member _____ TBC

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

Minutes	Nil
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.

Carried Unanimously

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on a special meeting on 9 July 2025 from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 8:23pm.

Presiding Member _____ TBC

Confidential Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 8 JULY 2025
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.1

Responsible Officer: Zoë Gill
Executive Governance Officer
Office of the CEO

Subject: Qualified Independent Person Report

For: Decision

1. Qualified Independent Person Report – 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, Skye Ludzay
- IT Support, Tom Portas

be excluded from attendance at the meeting for Agenda Item 19.1: (Qualified Independent Person Report) 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).
- Section 90(3)(h) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda item is legal advice.

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. Qualified Independent Person Report – Confidential Item

3. Qualified Independent Person Report – 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)(a) and (h) 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	Nil
Related Attachments	Nil for the CEO PRP Agenda Report Until further order for "Letter to Acting Mayor (Qualified Independent Person Advice – CEO Performance Review)" (Appendix 1 to CEO PRP Agenda Report)
Minutes	Nil
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.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 8 July 2025
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.2

Responsible Officer: Zoë Gill
Executive Governance Officer
Office off the Chief Executive.

Subject: Audit and Risk Committee Independent Member Appointment

For: Decision

1. Audit and Risk Committee Independent Member Appointment – Exclusion of the Public

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except:

- Chief Executive Officer, Greg Georgopoulos
- Director Corporate Services, Gary Lewis
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- IT Support Officer, Tom Portas
- Minute Secretary, Skye Ludzay

be excluded from attendance at the meeting for Agenda Item 19.2 (Audit and Risk Committee Independent Member Appointment) in confidence.

The Council is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified above, be excluded to enable Council to consider the report at the meeting on the following grounds:

Section 90(3)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), because it would disclose the personal details of candidates who have expressed an interest to be on the Audit and Risk Committee.

Accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

2. Audit and Risk Committee Independent Member Appointment - Confidential Item

3. Audit and Risk Committee Independent Member 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 18.1 in confidence under sections 90(2) and 90(3)(a) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* 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 the appointment has been confirmed.
Related Attachments	Not applicable
Minutes	Until the appointment has been confirmed.
Other (presentation, documents, or similar)	Not applicable

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.