



## ORDINARY COUNCIL MEETING

### NOTICE OF MEETING

To: Acting Mayor Nathan Daniell

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Alex Trescowthick
Councillor Lisa Clare Woolcock
Councillor Richard Gladigau

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

**Tuesday 27 January 2026**

**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 27 January 2026**  
**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**

Request: Cr Kirsty Parkin – 2 February 2026 to 6 February 2026 and 11 February 2026 to 9 March 2026.

**3.3. Absent**

**4. MINUTES OF PREVIOUS MEETINGS**

Council Meeting – 9 December 2025

*That the minutes of the ordinary meeting held on 9 December 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
  - 8.2.1. Lobethal Community Association – David Baker
  - 8.2.2. Aldgate Primary School – David Mellonie
- 8.3. Public Forum

**9. PRESENTATIONS (by exception)**  
Nil

**10. QUESTIONS ON NOTICE**

- 10.1. Amy Gillett Stage IV (Cr Malcolm Herrmann)
  - 1. *What is the budgeted amount of income and expenditure for the project?*
  - 2. *Have all the grants been received and how much has been expended to date?*
  - 3. *How much was council required to pay into the Native Vegetation Fund and to other government agencies?*
  - 4. *Have traffic counters been installed, and, if so, have any readings been taken, what is the frequency of readings and how will the results be published (e.g. quarterly Performance Reports) ?*
  - 5. *Who is responsible for registering Stage IV on E maps (e.g. Google)?*
  - 6. *What further works are planned, e.g. services locations, improved access to Shannon Street, and the provision of car parking, particularly near the Burfords Hill Road bridge?*
  - 7. *Has /will the CEO investigate whether the current speed limits on all roads, particularly Burfords Hill and Muellers Roads remain appropriate.?*

**11. MOTIONS ON NOTICE**

- 11.1. CEO PRP Composition and Operation (Cr Chris Grant)
  - 1. *A report be prepared for Council's consideration by the 28th of February, 2026, providing options for the composition and operation of the CEO PRP ("the Panel").*
  - 2. *The report should amongst other things, consider the practice of other Councils and also the existing Local Government Association guidance to determine:*
    - a. *What role the Qualified Independent Person ("QIP") has to play in the workings of the Panel;*

- b. *What qualifications the Qualified Independent Person should possess in order to best discharge that role;*
- c. *How often the QIP needs to attend CEO PRP meetings;*
- d. *The role of the independent member on the CEO PRP;*
- e. *How the Terms of Reference of the CEO PRP should be updated to recognise the need for, manner of selection and appointment, and role of, a QIP;*
- f. *Financial implications of the various options;*
- g. *Any other factors that may be relevant to the matters raised herein.*

11.2. Aldgate Primary School Pedestrian Safety (Cr Leith Mudge)

- 1. *Investigates measures to improve pedestrian safety of children around Aldgate Primary School, including but not limited to Fairview Road. The investigation should include an exploration of measures that would be the responsibility of Council, the Department of Infrastructure and Transport (DIT) and/or the Department for Education.*
- 2. *Provides a report to Council on recommended measures to improve pedestrian safety by 26 March 2026. The report should include a budget for any recommended measures that would be the responsibility of Council, for inclusion in the 2026/27 budget planning process.*

**12. ADMINISTRATION REPORTS – DECISION ITEMS**

12.1. Council Resolutions Status Update

- 1. *That the report be received and noted.*
- 2. *That the completed items in Appendix 1 be removed from the Action List.*

12.2. Confidential Items Register

DECISION 1

- 1. *To receive and note the report titled “Confidential Items Review” (Agenda item 12.2, 27 January 2026 Council Meeting).*

DECISION 2 – 290/25 -27 August 2025 CEO Performance Review Panel Minutes

- 1. *That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 9 September 2025, 290/25, 27 August 2025 CEO Performance Review Panel Minutes be released to the public.*

DECISION 3 – PRP26 and PRP27 - CEO Annual Remuneration Review



1. That the minutes of item 10.1 of 12 August 2024, PRP26 and PRP27, CEO Annual Remuneration Review be released to the public.

DECISION 4 – 34/24 - CEO Performance Review Panel Recommendation (Decision 2) (Deferred Item)

1. That the minutes of item 19.1 of February 2024, 34/24, CEO Performance Review Panel Recommendation (Decision 2) (Deferred Item) be released to the public.

DECISION 5 – 169/25 - Adelaide Hills Region Waste Management Authority Independent Chair Appointment

1. That the report, minutes and attachment 1 of item 19.2 of 13 May 2025, 169/25, Adelaide Hills Region Waste Management Authority Independent Chair Appointment be released to the public.

DECISION 6 – 153/25 - CEO Performance Review Panel Confidential Minutes (16 April 2025)

1. That the attachment of item 19.2 of 22 April 2025, 153/25, CEO Performance Review Panel Confidential Minutes (16 April 2025) be released to the public.

DECISION 7 – PRP11/25 - CEO Remuneration Annual Review

1. That the minutes and attachments 2-4 of item 10.2 of 16 April 2025, PRP11/25, CEO Remuneration Annual Review be released to the public.

DECISION 8 – PRP8/25 – CEO Review Report

1. That the report, minutes and attachment 2 (except appendix 2 of attachment 2 – CEO review report) of item 10.1 of 16 April 2025, PRP8/25, CEO Review Report be released to the public.

DECISION 9 – PRP3/25 – CEO Review Report

1. That the report, minutes and attachment 1 of item 10.1 of 2 April 2025, PRP3/25, CEO Review Report be released to the public.

DECISION 10 – 37/25 and 38/25 - CEO PRP Recommendations – 2024 CEO Remuneration Review Process

1. That the report, minutes and attachment 2-4 of item 19.5 of 28 January 2025, 37/25 and 38/25, CEO PRP Recommendations – 2024 CEO Remuneration Review Process be released to the public.

DECISION 11 – 403/24 – Community Renewables Program

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 12 November 2024, 403/24, Community Renewables Program be released to the public.

DECISION 12 – 210/24 – CEO Review Process

1. That related attachment 1 and the minutes of item 19.2 of 11 June 2024, 210/24, CEO Review Process be released to the public.

DECISION 13 – 341/23 – CEO Performance Review Panel Minutes of Meeting - 12 December 2023

1. That the minutes of item 19.3 of 19 December 2023, 341/23, CEO Performance Review Panel Minutes of Meeting - 12 December 2023 be released to the public.

DECISION 14 – 119/24 – CEO Development Plan

1. That the minutes of item 19.4 of 9 April 2024, 341/23, CEO Development Plan be released to the public.

DECISION 15 – 117/24 - CEO Performance Review Process 2024/25

1. That the minutes of item 19.3 of 9 April 2024, 341/23, CEO Performance Review Process 2024/25 be released to the public.

DECISION 16 – 112/24 - CEO PRP Special Meeting - Minutes of meeting 28 March 2024

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 9 April 2024, 112/24, CEO PRP Special Meeting - Minutes of meeting 28 March 2024 be released to the public.

DECISION 17 – 100/24 -Special CEO PRP Minutes of Meeting – 21 March 2024

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.3 of 26 March 2024, 100/24, CEO PRP Special Meeting - Minutes of meeting 21 March 2024 be released to the public.

DECISION 18 – 234/22 – Revised East Waste 2022-23 Annual Plan & Budget

1. That the related attachments of item 18.4 of 23 August 2022, 234/22, Revised East Waste 2022-23 Annual Plan & Budget be released to the public.

DECISION 19 – 23/23 - South Australian Tourism Commission re Santos Tour Down Under

1. *That the other of item 9.1 of 14 February 2023, 23/23, South Australian Tourism Commission re Santos Tour Down Under be released to the public.*

DECISION 20 – 87/22 – Property Lobethal Rd, Lenswood

1. *That the report and related attachments of item 11.1 of 26 April 2022, 87/22, Property Lobethal Rd, Lenswood be released to the public.*

DECISION 21 – 85/14 – AHRWMA

1. *That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.2 of 22 April 2014, 85/14, AHRWMA be released to the public.*

DECISION 22

1. *That a full review of all items held as confidential in the Confidential Items Register has been undertaken (Appendix 1 of Agenda item 12.2, 27 January 2026 Council Meeting) and to determine that all remaining items are to be retained in confidence until further order.*

12.3. 2026 Gorge Rallysprint Road Closure Approval

1. *That the 2026 Gorge Rallysprint Road Closure Approval report be received and noted.*
2. *That, in relation to the 2026 Gorge Rallysprint, 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 organiser has used reasonable endeavours to address concerns raised by affected residents and that arrangements for egress and regress for those properties can be managed within the event where practicable*

- ## 12.4. Textile Recycling Options

- 12.5. Montacute Quarry – Management of Council Unmade Public Road, Pinkerton Gully Road, Montacute

1. *That the Montacute Quarry – Management of Council Unmade Public Road, Pinkerton Gully Road, Montacute report be received and noted.*
  2. *In relation to the subject portion of the unmade public road shaded in blue and identified as Area 1 in Appendix 1 to the agenda report:*
    - a. *To declare that the subject unmade public road is surplus to Council's road network*
    - b. *To approve commencement of community consultation for the issuing to Holcim of*
      - i. *A Section 221 Authorisation for Alteration to a Public Road in accordance with the Local Government Act 1999*
      - ii. *A Section 222 Permit for Business Use of a Public Road in accordance with the Local Government Act 1999*
    - c. *To approve the commencement of the road closing process, including public consultation in accordance with the provisions of the Road (Opening and Closing) Act 1991.*
    - d. *To approve the entering into of an agreement in accordance with the provisions of the Roads (Opening and Closing) Act 1991 for the transfer of the subject portion of unmade public road shaded blue and marked Area 1 on Appendix 1, to the adjoining landowners of Certificate of Title Volume 6130 Folio 496, at no less than the market value of the unmade closed road subject together with all fees and charges associated with the road closure and disposal process, transfer and consolidation of the land with the purchaser's land being met by the Applicants.*
    - e. *That if any objections or applications for easements are received during the public consultation phase of the proposed road closure, a further report will be tabled for Council's consideration and determination of the matter.*
    - f. *That the portion of the subject unmade public road to be closed will be excluded from the classification of community land at the time of closure.*
    - g. *To authorises the Chief Executive Officer and Mayor to sign and seal (where necessary) any documentation to finalise the road closing process, the sale and transfer of the subject closed road to the adjoining landowners and consolidation of the closed road with the adjoining landowner's land parcels.*
    - h. *To approve the net proceeds from the sale of the closed road as a contribution towards the annual revenue to be raised from the sale of surplus assets as per the Long-Term Financial Plan and the 2026-27/2027-28 budget to fund prioritised projects.*
- 12.6. Balhannah Uniting Church Youth Group (Rear of 91 Main Street, Balhannah) – Lease Proposal

1. *That the Balhannah Uniting Church Youth Group (Rear of 91 Main Street, Balhannah) – Lease Proposal report be received and noted.*
2. *The Council approves granting the proposed five (5) year lease with the Uniting Church in Australia Property Trust (SA) (UCAPT) the land designated as Balhannah Uniting Church Youth Group room at the rear 91 Main Street, Balhannah contained in portion of Certificate of Title Volume 5696 Folio 327.*
3. *The Mayor and/or Chief Executive Officer or his delegate be authorised to sign all documents necessary, including affixation of the common seal if necessary, to give effect to this resolution.*

**13. ADMINISTRATION REPORTS – INFORMATION ITEMS**

Nil

**14. CORRESPONDENCE FOR NOTING**

- 14.1. Joint Advocacy for the High Productivity Vehicle Network (multiple letters)
- 14.2. GRFMA:
  - Letter of 18 December 2025 from Minister for Local Government, the Hon Joe Szakacs MP regarding GRFMA withdrawal request
  - Letter of 9 December 2025 to the Minister for Local Government, the Hon Joe Szakacs regarding request for further information on withdrawal decision
  - Letter to the Chairman of the GRFMA regarding request to attend a meeting of the Audit and Risk Committee to discuss insurance of the Bruce Eastwick Dam
  - 4 December 2025 GRFMA Minutes and Summary
- 14.3. Letter of 6 December from Minister for Local Government, the Hon Joe Szakacs MP regarding boundary change inquiry
- 14.4. AHRWMA Quarterly Reporting
- 14.5. Resilient Hills and Coasts Annual Report and Letter

**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 – 10 December 2025  
*That the minutes of the Council Assessment Panel meeting held on 10 December 2025 as supplied, be confirmed as an accurate record of the proceedings of that meeting.*
- 18.2. Audit Committee  
Nil
- 18.3. CEO Performance Review Panel  
Nil
- 18.4. Boundary Change Committee  
Nil

**19. CONFIDENTIAL ITEMS**

- 19.1. Sale of Land for Non Payment of Rates
- 19.2. Land Management Agreement - Burial on Private Land

**20. MEETING**

Tuesday 10 February 2026, 6.30pm, 63 Mt Barker Road, Stirling

**21. CLOSE MEETING**

# Council Meetings, Information and Briefing Sessions, CAP and Committee Meetings for 2026

DATE	TYPE	LOCATION	MINUTE TAKER
<b>JANUARY 2026</b>			
Tuesday 27 January	Ordinary Council	Stirling	Skye Ludzay
Wednesday 28 January	CEO PRP	Stirling	Zoë Gill
<b>FEBRUARY 2026</b>			
Monday 2 February	Workshop	Woodside	N/A
Tuesday 10 February	Ordinary Council	Stirling	Lauren Jak
Wednesday 11 February	CAP	Stirling	TBA
Monday 16 February	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 17 February	Professional Development	Stirling	N/A
Tuesday 24 February	Ordinary Council	Stirling	Skye Ludzay
<b>MARCH 2026</b>			
Monday 2 March	Workshop	Woodside	N/A
Tuesday 10 March	Ordinary Council	Stirling	Georgie McKeon
Wednesday 11 March	CAP	Stirling	TBA
Tuesday 17 March	Professional Development	Stirling	N/A
Saturday 22 March	Workshop	Stirling	N/A
Tuesday 24 March	Ordinary Council	Stirling	Georgie McKeon
<b>APRIL 2026</b>			
Tuesday 7 April (Public Holiday)	Workshop	Woodside	N/A
Tuesday 14 April	Ordinary Council	Stirling	Skye Ludzay
Wednesday 8 April	CAP	Stirling	TBA
Monday 20 April	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 21 April	Professional Development	Stirling	N/A
Wednesday 22 April	CEO PRP	Stirling	Zoë Gill
Tuesday 28 April	Ordinary Council	Stirling	Skye Ludzay
<b>MAY 2026</b>			
Monday 4 May	Workshop	Woodside	N/A
Tuesday 12 May	Ordinary Council	Stirling	Skye Ludzay
Wednesday 13 May	CAP	Stirling	TBA
Monday 18 May	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 19 May	Professional Development	Stirling	N/A
Tuesday 26 May	Ordinary Council	Stirling	Georgie McKeon
<b>JUNE 2026</b>			
Monday 1 June	Workshop	Woodside	N/A
Tuesday 9 June	Ordinary Council	Stirling	Georgie McKeon
Wednesday 10 June	CAP	Stirling	TBA
Tuesday 16 June	Professional Development	Stirling	N/A
Tuesday 23 June	Ordinary Council	Stirling	Skye Ludzay
<b>JULY 2026</b>			
Monday 6 July	Workshop	Woodside	N/A
Wednesday 8 July	CAP	Stirling	TBA
Tuesday 14 July	Ordinary Council	Stirling	Skye Ludzay



DATE	TYPE	LOCATION	MINUTE TAKER
Wednesday 15 July	CEO PRP	Stirling	Zoë Gill
Tuesday 21 July	Professional Development	Stirling	N/A
Tuesday 28 July	Ordinary Council	Stirling	Georgie McKeon
<b>AUGUST 2026</b>			
Monday 3 August	Workshop	Woodside	N/A
Tuesday 11 August	Ordinary Council	Stirling	Skye Ludzay
Wednesday 12 August	CAP	Stirling	TBA
Monday 17 August	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 18 August	Professional Development	Stirling	N/A
Tuesday 25 August	Ordinary Council	Stirling	Georgie McKeon
<b>SEPTEMBER 2026</b>			
Monday 7 September	Workshop	Woodside	N/A
Tuesday 8 September	Ordinary Council	Stirling	Skye Ludzay
Wednesday 9 September	CAP	Stirling	TBA
Tuesday 15 September	Professional Development	Stirling	N/A
Tuesday 22 September	Ordinary Council	Stirling	Georgie McKeon
<b>OCTOBER 2026</b>			
Tuesday 6 October (Public Holiday)	Workshop	Woodside	N/A
Tuesday 13 October	Ordinary Council	Stirling	Skye Ludzay
Wednesday 14 October	CAP	Stirling	TBA
Monday 19 October	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 20 October	Professional Development	Stirling	N/A
Wednesday 21 October	CEO PRP	Stirling	Zoë Gill
Tuesday 27 October	Ordinary Council	Stirling	Georgie McKeon
<b>NOVEMBER 2026</b>			
Monday 2 November	Workshop	Woodside	N/A
Tuesday 10 November	Ordinary Council	Stirling	Skye Ludzay
Monday 16 November	Audit and Risk Committee	Stirling	Lauren Jak
Tuesday 17 November	Professional Development	Stirling	N/A
Tuesday 24 November	Ordinary Council	Stirling	Georgie McKeon
<b>DECEMBER 2026</b>			
Monday 7 December	Workshop	Woodside	N/A
Tuesday 8 December	Ordinary Council	Stirling	Skye Ludzay
Wednesday 9 December	CAP	Stirling	N/A

***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 2026

**6.00 for 6.30pm**

*(dates and venues to be confirmed)*

DATE	LOCATION
TBC	
TBC	

# Council Member Attendance 2026

## Information or Briefing Sessions

Meeting Date	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Richard Gladigau	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Leith Mudge	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Alex Trescowthick	Cr Lisa Woolcock	-

# Council Member Attendance 2026

## Council Meetings (including Special Council Meetings)

Meeting Date	Cr Kirrilee Boyd	Cr Adrian Cheater	Cr Nathan Daniell	Cr Richard Gladigau	Cr Chris Grant	Cr Malcolm Herrmann	Cr Lucy Huxter	Cr Leith Mudge	Cr Mark Osterstock	Cr Kirsty Parkin	Cr Alex Trescowthick	Cr Lisa Woolcock	-

# 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

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*For full details, see Code of Practice for Meeting Procedures on [www.ahc.sa.gov.au](http://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 <http://www.ahc.sa.gov.au/> 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 deputy has addressed Council (either in a deputation or public forum) on the subject matter or a similar subject matter.

## 8.3 PUBLIC FORUM

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*For full details, see Code of Practice for Meeting Procedures on [www.ahc.sa.gov.au](http://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.

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## **Questions on Notice**

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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

**Item:** 10.1 Question on Notice

**Originating from:** Cr Malcolm Herrmann

**Subject:** Amy Gillett Stage IV

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**1. QUESTION**

1. What is the budgeted amount of income and expenditure for the project?
2. Have all the grants been received and how much has been expended to date?
3. How much was council required to pay into the Native Vegetation Fund and to other government agencies?
4. Have traffic counters been installed, and, if so, have any readings been taken, what is the frequency of readings and how will the results be published (e.g. quarterly Performance Reports)?
5. Who is responsible for registering Stage IV on E maps (e.g. Google)?
6. What further works are planned, e.g. services locations, improved access to Shannon Street, and the provision of car parking, particularly near the Burfords Hill Road bridge?
7. Has /will the CEO investigate whether the current speed limits on all roads, particularly Burfords Hill and Muellers Roads remain appropriate.?

**2. BACKGROUND**

Stage IV of the Amy Gillett Bikeway was officially opened by the Acting Mayor on 13 November 2025. From reports I have received, it is extremely popular and well used by both pedestrians and cyclists.

Many bicycles have been sighted, in Shannon Street Birdwood, suggesting that there is an economic boost to the town. One morning, there were 14 cars parked in the Bleeze Street carpark. After two months of use, some suggestions have been made to improve the amenity. These include establishment of a community garden, drinking fountain / dog watering point and porta Loo at the Birdwood end; toilet/shelter halfway along (say between Posen and Hammer roads); reducing the speed limit on Burfords Hill road from the default limit of 100kph; seats at appropriate locations; safety fences on the steep embankments near Burfords Hill Road Bridge; weed management; improved management of Dogs; Off Leash/larger signs; access to the path by Emergency Services, particularly the Posen Road entrances.

**3. OFFICER'S RESPONSE – Jade Ballantine, Director Environment and Infrastructure**

**What is the budgeted amount of income and expenditure for the project?**



Budgeted income was \$5.2, with \$2.6m to be received from the Federal Government and \$2.6m from the State Government.

Expenditure budget was \$5.2m related to grant funding, plus \$0.5m Council contribution

**Have all the grants been received and how much has been expended to date?**

Yes, all grants have been received. \$5.3m has been expended to date.

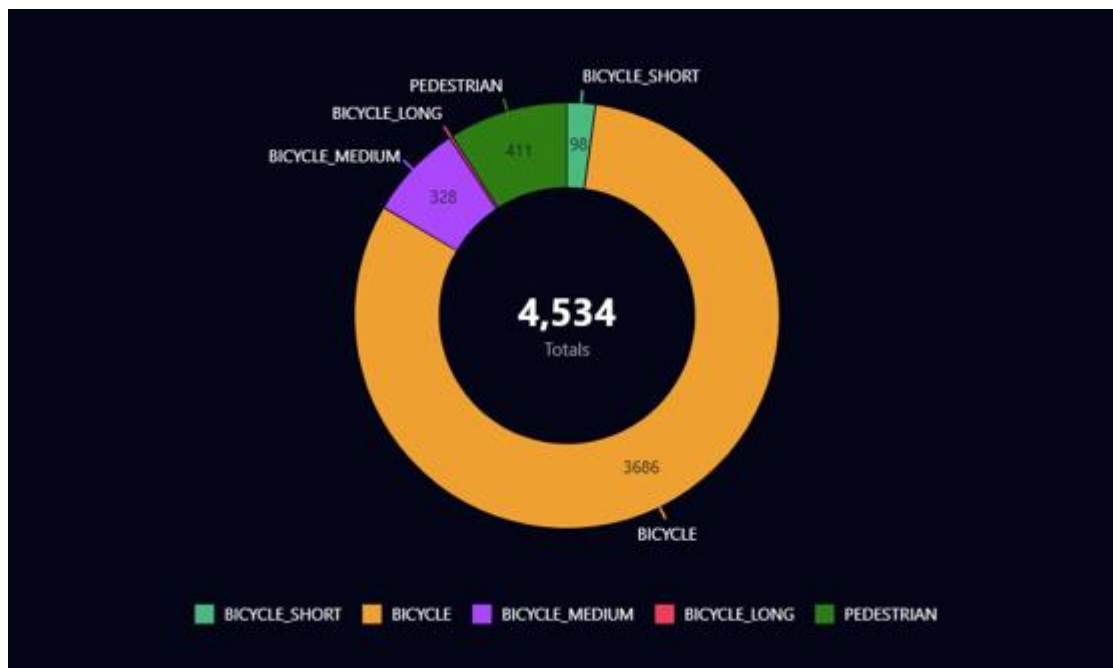
**How much was council required to pay into the Native Vegetation Fund and to other government agencies?**

Native Vegetation Council offset payment = \$ 29,142.29 exc.

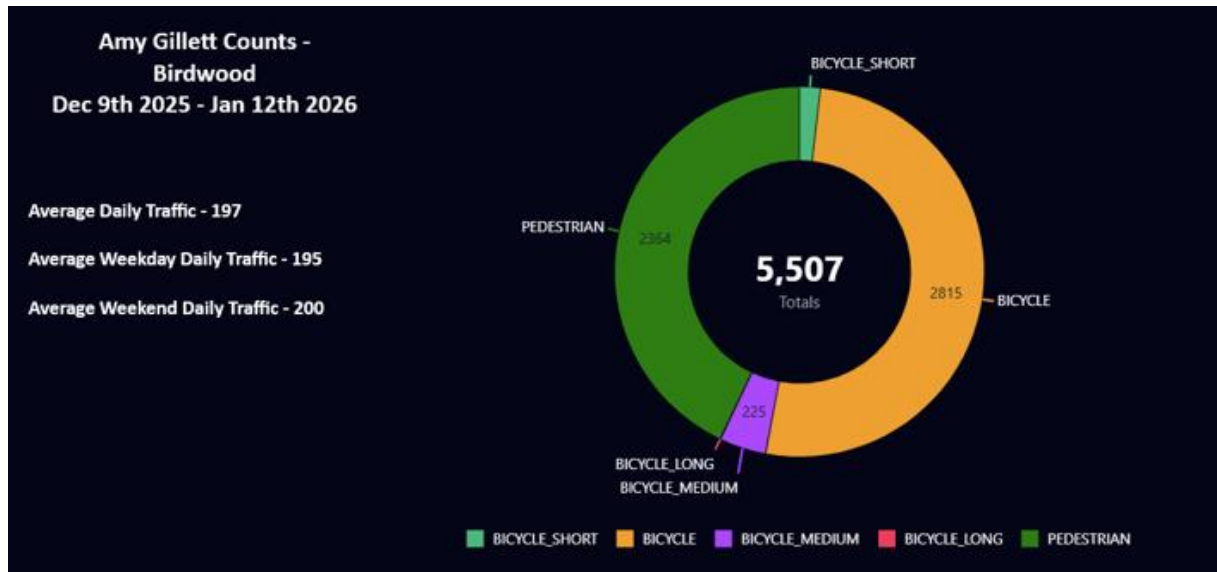
**Have traffic counters been installed, and, if so, have any readings been taken, what is the frequency of readings and how will the results be published (e.g. quarterly Performance Reports)?**

Yes, fixed counters that record bicycles and pedestrians are operational; they are located at Mount Torrens and Birdwood ends. Information from these counters is currently being downloaded monthly, once the software is fully operational it will be available anytime.

Amy Gillett Mount Torrens Counts – 9 December 2025 – 12 January 2026

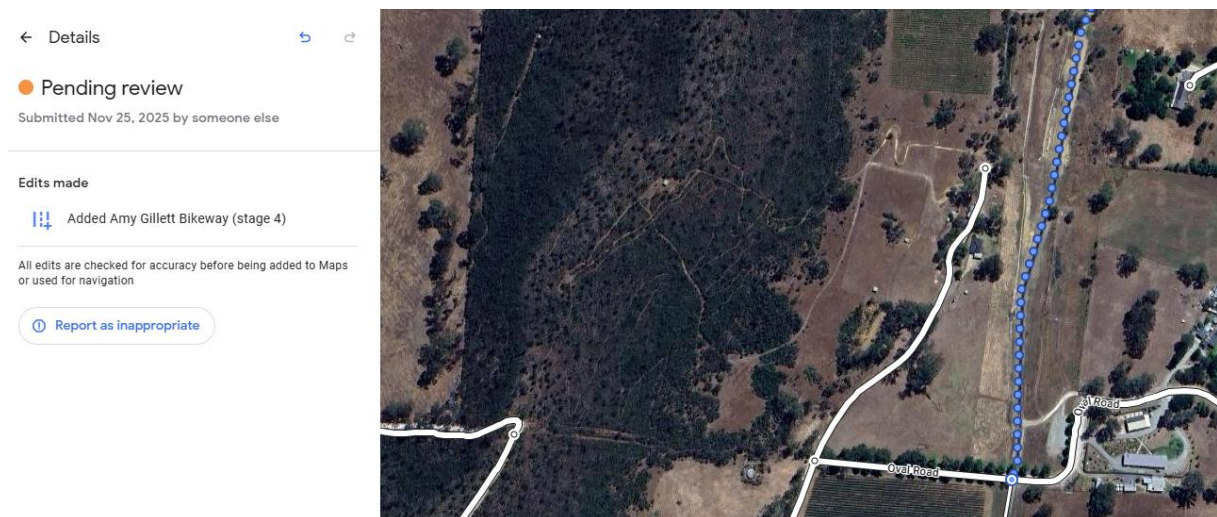


Amy Gillett Birdwood Counts – 9 December 2025 – 12 January 2026



**Who is responsible for registering Stage IV on E maps (e.g. Google)?**

Recording and updating bikeways, trails and paths on Google Maps is a collaborative process, primarily driven by local governments, authoritative mapping sources, and, to a lesser extent, user contributions. The Amy Gillett stage IV has been registered and is pending review by Google.



**What further works are planned, e.g. services locations, improved access to Shannon Street, and the provision of car parking, particularly near the Burfords Hill Road bridge?**

The development of nodes which may offer carparking, landscape planting, seating, shelters, bike racks/repair stations, way finding signage are under consideration and scoping for budget allocation considerations in future Annual Business Plan and Budgets. Fencing works continue along the track with the Burfords Hill Road carpark to receive fencing that will assist in controlling carparking. Additional connections to the township of Birdwood will be considered during planning for a proposed extension to Mount Pleasant.

**Has /will the CEO investigate whether the current speed limits on all roads, particularly Burfords Hill and Muellers Roads remain appropriate?**

No, Administration has not investigated current speed limits. Administration considers the most appropriate approach is signage, such as those used on the Onkaparinga Valley Road approaching the Amy Gillett cross over and parking node point prior to Mount Torrens.



**4. APPENDIX**

- (1) Photos
- (2) Map of bikeway from Mount Torrens to Birdwood

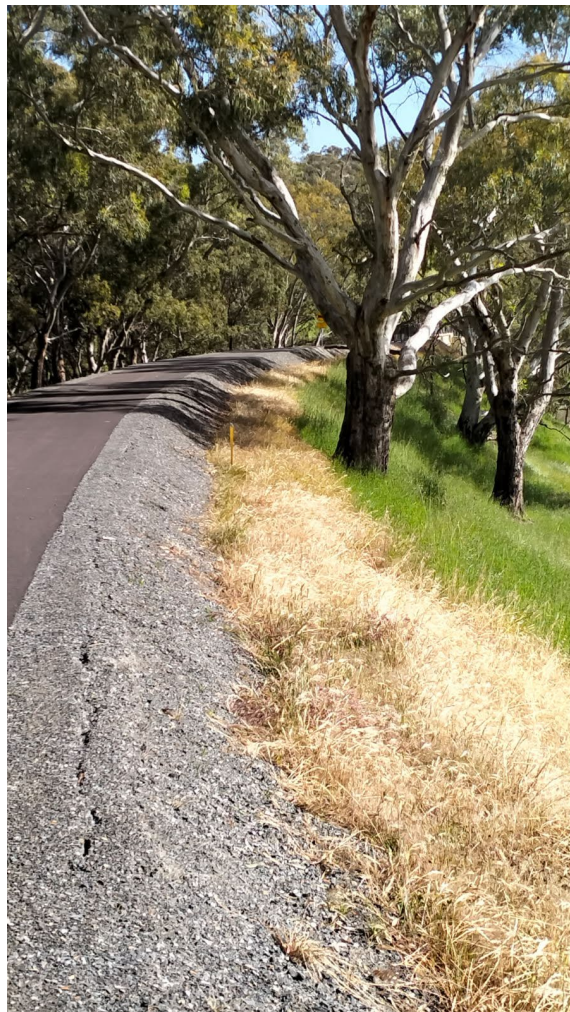
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# Appendix 1

*Photos*

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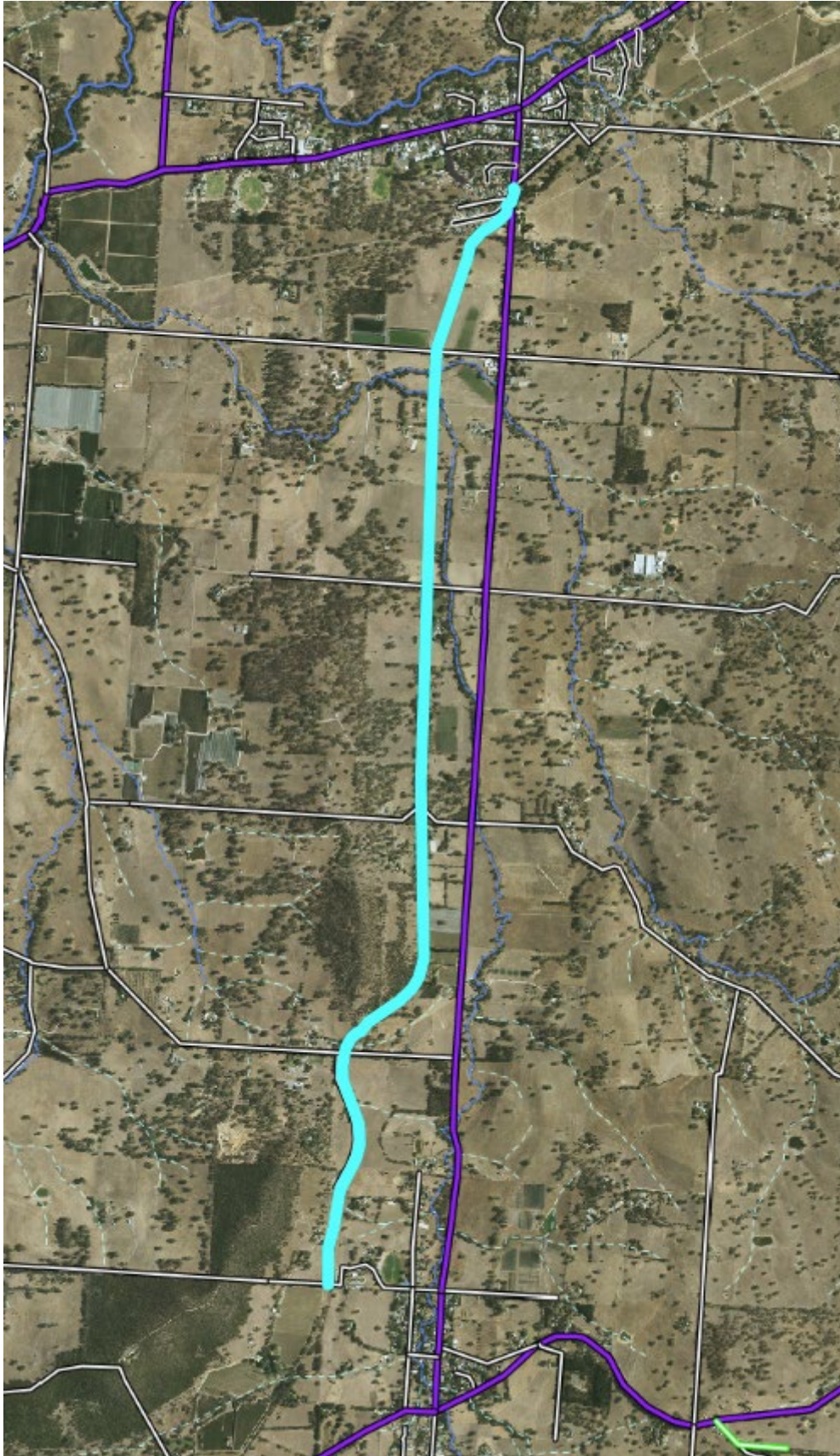
## **Appendix 2**

*Map of bikeway from Mount Torrens to Birdwood*

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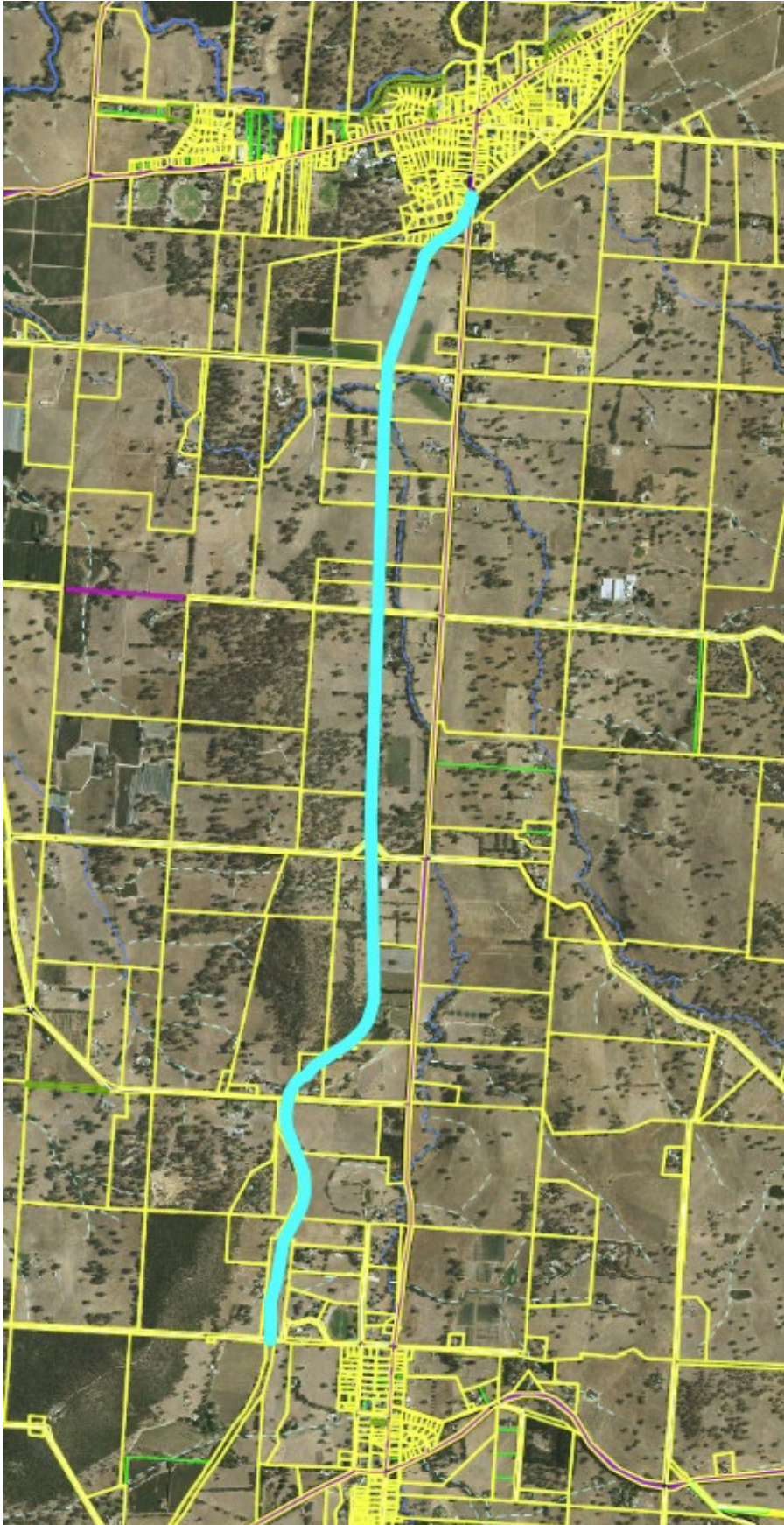


# Amy Gillet Stage 4 Alignment





## Amy Gillett Stage 4 Alignment



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## **Motions on Notice**

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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

**Item:** 11.1 Motion on Notice

**Originating from:** Cr Chris Grant

**Subject:** CEO PRP Composition and Operation

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**1. MOTION**

**I move that:**

- 1. A report be prepared for Council's consideration by the 28th of February, 2026, providing options for the composition and operation of the CEO PRP ("the Panel").**
- 2. The report should amongst other things, consider the practice of other Councils and also the existing Local Government Association guidance to determine:**
  - a. What role the Qualified Independent Person ("QIP") has to play in the workings of the Panel;**
  - b. What qualifications the Qualified Independent Person should possess in order to best discharge that role;**
  - c. How often the QIP needs to attend CEO PRP meetings;**
  - d. The role of the independent member on the CEO PRP;**
  - e. How the Terms of Reference of the CEO PRP should be updated to recognise the need for, manner of selection and appointment, and role of, a QIP;**
  - f. Financial implications of the various options;**
  - g. Any other factors that may be relevant to the matters raised herein.**

## 2. BACKGROUND

The CEO PRP (the Panel) under its TOR currently has five members, namely the Mayor, Deputy Mayor, two other Council members and one independent member who should have "recent and relevant skills and experience related to the role". The CEO PRP also currently has a Qualified Independent Person ("QIP") present at meetings who is not a member of the Panel, but is present by virtue of an amendment to the LGA gazetted on the 10th of November 2021 (after the writing of the TOR), which reads:

### **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).

It is clear from S102A(2) that the Panel must obtain the advice of a QIP when reviewing the CEO's performance. The QIP attached to the Panel to date has been Michael Kelledy from Kelledy Jones. There are financial implications from having a lawyer attend Panel meetings. In the past, discussions have occurred amongst CEO PRP member as to what skillset would be best suited for this QIP to advise the panel on HR matters, and confusion can result from the TOR not referring to the QIP at all.

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

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

*Strategic Plan 2024 – Your Place, Your Space*

Goal 4	Organisation
Objective 02	Operate with integrity using best practice governance processes
Priority 02.1	Demonstrate accountable and transparent decision making.
Priority 02.3	Enhance governance structures and systems to be agile and support our legislative obligations.

### ➤ Legal Implications

There are no legal implications arising from the request for a report on options for the composition and operation of the CEO PRP.

### ➤ Risk Management Implications

Providing a report on options for the composition and operation of the CEO PRP will assist in mitigating the risk of:

Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low(3E)	Low(3E)

➤ **Financial and Resource Implications**

There are no financial or resource implications arising from this report, as it relates solely to the preparation of a future report for Council.

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

No specific customer service or cultural impacts arise from this report. However, there is an overarching community expectation that Council will maintain transparent and consistent governance processes.

➤ **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>	Not Applicable
<i>Community:</i>	Not Applicable

#### **4. ANALYSIS**

Administration is able to provide the requested report within the specified timeframe.

It should be noted that expressions of interest are currently being sought for an independent member of the panel with applications closing on 1 February 2026. This position is different to that of the Qualified Independent Person. If Council resolves to progress the proposed report, Council may wish to consider pausing the Expression of Interest process.

#### **5. APPENDICES**

Nil



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2025  
AGENDA BUSINESS ITEM**

**Item:** 11. Motion on Notice

**Originating from:** Cr Leith Mudge

**Subject:** Aldgate Primary School Pedestrian Safety

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**1. MOTION**

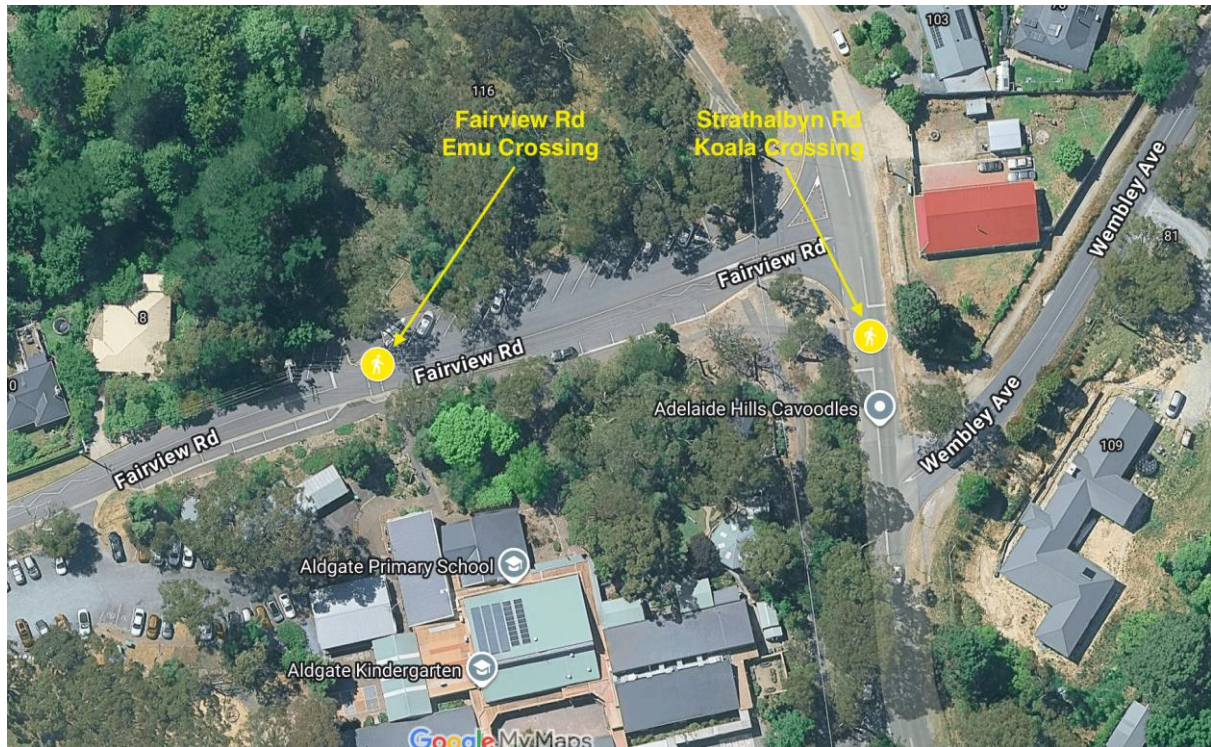
I move that the CEO:

1. Investigates measures to improve pedestrian safety of children around Aldgate Primary School, including but not limited to Fairview Road. The investigation should include an exploration of measures that would be the responsibility of Council, the Department of Infrastructure and Transport (DIT) and/or the Department for Education.
2. Provides a report to Council on recommended measures to improve pedestrian safety by 26 March 2026. The report should include a budget for any recommended measures that would be the responsibility of Council, for inclusion in the 2026/27 budget planning process.



## 2. BACKGROUND

Aldgate Primary School currently services its students and community with two crossings: a 'Koala' crossing on Strathalbyn Road (road managed by DIT) and an 'Emu' crossing on Fairview Road (road managed by the Adelaide Hills Council).



Concerns have been raised by the school community regarding the safety of the Fairview Road crossing. Specifically, a grandparent recently witnessed an incident at the existing Emu Crossing where a student was nearly struck by a vehicle. Residents and parents have observed regular instances of near misses, speeding, and drivers failing to exercise appropriate care in this zone.

The current Emu crossing setup presents several safety challenges:

1. **Lack of Physical Restraint:** Emu crossings rely entirely on motorist compliance and have no physical means, such as raised platforms, to slow traffic.
2. **Visibility Issues:** Parking and pickup zones on Fairview Road are often congested, reducing visibility for both motorists and children.
3. **Vulnerability of Users:** Children using this crossing are often among the youngest at the school and may have less developed road sense, assuming priority even when flags are not displayed.

While the Administration has indicated a preliminary response involving signage renewal and temporary digital speed signs, there is strong community support for investigating permanent infrastructure improvements.

This motion calls for a formal investigation into the most effective safety measures and requests that costs be determined in time for consideration in the upcoming 2026/27 budget cycle



**3. OFFICER’S RESPONSE – Jade Ballantine, Director Environment and Infrastructure**

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

*Strategic Plan 2024 – Your Place, Your Space*

Goal	Community Wellbeing
Objective CW 6	Promote physical, mental and social wellbeing
Priority CW 6.3	Plan and promote walking and cycling projects and infrastructure that facilitate health and wellbeing as well as sustainable forms of transport.

Adelaide Hills Council partners with DIT and school communities to identify, plan and implement people focused, safe and innovative improvements in local streets near schools to support active travel.

School communities establish partnerships at different levels depending on their capacity.

- Legal Implications**

- Road Transport (Road Rules) Regulations 2014 (Australian Road Rules)
- Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014
- SA Road Safety Action Plan 2025-2027
- THINK! Road Safety Program
- Local Government Act 1999

- Risk Management Implications**

Poor traffic management at schools can contribute to the following risk:

*Inadequate traffic management and control leads to danger or harm to people and property*

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

- Financial and Resource Implications**

Road safety infrastructure can be a significant expenditure item (reconfiguration of roadways, carparks and installation of footpaths). Therefore, it needs to be a planned program focusing on the highest risk localities.

- Customer Service and Community/Cultural Implications**

Administration supports the focus on road safety infrastructure for school zones and is working on a planned program of priority projects to be seen as responsive to community concerns.

- Sustainability Implications**

Increasing road safety can increase walking, which supports environmental outcomes.

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

The Department of Infrastructure and Transport has been consulted.

#### **4. ANALYSIS**

Administration and the Department of Infrastructure have conferred on the road safety infrastructure in place for Aldgate Primary School, specifically Strathalbyn Road and Fairview Road (a cul de sac). The infrastructure is considered compliant – especially Council's road (Fairview Road).

In South Australia, an Emu Crossing is a temporary, part-time crossing near schools, marked by red-and-white flags, operated by a school crossing monitor, with a low 25km/h speed limit only when flags are displayed for children. A Wombat Crossing is a permanent, raised platform with zebra stripes that slows traffic and improves accessibility for all pedestrians (Stirling Hospital). These installations require consultation as they do impact residents and other traffic users outside of school peak times. The key difference is that Wombat crossings are physical speed humps for continuous use, whereas Emu crossings are flag-operated, temporary setups with strict speed limits for children.

Fairview Road is a no-through road with a significant roundabout protuberance along it. It does not fall into a risk category for the installation of a Wombat Crossing due to the road's inherent characteristics which result in speeding being a low frequency occurrence.

Administration is currently working on prioritising school related safety projects within Council and to date, there are other school sites exceeding Aldgate Primary School in relation to risk ratings – for example Stirling East Primary School and the Hills Christian Community School (Verdun).

Administration considers that all schools within the Adelaide Hills Council district deserve the best available safety and access infrastructure (road, footpaths, carparks, drop zones), however the program of upgrades should be prioritised and delivered according to risk and within a sustainable budget allocation, using available funding supports such as the State Government's Way2Go initiative.

As an alternative to the proposed motion, Council could consider some of the following measures:

- Council purchasing and deploying mobile emoji based, solar optioned digital signs to rotate among Adelaide Hills Schools as an additional 'pop up' reinforcement tool. These are known to be considerably effective. Visit St Francis De Sales College at Mount Barker to observe one.
- Council to advise DIT through the Way 2 Go program on the condition of their signage and line marking on Strathalbyn Road, requesting a renewal.
- Council to send correspondence to Aldgate Primary School reminding the school community to:

- report speeding related incidents to SAPOL – this is the most overlooked step and often has the most impact on reducing risk as SAPOL will often undertake blitzes focusing on regulation and education that generally achieves a quicker and most effective outcome (over and above renewed or additional infrastructure); and
- ensure the flags associated with the existing emu crossing are deployed effectively
- That there are crossing monitors in place.

## **5. APPENDICES**

- (1) Current Aldgate Primary School Road Safety Infrastructure

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# **Appendix 1**

## *Aldgate Primary School Road Safety Infrastructure*

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Photo 1 DIT Road – Strathalbyn Road – School Crossing Ahead sign



Photo 2 DIT Road – Strathalbyn Road – 25km when children present sign



Photo 3 DIT Road – Strathalbyn Road – Koala Crossing (Flashing Lights)



Photo 4 Council Road – Fairview Road – Zig Zag road marking, yellow line no parking, 25km when children present sign





Photo 5 Council Road – Fairview Road – Emu Crossing – Vegetation slightly obscuring red and white painted posts but orange flags that get installed by School would stand out.



Photo 6 Council Road – Fairview Road – Emu Crossing from other direction, zig zag line marking and no parking line marking in place.



Photo 7 Council Road – Fairview Road – Emu Crossing, good visibility noting bright orange flags get installed during school start and finish times.



Photo 8 Council Road – Fairview Road – Intersection with Strathalbyn Road, not school crossing ahead and 25km reminder signage



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# **Administration Reports Decision Items**

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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 February 2026  
AGENDA BUSINESS ITEM**

**Item:** 12.1

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

**Subject:** Status Report - Council Resolutions Update

**For:** Decision

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**SUMMARY**

This report provides an update on the current status of Council Resolutions as at January 2026. In some cases, actions can take months or years to be completed due to the complexity and/or the level of influence Council has in the matter.

**RECOMMENDATION**

**Council resolves:**

1. That the report be received and noted.
  2. That the completed items in Appendix 1 be removed from the Action List.
- 

**1. BACKGROUND**

At its meeting of 24 March 2015 Council resolved:

**Status Report – Outstanding Council Resolutions**

Moved Cr Malcolm Herrmann  
S/- Cr Val Hall

54

That the CEO provides a report to the 28 April 2015 Council meeting in relation to outstanding resolutions passed before 31 March 2013 outlining the reasons why the resolutions have not been completed, detailing what actions have been taken and an estimated date of completion.

Carried Unanimously

The intent of the Council's resolution has been carried forward as a prudent accountability mechanism.

At its meeting of 27 August 2024 Council resolved to report on a quarterly basis:

**Council Resolutions Update**

**Moved Cr Malcolm Herrmann**  
**S/- Cr Mark Osterstock**

**298/24**

**Council resolves:**

- 1. That the report be received and noted.**
- 2. That the completed items in Appendix 1 be removed from the Action List.**
- 3. That from 27 August 2024 until the end of the current Council term the Administration deliver a status update on a quarterly basis.**

<b>Carried Unanimously</b>
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As a result of this resolution, the administration will deliver this report to Council on a quarterly basis moving forward.

**2. ANALYSIS**

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

*Strategic Plan 2024 – Your place, Your space*

Goal 4 Organisation

Objective 02 Operate with integrity using best practice governance processes.

Priority 02.1 Demonstrate accountable and transparent decision making.

The timely completion of Council resolutions assists in meeting legislative and good governance responsibilities and obligations.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

Regular reporting on outstanding action items will assist in mitigating the risk of:

*Actions arising from Council resolutions may not be completed in a timely manner*

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

➤ **Budget, Financial and Resource Implications**

Not applicable.

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

Not applicable.

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Not applicable.
<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**

The Action list has been updated to provide Council with information regarding outstanding actions. Completed resolutions are identified in the recommendation for removal from the Action List.

**3. OPTIONS**

Council has the following options:

- I. Note the status of the outstanding items and the proposed actions.
- II. Resolve that other actions are required.
- III. Not enable the removal of completed items.

**4. APPENDICES**

- (1) Council Resolutions Action List – Completed items as of January 2026
- (2) Action List as at January 2026

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# **Appendix 1**

*Council Resolutions Action List – Completed items as of  
January 2026*

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Item Name	Meeting Date	Res No.	Responsible Director	Status
Structural Report on Old Stirling School (Cr Kirsty Parkin)	27/01/2026	400/25	Jade Ballantine	Completed
Confidential Items Renewal – December 2025	9/12/2025	422/25 and 423/25	Zoe Gill	Completed
Citizen of the Year 2026 Recommendations	9/12/2025	428/25	Jess Charlton	Completed
MWON - Ashton Hurn MP	9/12/2025	426/25	Greg Georgopoulos	Completed
9 December 2025 meeting	25/11/2025	414/25	Zoe Gill	Completed
Community Development Grant Recommendations	25/11/2025	408/25	Jess Charlton	Completed
Organic Kerbside Service Tender	25/11/2025	417/25	Jade Ballantine	Completed
Budget Review 1	25/11/2025	405/25	Gary Lewis	Completed
East Waste Register of Interests Fee	25/11/2025	403/25	Zoe Gill	Completed
Revocation of Selected Resolutions Regarding the Mayor	25/11/2025	402/25	Zoe Gill	Completed
CEO Performance Review Panel Terms of Reference Review	11/11/2025	389/25	Zoe Gill	Completed
Boundary Change Committee Presiding Member Appointment	11/11/2025	384/25	Zoe Gill	Completed
Audit and Risk Committee Presiding Member Appointment	11/11/2025	386/25	Zoe Gill	Completed
Audit and Risk Committee Council Member Appointments	11/11/2025	385/25	Zoe Gill	Completed
Boundary Change Committee Membership Appointments	11/11/2025	383/25	Zoe Gill	Completed
12.7Appointment of CEO Performance Review Panel Committee Members	11/11/2025	392/25	Zoe Gill	Completed
12.8Appointment of the CEO Performance Review Panel Presiding Member	11/11/2025	393/25	Zoe Gill	Completed
Proposed Native Vegetation Protection and Conservation Policy and Community Engagement Outcome R	28/10/2025	362/25	Jade Ballantine	Completed
2024/25 Annual Financial Statements	28/10/2025	365/25	Gary Lewis	Completed
Deputy Mayor Acting in office of Mayor and Acting Deputy Mayor Appointment	28/10/2025	367/25, 368/25 & 369/25	Zoe Gill	Completed
Community Grants (Acting Mayor Nathan Daniell)	28/10/2025	360/24	Jess Charlton	Completed
Drought Support Rates Reduction Funding & Rating of Energy Infrastructure	28/10/2025	364/25	Gary Lewis	Completed
Delegations under the Local Government Act 1999 and other legislation (excluding the Development Act :	14/10/2025	329/25	Zoe Gill	Completed
Delegations made under Planning, Development and Infrastructure Act 2016, Regulations, Planning & De	14/10/2025	328/25	Zoe Gill	Completed
Review of Cemetery Operating Policy & Memorials within Council Cemeteries Policy	14/10/2025	324/25	Jade Ballantine	Completed
Community Loans Policy	14/10/2025	323/25	Gary Lewis	Completed
Confidential Items Review – September 2025	14/10/2025	330/25 to 339/25	Zoe Gill	Completed
MOTIONS WITHOUT NOTICE - Congratulations	14/10/2025	347/25	Greg Georgopoulos	Completed
Proposed Asset Accounting Policy	14/10/2025	325/25	Gary Lewis	Completed
Adelaide Hills Reconciliation Working Group Terms of Reference and Membership	14/10/2025	326/25 and 327/25	Jess Charlton	Completed
12.2AHRWMA Deputy Board Member Appointment	23/09/2025	311/25	Zoe Gill	Completed
12.3East Waste Management Authority Deputy Board Director Appointment	23/09/2025	312/25	Zoe Gill	Completed
CEO 2025 Remuneration Review	9/09/2025	300/25	Zoe Gill	Completed
Representation Review Update	9/09/2025	286/25	Zoe Gill	Completed
CEO 2025 Remuneration Review	9/09/2025	301/25	Zoe Gill	Completed
End of Financial Year Update - 2024-25	9/09/2025	285/25	Gary Lewis	Completed
Gumeracha Opportunity Shop Service Review	26/08/2025	278/25	Jess Charlton	Completed
By-Law Adoption and Consultation - Decision 1	12/08/2025	266/25	Jess Charlton	Completed
By -Law Adoption and Consultation - Decision 3	12/08/2025	268/25	Jess Charlton	Completed
Legal Costs – Cr Malcolm Herrmann	12/08/2025	265/25	Gary Lewis	Completed

By -Law Adoption and Consultation - Decision 2	12/08/2025	267/25	Jess Charlton	Completed
16.1Frequency and duration of Elected Member leave of absences	12/08/2025	273/25	Zoe Gill	Completed
Temporary Road Closures – Young Drivers Awareness Course 2025-26	12/08/2025	269/25	Jess Charlton	Completed
Road Naming - Mount Torrens Road, Lobethal – Naming of Juniper Lane Private Road	22/07/2025	250/25	Jade Ballantine	Completed
CEO Performance Review Panel Independent Member Recruitment	22/07/2025	253/25	Zoe Gill	Completed
Local Government Community Engagement Charter	8/07/2025	236/25	Gary Lewis	Completed
Audit Committee Independent Member Appointment	8/07/2025	243/25	Zoe Gill	Completed
Draft By-Laws	30/06/2025	221/25	Jess Charlton	Completed
Save our Wildlife Foundation Inc Lease Proposal – 22 Wright Road	10/06/2025	198/25	Jade Ballantine	Completed
Save our Wildlife Foundation, 22 Wright Road, Stirling Lease Proposal – Community Engagement Outcom	10/06/2025	199/25	Jade Ballantine	Completed
Woodforde Infrastructure Maintenance	22/04/2025	137/25	Jade Ballantine	Completed
Woodforde Infrastructure and Maintenance	25/03/2025	105/25	Jade Ballantine	Completed
S184 - Recovery of Unpaid Rates – Confidential Item	28/01/2025	25/25	Gary Lewis	Completed
Behavioural Standards Complaint – Determination of Action	26/11/2024	430/24	Zoe Gill	Completed
12.3 Proposed Road Widening of Council Road Corridor – Intersection Tiers Road and Vickers Road, Lens	24/09/2024	344/24	Jade Ballantine	Completed
12.3Proposed Road Widening of Council Road Corridor – Intersection Tiers Road and Vickers Road, Lensw	24/09/2024	344/24	Jade Ballantine	Completed
Draft Native Vegetation Protection and Conservation Policy	13/08/2024	282/24	Jade Ballantine	Completed
Fabrik Business Implementation Plan	28/05/2024	175/24	Jess Charlton	Completed
Teringie Residents Association – Traffic hazard of speeding along residential streets in Teringie	23/04/2024	127/24	Jade Ballantine	Completed
Development Services Service Review - Implementation Plan	31/10/2023	AC39/23	Jess Charlton	Completed
Illegal Native Vegetation Clearance	11/04/2023	78/23	Jade Ballantine	Completed
Charleston Cemetery Compulsory Acquisition	26/10/2021	220/21	Jade Ballantine	Completed
Road Exchange Aldi Devleopment Pomona Road Stirling	24/08/2021	170/21	Jade Ballantine	Completed

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## **Appendix 2**

*Action List as at January 2026*

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Item Name	Meeting Date	Meeting	Res No.	Action Required (Council Resolution)	Responsible Director	Status	Date of Update	Due Date	Status (for Council reporting)	Confidential
				<div>1. That the report be received and noted</div> <div>2. To negotiate an agreement with the Summertown Village Water Company for access to the Council bore located on Anya Crescent Reserve at Summertown for a defined period, being not more than 3 years, on terms and conditions to be agreed whereby by the end of the agreement term, the Summertown Village Water Company has established an independent water supply for its shareholders and current use of the Council bore ceases</div> <div>3. To negotiate an in principle agreement with the Summertown Community Centre Inc. for a land exchange at Tregarthen Reserve Summertown that would see the public infrastructure located on land owned by the Council and the sport and recreation infrastructure on land owned by the Summertown Community Centre Inc. with the Council being responsible for the provision of water to Tregarthen Reserve</div> <div>4. To negotiate an agreement with the owner of 30 Stonehenge Avenue Stirling, for access to and use of the bore located on Council land at 28 Stonehenge Avenue Stirling, for a defined reasonable period of time, say 18 – 24 months, on terms and conditions to be agreed whereby by the end of the agreement, the landowner has established an independent water supply for its land and use of the Council bore ceases</div> <div>5. To undertake further investigations in relation to the Mylor bore and tanks and to which properties it supplies water</div> <div>6. The CEO further reports to Council on an annual basis of progress being made on points 2-5.</div>	Jade Ballantine	In Progress	22/01/2026	22/01/2026	January 2026 - SWWC is seeking a new permit to construct a well, as the term of the previous permit expired, and permit cannot be extended. The Open Space team has provided in-principal support for the drilling, subject to favourable weather conditions and strict compliance with EPA standards for the containment of drilling spills and spoils. Draft Agreement being generated to determine land use conditions.	FALSE
Response to MON Bore Use	27/01/2026	Ordinary Council	52/22							
				<div>1. To note and receive the Period Product Review report.</div> <div>2. To approve the commencement of a twelve (12) month trial to provide ethicallysourced period products across four of Council's libraries and community centres</div> <div>3. That the sum of \$5000 (being approximately \$1,250 per site) be placed into totheroperating budget during the 2025/2026 financial year to accommodate the trial.</div> <div>4. That following the initial 12-month trial a further report come back to Councilproviding information on the outcomes of same.</div>	Jade Ballantine	In Progress	22/01/2026	22/01/2026	January 2026 - Dispensers installed and trial period commenced December 2025.	FALSE
Period Product Review	27/01/2026	Ordinary Council	177/25							
				<div>1. Council requests the Chief Executive Officer to prepare a report on the current structural condition of the Old Stirling School building, including an assessment of its fitness for current use and identification of any safety concerns or maintenance issues.</div> <div>2. That the report include: A summary of any structural assessments, engineering reports, or maintenance records completed within the past five years;An outline of any urgent repairs or works required to ensure safe and compliant occupation and use of the building;Details of current usage by community groups, including the type and frequency of activities held on the premises;An estimate of the cost to upgrade the building to meet relevant Heritage and Accessibility Guidelines, ensuring compliance with the Disability Discrimination Act 1992 and the Disability (Access to Premises – Buildings) Standards 2010 if relevant;Information on the ownership structure of the building and land, including confirmation that the building is Council-owned but located on State-owned land, and the implications of this arrangement for maintenance responsibilities, insurance, capital works, and future use;Recommendations for future maintenance, refurbishment, or redevelopment options if deemed necessary.</div> <div>3. That the report be presented to Council before the end of the current Council term and in line with any asset strategy.</div>	Jade Ballantine	Completed	22/01/2026	22/01/2026	December 2025 - I understand this MON has been withdrawn and replaced by a request for a comprehensive principle property strategy report.	FALSE
Structural Report on Old Stirling School (Cr Kirsty Parkin)	27/01/2026	Ordinary Council	409/25							
				<div>That the report be received and noted.</div> <div>That the Director, Corporate Services consult with staff and elected members on the proposed CEO Conduct Complaint Handling Procedure as circulated on the 9 December 2025.</div> <div>That the Director, Corporate Services report to Council on the results of the consultation at a workshop and following the workshop make recommendations regarding the adoption of the final procedure, to Council for consideration.</div> <div>To note the proposed amendments to the Grievance Resolution Procedure at Appendix 2.</div>	Gary Lewis	In Progress	9/12/2025	31/01/2026	Consultation is complete. A workshop will be held with elected members on 2 February to go through the consultation findings. The draft procedure will then be finalised for Council's approval at a future Council meeting.	FALSE
CEO Conduct Complaint Handling Procedure	9/12/2025	Ordinary Council	424/25							
				<div>To receive and note the report titled "Confidential Items Renewal – December" (Agenda item 12.2, 9 December 2025 Council Meeting). To note the following items on the confidential items register being resolutions 37/25, 38/25, 34/25, 31/25 and 25/25 have been reviewed and will remain in confidence.</div> <div>1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act: The report, related attachments, minutes and other (presentation, documents, or similar) of 28 January 2025, Item No. 19.2, Motion on Notice – Behavioral Matter, 28/25 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.</div> <div>On the grounds that the document(s) (or part) relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).</div> <div>2. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.</div>	Zoe Gill	Completed	10/12/2025	10/12/2025	Confidential Register has been updated accordingly.	FALSE
Confidential Items Renewal – December 2025	9/12/2025	Ordinary Council	422/25 and 423/25							
Citizen of the Year 2026 Recommendations	9/12/2025	Ordinary Council	428/25	As per confidential minute.	Jess Charlton	Completed	16/01/2026	16/01/2026	Citizen of the Year award recipients notified December 2025. Media release published 16 January 2026 detailing recipients.	FALSE
MWON - Ashton Hurn MP	9/12/2025	Ordinary Council	426/25	That Council congratulates Ashton Hurn MP, Member for Schubert on her selection as the 48th South Australian Leader of the Opposition and wishes her the very best for performing the duties of this role.	Greg Georgopoulos	Completed	10/12/2025	12/12/2025	Completed and sent to Minister.	FALSE
				<div>To note and receive the report and the Community Engagement Outcomes Report – Amendment to correct Local Government Land By-Law No.3 provided in Appendix 2. To make and pass Adelaide Hills Council (Miscellaneous) Amendment By-Law 2026 as attached and marked as A appendix 1 of this report, exercising powers contained in Section 246 of the Local Government Act 1999, having satisfied the consultation requirements of the Act and having regard to the submissions received from the public, the Certificates of Validity provided by the Council's legal practitioner and in the presence of at least two thirds of its members. That the Chief Executive Officer be authorised to undertake all steps necessary to finalise the By-Law review process and to give effect to Adelaide Hills Council (Miscellaneous) Amendment By-Law 2026.</div>	Jess Charlton	Not Started	9/12/2025	31/12/2025		FALSE
12.1Adelaide Hills Council (miscellaneous) Amendment by-Law 2026 Adoption	9/12/2025	Ordinary Council	421/25							
				<div>The CEO liaise with the CEO, Department of Infrastructure and Transport with the objective of improving the safety, particularly during heavy rainfalls, for motorists who use the Woodside to Naime Road, Inverbrackie and provide a report to council by 31 March 2026.</div>	Jade Ballantine	In Progress	22/01/2026	31/03/2026	Meeting booked with a representative from the DIT for the 27th of January 2026 for discussion.	FALSE
11.1Road Safety Woodside to Naime Road, Inverbrackie (Cr Malcolm Hermann)	9/12/2025	Ordinary Council	420/25							
9 December 2025 meeting	25/11/2025	Ordinary Council	414/25	That on the 9 <sup>th</sup> of December 2025 the Council meeting starts at 7:30pm.	Zoe Gill	Completed	26/11/2025	26/11/2025	Council meeting calendar invites and other admin updated.	FALSE
Community Development Grant Recommendations	25/11/2025	Ordinary Council	408/25	Refer minutes	Jess Charlton	Completed	16/01/2026	28/11/2025	All grant recipients notified and grant funds dispersed	FALSE
				<div>That the Annual Report 2024-25 – Draft for Adoption report be received and noted.</div> <div>That the Annual Report 2024-25, as contained in Appendix 1, be adopted.</div> <div>That the Chief Executive Officer be authorised to make minor content, formatting or design changes necessary for publication purposes.</div>	Gary Lewis	Not Started	25/11/2025	28/11/2025		FALSE
Annual Report	25/11/2025	Ordinary Council	406/25							
Community and Recreation Facility Grant Recommendations	25/11/2025	Ordinary Council	409/25	See minutes.	Jade Ballantine	In Progress	21/01/2026	28/11/2025	Administration is currently distributing grant funds to groups that were successful as per Council Resolution 25 November 2025	FALSE

				1. To note and receive the report and the Community Engagement Outcomes Report – By-Laws Stage 2 provided in Appendix 3. 2. To make and pass By-Law No. 4 – Roads as attached and marked as Appendix 1 of this report, exercising powers contained in Section 246 of the Local Government Act 1999, having satisfied the consultation requirements of the Act and having regard to the submissions received from the public, the Certificates of Validity provided by the Council's legal practitioner and in the presence of at least two thirds of its members. 3. That having considered the feedback received through the community engagement process, to not proceed at this time with a new by-law to regulate roosters and pigeons in townships. 4. That the Chief Executive Officer be authorised to undertake all steps necessary to finalise the By-law review process and to give effect to By-Law No. 4– Roads. Council resolves to adjourn the item to the 27 January 2026 meeting to allow Administration to consult with the Balhannah Uniting Church.	Jess Charlton	Not Started	25/11/2025	28/11/2025		FALSE
By Law Adoption – By Law 4 and 7	25/11/2025	Ordinary Council	407/25							
Balhannah Uniting Church.	25/11/2025	Ordinary Council	410/25		Jade Ballantine	Not Started	25/11/2025	27/01/2026	Dec 2025 - Council report to be amended to reflect 5 year term	FALSE
Organic Kerbside Service Tender	25/11/2025	Ordinary Council	417/25	See confidential minute	Jade Ballantine	Completed	22/01/2026	31/12/2025	Organic kerbside contract awarded for a five-year initial term, with a review six-months prior and, subject to results of the review, consider a further extension.	TRUE
				1. That the report on Budget review 1 – 2025-26 be received and noted. 2. To adopt the proposed budget adjustments presented in Budget Review 1 which result in: An operating deficit of \$3.130m for the 2025-26 financial year/An operating deficit ratio of 4.8% compared to the approved long term target of a surplus of between 0-10%Capital expenditure \$22.846m for the 2025-26 financial year an increase of \$1.849m from the approved budget of \$20.998mAn asset renewal funding ratio of 153% compared to the approved long term target of 90 to 110%An net financial liabilities ratio of 57% compared to the approved long term target of between 0 and 100%Net borrowing projected to be \$11.1m from the Uniform Presentation of Accounts 3. The BR1 for 2025-26 includes capital expenditure carry overs from 2024/2025 of \$3.257m	Gary Lewis	Completed	8/12/2025	28/11/2025	BR1 has been incorporated into the accounting records effective 30 November 2025	FALSE
Budget Review 1	25/11/2025	Ordinary Council	405/25							
East Waste Register of Interests Fee	25/11/2025	Ordinary Council	403/25	1. That the report be received and noted. 2. To endorse East Waste charging a fee of \$25.00 to persons requesting a full copy of the Register of Interests. 3. That the CEO advises East Waste of Council's decision.	Zoe Gill	Completed	26/11/2025	26/11/2025	Letter sent to East Waste advising of Council's decision.	FALSE
				That the report be received and noted. 2. To revoke Resolution 317/24 of 27 August 2024 in its entirety. 3. To revoke Parts 3(h), 3(i), 3(k), 3(m), and 3(n) of Resolution 430/24 of 26 November 2024. 4. To note that, as a consequence of the revocation of part 3(h) of Resolution 430/24 of 26 November 2024, amendments to the following Council policies are required: • Complaint Handling Policy • Council Members Allowance and Support Policy • Council Member Training and Development Policy • Caretaker Policy • Internal Review of Council Decision Policy • Internal Audit Policy • Behavioural Management Policy • Advisory Group Operation Conduct Policy 5. With an effective date of 26 November 2025, to revoke the Complaint Handling Policy and to adopt the revised Complaint Handling Policy at Appendix 1.	Zoe Gill	Completed	25/11/2025	26/11/2025		FALSE
Revocation of Selected Resolutions Regarding the Mayor	25/11/2025	Ordinary Council	402/25							
				1. Administration develop a project plan to take a strategic approach to Council's assets by June 2026 2. The plan should include how Council will develop and/or improve: asset management plans community land management plans a policy framework for the use of Council assets 3. The plan should identify, short term, medium term and long term outcomes. 4. In developing the Plan administration should conduct a number of workshops with Elected Members to ensure they are familiar with the process. 5. Administration report to council before April 2026 on any high priority projects that may be considered in the planning for the 26/27 budget.	Jade Ballantine	In Progress	22/01/2026	1/04/2026	This work has commenced in December 2025 for buildings, beginning with a condition assessment, defect collection, remaining useful life on components and potential referral for structural assessment. The preparation of AMPs will also occur alongside a review and development of new policies for asset management including accounting, condition assessment, and rationalisation. The asset management planning will be developed in conjunction with development of new community land management plans and supporting policy frameworks (revocation/disposal/closure/leases/licenses/fees and charges).  Underpinning this work, AHC is expanding and refining the resourcing of the asset management team within the Environment and Infrastructure Directorate with recent recruitments commencing in 2026 for Coordinator Asset Planning, Asset Support Officer and a Water Management Technical Officer.	FALSE
Asset Plan (Cr Gladiaagu)	25/11/2025	Ordinary Council	401/25		Jade Ballantine	In Progress	22/01/2026	1/04/2026		FALSE
Revised Due Date in Audit Action Register	17/11/2025	Audit Committee	NA	Look into how to provide evidence of revised due date changing in audit actions register	Zoe Gill	In Progress	13/01/2026	16/02/2026		FALSE
Self-Assessment Recommendations/Suggestions	17/11/2025	Audit Committee	NA	Bring comments in response to recommendations/suggestions from ARC self-assessment to Feb meeting	Zoe Gill	In Progress	13/01/2026	16/02/2026		FALSE
Strategic risk controls	17/11/2025	Audit Committee	NA	Let Committee know via email if any controls on strategic risks should be actions instead of controls if they haven't been finalised (main one is Assets risk)	Zoe Gill	In Progress	13/01/2026	16/02/2026	13/1/26 - currently meeting with Risk Owners to review risk controls	FALSE
				1. That the CEO Performance Review Panel Terms of Reference review report be received and noted. 2. To note resolution 316/24 of the 27 August 2024 Council meeting. 3. To adopt the amended Draft CEO Performance Review Panel Terms of Reference, in Appendix 2, with an effective date of 14 November 2025. 4. To authorise the Chief Executive Officer to make any formatting nomenclature or other minor changes to the proposed policy.	Zoe Gill	Completed	11/11/2025	14/11/2025		FALSE
CEO Performance Review Panel Terms of Reference Review	11/11/2025	Ordinary Council	389/25							
Boundary Change Committee Presiding Member Appointment	11/11/2025	Ordinary Council	384/25	That the Boundary Change Committee –Presiding Member Appointments report be received and noted. To appoint Cr Mark Osterstock to the position of Boundary Change Committee Presiding Member to commence 1 December 2025 and conclude at the end of the Council term.	Zoe Gill	Completed	11/11/2025	14/11/2025		FALSE
Audit and Risk Committee Presiding Member Appointment	11/11/2025	Ordinary Council	386/25	That the report be received and noted. To appoint Ms Pamela Lee as Presiding Member of the Audit and Risk Committee from December 2025 to 31 December 2026.	Zoe Gill	Completed	11/11/2025	14/11/2025		FALSE
Amy Gillett Bikeway Final Stage – Cr Malcolm Hermann	11/11/2025	Ordinary Council	382/25	That the CEO investigates and provides a report to Council by 31 March 2026 on the feasibility of completing the Amy Gillett Bikeway from Okaparanga Valley Road to Randell Road Birdwood; the report to examine, inter alia, design, vegetation clearance, cost of construction, responsibility for and cost of maintenance, tourism possibilities, possible funding sources and any implications of not proceeding with the extension.	Jade Ballantine	Not Started	22/01/2026	31/03/2026	A budget proposal has been developed and will be included in the ABP for 26/27.	FALSE
				That the report be received and noted. To appoint Malcolm Hermann and Richard Gladiaagu as members of the Audit and Risk Committee from 1 December 2025 until the conclusion of the Council term.	Zoe Gill	Completed	11/11/2025	14/11/2025		FALSE
Audit and Risk Committee Council Member Appointments	11/11/2025	Ordinary Council	385/25							

12.9	Recruitment of an Independent Member of the CEO Performance Review Panel	11/11/2025	Ordinary Council	394/25	<p>1. That the report be received and noted.</p> <p>2. To undertake a recruitment process for the selection of one Independent Member for the CEO Performance Review Panel.</p> <p>3. To appoint Cr Chris Grant, Acting Mayor Danielle and the Director of Corporate Services (and/or delegates) as members of the CEO Performance Review Panel Independent Member Selection Panel.</p> <p>That the Gumeracha Opportunity Shop service review consultation report</p>	Zoe Gill	In Progress	13/01/2026	28/01/2026	Call for Expression of Interest is out and closes on 1 February 2026	FALSE
					<p>be received and noted. To acknowledge and sincerely thank the volunteers and broader community for their valuable contribution to the Opportunity Shop over many years, including the installation of a commemorative plaque in a suitable location. To cease operating the Gumeracha Opportunity Shop as a Council-run</p> <p>program, noting the findings and recommendations in the Service Review in</p> <p>Appendix 1, including that there are strategic, operational and financial</p> <p>challenges in continuing to provide this service. That Council requests Administration to undertake an Expression of Interest</p> <p>(EOI) process by 31 December 2025 with a focus on identifying a community-based group to</p> <p>assume the operations of the Opportunity Shop or establish another</p> <p>community offering via a property lease agreement with Council. That following the EOI process, the Administration will provide a report to</p> <p>Council by 10 February 2026 recommending a community-based group to assume operations at the site. To note that the Opportunity Shop will continue to be run by Council until an</p> <p>alternative group has been identified to take over the operations of the</p>						
	Gumeracha Opportunity Shop Service Review Consultation	11/11/2025	Ordinary Council	388/25		Jess Charlton	In Progress	6/01/2026	31/12/2025	EOI Process undertaken with Report to be brought to Council at the 10 February 2026 meeting	FALSE
	Boundary Change Committee Membership Appointments	11/11/2025	Ordinary Council	383/25	<p>That the Boundary Change Committee Membership Appointments report be received and noted. To appoint Cr Leith Mudge, Cr Mark Osterstock, Cr Chris Grant, and Acting Mayor Nathan Daniell as members of the Boundary Change Committee from 1 December 2025 until the conclusion of the Council term.</p>	Zoe Gill	Completed	11/11/2025	14/11/2025		FALSE
12.7	Appointment of CEO Performance Review Panel Committee Members	11/11/2025	Ordinary Council	392/25	<p>To appoint Cr Chris Grant, Cr Richard Gladigas, and Cr Lucy Huxter as members of the CEO Performance Review Panel from 1 December 2025 until the conclusion of the Council term.</p>	Zoe Gill	Completed	13/01/2026	14/11/2025		FALSE
12.8	Appointment of the CEO Performance Review Panel Presiding Member	11/11/2025	Ordinary Council	393/25	<p>To appoint Cr Chris Grant to the position of CEO Performance Review Panel Presiding Member to commence 1 December 2025 and conclude at the end of the Council term.</p>	Zoe Gill	Completed	13/01/2026	14/11/2025		FALSE
	Todd Trust and Caripook Park Development (Cr Leith Mudge)	28/10/2025	Ordinary Council	358/25	<p>Notes the long history of failure to deliver on the requirements of the Francis Henry Todd Trust (the Trust) associated with the donation of land by Mr Todd on which the Bridgewater Retirement Village (formerly owned by Council) stands. Resolves to consider the allocation of funding in the 2026-27 Annual Business Plan and Budget development process, for the necessary works at Caripook Park, Bridgewater, to fulfil the requirements of the Trust as outlined in the answer to Item 10.1 Question on Notice - Todd Trust and Caripook Park Development of Ordinary Council Meeting on 26 August 2025. That prior to the 2026-27 budget process the administration also investigate the feasibility of moving the requirement of the trust to a more appropriate location.</p>	Jade Ballantine	Not Started	28/10/2025	30/11/2025		FALSE
	Proposed Native Vegetation Protection and Conservation Policy and Community Engagement Outcome Re	28/10/2025	Ordinary Council	362/25	<p>That the Proposed Native Vegetation and Conservation Encroachment Policy (the Policy) and Community Engagement Outcomes Report be received and noted. To note the outcomes of and Administration's response to the Community Engagement on the Policy. That funding for the implementation of the Native Vegetation and Conservation Encroachment Policy be considered with the preparation of the draft 2026/27 Annual Business Plan. To adopt the amended Draft Native Vegetation and Conservation Encroachment Policy, in Appendix 2, with an effective date of 29 October 2025. To authorise the Chief Executive Officer to make any formatting, nomenclature or other minor changes to the proposed policy.</p>	Jade Ballantine	Completed	22/01/2026	29/10/2025	On the 28th October 2025 Council received and noted the Community Engagement Outcomes report and endorsed Native Vegetation and Conservation Encroachment Policy.	FALSE
	2024/25 Annual Financial Statements	28/10/2025	Ordinary Council	365/25	<p>That the report on the 2024-25 Annual Financial Statements be received and noted. That, in accordance with Section 127 of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999, Council adopts the General Purpose Financial Statements for the financial year ended 30 June 2025. To authorise the Acting Mayor and CEO to sign the General Purpose Financial Statements for the financial year ended 30 June 2025.</p>	Gary Lewis	Completed	24/11/2025	28/10/2025	The Financial statements were signed by both the CEO and Acting Mayor on the 28th of October 2025	FALSE
	Naming of Bridge in Mount Torrens	28/10/2025	Ordinary Council	361/25	<p>That the Naming of Bridge in Mount Torrens report be received and noted. Endorse the naming of the bridge in Townsend Street, Mount Torrens, over the Angas Creek to "Andy Bennett Bridge", and seek approval of the naming through the Commissioner of Highways.</p>	Jade Ballantine	Not Started	22/01/2026	30/11/2025	The CEO has written to the Commissioner of Highways requesting approval for the naming of the Bridge in Mount Torrens.	FALSE
	Frequency and duration of Elected Member Leave of Absences	28/10/2025	Ordinary Council	363/25	<p>Council resolves that the question be adjourned until 28 April 2026.</p>	Zoe Gill	In Progress	28/10/2025	28/04/2026	Report will be brought back to Council on 28 April 2026.	FALSE
	Naming of Bridge in Mount Torrens	28/10/2025	Ordinary Council	358/25	<p>That the petition signed by 263 signatories requesting the Council to recommend to the State Government that the DIT Bridge over Angas Creek at Townsend Street, Mount Torrens be named the Andy Bennett Bridge be received and note</p> <p>That the CEO advise the principal signatory of the Council's noting of the petition and will consider the petition in conjunction with item 12.1.</p>	Jade Ballantine	Not Started	22/01/2026	30/11/2025		FALSE
	Deputy Mayor Acting in office of Mayor and Acting Deputy Mayor Appointment	28/10/2025	Ordinary Council	367/25, 368/25 & 369/25	See minutes	Zoe Gill	Completed	28/10/2025	30/11/2025	Updates provided to Comms for Deputy Appointment. Report to be brought to the 28 November 2025 meeting.	FALSE
	Legal Fees Analysis 2024/25	28/10/2025	Ordinary Council	366/25	<p>1. That the Legal Fees Analysis 2024/25 report be received and noted.</p> <p>2. That Council notes the detailed breakdown of legal expenditure by department and matter, as set out in this report.</p> <p>3. That Council notes that legal expenses have risen by 66% or \$329k from FY 2024 to FY 2025.</p> <p>4. That the CEO provides a report to the Audit and Risk Committee on legal fee expenditure on a quarterly basis in a form similar to that provided to the Audit and Risk Committee at its meeting on 20 October 2025, up to and including the current financial year.</p>	Gary Lewis	In Progress	8/12/2025	16/02/2026	A report on the legal fees for the quarter ended 31 December 2025 will be provided to the Audit and Risk Committee to be held on the 16th of February 2026.	FALSE
	Community Grants (Acting Mayor Nathan Daniell)	28/10/2025	Ordinary Council	360/24	<p>Notes that under the new 2025-2030 permit with the Stirling Market, the costs associated with road closures are paid annually by the Stirling Market direct to Adelaide Hills Council, replacing the previous arrangement under which equivalent funds were donated to the community. Note the current cost associated with road closures is \$18,500 per annum. Allocates an additional \$18,500 per annum to the Community Development Grants program, including to the 2025-26 grant program. Request the CEO (or delegate) review whether an additional grant stream should be added to enable the distribution of these additional funds, before the 2026-27 Community Grants round.</p>	Jess Charlton	Completed	7/01/2026	30/11/2025	Has been actioned with the additional funds allocated to the Community Grant program	FALSE

Drought Support Rates Reduction Funding & Rating of Energy Infrastructure	28/10/2025	Ordinary Council	384/25	That the correspondence from Northern Areas Council – Drought support and Energy generating infrastructure report be received and noted. That the budget and financial impacts are noted. That the Chief Executive respond to the correspondence, indicating Council's support of both matters.	Gary Lewis	Completed	28/10/2025	30/11/2025	Completed - written support sent to Northern Areas Region Council.	FALSE
GRFMA attendance at meeting	20/10/2025	Audit Committee	NA	Invite GRFMA representative to attend Audit & Risk Committee meeting	Zoe Gill	In Progress	13/01/2026	31/05/2026	Will organise attendance for a 2026 committee meeting. Due date amended from 17/11/2025 to 28/02/2026. This is due to GRFMA considering the issue at the 25 November 2025 GRFMA Audit and Risk committee meeting and their recommendations being provided to the GRFMA Board on 4 December 2025.	FALSE
GRFMA Insurance	20/10/2025	Audit Committee	NA	Provide committee with update at the November meeting around the timeline for the insurance for the dam wall. 1. The report on reviewed and revised 2. The Adelaide Hills Council (Council) delegates each function or power of the Council listed in the attached table (Appendix 2) to the delegate or delegates identified in respect of the function or power 3. The delegations granted pursuant to: the Local Government Act to the Council's Chief Executive Officer (CEO) may be sub-delegated by the Chief Executive Officer in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act; 4. If two or more delegates are nominated in respect of a power or function, then each nominated person is granted a delegation and may exercise the power or function independently of any other delegate 5. The delegations are granted subject to the following conditions and limitations: the delegate must exercise a delegated function or power in accordance with:  applicable legislative and other legal requirements; and  due regard to relevant policies and guidelines adopted by the Council;  all other conditions and limitations noted in the instrument of delegations (Appendix 2)  in regard to the following delegations under the Local Government Act:  section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act;  section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated as part of a budget adopted by the council; 1. The report on reviewed and revised 2. Delegations made under Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council, a Designated Authority and a Designated Entity - (Instrument A) in exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the proposed Instrument of Delegation (contained in the attachment of this Report) are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.  Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.  3. If two or more delegates are nominated in respect of a power or function, then each nominated person is granted a delegation and may exercise the power or function independently of any other delegate.  4. The delegations are granted subject to the following conditions and limitations: the delegate must exercise a delegated function or power in accordance with:  applicable legislative and other legal requirements; and  ii. due regard to relevant policies and guidelines adopted by the Council;  all other conditions and limitations noted in the instrument of delegations and with the following amendment to provisions 884(1)(h) and 1152(10) in the Instrument of Delegation (Appendix 2):	Zoe Gill	In Progress	5/11/2025	28/02/2026	An update will be provided at the February committee meeting.	FALSE
Delegations under the Local Government Act 1999 and other legislation (excluding the Development Act 11)	14/10/2025	Ordinary Council	329/25	section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated as part of a budget adopted by the council; 1. The report on reviewed and revised 2. Delegations made under Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council, a Designated Authority and a Designated Entity - (Instrument A) in exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the proposed Instrument of Delegation (contained in the attachment of this Report) are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.  Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.  3. If two or more delegates are nominated in respect of a power or function, then each nominated person is granted a delegation and may exercise the power or function independently of any other delegate.  4. The delegations are granted subject to the following conditions and limitations: the delegate must exercise a delegated function or power in accordance with:  applicable legislative and other legal requirements; and  ii. due regard to relevant policies and guidelines adopted by the Council;  all other conditions and limitations noted in the instrument of delegations and with the following amendment to provisions 884(1)(h) and 1152(10) in the Instrument of Delegation (Appendix 2):	Zoe Gill	Completed	20/10/2025	20/10/2025	Updates completed to delegates/sub-delegates.	FALSE
Delegations made under Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design	14/10/2025	Ordinary Council	328/25	all other conditions and limitations noted in the instrument of delegations and with the following amendment to provisions 884(1)(h) and 1152(10) in the Instrument of Delegation (Appendix 2):	Zoe Gill	Completed	20/10/2025	20/10/2025	Updates completed to delegates/sub-delegates.	FALSE
Review of Cemetery Operating Policy & Memorials within Council Cemeteries Policy	14/10/2025	Ordinary Council	324/25	1. That the Review of Cemetery Operating Policy & Memorials within Council Cemeteries Policy report be received and noted. 2. With an effective date of 26 October 2025, to revoke the 26 June 2024 Cemetery Operating Policy and to adopt the 14 October 2025 Cemetery Operating Policy as per Appendix 1, with the following change: a) at clause 4.7.2 change "25km per hour" to "5km per hour" b) at clause 4.3.1 change "8.30am" to "9am" c) at clause 4.12.2 change "cancelled" to "prohibited" 3. With an effective date of 26 October 2025, to revoke the 9 May 2023 Memorials within Cemeteries Policy and to adopt the 14 October 2025 Memorials within Council Cemeteries Policy as per Appendix 2, with the following change: a) at clause 5.14.7 change "3 months" to "6 months" 4. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 14 October 2025 Cemetery Operating Policy as per Appendix 1 and the 14 October 2025 Memorials within Council Cemeteries Policy as per Appendix 2 prior to the date of effect.	Jade Ballantine	Completed	14/10/2025	28/10/2025		FALSE
Community Loans Policy	14/10/2025	Ordinary Council	323/25	1. That the Community Loans Policy report be received and noted. 2. To adopt the revised Community Loans policy at Appendix 1, with an effective date of 16 October 2025, with the following changes: Under clause 5, remove the words "Section 44(3)(c) of the Act provides that a council cannot delegate the power to borrow money or to obtain other forms of financial accommodation, and as such" and leave the words "request received for a loan will go to Council for approval." 3. To authorise the Chief Executive Officer to make any formatting, nomenclature or other minor changes to the revised policy.	Gary Lewis	Completed	4/11/2025	16/10/2025	This has been actioned and loaded onto the Council website	FALSE
Confidential Items Review - September 2025	14/10/2025	Ordinary Council	330/25 to 339/25	See minutes ( confidential items to be renewed and released)	Zoe Gill	Completed	14/10/2025	17/10/2025	Updates completed.	FALSE
MOTIONS WITHOUT NOTICE - Congratulations	14/10/2025	Ordinary Council	347/25	Council resolves that the council congratulates the Project Team, particularly the Manager David Collin for their expertise in successfully managing the implementation of this \$5.7m Amy Gillett Bikeway project.	Greg Georgopoulos	Completed	14/10/2025	17/10/2025	Completed - acknowledgement sent to Council worker.	FALSE
Proposed Asset Accounting Policy	14/10/2025	Ordinary Council	325/25	That the Asset Accounting Policy report be received and noted.  That Council adopt the Asset Accounting Policy at Appendix 1, with an effective date of 16 October 2025.  To authorise the Chief Executive Officer to make any formatting, nomenclature or other minor changes to the proposed policy.	Gary Lewis	Completed	4/11/2025	16/10/2025	This has been actioned and loaded onto the Council website	FALSE

Adelaide Hills Reconciliation Working Group Terms of Reference and Membership	14/10/2025	Ordinary Council	326/25 and 327/25	Decision 1 That the Adelaide Hills Reconciliation Working Group Terms of Reference report be received and noted.  That Council endorses the Adelaide Hills Reconciliation Working Group Revised Terms of Reference in Appendix 1.  To authorise the Chief Executive Officer to make any minor alterations to the Terms of Reference, not affecting the substantive form or function of the Adelaide Hills Reconciliation Working Group, as may be required to finalise the matter. Decision 2 To appoint Cr Leith Mudge as representative to the Adelaide Hills Reconciliation Working Group and Cr Lisa Claire Woodcock as proxy representative until the conclusion of the current Council term in November 2026.	Jess Charlton	Completed	12/01/2026	31/10/2025	FALSE
12.2AHRWMA Deputy Board Member Appointment	23/09/2025	Ordinary Council	311/25	That the report be received and noted.  That in relation to the Adelaide Hills Region Waste Management Authority Board, to appoint Ms Sharon Leith, Sustainability Coordinator to the Deputy Board Member position for a term to commence from 23 September 2025 and conclude at 28 January 2027 (inclusive).  To authorise the Chief Executive Officer to lodge all required documentation to give effect to Council's resolutions regarding Adelaide Hills Region Waste Management Authority Board Membership.	Zoe Gill	Completed	24/09/2025	8/10/2025	FALSE
12.6Expression of Interest Wildlife Rescue Support	23/09/2025	Ordinary Council	315/25	To receive and note the Expression of Interest Wildlife Rescue Support report be received and noted.  That Administration, in partnership with SOWRI, conducts a four-week Expression of Interest process using website, social media and direct approaches, where appropriate, to relevant government and community groups.  A report be provided to Council at the conclusion of the Expression of Interest process with the results and recommendations.	Jade Ballantine	Not Started	24/09/2025	31/03/2026	Dec 2025 - Formal response from SOWRI to be issued to AHC - SOWRI to explore alternate site outside of AHC FALSE
12.1Multi-Year Agreement regarding Tour Down Under	23/09/2025	Ordinary Council	310/25	That the Multi-Year Agreement Regarding Tour Down Under report be received and noted.  That Council acknowledges the importance of the Santos Tour Down Under to local communities and in particular the economic benefits it provides.  That Council will provide in-principle support of the Santos Tour Down Under up to and including for the year 2030 providing there are no hosting fees applied.  That each year support for the Santos Tour Down Under will be contingent upon, to the satisfaction of the Chief Executive Officer, there being no exceptional aspects to hosting the Santos Tour Down Under that would require Council consideration.  Notes the Chief Executive Officer will use the delegation already provided to him to consider consent for road closures under Section 33(2) of the Road Traffic Act 1961 on an annual basis.  That the planning and budgeting aspects of the Santos Tour Down Under be managed within the core operating budget of Council rather than as a Strategic Initiative.  That each year the Chief Executive Officer will provide an information report to Council on the previous Santos Tour Down Under and outlining Council's involvement in the upcoming Santos Tour Down Under.	Gary Lewis	In Progress	8/12/2025	22/09/2026	Planning is well under way for the three Council hosted stages of 2026 TDU (Paracombe with traffic management finalised and road closures signed off by the CEO under his delegation. Impacted residents and businesses have been notified and community activations including food and entertainment are organised. FALSE
12.3East Waste Management Authority Deputy Board Director Appointment	23/09/2025	Ordinary Council	312/25	That the report be received and noted.  That in relation to the Eastern Waste Management Authority Board, to appoint the Greg Georgopoulos CEO to the Deputy Board Director position for a term to commence from 23 September 2025 and conclude at 28 January 2027 (inclusive).	Zoe Gill	Completed	24/09/2025	8/10/2025	FALSE
CEO 2025 Remuneration Review	9/09/2025	Ordinary Council	300/25	To authorise the Chief Executive Officer to lodge all required documentation to give effect to Council's resolutions regarding Eastern Waste Management Authority Board Membership. As per confidential minute	Zoe Gill Zoe Gill	Completed Completed	24/09/2025 9/09/2025	8/10/2025 30/09/2025	Resolution has been actioned. FALSE
Representation Review Update Workplace Matter (verbal report) CEO 2025 Remuneration Review	9/09/2025 9/09/2025 9/09/2025	Ordinary Council Ordinary Council Ordinary Council	286/25 305/25 301/25	That the Elector Representation Review update report be received and noted. To note resolution (108/25) at the 25 March 2025 Council meeting. To note that the Final Representation Report to the Electoral Commissioner was provided to the Electoral Commission in April 2025. To note that the Electoral Commission has advised that the Commission's ward structure numbering does not align with the numbering in the Elector Representation Review report. To note that under the Electoral Commission's ward numbering system the proposed wards will be referred to as: Ward 1 South Ward Ward 2 Central Ward Ward 3 North Ward To note that there is no substantive change to the boundaries and location of the proposed wards described in the Final Representation Report to the Electoral Commissioner. As per confidential minute As per confidential minute	Zoe Gill Gary Lewis Zoe Gill	Completed In Progress Completed	9/09/2025 9/09/2025 9/09/2025	12/09/2025 30/09/2025 30/09/2025	Elector Commission advised of decision. FALSE FALSE Confidential matter finalised. FALSE
Waste and Resource Recovery Services Policy	9/09/2025	Ordinary Council	284/25	1. That the Waste and Resource Recovery Services Policy report be received and noted. 2. That the Waste and Resource Recovery Services Policy review be rescheduled to occur prior to 30 June 2026. 3. That the review of the Waste and Resource Recovery Services Policy consider outcomes from the transition of township properties within the Tuesday collection area to weekly Food Organic Garden Organic and fortnightly waste kerbside bin services. That the final Financial Year Update – 2024-25 report be received and noted. Notes the 2024-25 preliminary financial position: Total operating income of \$63.784m (budget \$61.698m) Total operating expenditure of \$62.989m (budget \$64.551m) 2. An operating surplus of \$795k (budget \$2.853m deficit) That this represents an operating surplus ratio of 1.25% (noting the target ratio of 0-10%) 3. Capital works program expenditure of \$16.108 (budget of \$19.350m) 4. Notes the results presented are subject to external audit review and are subject to change. 5. That the 2025-26 operating budget be amended to include the carried forwards amounts set out in Appendix 1. That the 2025-26 capital budget be amended to include the carried forwards amounts set out in Appendix 2.	Jade Ballantine	Not Started	22/01/2026	30/06/2026	FALSE
End of Financial Year Update - 2024-25	9/09/2025	Ordinary Council	285/25	See Confidential Minute	Gary Lewis	Completed	9/10/2025	30/09/2025	The 2025-26 Operating and Capital budgets have been updated to include the amounts as noted in Appendix 1 and 2. FALSE
Activity Update: Campbelltown City Council Boundary Change Inquiry – Confidential Item	2/09/2025	Boundary Change Committee	BCC10/25		Zoe Gill	In Progress	13/01/2026	31/12/2025	Administration is working on part 7 of the resolution TRUE
Gumeracha Opportunity Shop Service Review	26/08/2025	Ordinary Council	278/25	Receive and note the Gumeracha Opportunity Shop Review Report Appendix 1. Request the CEO bring recommendations in relation to the Gumeracha Opportunity Shop Review Report Appendix 1 back to Council at the 28 October 2025 meeting, incorporating any feedback received through stakeholder engagement. Request the CEO prepare and deliver a community engagement process, guided by the IAP2 Community Engagement Framework, to directly involve volunteers and key stakeholders in the ongoing operation or cessation of the service and inform redevelopment of the Gumeracha Opportunity Shop Transition Plan 2025 Appendix 2, should it be required. Note that, in light of the absence of direct stakeholder engagement in the service review process, no decision will be made on closure of the Gumeracha Opportunity Shop until outcomes of stakeholder engagement have been reported to Council before the 28th of October 2025 meeting.	Jess Charlton	Completed	6/01/2026	28/10/2025	Community and stakeholder engagement process undertaken with results and recommendations provided to Council at its meeting on 11 November 2025. FALSE

Revocation of Dedication – 20 Bell Springs Road, Charleston	26/08/2025	Ordinary Council	277/25	That the Revocation of Dedication – 20 Bell Springs Road Charleston report be received and noted. That Council supports the revocation of the land at 20 Bell Springs Road Charleston, described as allotment 20 in Deposited Plan 44282 contained in Crown Record Volume 5926 Folio 487 from Council's care, control and management and for the land to revert to the Crown for the purposes of a rededication as a Park under the National Parks and Wildlife Act 1972. Resolve to reaffirm support for the revocation of the remaining 17 land parcels from dedication to Adelaide Hills Council as identified in resolution 52/21, removing xvi and applying to the Ministers Delegate as soon as practical.	Jade Ballantine	Not Started	26/08/2025	5/09/2025	Dec 2025 - To be actioned	FALSE
By-Law Adoption and Consultation – Decision 1	12/08/2025	Ordinary Council	266/25	That the report be received and noted. To make and pass the following By-laws as attached and marked as Appendices 1 to 3 and 5 to 6 of this report, exercising powers contained in Section 246 of the Local Government Act 1999, having satisfied the consultation requirements of the Act and having regard to the submissions received from the public, the Certificates of Validity provided by the Council's legal practitioner and in the presence of at least two thirds of its members. That the Chief Executive Officer be authorised to undertake all steps necessary to finalise the By-law review process and to give effect to the newly adopted By-laws.	Jess Charlton	Completed	6/01/2026	30/08/2025	Adopted By-Laws gazetted and finalised.	FALSE
By -Law Adoption and Consultation – Decision 3	12/08/2025	Ordinary Council	268/25	That the draft By-law No. 7 Township Bird Management in Appendix 9 be released for community consultation for a period of at least twenty-one clear days. To authorise the Chief Executive Officer to make any minor changes to draft By-law No. 7 Township Bird Management in Appendix 9 that the Chief Executive Officer deems fit prior to the commencement of community consultation.	Jess Charlton	Completed	6/01/2026	31/08/2025	Consultation was undertaken with the results brought back to Council on 25 November 2025.	FALSE
Legal Costs – Cr Malcolm Hermann	12/08/2025	Ordinary Council	265/25	That at the ordinary meeting of Council when the 2024/2025 financial statements are considered for adoption, the CEO provides the following information: For 2023/24, the budget for legal costs, the actual expenditure by department and the reasons for any variation. For 2024/25, the budget for legal costs, the actual expenditure by department and the reasons for any variation. For 2025/26, the quantum in the Annual Business Plan for legal costs and the actual expenditure to the 30 September 2025.	Gary Lewis	Completed	7/11/2025	31/10/2025	As part of the finalisation of the year-end process and adoption of the General Purpose Financial Statements, the requested items will be prepared.	FALSE
By -Law Adoption and Consultation – Decision 2	12/08/2025	Ordinary Council	267/25	1. That the draft By-law No. 4 Roads in Appendix 4 be released for community consultation for a period of at least twenty-one clear days with the following changes: The appropriate part of Section 4.16.1 be changed to "...and not before 6:00am the day prior to collection." 2. To authorise the Chief Executive Officer to make any minor changes to draft By-law No. 4 Roads as amended by this resolution, that the Chief Executive Officer deems fit prior to the commencement of community consultation.	Jess Charlton	Completed	6/01/2026	31/08/2025	Consultation undertaken with the results brought back to Council on 25 November 2025.	FALSE
16.1 Frequency and duration of Elected Member leave of absences	12/08/2025	Ordinary Council	273/25	The Council requests the Chief Executive Officer to prepare a report for consideration at the 28 October 2025 meeting which: 1. Examines the frequency and duration of Elected Member leave of absence approved by Council over the current Council term. 2. Analyses the impacts of ongoing or extended leave on: Council's ability to achieve quorum and conduct its business efficiently. The workload, responsibilities, and representation borne by Elected Members who continue to attend meetings. 3. Assesses the governance and reputational risks associated with repeated or ongoing Elected Member absences, particularly in the context of community perception, transparency, and accountability. 4. Presents options for Council to address high levels of leave of absence, including potential amendments to Council policy, meeting procedures, and any relevant legislative advocacy. 5. Identifies policy opportunities to acknowledge leave of absence request as 'medical', including recommendations for supporting evidence in such occurrences.	Zoe Gill	Completed	28/10/2025	28/10/2025	Report and survey went to the 28 October 2025 Council meeting. The matter was deferred.	FALSE
Temporary Road Closures – Young Drivers Awareness Course 2025-26	12/08/2025	Ordinary Council	269/25	1. That the report be received and noted. 2. To, pursuant to Section 33(1) of the Road Traffic Act 1961 and Clause G of the Instrument of General Approval of the Minister dated 22 August 2013:  a. Declare that the Driver Education Program that is to take place on Newman Road, Charleston is an event to which Section 33 of the Road Traffic Act 1961 applies. b. Make an order directing that a section of Newman Road, Charleston, between Five Lanes Road and Lewis Road, be closed to traffic for the period between 9.00am and 6.00pm on Wednesday 8 October 2025 and 9.00am and 6.00pm Wednesday 15 April 2026, with the road closure managed by event traffic controllers through a traffic management plan. c. Make an order directing that persons taking part in the event be exempt from the duty to observe the Australian Road Rules Rule 238 (Pedestrians travelling along a road) d. Make an order directing that all vehicles except emergency and participant vehicles and residents living at the named section of Newman Road, be excluded from the closed section of road for the period of the closure. 3. Notes the Instrument of sub-delegation for the purposes of the Instrument of General Approval and Delegation made by Council on 25 January 2022 and supports future road closure orders being made by the Chief Executive Officer for any Council run Driver Education Program.	Jess Charlton	Completed	6/01/2026	31/08/2025	Endorsed at the Council meeting - 22/07/2025  Working through notification process per policy and installation of sign.  Residents affected notified.	FALSE
Road Naming - Mount Torrens Road, Lobethal – Naming of Juniper Lane Private Road	22/07/2025	Ordinary Council	250/25	That the Road Naming – Mount Torrens Road, Lobethal – Naming of Juniper Lane Private Road report be received and noted. Endorse the naming of the unnamed private road to "Juniper Lane" as per the Public Place and Road Naming policy. Notes that all costs associated with the naming of the unnamed private road will be at the expense of the applicants as per the Public Place and Road Naming Policy.	Jade Ballantine	Completed	22/01/2026	3/08/2025	Notifications to relevant parties initiated/	FALSE
CEO Performance Review Panel Independent Member Recruitment	22/07/2025	Ordinary Council	253/25	1. That the report be received and noted. 2. To defer appointment of the Presiding Member of the CEO Performance Review Panel until after the Independent Member appointment is finalised. 3. To undertake a recruitment process for the selection of one Independent Member for the CEO Performance Review Panel, with the term commencing prior to 15 October 2025. 4. To appoint Acting Mayor Nathan Daniels, Cr Kirsty Parkin and the Director of Corporate Services (or delegates) as members of the CEO Performance Review Panel Independent Member Selection Panel.	Zoe Gill	Completed	1/11/2025	15/10/2025	Recruitment process completed and Hannah Wandel appointed as Independent Member.	FALSE



Local Government Community Engagement Charter	8/07/2025	Ordinary Council	236/25	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.	Gary Lewis	Completed	28/08/2025	31/07/2025	A draft submission was endorsed by the Adelaide Hills Council in July 2025 on the draft Local Government Community Engagement Charter. The Final Submission be issued to the Office of Local Government with a copy provided to the Local Government Authority for their information.	FALSE
Audit Committee Independent Member Appointment	8/07/2025	Ordinary Council	243/25	As per confidential minute	Zoe Gill	Completed	8/07/2025	31/07/2025		FALSE
				That the CEO investigates and provides a report to Council by 26 August 2025, in consultation with interested parties, on funding options to complete the Houghton Community Hub. The report is to canvas, inter alia-  1. The scope of the works completed to date and the source of those funds 2. The scope of the works to finalise the project and the proposed source of these funds 3. How funds from external sources can be guaranteed 4. A recommendation or options for Council funding (if any) 5. The community benefit arising from the project.					Administration are currently meeting with stakeholders & gathering information for inclusion in a report for Council's consideration. Considering the timing of stakeholder meetings, it is likely that this report will be moved to September 2025 to ensure that all relevant information can be considered & included.	FALSE
MWON - Funding for Houghton Community Hub - Cr Malcolm Hermann	30/06/2025	Ordinary Council	228/25		Jade Ballantine	In Progress	2/09/2025	31/07/2025		FALSE
									For determination at Council Meeting - 22/7/2025  Out for community consultation which closes on 30 September 2025. A community outcomes report will be developed and taken to Council with the Council report recommending next steps.  The CEO has written to the Commissioner of Highways requesting approval for the naming of the Bridge in Mount Torrens.	FALSE
MON - Naming of Bridge in Mount Torrens - Cr Malcolm Hermann	30/06/2025	Ordinary Council	218/25	That the CEO investigates options for the naming of the Department of Infrastructure and Transport bridge, Townsend Street, Mount Torrens and provides a recommendation to Council by 14 October 2025, after following the procedures contained in the Public Places and Road naming policy	Jade Ballantine	In Progress	22/01/2026	31/07/2025		FALSE
Draft By-Laws	30/06/2025	Ordinary Council	221/25	1. That the report be received and noted. 2. The draft By-Laws contained within Appendix 1 through to Appendix 7 (inclusive) be released for community consultation for a period of at least twenty-one clear days. 3. To authorise the Chief Executive Officer to make any minor changes to the draft By-Laws that the Chief Executive Officer deems fit prior to the commencement of community consultation.	Jess Charlton	Completed	6/01/2026	31/07/2025	Consultation completed in July 2025.	FALSE
Save our Wildlife Foundation Inc Lease Proposal – 22 Wright Road	10/06/2025	Ordinary Council	198/25	That the petition signed by 100 signatories requesting the Adelaide Hills Council note the desire that the Evelyn Halliday Reserve continues to be utilised exclusively as a Recreation Reserve for the general benefit of the Community, as set out in the trust and in line with the wishes of the late Ms Evelyn Halliday be received and noted. That the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter. Council notes that Item 12.1 of this meeting considers community engagement outcomes regarding the use of 22 Wright Road Stirling.	Jade Ballantine	Completed	22/01/2026	30/06/2025	Expression of Interest to support Save Our Wildlife Foundation was conducted in October 2025 with no submissions received. SOWF thanked Council for the undertaking and withdrew their Wright Road lease request to pursue an alternative location in the District Council of Mount Barker. Community Land Management Plans are under revision across the Council which will result in addressing the final component of this resolution which is engaging with the community on future envisaged land uses of the Evelyn Halliday Reserve.	FALSE
Save our Wildlife Foundation, 22 Wright Road, Stirling Lease Proposal – Community Engagement Outcome	10/06/2025	Ordinary Council	199/25	That the Save our Wildlife Foundation, 22 Wright Road, Stirling Lease Proposal – Community Engagement Outcomes Report be received and noted. That the Save our Wildlife Foundation's lease proposal and draft Evelyn Halliday Reserve Community Land Management Plan is agreed to in principle. That the lease and community land management plan is brought back to Council for final approval. That Council acknowledge the findings from the community engagement exercise, and that the Chief Executive Officer offers to engage with local community and key stakeholders of the Evelyn Halliday Reserve to understand their vision for the site.	Jade Ballantine	Completed	22/01/2026	30/06/2025	Expression of Interest to support Save Our Wildlife Foundation was conducted in October 2025 with no submissions received. SOWF thanked Council for the undertaking and withdrew their Wright Road lease request to pursue an alternative location in the District Council of Mount Barker. Community Land Management Plans are under revision across the Council which will result in addressing the final component of this resolution which is engaging with the community on future envisaged land uses of the Evelyn Halliday Reserve.	FALSE
Proposal for adoption of a new Community Land Management Plan for Johnston Memorial Park	27/05/2025	Ordinary Council	178/25	That the report be received and noted. To note the outcomes of the public consultation in relation to the Community Land Management Plan for Johnston Memorial Park described in Certificate of Title Register Book Volume 5094 Folio 728 to revoke the existing Community Land Management Plan for Johnston Memorial Park, Bahannah (that is to remove it as a site covered by "Community Land Management Plan 12- Multi Purpose Site") and replace it with a new standalone Community Land Management Plan as contained in Appendix 2. That a further report be brought back to Council which considers the proposed arrangements for the ongoing occupation of a portion of the Johnston Memorial Bahannah site by the Country Fire Service (CFS). That camping be provided for in the Community Land Management Plan with the prior express approval of the CEO	Jade Ballantine	In Progress	8/08/2025	30/06/2025	Dec 2025 - In process of liaising with Johnston Memorial Park Committee re camping resolution and finalisation of CLMP.	FALSE
Station Road Woodside – Proposal to enter into 99 year lease with Commissioner of Highways Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings	13/06/2025	Ordinary Council	158/25	That the report be received and noted. That, subject to consultation with the Community in accordance with its Public Consultation Policy, Council in principle supports entering into a 99 year Lease with the Commissioner of Highways over the land described in Certificate of Title Volume 8250 Folio 934 (being more particularly the whole of Allotments 9, 10, 11, 12, 13, 14, 15, 16 and 19 in Filed Plan 159105, the whole of Allotment 6 in Deposited Plan 58584 and the whole of Allotment 2 in Deposited Plan 93007) and the whole of the land comprised and described in Certificate of Title Volume 5696 Folio 19 (being more particularly the whole of Allotment 88 in Filed Plan 156723), generally comprising land adjacent Station Road, Woodside, between Tiers Road and the end of Statten Road as shown in Appendix 1. That Council undertake community consultation including direct consultation with the Woodside Commerce Association Incorporated and Love Woodside with regards to its intention to enter into a 99-year Lease with the Commissioner of Highways in accordance with its Public Consultation Policy. That following public consultation on the proposal to enter into the 99-year Lease, a further report be brought back to Council to allow it to make a final decision on entering into a 99-year Lease with the Commissioner of Highways.	Jade Ballantine	In Progress	8/08/2025	1/03/2026	Dec 2025 - community consultation completed on 25/06/2025. Further consultation required	FALSE
	13/06/2025	Ordinary Council	166/25	See confidential minute.	Jade Ballantine	Not Started	22/01/2026	31/09/2025	In Progress	FALSE
MON - Kenton Valley Road Kenton Valley – Cr Malcolm Hermann	22/04/2025	Ordinary Council	130/25	4/06/2025 that the CEO requests the Chief Executive, Department of Infrastructure and Transport investigate the speed limits applying to and maintenance of Kenton Valley Road - between Gumeracha and Lobethal.	Jade Ballantine	Not Started	22/01/2026	22/01/2026	CEO has a meeting with CE DIT on Wednesday 4 June 2025 to discuss this item. Followed up email submitted to DIT 15/08. CEO has follow up meeting with DIT on Wednesday 24 September - pending.	FALSE
Woodforde Infrastructure Maintenance	22/04/2025	Ordinary Council	137/25	That the Woodforde Infrastructure Maintenance report be received and noted. To note the Interim Community Engagement Plan - Woodforde Community Connect as per Appendix 1, noting it is a live and iterative document.	Jade Ballantine	Completed	22/01/2026	30/05/2025	Duplication of additional Woodforde Infrastructure and maintenance item.	FALSE

				<p>Council confirms its commitment to the organic mulching of reserve garden beds, backfilling sand and granite pathways and verge program for residents of Hamilton Hill as per residents correspondence of 11 March 2025.</p> <p>That Council review the installation of a new BBQ and shelter installation and connection of tree up lights throughout the lower reserve in Hamilton Hill through stakeholder engagement which includes but not limited to Woodforde Residents Association, residents of Kelso Apartments and Lewis Walk.</p> <p>That by 22 April 2025 Administration report on the costs and implications and timeline of undertaking the following activities:</p> <ul style="list-style-type: none"> <li>installing a storage shed for garden maintenance equipment in Hamilton Hill completing a curved path between McIntyre Crescent and Kintyre Road marking yellow lines on Glen Stuart Road outside Womma Oval, extending yellow lines on Kintyre Rd outside Rostrevor primary on the south side near the intersection and extending yellow lines on Heather Ave on the west side from Kintyre Rd the installation of additional car parks in replacement of agreed verges in Hamilton Hill</li> </ul> <p>That the report consider the Precinct Maintenance Plans, Annual Business Plan, and Long-Term Financial Plan of Council.</p> <p>4. The CEO prepare an interim community engagement framework for Woodforde including but not limited to consulting on the progress of Hamilton Hill, to be presented to Council by the Ordinary Council meeting of 22 April, 2025.</p> <p>5. The CEO write to Kite Development advocating on behalf of Woodforde Residents Association the removal of the outdoor gym equipment in Hamilton Hill and that Kite Development replace it with a playground that is designed in consultation with the residents of Hamilton Hill and Adelaide Hills Council, to be delivered to Australian Safety Standards.</p>	Jade Ballantine	Completed	22/01/2026	22/04/2025	<p>22/1/2026 Administration undertook detailed consultation with the community regarding modifications to BBQ shelter and has undertaken works to activate tree lights within the reserve area in 2025.</p> <p>Administration have reported on the cost, implications and timeline of researching various identified actions including installation of Garden Shed, curved path between McIntyre Crescent and Kintyre Road, additional line marking within Woodforde and additional car parking within Hamilton Hill.</p> <p>Framework has been developed and presented to elected body. Implementation of engagement framework has actively been carried out by the administration to date.</p> <p>CEO has written to the developer advocating on behalf of Woodforde Residents Association for modifications to outdoor gym equipment and playground. Developer has responded to Council and declined to undertake further modifications.</p> <p>25/3/2025 CEO has written to Kite Development as per Council resolution regarding removal of gym equipment.</p>	FALSE
Woodforde Infrastructure and Maintenance	25/03/2025	Ordinary Council	105/25							
Amenity Survey for the Adelaide Hills Council community	25/03/2025	Ordinary Council	106/25	<ol style="list-style-type: none"> <li>Council develop and distribute an Amenity Survey to seek feedback and input from Adelaide Hills Council community on: Their vision for the look and feel of townships, localities, and suburbs, with a focus on the natural, rural and built environments improving development outcomes, including retention of trees and preserving streetscapes and farmscapes ways to enhance character and amenity</li> <li>The Amenity Survey should be designed and conducted to maximise and encourage participation and communicate how the data will be used.</li> <li>That the data collected from the survey be used to inform initiatives to nurture the unique character of the Adelaide Hills Council area, including identifying the potential initiation of Code Amendments to the Planning and Design Code Town and precinct planning projects Recommendations for new initiatives to enhance the built environment, such as verge and planting guides</li> <li>Council recognise the importance of the feedback and commit to reporting back to the community on the findings of the survey and the actions Council will take as a result.</li> </ol>	Jess Charlton	In Progress	6/01/2026	30/04/2025	<p>The results of the Amenity Survey will inform scoping of a number of upcoming strategic projects including the Housing Strategy.</p>	FALSE
Restore safe access to Woorabinda Bushland Reserve from Branch Road	25/02/2025	Ordinary Council	63/25	<p>That the petition signed by 43 signatories requesting the Adelaide Hills Council take urgent action regarding the recent erection of barricade fencing at the end of Branch Road, which has restricted access to Woorabinda Bushland Reserve be received and noted. That costings for a new set of compliant stairs at this location be considered as part of the 2025-26 budget process. That the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter.</p> <p>10/4/2025 - Budget brief for 25/26 has been included in the Annual Business Planning Process.</p>	Jade Ballantine	In Progress	22/01/2026	31/03/2025	<p>Awaiting ABP inclusion, budget and endorsement.</p> <p>For delivery within the 25/26 Capital Works Program.</p>	FALSE
Textile Recycling	25/02/2025	Ordinary Council	64/25	<ol style="list-style-type: none"> <li>The CEO or his delegate request AHRWMA to consider textile waste streams and opportunities to provide options for residents to recycle textiles, including the provision of a textile recycling collection point at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area;</li> <li>That AHRWMA's response be reported to Council for consideration.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	27/01/2026	<p>Council report being prepared to present report from the AHRWMA and recommendations regarding textile recycling.</p> <p>High Level estimate has been undertaken by external consultant.</p> <p>Project has been considered within the LTFP discussions</p>	FALSE
Lenswood Main Street Beautification Program	25/02/2025	Ordinary Council	65/25	<ol style="list-style-type: none"> <li>Council acknowledges the Deputation made to Council by Mr Steve Smith on behalf of the Lenswood and Forest Range Community Association proposing works to improve the amenity, beauty and safety of the Lenswood precinct, the Lenswood Beautification Project, including: <ul style="list-style-type: none"> <li>footpath widening and paving in the vicinity of the post office; passive traffic calming measures to slow traffic and improve safety such as tree planting, hard and soft landscaping, planter boxes and/or signage;</li> <li>reduction of the speed limit in Lenswood from 60kph to 50kph;</li> <li>pedestrian access on the north side of Lobethal Road between Lenswood Centennial Park and the Lenswood general store;</li> <li>construction of a pedestrian crossing point of some sort on Lobethal Road to increase the safety of children crossing the main road;</li> <li>plantings to beautify the Lenswood main street precinct and screen Lobethal road from unsightly properties;</li> <li>alter the geometry of the intersection of Lobethal and Swamp Road to better guide and smooth heavy traffic flow and discourage heavy vehicles cutting the corner;</li> <li>demarcate parking along Lobethal Road to accommodate a school bus stop, car parking and a heavy vehicle stopping point;</li> <li>provision of a bike lane or widened shoulder on the north side of Lobethal Road between the Post Office and Lenswood Cold Store to separate cyclists from heavy vehicle traffic.</li> </ul> </li> <li>That a high-level estimate of costs for further development and implementation of the project (potentially staged over multiple years) be developed for consideration as part of the Long Term Financial Plan and 2025-26 Annual Business Plan and budget setting process.</li> <li>That the CEO promotes the beautification project to the Department of Infrastructure and Transport with a view to undertaking a consolidated effort to further the project.</li> <li>That a summary of existing or future grant opportunities if any, be provided to Council which may assist in funding aspects of the Lenswood beautification project.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	24/10/2025	<p>1. Council acknowledges the Deputation made to Council by Mr Steve Smith on behalf of the Lenswood and Forest Range Community Association proposing works to improve the amenity, beauty and safety of the Lenswood precinct, the Lenswood Beautification Project, including: <ul style="list-style-type: none"> <li>a footpath widening and paving in the vicinity of the post office;</li> <li>passive traffic calming measures to slow traffic and improve safety such as tree planting, hard and soft landscaping, planter boxes and/or signage;</li> <li>c reduction of the speed limit in Lenswood from 60kph to 50kph;</li> <li>d pedestrian access on the north side of Lobethal Road between Lenswood Centennial Park and the Lenswood general store;</li> <li>e construction of a pedestrian crossing point of some sort on Lobethal Road to increase the safety of children crossing the main road;</li> <li>f plantings to beautify the Lenswood main street precinct and screen Lobethal road from unsightly properties;</li> <li>g alter the geometry of the intersection of Lobethal and Swamp Road to better guide and smooth heavy traffic flow and discourage heavy vehicles cutting the corner;</li> <li>h demarcate parking along Lobethal Road to accommodate a school bus stop, car parking and a heavy vehicle stopping point;</li> <li>i provision of a bike lane or widened shoulder on the north side of Lobethal Road between the Post Office and Lenswood Cold Store to separate cyclists from heavy vehicle traffic.</li> </ul> </p> <p>2. That a high-level estimate of costs for further development and implementation of the project (potentially staged over multiple years) be developed for consideration as part of the Long Term Financial</p>	FALSE
Road Safety Analysis Lobethal	25/02/2025	Ordinary Council	71/25		Jade Ballantine	In Progress	22/01/2026	30/06/2026		FALSE
Ashdon Landfill	25/02/2025	Ordinary Council	80/25		Jade Ballantine	In Progress	22/01/2026	31/12/2025		FALSE

Ashton/Norton Summit CFS Site Lease Proposal	11/02/2025	Ordinary Council	47/25	<p>Council resolves:</p> <ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That Council approves commencement of public consultation on the proposed twenty-one (21) year lease with the CFS, at a rental of \$1 per annum if demanded with a further option to renew for an additional twenty-one (21) years at the Ashton/Norton Summit CFS site situated at 5 Colonial Drive, Norton Summit SA 5136. The Land is contained within Certificate of Title Volume 5624 Folio 6.</li> <li>3. That this report forms part of the Community Consultation report.</li> <li>4. That the following community consultation is in accordance with Council's Community Consultation Policy: <ol style="list-style-type: none"> <li>a. That if there is substantive community objections to the proposed Lease, a further report will be submitted to Council providing information on the outcomes of the consultation and proposed process to deal with the proposal moving forward.</li> <li>b. That if there are no substantive community objections, Council approves the signing of the twenty-one (21) year Lease.</li> </ol> </li> <li>5. That in the event that 4(b) applies, the Mayor and/or Chief Executive Officer or his delegate be authorised to sign all documents necessary, including affixation of the common seal if necessary, to give effect to this resolution.</li> </ol>	Jade Ballantine	In Progress	8/08/2025	28/02/2026	Dec 2025 - Public consultation completed on 25/08/2025 - Finalising tease negotiations and draft lease agreement	FALSE
Woodside CFS Site Proposal	11/02/2025	Ordinary Council	48/25	<p>Council resolves:</p> <ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That Council approves commencement of public consultation on the proposed twenty-one (21) year lease with the CFS, at a rental of \$1 per annum if demanded with a further option to renew for an additional twenty-one (21) years at the Ashton/Norton Summit CFS site situated at 5 Colonial Drive, Norton Summit SA 5136. The Land is contained within Certificate of Title Volume 5624 Folio 6.</li> <li>3. That this report forms part of the Community Consultation report.</li> <li>4. That the following community consultation is in accordance with Council's Community Consultation Policy: <ol style="list-style-type: none"> <li>a. That if there is substantive community objections to the proposed Lease, a further report will be submitted to Council providing information on the outcomes of the consultation and proposed process to deal with the proposal moving forward.</li> <li>b. That if there are no substantive community objections, Council approves the signing of the twenty-one (21) year Lease.</li> </ol> </li> <li>5. That in the event that 4(b) applies, the Mayor and/or Chief Executive Officer or his delegate be authorised to sign all documents necessary, including affixation of the common seal if necessary, to give effect to this resolution.</li> </ol>	Jade Ballantine	In Progress	8/08/2025	31/01/2026	Dec 2025 - draft lease under review	FALSE
Speed limit on Silver Lake Road, Mylor	11/02/2025	Ordinary Council	46/25	<ol style="list-style-type: none"> <li>1. That the petition signed by 43 signatories requesting to reduce the speed limit on Silver Lake Road from 80kph to 60 kph to improve the safety for residents and pedestrians due to increased road traffic be received and noted.</li> <li>2. That the Chief Executive Officer commission a review of the current speed limit along Silver Lake Road, Mylor, by an appropriately qualified external practitioner, at the Council's cost.</li> <li>3. Should the review suggest a lower speed limit to that which exists at present, an application be made to the Department for Infrastructure and Transport for consideration, noting that the Department for Infrastructure and Transport is responsible for determining speed limits on South Australian roads.</li> <li>4. That the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	30/06/2025	Awaiting a response from DIT.	FALSE
Acceptance of Funding from Stirling Community Shop	28/01/2025	Ordinary Council	10/25	<ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That the Stirling Community Shop be thanked for their generous offer to fund up to \$50,000 in accessibility initiatives and be advised that it is gratefully accepted.</li> <li>3. That the funding be used to undertake the following work which complements work recently undertaken by Council to improve accessibility in the vicinity: The installation of a standards compliant accessible parking space in the Steamroller Park carpark The installation of an accessible picnic setting in Steamroller Park Improvements to accessibility of the bus stop outside the Stirling Community Shop</li> <li>4. That work proceed in the current financial year if possible and that the Council's budget be amended accordingly to reflect the income and expenditure.</li> <li>5. That the Chief Executive Officer be authorised to finalise the funding arrangements between the Council and the Stirling Community Shop.</li> <li>6. That appropriate recognition of the Stirling Community Shop be made on completion of the works.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	7/02/2025	<p>Council is currently working the OP Shop to facilitate their requests.</p> <p>Works are being planned for delivery within the 2025/26 financial year.</p> <p>Furniture in stock, weather and contractor dependent.</p> <p>Contractor has been engaged for start the middle February 2026.</p> <p>There are no further updates.</p> <p>Settlement on the property that was sold is due 14 November 2025.</p> <p>Council has engaged a conveyancer to assist with the property transfer.</p> <p>As part of the process, unpaid rates + all fines, interest, legal fees and other costs of the sale will be paid to Council.</p>	FALSE
S184 - Recovery of Unpaid Rates – Confidential Item	28/01/2025	Ordinary Council	25/25	See confidential minute.	Gary Lewis	Completed	26/11/2025	31/05/2025		TRUE
Mount Torrens Signs – Cr Melanie Selwood	10/12/2024	Ordinary Council	443/24	<ol style="list-style-type: none"> <li>1. Council notes that Mount Torrens is listed as a state heritage area.</li> <li>2. The CEO undertakes the required process with the Department for Infrastructure and Transport (DIT) and the Department for Environment and Water, in conjunction with Adelaide Hills Tourism, to replace the existing timber town entry signs at each of the main entrances to Mount Torrens with town attraction signs as provided for in the DIT's Road Sign Guidelines: Guide to visitor and service road signs in South Australia.</li> <li>3. Feedback on potential listings on the signs be sought from the Mount Torrens and Districts Community Association.</li> <li>4. Any projected expenditure over \$3000 required for the signage is brought back to Council for consideration.</li> </ol>	Jess Charlton	In Progress	8/09/2025	30/06/2025	Feedback received from consultation with community groups on the draft signage. Awaiting a response from DIT in response to some minor changes.	FALSE

Fabrik Board Options	10/12/2024	Ordinary Council	444/24	<p>1. The report be received and noted.</p> <p>2. After the Fabrik Arts and Heritage Hub has operated for 12 months in the redeveloped building, a report be brought back to Council for consideration regarding advisory bodies including a gap analysis to determine the best approach for such a body.</p> <p>3. That a workshop be held prior to receiving a report.</p>	Jess Charlton	In Progress	6/01/2026	31/01/2025	Workshop to be held in early 2026 prior to report coming to Council.	FALSE
Proposal for Adoption of a New Community Land Management Plan for Heathfield Oval	10/12/2024	Ordinary Council	445/24	<p>1. That the report be received and noted.</p> <p>2. That the Mount Lofty District Community Sports Club be thanked for their proposal and be advised that Council wishes to consider the broader aspect of commercial uses of land and facilities on land contained in the Council's community land register (community land) before further considering a detailed proposal by the Club.</p> <p>3. That the Chief Executive Officer bring back a report to Council by 30 April 2025 that explores:</p> <p>a. A broad overview of existing commercial activities, uses and opportunities of community land.</p> <p>b. A high-level analysis of risks and opportunities associated with further commercial uses.</p> <p>c. An overview of what legislative, policy, framework, by-law or other instruments affect potential commercial uses of community land and what actions Council might need to take in order to contemplate further commercial uses under those instruments.</p> <p>d. Potential approaches to considering further commercial uses, including cost estimates of same and community engagement options.</p>	Jade Ballantine	In Progress	8/08/2025	30/04/2025	Aug 2025 update - report in process of being drafted	FALSE
Behavioural Standards Complaint – Determination of Action	26/11/2024	Ordinary Council	430/24	<p>1. To note that it has received and noted the Final Investigation Report, legal advice and presentation, in item 15.1.</p> <p>2. To note that it has adopted the findings that the Mayor breached the following clauses of the Behavioural Standards for Council Members:</p> <p>a) 1.1 Show commitment and discharge duties conscientiously.</p> <p>b) 1.4 Act in a reasonable, just, respectful and non-discriminatory way.</p> <p>c) 2.2 Take all reasonable steps to provide accurate information to the community and the Council.</p> <p>d) 2.3 Take all reasonable steps to ensure that the community and the Council are not knowingly misled.</p> <p>e) 2.5 Act in a manner consistent with their roles, as defined in section 59 of the Act.</p> <p>f) 3.1 Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council members.</p> <p>g) 4.4 Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council employees.</p> <p>h) 4.2 Not bully Council employees.</p> <p>3. That the Mayor's series of inappropriate behaviour and conduct and the findings of multiple breaches warrant the making of the following determinations pursuant to section 262C of the <i>Local Government Act 1999</i> :</p> <p>a) That Council formally censures the Mayor.</p> <p>b) That Council declares it has no confidence in the Mayor and her capacity to continue as Mayor of the Council for the remainder of the Council term.</p> <p>c) That Council calls on the Mayor to resign by close of business Friday, 20 November 2024.</p> <p>d) That the Mayor is required to make an unconditional (and unserved) public apology to the Council, the CEO, and the Administration at the next ordinary meeting of Council or by 10 December 2024 expressly apologising for the breaches identified in the Final Investigation Report, including explicitly her non-compliance with the Mayor Seeking Legal Advice Policy, and in a form approved by the Deputy Mayor.</p> <p>e) That the Mayor is required to make a private written apology to the identified victim or victims of bullying in a form approved by the Deputy Mayor by the 10 December 2024.</p>	Zoe Gill	Completed	13/01/2026	10/12/2024	13/01/26 - completed as Ms Wisdom resigned on 23 September 2025	FALSE
Pedestrian and cycle access Inverbrackie to Woodside – Cr Melanie Selwood	22/10/2024	Ordinary Council	376/24	<p>That Council notes the residents of Inverbrackie have concerns around their ability to safely walk or cycle to Woodside;</p> <p>Council acknowledges that connecting Woodside to Inverbrackie with pedestrian and cycling infrastructure would be beneficial for the residents of Inverbrackie;</p> <p>The CEO writes to the Department for Infrastructure and Transport to advocate for improved pedestrian and cycling safety along Nairne Road, in particular for safe throughfare behind guard rails along Nairne/Woodside Road at army barracks so the residents of Crest estate can access the Woodside township and public bus stop via walking or bike without the current significant safety risks ;</p> <p>That the CEO begins preliminary discussions with the Department for Infrastructure and Transport regarding options to improve connectivity with Woodside for pedestrians and cyclists; and</p> <p>That a preliminary report be presented to Council by the end of March 2025, to give Council the opportunity to decide whether budget allocation should be included in the 2025/26 Annual Business Plan for further work into this matter.</p>	Jade Ballantine	In Progress	5/08/2025	31/03/2025	The matter has been raised with DIT and followed up in writing in February 2025. At the time of update, staff were still awaiting a response. A subsequent meeting with DIT officers has occurred and a letter is expected.	FALSE
Kerbside Bin System Results	15/10/2024	Ordinary Council	368/24	<p>1. That the report be received and noted.</p> <p>2. Notes the success of the Council's Food Organic Garden Organic trial in achieving:</p> <p>(a) Significantly improved landfill diversion rates and reductions in the total amount of waste consigned to landfill</p> <p>(b) Reduced landfill greenhouse gas emissions</p> <p>(c) Reduced exposure to the SA solid waste levy</p> <p>(d) Increased recycling of food waste</p> <p>3. Acknowledges the participation of Food Organic Garden Organic Trial participants, notes the feedback provided by participants and thanks them for their involvement and contribution.</p> <p>4. That the properties within the Woodside East and Tiers/Swamp Road trial areas return to the pre-trial service of weekly waste collection and fortnightly comingled recycling collection from 1 November 2024.</p> <p>5. That the properties within the Woodside Township trial area maintain a weekly food organic garden organic collection, fortnightly waste collection and fortnightly comingled recycling collection until 31 July 2025.</p> <p>6. That subject to funding allocation in the 2025/26 budget, the township and urban areas default kerbside bin collection service change to weekly 240 litre Food Organic Garden Organic and fortnightly 140 litre waste collection commencing in a staged rollout from August 2025. This arrangement be accompanied by suitable arrangements for those property owners who wish to opt out of the new arrangement so as to receive weekly waste collection, as required under law, and those with special circumstances necessitating increased waste collection.</p>	Jade Ballantine	In Progress	22/01/2026	30/06/2026	Townships within the Tuesday collection area have been transitioned to the sustainable kerbside service and data is being recorded to inform decision making about a broader rollout of weekly FOGO to all townships.	FALSE
12.2 Adelaide Hills Council Roadside Vegetation Management Plan	24/09/2024	Ordinary Council	343/24	<p>That the report be received and noted.</p> <p>The Roadside Vegetation Management Plan as contained in Appendix 1 and accompanying documents contained in Appendices 2 – 10 are endorsed for submission to the Native Vegetation Council.</p> <p>That the Chief Executive Officer is authorised to make any minor changes to the Roadside Vegetation Management Plan arising from the review by the Native Vegetation Council in order to ensure it is acceptable for their approval.</p>	Jade Ballantine	In Progress	8/08/2025	5/09/2025	Report has been submitted to Native Vegetation Branch (DEW) to seek Native Vegetation Council (NVC) endorsement on 11/10/2024. Advice from Department is that they require additional data to be presented at the NVC meeting. This has not yet been scheduled. Damian Brennan and Toni a Brown will be attending on behalf of Council.	FALSE



				<p>1. That the report on the Fabrik Business and Implementation Plan be received and noted.</p> <p>2. To receive and note the Fabrik Business and Implementation Plan 2024.</p> <p>3. To support the continued operation of Fabrik Arts and Heritage in line with the Fabrik Business and Implementation Plan 2024.</p> <p>4. That regular reporting on Fabrik be provided to Council through the Quarterly Performance Report, including financial, tourism, community and arts support metrics as outlined in the Fabrik Business and Implementation Plan 2024 evaluation and monitoring.</p> <p>5. That the CEO provides a progress report on the implementation of the Fabrik Business and Implementation Plan 2024 within 12 months of the redeveloped Fabrik Arts and Heritage becoming operational.</p>	Jess Charlton	Completed	6/01/2026	12/11/2024	<p>A progress update on the implementation of the Business Plan was provided to Council at the meeting on 25 March 2025, including a review of Fabrik's operations and achievements against the programs and work streams in the Plan, and reporting against the evaluation and measures criteria in the Business Plan, including financial, tourism, community and arts indicators.</p> <p>Quarterly reporting will be updated from July 2025 to include the evaluation and measures criteria in the Business Plan.</p>	FALSE
Fabrik Business Implementation Plan	28/05/2024	Ordinary Council	175/24						<p>This has been considered by the Finance and ICT teams during CY 2025.</p> <p>A technology driven solution has been investigated in relation to the control deficiencies relating to Procurement, particularly around reporting and analysis. The solution has been implemented and the reporting and analysis is being undertaken.</p> <p>Similarly, a technology driven solution has been investigated in relation to the control deficiencies relating to Payroll. A project is currently under way to upgrade the Payroll system, including the integration of leave management and timesheets with the Payroll system. The project will be staged in 1's roll out and is currently in the testing phase. This will include an upgrade of the current version of the payroll software. This is expected to be completed early in CY 2026 with a staged roll out thereafter.</p>	FALSE
Internal Financial Controls Update	20/05/2024	Audit Committee	AC23/24	<p>1. That the Internal Financial Controls report be received and noted.</p> <p>2. To note the further developments and improvements that have been made to Council's internal controls environment.</p> <p>3. Request the CEO to prepare a remediation plan for controls rated three (3) or lower by either the reviewer or the assessor.</p>	Gary Lewis	In Progress	8/12/2025	31/03/2026		FALSE
				<p>1. That the petition signed by 50 signatories requesting Council to undertake an investigation and provide a solution to the traffic hazard of speeding along Teringie Drive and Woodland Way Teringie be received and noted.</p> <p>2. A traffic count be carried out to ascertain the current traffic volumes and speed of vehicles travelling along Teringie Drive and Woodland Way Teringie.</p> <p>3. That should prevailing speeds be found to be excessive, that further action be taken including, but not limited to Consideration of measures to calm traffic and/or increase driver awareness. Referral of the matter to SA Police for speed enforcement</p> <p>4. Any additional budget allocations associated with the above should be referred to the Council's normal budget processes for consideration.</p> <p>5. That the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter.</p>	Jade Ballantine	Completed	22/01/2026	28/06/2024	<p>Traffic counters to be deployed to Woodland Way and Teringie Drive the week commencing 20 May 2024 and initial analysis completed by 30 June 2024.</p> <p>Traffic Impact Statement is in progress, and report on formal request for speed limit reduction with traffic engineering consultant.</p> <p>Internally Council has endorsed the Traffic Impact Statement and has provided DIT with appropriate TIS to implement.</p> <p>Phoned DIT on three occasions - Final determination is incoming and installation will be undertaken.</p>	FALSE
Teringie Residents Association – Traffic hazard of speeding along residential streets in Teringie	23/04/2024	Ordinary Council	127/24		Jade Ballantine	Completed	22/01/2026	28/06/2024	Signage installed.	FALSE
Ashton Landfill	26/03/2024	Ordinary Council	93/24	Per confidential minute	Jade Ballantine	In Progress	22/01/2026	31/12/2025	Confidential item	TRUE
				<p>Administration report findings from the play space communication board pilot projects back to Council upon completion.</p> <p>Administration further investigates communication access and physical access for play spaces in the region, in line with the Disability Access and Inclusion Plan review. Findings and costings are reported back to Council upon completion and are included in future iterations of The Play Space Policy and Annual Business Plan and Budgeting processes.</p> <p>Play spaces upgrades continue to consider inclusive and accessible elements in designs.</p>	Jade Ballantine	In Progress	2/09/2025	16/07/2025	<p>Communication Boards have been installed, and the community provided with an opportunity to give feedback. A outcomes report is ready to be presented to &amp; workshoped with Council, along with associated recommendations for a review to Council's Play Space Policy &amp; associated Play Space Framework.</p>	FALSE
Creating more accessible and inclusive play spaces	12/03/2024	Ordinary Council	65/24	<p>That the report be received and noted.</p> <p>To approve the draft <i>Management of Built Heritage Policy</i> as contained in <i>Appendix 1</i> for community consultation.</p>	Jess Charlton	Not Started	15/01/2026	14/04/2025	<p>Engagement on this policy will be aligned to the preliminary engagement process associated with the Local Heritage Code Amendment</p>	FALSE
Revised Policy for Community Consultation – Management of Built Heritage	12/03/2024	Ordinary Council	70/24							
				<p>That the report be received and noted.</p> <p>In conjunction with The Synod of the Diocese of Adelaide of the Anglican Church of Australia ("the Church"), undertake a boundary realignment to alter the boundaries between the land located at 2 St John Road Norton Summit owned by Council and the land located at 8 St John Road Norton Summit owned by the Church, with the effect of Council purchasing from the Church an area of approximately 1369m<sup>2</sup> for the amount of \$94,000 exclusive of GST.</p> <p>To allocate funding in 2024-25 budget for the purchase of the land in the amount of \$94,000 exclusive of GST (if applicable) plus Council's proportion of purchase and land division costs estimated at \$15,000 plus GST, plus fencing costs estimated at \$5,000 plus GST.</p> <p>To update the Council's Community Land Register to reflect the additional area of land vesting in Council and to develop a Community Land Management Plan for the site.</p> <p>To delegate to the CEO to do all things necessary, including sign all documents to give effect to this resolution.</p> <p>The CEO consults the Norton Summit CFS Brigade and/or the Hall Committee in regard to the configuration of any potential carparking spaces.</p> <p>To authorise the Mayor and CEO to apply the Council's seal, if required, in the execution of any documents related to this resolution.</p>	Jade Ballantine	In Progress	8/08/2025	31/12/2024	<p>Oct 25 - Sale Contract has been executed by CEO. Sale Contract with "The Church" for signature</p> <p>The first Community forum for the new financial year was held on Tuesday 30th at the Upper Start Memorial Hall. The topic was around engagement on development of our new Community Engagement Framework.</p> <p>The second forum was held at the Village Well with a focus on Disability Access and Inclusion to inform our new DAP.</p> <p>Both forums were well attended with valuable conversations and feedback gathered.</p> <p>The third forum will take place in March 2026.</p>	FALSE
Proposed Norton Summit Land Purchase	12/03/2024	Ordinary Council	71/24							
				<p>1. The Adelaide Hills Council organises and runs at least four Community Meetings a year in different locations across Adelaide Hills Council to give community members, Council staff and Elected Members the opportunity to connect, hear the voices of community members on current issues and help ensure community members are aware of Council Initiatives.</p> <p>2. This schedule of quarterly events should commence in the first financial quarter of next financial year – from July 2024 – to give staff time to plan and schedule events.</p>	Gary Lewis	In Progress	8/12/2025	30/06/2026		FALSE
Community Meetings	27/02/2024	Ordinary Council	40/24							
				<p>1. That the report be received and noted.</p> <p>2. That Council allocates a further \$350,000 in capital funding towards the Adelaide Hills War Memorial Swimming Centre Splash Park Project in the 2024/2025 financial year, bringing the total budget available for the project to \$750,000, with the nominal funding breakdown as follows:</p> <p>Council general funding \$150,000</p> <p>Council from Commonwealth LRCIP Phase 3 \$200,000</p> <p>Council from Commonwealth LRCIP Phase 4 \$200,000</p> <p>AHWMSC Inc \$200,000</p> <p>TOTAL \$750,000</p> <p>3. That the Commitment of Council's additional \$350,000 in capital funding towards the Splash Park is conditional a contribution of \$200,000 from the Adelaide Hills War Memorial Swimming Centre Committee.</p> <p>4. That a draft standalone Asset Management Plan be prepared for the Adelaide Hills War Memorial Swimming Centre (AHWMSC).</p> <p>5. That Council discuss the summary report findings and AHWMSC draft Asset Management Plan at a future workshop and consider allocation of additional funding in the Long Term Financial Plan review process to implement other short, medium and long term recommendations coming out of the Adelaide Hills War Memorial Swimming Centre Feasibility Study.</p> <p>6. Note that Administration is currently processing the return of the Adelaide Hills War Memorial Swimming Centre Committee's \$200,000 funding allocation to the Splash Pad Project until a successful tenderer has been selected for the larger \$750,000 Splash Park.</p>	Jade Ballantine	In Progress	25/11/2025	29/03/2024	<p>The Splash Park component of this action is now complete, with the facility opening in November.</p> <p>The Pool Feasibility Study is complete, and an associated draft Asset Management Plan has been developed. The study and Asset Management Plan can be presented to Council in due course.</p>	FALSE
Adelaide Hills Woodside Memorial Swimming Centre Feasibility Study Outcomes	13/02/2024	Ordinary Council	19/24							



CRRF Community Halls Insurance Grant Guidelines Report	13/02/2024	Ordinary Council	20/24	<p>Council resolves:</p> <ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That the Council endorse the Building Insurance Grant Guidelines for Community Owned Halls as contained in Appendix</li> <li>3. That the Chief Executive Officer be authorised to make changes to the Guidelines, not affecting the substantive intent and direction, as may be required from time to time, to ensure the issuing of grants remains in line with the intent of the Community and Recreation Facilities Framework.</li> <li>4. That the Building Insurance Grant Guidelines are reviewed in 12 months.</li> </ol>	Jade Ballantine	In Progress	25/11/2025	31/12/2025	It is anticipated that the review of this grant process will be incorporated into the wider review that the environment and infrastructure will be undertaking around assets.	FALSE
Stirling Pavilion Proposal	28/11/2023	Ordinary Council	308/23	<ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That Council proceeds with the process for considering landowner consent for the development of a pavilion at Stirling Oval and delegates authority to the Chief Executive Officer, or their delegate, to enter into a Framework Agreement document with the Stirling Pavilion Foundation Inc.</li> <li>3. That the Framework document include, amongst other matters, the steps required to consider landowner consent for the development of a Pavilion on Stirling Oval, possible terms of any arrangements for the leasing or licensing of the Stirling Oval for the proposed development, statutory requirements that need to be followed, and any cost sharing arrangements.</li> <li>4. The CEO provides an interim report on progress on the project by the end of 31 May 2024</li> <li>5. That following the negotiation of a Framework document a report be submitted to Council that provides an update on the terms of the Framework document.</li> <li>6. That a further report be submitted to Council that considers the Community Land implications including community consultation on any proposed changes to the Community Land Management Plan for Stirling Oval as required under Section 198 of the Local Government Act 1999.</li> <li>7. That the further report be (5) above also considers the requirements of Section 202 of the Local Government Act 1999 regarding the alienation of Community Land by lease or license including but not limited to community consultation requirements.</li> </ol>	Jade Ballantine	In Progress	25/11/2025	22/12/2023	The Framework Agreement has been provided to the Pavilion Committee for their consideration and sign off.	FALSE
Integrated Strategy - Electric Vehicles	14/11/2023	Ordinary Council	282/23	<ol style="list-style-type: none"> <li>1. The CEO develop, for council consideration, an integrated Electric Vehicle Strategy to support the rollout of electric vehicles (EV) and EV charging infrastructure for Adelaide Hills Council including, but not limited to, the following: Detailed analysis of the current and future vehicle fleet, including types of vehicles, usage patterns, and energy requirements;The development of Net Present Value analysis to quantify the financial and environmental impact of the transition to electric vehicles;Assessment of current solar panel infrastructure and its capacity to support the EV fleet considering capacity, efficiency, and potential upgrades;Assessment of battery storage solutions to optimise energy utilisation and charging capabilities, including current market opportunities for such infrastructure outside of the councils existing LGAP energy agreement; and;Exploration of government and private sector incentives, grants, and subsidies available for transitioning to EVs and renewable energy integration;The required charging infrastructure for a fleet transition to EV, with consideration for a public access initiative. Assessment of potential vehicle manufacturers fleet management, serviceability and availability performance.</li> <li>2. An immediate cessation of internal combustion vehicle acquisition for light fleet vehicles that are primarily used to transport passengers (noting this does not include light commercial vehicles at this time), with discretionary authority of the CEO should an appropriate EV be unable.</li> <li>3. That key outcomes captured within the Electric Vehicle Strategy be presented to a workshop of Council concurrently with the Carbon Management Plan.</li> <li>4. That funding of \$20,000 be included as part of 2023/24 Budget Review 1 to undertake the development of the Integrated Electric Vehicle Strategy.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	31/03/2024	<p>22/1/2026 The administration has prepared a draft EV and Low Emissions Strategy that details council's actions to date and commitment to transitioning to EV and Low Emissions vehicles. In addition to this, Council has developed supporting draft policy to accompany the future adoption of an endorsed Strategy. Council is currently utilising an external consultant to review the draft documents prior to Council Workshop being undertaken.</p> <p>10/4/2025 Council continues to take steps to electrify its fleet with the recent delivery of 4 additional electric passenger vehicles received in March 2025 to replace various ICE vehicles.</p> <p>Ongoing works being undertaken to improve reporting of operational vehicle usage, fuel / energy consumption and real time reporting expansions of In Vehicle tracking software underway.</p> <p>Progressive targets have been set for electrification of further vehicles within 25/26 fleet renewal program. These targets have been set and accounted for within proposed 25/26 budget. Budgetary requirements to continue to renew ICE vehicles have been factored into LTFF.</p> <p>Council is working with an external consultant to progress options to enable expansion of EV infrastructure. Council's ability to expand electrification to heavy vehicles subject to new investment of charging infrastructure.</p>	FALSE
Development Services Service Review - Implementation Plan	31/10/2023	Audit Committee	AC39/23	<ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. To receive and note the Management Review and Action Plan in response to the Service Review 2022-23 - Development Services, as contained in Appendix 4.</li> <li>3. To note that the implementation status of the agreed actions will be reported to Audit Committee and Council on a biannual basis, nominally March and August.</li> </ol>	Jess Charlton	Completed	6/01/2026	1/05/2026	<p>Current biannual reporting schedule suspended until October 2025 pending service review outcomes - per Council Resolution 388/24</p> <p>Since the last report in October 2024 there are now 26 actions complete. Five actions are still in progress. It was intended that the actions would be implemented over 3 years. The date of 31/10/25 is extended on this basis to 01/05/2026.</p>	FALSE
37 Yanagin Road Greenhill - Revocation of Community Land Classification	10/10/2023	Ordinary Council	259/23	<ol style="list-style-type: none"> <li>1. That the report be received and noted.</li> <li>2. That the Community Land classification over portion of Allotment 7 in File Plan 129661 in Certificate of Title Volume 5636 Folio 762 as hatched in purple in proposed Plan of Division dated 14/10/2022 be revoked</li> <li>3. The land swap to proceed with the areas hatched in green to be amalgamated in Allotment 7 in File Plan 129661 in Certificate of Title Volume 5638 Folio 762, known as Yanagin Reserve. The area hatched in purple to be amalgamated into the adjoining owners land parcel in Certificate of Title Volume 5350 Folio 424 as shown in Appendix 1 of this Report.</li> <li>4. Council to apply to vary the Heritage Agreement currently over Yanagin Reserve showing the land swap variations accordingly.</li> </ol>	Jade Ballantine	In Progress	22/01/2026	15/11/2023	<p>January 26 - 2 updates for Yanagin Reserve Heritage Agreement is required, with agreement to be updated for both items at the same time, second update is still being worked on!!</p> <p>Sept 25 - land swap has been completed and update to Heritage Agreement being worked on</p>	FALSE
Draft Boundary Encroachment Policy	10/10/2023	Ordinary Council	261/23	<p>Council research and develop a draft Boundary Encroachment Policy to bring the chamber for review by 29 February 2024.</p>	Jade Ballantine	In Progress	8/08/2025	31/10/2023	<p>August 25 - still under investigation</p>	FALSE
Consideration of bike lockers for personal use	26/09/2023	Ordinary Council	260/23	<p>That the report be received and noted.</p> <p>That Council approve a survey of cyclist and public transport users be undertaken in conjunction with Bike SA to understand needs, demand, and final priority sites for consideration in this Public Transport Amenity Program.</p> <p>Subject to the results of the survey, that Council considers a Public Transport Amenity Program, that includes the installation of bike lockers or bike cages as part of the 2024/25 Annual Business Planning process.</p>	Jade Ballantine	In Progress	25/11/2025	22/08/2025	<p>Consultation has occurred, with data from the consultation to be compiled into an outcomes report. With the resignation of Council's Recreation &amp; Trails Officer, this report has been delayed.</p>	FALSE
MON Bringing Community Groups Together	22/08/2023	Ordinary Council	222/23	<p>Council convenes an inaugural gathering of our local community groups whose primary focus is to assist and promote a vibrant and thriving community for their local area. The inaugural gathering has two key objectives, to provide: An opportunity for information sharing between different community groups; To provide both the administration and elected members with insight into how the community groups are supporting their local area, along with current opportunities and challenges they face. Council engages with local community groups to inform the format of the event. Once the event has been held the CEO prepare a report which Reviews and reports on the success (or otherwise) of the event; Considers the merits and feasibility of holding semi-regular events such as this into the future.</p>	Jess Charlton	In Progress	6/01/2026	30/12/2024	<p>The event was held November 2023. Community groups and Council Members have received a report summarising findings. Following further discussions with groups a final report will be prepared for Council.</p>	FALSE

				That Council develop and implement a Tree Strategy. The Tree Strategy should include actions which help Council positively impact on the environment, for example, actions may be established for the following: Plantings to replace trees removed by Council to ensure a net-positive impact is achieved (i.e. more trees planted than removed); increasing the quality and quantity of tree canopy within Council townships and major tourist thoroughfares; increased species diversity which complements nearby remnant vegetation; Strategies to save existing trees, particularly regulated and significant trees; A strategic and data driven tree planting program. Consideration be given for endemic species to be a priority where appropriate. That a Council workshop be held with elected members to seek their input into the preparation of the draft Tree Strategy. That a draft Tree Strategy be put out to public consultation prior to the final version being endorsed by Council.	Jade Ballantine	In Progress	22/01/2026	28/02/2025	22/1/2025 The administration has reviewed and developed the long-term financial plan to accommodate the critical funding elements required to achieve the revised target and initiatives with Draft Tree Strategy.  It is anticipated the revised Draft Tree Strategy will be prepared for Council endorsement to undertake public consultation within the 3rd quarter of 2026.  10/4/2025 Administration have revised Draft Tree Strategy based upon feedback elected members. Endorsement by Council would be required to enable consultation. Administration first working to ensure long term financial plan can accommodate critical funding elements to facilitate revised target and initiatives with Draft Strategy. ABP proposals presented at Council workshop in March 2025 for 2025/26 budget consideration.	
MON Establishing a Tree Strategy	13/06/2023	Ordinary Council	146/23	1. That the report be received and noted. 2. To undertake a two year pilot program of Environmental Upgrade Agreements, nominally commencing 1 July 2023. 3. To appoint Sustainable Australia Fund, trading as Better Building Finance, to work collaboratively with Council to establish, administer and support the delivery of Environmental Upgrade Agreements. 4. To delegate the power to the Chief Executive Officer to finalise the commencement date for the pilot programmer into an Environmental Upgrade Agreement on behalf of Council and declare and levy an environmental upgrade charge. 5. To report back to Council on the outcomes of the two year pilot by 30 June 2025.	Jade Ballantine	In Progress	22/01/2026	28/02/2025	Service agreement documentation has been finalised and signed by AHC CEO and BBF.  There has been some delays from Building Better Finance which may impact implementation.  Confirmation being sought as to whether the financier is operating.	FALSE
Building Upgrade Finance	9/05/2023	Ordinary Council	110/23	That the report be received and noted.  That the Community Land classification over the land comprised in Certificate of Title Volume 5488 Folio 788 being Allotment 220 in filed plan 8131, known as the Bridgewater Retirement Village, be revoked.  That a report be provided to Council which a. Includes the outcomes of the 2021 consultation process regarding the Proposed upgrades for Caripook Park b. Provides options for the upgrade of Caripook Park or another Park in Bridgewater.	Jess Charlton	In Progress	15/01/2026	31/07/2025	Aug 25 - report to come to Council in due course	FALSE
Revocation of Community Land - Bridgewater Retirement Village	9/05/2023	Ordinary Council	111/23		Jade Ballantine	In Progress	8/08/2025	29/06/2023	Parts 1 and 2 - completed  Part 3 - item will stay open on the action list until report provided to Council. Have postponed item until after the mid-term professional development for elected members. 26 August 24 IOBS on Working Together.  17 Sept - leadership mid-term training workshop held. Administration in discussion with providers regarding further work in 2025, including in terms of developing a behavioural support policy. Will need to seek resources through budget review process.  4/3/25 - a budget bid has been submitted to support the further professional development of elected members and the development of a behavioural support policy or similar.  10/6/25 - intend to run workshop when three new elected members are on board.  29/08/25 - procurement process for "working together initiative" underway  13/1/26 - PeopleQ engaged to provide the Working Together Initiative during 2026 as part of the CEO's KPI  Part 4 - completed - CEO has advised staff that media responses regarding enquiries on policy, political or Council decisions will come from the Principal Spokesperson and comment on operational matters will be from the CEO only.	FALSE
Development of Behavioural Support Policy for Council Members	26/04/2023	Ordinary Council	94/23	1. That the report be received and noted. 2. To determine not to develop a Behavioural Support Policy at this point in time. 3. To request the Chief Executive Officer to prepare a report on the operation of the Behavioural Management Framework, specifically as it relates to the Adelaide Hills Council, for its April 2024 meeting. 4. That the Chief Executive Officer (or another person delegated by them) may make public comment and/or statements to the media on behalf of the Council relating to the policy of Council, its position on particular issues, and operational matters.	Zoe Gill	In Progress	13/01/2026	18/10/2024		FALSE
Illegal Native Vegetation Clearance	11/04/2023	Ordinary Council	78/23	1. Condemns the unapproved and excessive clearance of remnant native vegetation at 104 Mount Lofly Road, Crafrers. 2. Reaffirms its unwavering commitment to protecting and restoring the Adelaide Hills natural environment. 3. Requests the Mayor write to the Minister for Climate, Environment and Water, Hon Dr Susan Close MP to request: a. The Native Vegetation Act 1991 be amended to increase penalties associated with the illegal clearance of native vegetation; b. The budget allocated to the Native Vegetation Council be increased to enable appropriate resources to be allocated to compliance and enforcement 4. Requests the CEO review legislative options available to strengthen Council's compliance and enforcement efforts in preventing and addressing illegal clearance of native vegetation. That as part of this review: a. A workshop be conducted with elected members. b. A report be provided to Council by 30 June 2023 including options that would improve Council's ability to ensure prevention, compliance, and enforcement, associated with the illegal clearance of native vegetation. 5. Requests the CEO investigate any scope for the inclusion of additional Council owned properties to be assessed for suitability to be encumbered by a Heritage Agreement for the additional protection of native vegetation on that land. That as part of this investigation: a. A workshop be conducted with elected members (at the same time as 4(a) above).	Jade Ballantine	Completed	22/01/2026	31/12/2023	23/1/2026 On the 28th October 2025 Council received and noted the Community Engagement Outcomes report and endorsed Native Vegetation and Conservation Encroachment Policy.  10/4/2025 Public consultation for Draft Policy opened Wednesday 4/12/24 - Tuesday 21/1/25. Dedicated resolution for consultation endorsement - no. 282/24.  Council in process of reviewing feedback received by community and making adjustments to draft policy where required. Once modifications to draft completed the Administration will table the policy for final Council review and endorsement.	FALSE
Fire Water Tank Upper Hermitage	28/03/2023	Ordinary Council	64/23	1. the report be received and noted. 2. Council acknowledges the fundraising efforts by Ms Jan Verrall and Ms Denise Elland. 3. in view of advice by letter dated 21 February 2023 received from the CFS Regional Commander Region 2, summarised as follows: the whole of the land is needed for CFS volunteers to exercise and train; the tank would not be used or maintained by the CFS, and the Upper Hermitage site is a dangerous location to place a community water tank for use during a time of fire;  Council respectfully declines the offer for the donation and placement of a fire water tank at the corner of Range Road North and Warner Road Upper Hermitage. 4. That Council staff continue to work with the CFS across the Regions to support firefighting, fire prevention and fire educational efforts. 5. That the CEO or his delegate formalises the use of the land described as allotment 5 in Filed Plan 218343 and contained in Certificate of Title 5654 Folio 841, commonly known as the Upper Hermitage tennis courts and CFS land, to the SA Country Fire Service (CFS) for its purposes.	Jade Ballantine	In Progress	8/08/2025	3/05/2023	Oct 25 - Lease has been executed by AHC, confirmation of registration for this lease is being finalised.	FALSE

				That the report be received and noted. That the CEO progress preliminary investigations including pre-engagement with affected residents and landowners, to inform Council's position on whether a formal Code Amendment process for the Adelaide Hills Subzone will be initiated, with the CEO to table a report for Council's consideration on the matter by 23 May 2023. To instruct the CEO to inform the State Planning Commission and the Minister of Planning of Council's intention to progress preliminary investigations in preparation for a Code Amendment process for the Adelaide Hills Subzone, including the rationale.				Will recommence during the first quarter of 2026 following structure finalisation and resourcing of strategic policy planner role		
Adelaide Hills Subzone Code Amendment	28/03/2023	Ordinary Council	67/23		Jess Charlton	In Progress	15/01/2026	14/04/2025	Recreation teams for Varney Park submitted November 2025, a condition for which (if successful) is to place it under HA.  As of 28/02/25 HAs officially in place for: Stone Quarry Reserve, Smith Road/Stone Quarry Road, Kersbrook CR5754/938 MOA 2024/1009 HA1722  The Denary, Kain Avenue, Aldgate CR5324/743 MOA 2024/1010 HA1723  Heathfield/Longwood Reserve, Heathfield/Longwood Roads, Heathfield CR5752/187 MOA2024/1011 HA1724  Heron Reserve, Bridgewater CR5753/739 MOA 2024/1012 HA1725  Hillcrest (RAA Tower) Reserve, 21 Hillcrest Avenue, Crafters West MOA 2024/1013 CR5753/709 HA1726	FALSE
Heritage Agreements	14/03/2023	Ordinary Council	52/23	That the report be received and noted. That the Chief Executive Officer further investigate and where feasible and eligible, be authorised to enter: Bridgewater Recreation Reserve, Cave Reserve, Bridge Path & Walking trails at Cave Ave, Ayr Street, Anzac Ridge Road, BridgewaterRAA Tower Reserve at 21 Hillcrest Avenue Crafters WestHeron Reserve at 21 Onkaparinga Rd, BridgewaterCharleston Waste Facility (Mt Charles) at Harrison Road, CharlestonThe Denary, Old Mount Barker Rd, BridgewaterGrassy Reserve at Pye Road, BalthannahValley Reserve at Wright Rd, StirlingRural Reserve at 7-9 Rural Ave, CraftersSmith Rd/Stone Quarry Reserve at South Para Rd, KersbrookHampton Reserve at Hampton Rd, MylorCooper's Reserve at Silver Lake Rd, MylorGurr Rd Reserve parcel at Gurr Rd North, BradburyHeathfield/Longwood Reserve, Corner of Heathfield & Longwood Rd, HeathfieldAldgate Tennis Courts at 180 Mt Barker Rd, AldgateChapman Water Reserve at Chapman Road, IngewoodAldgate Valley Wildlife Corridor, aka "Bandicoot Lane" Stock Road to Stevens Rd, MylorSilver Rd Reserve at 34 Silver Rd BridgewaterPitt Road Reserve at Pitt Rd, ParacombeHead Rd Reserve at Head Road North, HoughtonFernwood Reserve at Fernwood Way, Upper StartPound reserve, Marble Hill and Pound Rd, AshtonMt Bold Cutting, Mount Bold Road Cut, Dorset ValeStirling Cemetery, Strathalbyn Rd, AldgateAldgate Valley Reserve, 38 Aldgate Valley Rd, AldgateWindmill Reserve, 151 Norton Summit Rd, Woodfordbeing of significant or high potential biodiversity value, into Heritage Agreements. That the Heritage Agreement applications seek to apply to those portions of the abovementioned reserves which are of significant or high potential biodiversity value, while retaining any existing dog access and established recreational use arrangements in place for each of those reserves.	Jade Ballantine	In Progress	21/01/2026	26/05/2026	New advisory signage has been installed, and cement treated shoulder works have been complete, along with other minor maintenance activities as required.  The action can not be finalised until a report is returned to Council following completion of residential development within the street, which could be many years away.	FALSE
Parking and Road Safety Wattle Tree Road Bridgewater	28/02/2023	Ordinary Council	45/23		Jade Ballantine	In Progress	22/01/2026	30/06/2025	Funds have been allocated in the draft 23/24FY budget for this project. The State Government reviews the EPA every 4 years, with the last review being undertaken in 2022. The next review will be due in 2026. A request for review will not be considered until the next review in 2026. Site will be considered as part of local area planning (associated with housing strategy project).  Works have been undertaken to the building including roof sheets secured, entry points secured, build up of debris and trees/bushes removed from close to the structure, stormwater swales put in to direct water away from the structure and sign created and installed with the assistance of the Gumeracha Historical Society	FALSE
Preserving Randell's Workers Cottages 1 Beavis Ct Gumeracha	14/02/2023	Ordinary Council	26/23	1. That the report be received and noted. 2. That the amount of \$20,000 be considered as part of the 2023/24 budget preparation process to prevent further deterioration of Randell's Cottages at 1 Beavis Court, Gumeracha. 3. That Council explores another submission to the State Government in an attempt to excise this parcel of land from the Environmental Food Production Zone.	Jess Charlton	In Progress	15/01/2026	31/12/2026	Report to be brought back to Council within 6 months of the opening of the Childcare Centre.  Staff will progress at the appropriate time once child care centre has been in operation for six months.  Planning Consent Valid to September 2025, awaiting lodgement of Building Consent for continued review.  Construction of Child Care Centre is underway.  Council has installed signage, line marking and safety measures per the plan supplied by Way2Go as a joint program of safety across the site.	FALSE
Questions adjourned - Options to reduce traffic congestion and improve child safety adjacent to Bridgewater	24/01/2023	Ordinary Council	3/23		Jade Ballantine	In Progress	22/01/2026	31/12/2024	Further line marking to be undertaken at the completion of the Child Care Centre.	FALSE
Surplus Government Land Notification	20/12/2022	Ordinary Council	303/22	See Confidential Minute	Jade Ballantine	In Progress	8/08/2025	20/12/2024	Aug 25 - Item in process of being actioned with further report to be submitted to Council in due course.	TRUE
Ashton Landfill - Confidential	28/06/2022	Ordinary Council	172/22	See Confidential Minute	Jade Ballantine	In Progress	2/09/2025	31/12/2025	Matter continues to be progressed. Further updates will be provided when a material change occurs.	TRUE
MON Property Lobethal Road Lenswood	26/04/2022	Ordinary Council	86/22	Per confidential minute	Jess Charlton	In Progress	8/09/2025	25/04/2024	Per confidential minute	TRUE
Charleston Cemetery Compulsory Acquisition	26/10/2021	Ordinary Council	220/21	1. That the report be received and noted. 2. To revoke the resolution of Council of 22 May 2001, B129. 3. To commence a process to compulsorily acquire, under the Land Acquisition Act 1969, the Charleston Cemetery being the land contained in Certificate of Title Volume 5066 Folio 740 located at 36 Newman Road Charleston from The Charleston Cemetery Trust Inc. To continue to manage the Charleston Cemetery on behalf of The Charleston Cemetery Trust Inc in the interim from the date of this resolution until the completion of the land acquisition process. To authorise the Mayor and Chief Executive Officer to undertake all necessary actions, including execution of documents, including under the common seal of Council, to give effect to this resolution.	Jade Ballantine	Completed	22/01/2026	31/12/2022	Acquisition is being finalised (January 2026) with conveyancing underway. Lands title documentation has been signed by CEO.	FALSE
Ashton Landfill - Confidential Item	26/10/2021	Ordinary Council	235/21	As per Confidential minute	Jade Ballantine	In Progress	22/01/2026	31/12/2025	Matter continues to be progressed. Further updates will be provided when a material change occurs.  Meeting held with EPA November 7 2025 to request a pathway for transition of liability, correspondence is under development to formalise approach to SA EPA.	TRUE
Road Exchange Auld Development Pomona Road Stirling	24/08/2021	Ordinary Council	170/21	That the report be received and noted in accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, enter into an Agreement for Exchange with the owner of the land of 3-5 Pomona Road Stirling and issue a Road Process Order to open as public road the area identified as "Road to be opened 1" on the Preliminary Plan No 21/0011 and in exchange to close a portion of Pomona Road as identified on the Preliminary Plan No 21/0011 as "Public Road A", subject to the owner of the land at 3-5 Pomona Road Stirling and Council agreeing to share all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs. The closed road be excluded as Community Land pursuant to the Local Government Act 1989. The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including attestation of the common seal, to give effect to this resolution.	Jade Ballantine	Completed	22/01/2026	31/08/2022	January 2026 - Certificate of Titles issued - road closure completed Sept 2025 - Road Closure Plan has been deposited and new Certificate of Titles to be issued soon by Lands Title Office	FALSE

				<div>1. That the report be received and noted</div> <div>2. That Council take up commercial lease space in Stirling at 85 Mount Barker Road Stirling, and the associated costs for the leasehold premises detailed in Appendix 1 be adjusted in the 2021-22 financial year at Budget Review 1</div> <div>3. Further detailed scoping be undertaken on the proposed renewal and energy efficiency upgrades to the Stirling Office, Heathfield Depot, Gumeracha Depot and Woodside Offices (current Development and Building Team offices) and presented to Council for consideration where appropriate within the 2021-22 Budget Review 1 and the next review of the Long Term Financial Plan</div> <div>4. Subject to endorsement of the detailed scoping identified in 3 above, the Development and Building Team be relocated from Woodside to Stirling</div> <div>5. To include budget provision in the draft Annual Business Plan for the 2022-23 financial year to undertake a feasibility study on the medium to long term needs for community and operational sites and where greater efficiencies may be obtained through consolidation of sites.</div>	Jade Ballantine	In Progress	25/11/2025	30/06/2024	Administration has recently developed a project management plan and established a working group for the wider accommodation project. Plans and costings continue to progress under the guidance of this group.	FALSE				
Operational Workplace Review	24/08/2021	Ordinary Council	178/21											
				<div>1. That the report be received and noted</div> <div>2. That the consultation report (Appendix 1) be received and noted</div> <div>3. To apply to the Minister for Planning to revoke the Community Land classification of the following parcels of land:-</div> <div>i. CR 5752/186, Lot 32 Fullgrave Road, Crafers</div> <div>ii. CR 5753/725, Section 1609 Illert Road, Mylor</div> <div>iii. CR 5753/729, Section 1657 Scott Creek Road, Scott Creek</div> <div>iv. CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside</div> <div>v. CR 5753/742, Section 547 Schuberts Road, Lobethal</div> <div>vi. CR 5753/744, Section 553 Pedare Park Road, Woodside</div> <div>vii. CR 5753/745, Section 556 Tiers Road, Woodside</div> <div>viii. CR 5753/746, Section 565 Old Carrey Gully Road, Stirling</div> <div>ix. CR 5753/754, Section 511 North East Road, Inglewood</div> <div>x. CR 5753/758, Section 262 Reserve Road, Forrester</div> <div>xi. CR 5763/631, Section 1591 Silver Road, Bridgewater</div> <div>xii. CR 5763/634, Section 71 Magarey Road, Mount Torrens</div> <div>xiii. CR 5763/635, Section 72 Magarey Road, Mount Torrens</div> <div>xiv. CR 5763/636, Section 84 Forrester Road, Forrester</div> <div>xv. CR 6142/929, Lot 501 Greenhill Road, Balhannah</div> <div>xvi. CR 5626/467, Lot 20 Bell Springs Road Charleston (for rededication to the Department of Environment &amp; Water)</div> <div>xvii. CR 5753/718, Section 1544 Reserve Terrace Aldgate (for rededication to Meals on Wheels)</div> <div>xviii. CR 5753/753, Section 495 off Kersbrook Road Kersbrook (for rededication to Forestry SA)</div> <div>4. That a further report be presented to Council once a response from the Minister for Planning is received.</div>	Jade Ballantine	In Progress	8/08/2025	30/09/2022	Aug 25 - report deferred, however single report going to August Council meeting on proposal to revoke Lot 20 Bell Springs Road from Council's care, control and management	FALSE				
Crown Land Revocation	23/03/2021	Ordinary Council	52/21											
				<div>1. That the report be received and noted.</div> <div>2. In accordance with sections 12 and 15 of the Roads Opening and Closing Act 1991, enter into an Agreement for Exchange with the owner of the land of 21 Pomona Road Stirling and issue a Road Process Order to open as public road the area identified as "Road to be opened 1" on the Preliminary Plan No 20/0038 and in exchange to close a portion of Pomona Road as identified on the Preliminary Plan No 20/0038 as "Public Road A", subject to the owner of the land at 21 Pomona Road Stirling agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs</div> <div>3. The closed road be excluded as Community Land pursuant to the Local Government Act 1999.</div> <div>The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including attestation of the common seal, to give effect to this resolution</div>	Jade Ballantine	In Progress	22/01/2026	31/12/2022	January 26 - Recent communication with Surveyor Generals Office, public notification required for this process is required again, this is due to commence within the next month Sept 2025 - awaiting on Surveyor General to approve the road process	FALSE				
Road Exchange Pomona Road Stirling	15/12/2020	Ordinary Council	300/20											
								<div>Item 1 - 4 of the resolution have been complete for some time.</div> <div>Item 5 regarding the change over of Council held public lighting on DIT roads is on-going. The Minister has requested that the Department to establish a working group with LGA representatives to investigate options for long term ownership of Council lighting on DIT maintained roads. Adelaide Hills Council is represented on this working group with the group starting in June 2023. Meetings ongoing by the LGA and DIT but unlikely that DIT will take on Council lighting assets on DIT road with upgrades to current standards. This would be a high costs for limited benefit/ saving</div> <div>Note that there are only about 100 Council public lights on DIT roads across the Council area and hence the benefits of having this as a priority are minimal in the overall scheme of investment options for energy use reduction. The current status of LED lighting as it relates to Items 1 - 4 • 767 LED 17 were rolled out as a bulk rollout program with a \$ 355k investment. Council has entered into PLC tariffs for these lights, that is, Council funds the capital investment and receives a lower tariff fee and associated reduced electricity use that provides long term operational costs for providing this service. • A further 29 lights have been upgraded to LED - Located in Aldgate Main Street, Summertown, and Uraidla. • 280 have been changed over by SAPN as part of routine maintenance operations - SAPN policy to change public lights with LED equivalents when existing stocks are depleted. • 324 remain to be converted - cost in the order of 600k - 700k as these are vertical mounted (technical challenges with existing assemblies) or higher-class V Category. The remaining approximately 324 lights are more challenging with higher costs and a lower cost benefit. • We have had 73 additional LED lights transferred to Council by Developers (Crest and Hamilton Hill)</div>	Jade Ballantine	In Progress	22/01/2026	30/06/2023		FALSE
LED Street Lighting Upgrade	23/07/2019	Ordinary Council	188/19	<div>That the report be received and noted. To approve an increase of \$365k in Council's 2019/20 capital budget to commence the transition of 900 P - category public streetlights to LED with the funding source to be recommended to Council at its next budget review. That Council engage SAPN to commence the changeover of P-Category lights to LED public lighting on Council roads and that authority is given to the CEO to finalise a contract with SAPN and sign that agreement. That Council enter into a PLC tariff agreement for public lighting with SAPN until 30 June 2020 and subsequently move to the tariff set by the Australian Energy Regulator from July 2020. That Council continues to liaise with SAPN and DPTI on the changeover of Council public lighting on roads under the care and control of the State Government. That a further report be provided to Council on the outcome of the continued discussions with SAPN and DPTI.</div>	Jade Ballantine	In Progress	22/01/2026	30/06/2023		FALSE				

						January 2026 - awaiting the investigation findings and an Inquiry Report with recommendations.					
						Sept 25 - no further update from Commission					
<p>In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, as regards the land within the Adelaide Hills Council area, enter into an Agreement for Exchange with Boral Resources (SA) Ltd and issue a Road Process Order to open as road portions of Section 906 Hundred of Adelaide numbered "1", "2" and "3" on Preliminary Plan No. 17/0066 (Appendix 1) and in exchange to close portions of McBeath Drive marked "A", "B", "C" and "D" on Preliminary Plan No. 17/0066, subject to the following: Boral Resources (SA) Ltd agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs; Boral Resources (SA) Ltd agreeing to pay all costs associated with a Council boundary adjustment between Adelaide Hills Council and the City of Burnside to rectify the resulting Council boundary anomaly from the road exchange process</p> <p>The closed road is excluded as Community Land pursuant to the Local Government Act 1999.</p> <p>Council approves the sale of the differential between the total area of closed road and the total area of opened road of approximately 1,242m<sup>2</sup> to Boral Resources (SA) Ltd for the amount of \$6,219 as determined by an independent valuation.</p> <p>Subject to the successful completion of the road exchange process, Council undertakes a process in conjunction with the City of Burnside to realign the local government boundary along the new location of McBeath Drive to the south side of pieces 42, 52 and 62 of the proposed residential allotments in accordance with the provisions of the Local Government (Boundary Adjustment) Amendment Act 2017 (to commence on 1 January 2019) and/or Part 2 of Chapter 3 of the Local Government Act 1999.</p> <p>The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including affixation of the common seal, to give effect to this resolution.</p>						<p>Recent Developments</p> <ul style="list-style-type: none"><li>• On 16 September 2025, the Commission resolved that the inquiry may proceed and approved both the Engagement Plan and Inquiry Plan.</li><li>• The community consultation period commenced on 29 October 2025 and will close on 26 November 2025.</li><li>• Council received notification of this development via email on 27 October 2025 (attached). However, due to staff absences and not all relevant contacts included in the original distribution, the email was only brought to the attention of Governance on Tuesday 4 November 2025. The Governance contact details have now been provided to the Commission to ensure future correspondence is received promptly.</li></ul> <p>Consultation &amp; Next Steps</p> <p>The Engagement Plan includes targeted consultation activities appropriate to the minor nature of the proposal, including newspaper notices in The Advertiser (29 October) and The Courier (5 November). Links to the Engagement Plan and Inquiry Plans are provided on the Commission's website.</p> <p>Both Councils have been encouraged to participate in the engagement process by sharing details of the consultation—such as the Commission website link and consultation dates—on their respective websites and social media channels. The Administration have actioned this.</p>					
Road Exchange McBeath Drive, Skye Horsnell Gully	11/09/2018	Special Council	229/18	Jade Ballantine	In Progress	22/01/2026	31/12/2022	FALSE			

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

**Item:** 12.2

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

**Subject:** Confidential Items Review – January 2026

**For:** Decision

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**SUMMARY**

A review of the Register of Confidential Items has been undertaken and there are:

- 0 item that requires a new confidentiality order
- 10 items recommended for release from confidentiality
- 11 items recommended for partial release from confidentiality

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

**RECOMMENDATION**

Council resolves:

**DECISION 1**

1. To receive and note the report titled “Confidential Items Review” (Agenda item 12.2, 27 January 2026 Council Meeting).

**DECISION 2 – 290/25 -27 August 2025 CEO Performance Review Panel Minutes**

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 9 September 2025, 290/25, 27 August 2025 CEO Performance Review Panel Minutes be released to the public.

**DECISION 3 – PRP26 and PRP27 - CEO Annual Remuneration Review**

1. That the minutes of item 10.1 of 12 August 2024, PRP26 and PRP27, CEO Annual Remuneration Review be released to the public.

**DECISION 4 – 34/24 - CEO Performance Review Panel Recommendation (Decision 2) (Deferred Item)**



1. That the minutes of item 19.1 of February 2024, 34/24, CEO Performance Review Panel Recommendation (Decision 2) (Deferred Item) be released to the public.

**DECISION 5 – 169/25 - Adelaide Hills Region Waste Management Authority Independent Chair Appointment**

1. That the report, minutes and attachment 1 of item 19.2 of 13 May 2025, 169/25, Adelaide Hills Region Waste Management Authority Independent Chair Appointment be released to the public.

**DECISION 6 – 153/25 - CEO Performance Review Panel Confidential Minutes (16 April 2025)**

1. That the attachment of item 19.2 of 22 April 2025, 153/25, CEO Performance Review Panel Confidential Minutes (16 April 2025) be released to the public.

**DECISION 7 – PRP11/25 - CEO Remuneration Annual Review**

1. That the minutes and attachments 2-4 of item 10.2 of 16 April 2025, PRP11/25, CEO Remuneration Annual Review be released to the public.

**DECISION 8 – PRP8/25 – CEO Review Report**

1. That the report, minutes and attachment 2 (except appendix 2 of attachment 2 – CEO review report) of item 10.1 of 16 April 2025, PRP8/25, CEO Review Report be released to the public.

**DECISION 9 – PRP3/25 – CEO Review Report**

1. That the report, minutes and attachment 1 of item 10.1 of 2 April 2025, PRP3/25, CEO Review Report be released to the public.

**DECISION 10 – 37/25 and 38/25 - CEO PRP Recommendations – 2024 CEO Remuneration Review Process**

1. That the report, minutes and attachment 2-4 of item 19.5 of 28 January 2025, 37/25 and 38/25, CEO PRP Recommendations – 2024 CEO Remuneration Review Process be released to the public.

**DECISION 11 – 403/24 – Community Renewables Program**

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 12 November 2024, 403/24, Community Renewables Program be released to the public.

**DECISION 12 – 210/24 – CEO Review Process**

1. That related attachment 1 and the minutes of item 19.2 of 11 June 2024, 210/24, CEO Review Process be released to the public.

**DECISION 13 – 341/23 – CEO Performance Review Panel Minutes of Meeting - 12 December 2023**

1. That the minutes of item 19.3 of 19 December 2023, 341/23, CEO Performance Review Panel Minutes of Meeting - 12 December 2023 be released to the public.

**DECISION 14 – 119/24 – CEO Development Plan**

1. That the minutes of item 19.4 of 9 April 2024, 341/23, CEO Development Plan be released to the public.

**DECISION 15 – 117/24 - CEO Performance Review Process 2024/25**

1. That the minutes of item 19.3 of 9 April 2024, 341/23, CEO Performance Review Process 2024/25 be released to the public.

**DECISION 16 – 112/24 - CEO PRP Special Meeting - Minutes of meeting 28 March 2024**

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.1 of 9 April 2024, 112/24, CEO PRP Special Meeting - Minutes of meeting 28 March 2024 be released to the public.

**DECISION 17 – 100/24 -Special CEO PRP Minutes of Meeting – 21 March 2024**

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.3 of 26 March 2024, 100/24, CEO PRP Special Meeting - Minutes of meeting 21 March 2024 be released to the public.

**DECISION 18 – 234/22 – Revised East Waste 2022-23 Annual Plan & Budget**

1. That the related attachments of item 18.4 of 23 August 2022, 234/22, Revised East Waste 2022-23 Annual Plan & Budget be released to the public.

**DECISION 19 – 23/23 - South Australian Tourism Commission re Santos Tour Down Under**

1. That the other of item 9.1 of 14 February 2023, 23/23, South Australian Tourism Commission re Santos Tour Down Under be released to the public.

**DECISION 20 – 87/22 – Property Lobethal Rd, Lenswood**

1. That the report and related attachments of item 11.1 of 26 April 2022, 87/22, Property Lobethal Rd, Lenswood be released to the public.

**DECISION 21 – 85/14 – AHRWMA**

1. That the report, related attachments, minutes and other (presentation, documents, or similar) of item 19.2 of 22 April 2014, 85/14, AHRWMA be released to the public.

**DECISION 22**

1. That a full review of all items held as confidential in the Confidential Items Register has been undertaken (*Appendix 1* of Agenda item 12.2, 27 January 2026 Council Meeting) and to determine that all remaining items are to be retained in confidence until further order.

## 1. BACKGROUND

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

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

## 2. ANALYSIS

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

*Strategic Plan 2024 – Your place, your space*

Goal Organisation

Objective 02 Operate with integrity using best practice governance processes.

Priority 02.2. Support decision making through the use of timely data-driven analysis and reporting.

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

### ➤ Legal Implications

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

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

### ➤ Risk Management Implications

Reviewing confidentiality orders assists with mitigating the risks of:

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

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

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

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

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

➤ **Budget, Financial and Resource Implications**

Not applicable.

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

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

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Not applicable
<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**

Confidential documents are available for review on the Council Members Portal. Refer to the below table for relevant items that have been reviewed at this Confidential Items Review:

Register Number:	Item Name:	Resolution Number:	Documents	Recommended Action:
517	Organic Kerbside Service Tender	417/25	All documents	Reviewed, retain in confidence.
516	Workplace Matter (verbal report)	353/25 and 354/25	Minutes and Other	Reviewed, retain in confidence.
514	Workplace Matter (verbal report)	305/25	Minutes and Other	Reviewed, retain in confidence.

513	CEO 2025 Remuneration Review	301/25	Report, related attachments and other	Reviewed, retain in confidence.
512	Trans Tasman Energy Group Matter		All documents	Reviewed, retain in confidence.
511	2 September 2025 Boundary Change Committee Minutes		Related attachments	Reviewed, retain in confidence.
510	27 August 2025 CEO Performance Review Panel Minutes	290/25	Related attachments	Reviewed, release from confidence.
509	Qualified Independent Person Report	PRP19/25	Related attachment and other	Reviewed, retain in confidence
508	CEO Annual Remuneration Review	PRP26/25 and PRP27/25	All documents	Reviewed, release minutes from confidence.  Report and attachments remain in confidence
507	1 Lobethal Road, Lobethal site	260/25	All documents	Reviewed, retain in confidence
506	Activity Update: Campbelltown City Council Boundary Change Inquiry - Duration of Confidentiality	BCC11/25	All documents	Reviewed, retain in confidence
505	Planning Policy Matter	257/25	All documents	Reviewed, retain in confidence.
503	Qualified Independent Person Report	240/25	Appendix 1 of CEO PRP report	Reviewed, retain in confidence.
9998	CEO Performance Review Panel Recommendation	34/24	All documents	Reviewed, release

	(Decision 2) (Deferred Item)			minutes from confidence.  Report and attachments remain in confidence
501	Behavioural Standards Complaint 3	193/25	Report and Appendix 1	Reviewed, retain in confidence.
500	Behavioural Standards Complaint 2	190/25	Report and Appendix 1	Reviewed, retain in confidence.
499	Behavioural Standards Complaint 1	187/25	Report and Appendix 1	Reviewed, retain in confidence.
498	Adelaide Hills Region Waste Management Authority Independent Chair Appointment	169/25	All documents	Reviewed, release minutes, report and attachment 1 from confidence.  Attachment 2 remain in confidence
497	Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings	166/25	All documents	Reviewed, retain in confidence.
496	Activity Update: Campbelltown City Council Boundary Change Inquiry–	BCC5/25	All documents	Reviewed, retain in confidence.
495	Boundary Change Committee Confidential Minutes (15 April 2025)	144/25	Related attachments	Reviewed, retain in confidence.
494	CEO Performance Review Panel	150/25	Report, Related	Reviewed,



	Recommendations (CEO Annual Remuneration Review)		attachments except appendixes 2-4 of appendix 1.	retain in confidence.
493	CEO Performance Review Panel Recommendations (CEO Review Report)	147/25	Report, Related Attachments except Appendix 2	Reviewed, retain in confidence.
492	CEO Performance Review Panel Confidential Minutes (16 April 2025)	153/25	Related attachments	Reviewed, release attachment (minutes)
491	CEO Remuneration Annual Review	PRP11/25	All documents	Reviewed, release minutes and attachments 2- 4  Retain report and appendix 1 in confidence
490	CEO Review Report	PRP8/25	All documents	Reviewed, release minutes and report and attachments 2 (not appendix 2 of attachment 2 – CEO review report)  Retain Attachment 1 in confidence
488	2024 Remuneration Review	PRP48 and PRP49	Appendix 1	Reviewed, retain in confidence.
486	CEO Review Report	PRP3/25	All documents	Reviewed, release minutes,

				report and Appendix 1  Retain appendix 2 in confidence
485	Technology Risk and Opportunities Review	100/25	All documents	Reviewed, retain in confidence.
484	Policy Amendments - Elected Members access to Legal Advice Policy	87/25	Only report in confidence. Other items released.	Reviewed, retain in confidence.
483	Audit Committee Confidential Minutes (17 February 2025)	84/25	Only Appendix 1 in confidence. Other items released.	Reviewed, retain in confidence
482	Ashton Landfill	81/25	All documents.	Reviewed, retain in confidence.
480	CEO PRP Recommendations – 2024 CEO Remuneration Review Process	37/25 and 38/25	All documents	Reviewed, release minutes, report and Appendix 2-4  Retain appendix 1 in confidence
479	Review into late reports	34/25	All documents	Reviewed, retain in confidence.
478	Review into the accuracy of reports	31/25	Minutes in Public	Reviewed, retain in confidence.
477	Motion on Notice – Behavioural Matter – Cr Nathan Daniell	28/25	All documents	Reviewed, retain in confidence.
476	S184 – Recovery of Unpaid Rates	25/25	All documents	Reviewed, retain in confidence.

76	Inquiry into the Campbelltown City Council Boundary Change Proposal	BCC27/24	Report, Appendix 1 and Appendix 2	Reviewed, retain in confidence.
475	Deputy Mayor Seeking Legal Advice	438/24	All documents except minutes.	Reviewed, retain in confidence.
472	Behavioural Standards Complaint	428/24	Appendix 2, Minutes partial release, other.	Reviewed, retain in confidence.
471	Work, Health and Safety Update	412/24	All documents	Reviewed, retain in confidence.
468	Community Renewables Program	403/24	All documents	Reviewed, release all documents.
467	HR Consultant Update	359/24	All documents	Reviewed, retain in confidence.
465	Strategic Communication & Engagement Plan Updates	BCC22/24	All documents	Reviewed, retain in confidence.
464	Boundary Change Advocacy Strategy	BCC19/24	All documents	Reviewed, retain in confidence.
463	Boundary Change Proposal Project and Governance Arrangements	BCC10/24	All documents	Reviewed, retain in confidence.
462	Work, Health and Safety Matters	316/24 and 317/24	All documents, except minutes which are partially released.	Reviewed, retain in confidence.
461	Mayor's Use of the Mayor Seeking Legal Advice Policy	308/24	Report, Related Attachments and Other	Reviewed, retain in confidence.

458	Financial Management Council Report	AC29/24	All documents	Reviewed, retain in confidence.
457	CEO Performance Review Process Recommendations	PRP33/24	All documents, except minutes	Reviewed, retain in confidence.
456	Financial Management	286/24	All documents	Reviewed, retain in confidence
454	Correspondence from PC Infrastructure	241/24	All documents	Reviewed, retain in confidence.
453	Electricity Procurement	230/24	All documents	Reviewed, retain in confidence.
452	Confidential Item Review	210/24	All documents	Reviewed, retain in confidence.
450	CEO Review Process	210/24	All documents	Reviewed, release minutes and Appendix 1  Retain report in confidence
449	Event Opportunity Santos Tour Down Under 2025	207/24	All documents	Reviewed, retain in confidence.
9999	CEO Performance Review Process	345/23 and 345/23	Report and related attachments	Reviewed, retain in confidence.
9997	CEO Performance Review Panel Minutes of Meeting – 12 December 2023	341/23	All documents	Reviewed, release minutes of 19 Dec 2023.  Retain report in confidence.
448	Strategic Communication	165/24	All documents	Reviewed, retain in confidence.

	and Engagement Plan			
447	Forensic Analysis of Boundary Change Submission	160/24	All documents	Reviewed, retain in confidence
444	CEO Development Plan	119/24	All documents	Reviewed, release minutes.  Retain report and attachments in confidence
445	CEO Performance Review Process 2024/25	117/24	All documents	Reviewed, release minutes.  Report remain in confidence
429	CEO PRP Special Meeting - Minutes of meeting 28 March 2024	112/24	All documents	Reviewed, release all documents.
430	Special CEO PRP Committee Minutes of Meeting - 21 March 2024	100/24	All documents	Reviewed, release all documents.
431	Trans Tasman Energy Group	97/24	All documents	Reviewed, retain in confidence.
432	Ashton Landfill	94/24	All documents	Reviewed, retain in confidence.
441	Recovery of Unpaid Rates	52/24	All documents	Reviewed, retain in confidence.
399	CEO Probation Review Process and MWON	PRP26/23 and PRP27/23	All documents	Reviewed, retain in confidence.

427	CEO Performance Review Process	277/23	All documents	Reviewed, retain in confidence.
425	Electricity Procurement	263/23	All documents	Reviewed, retain in confidence.
421	Appointment of GRFMA Chairperson	183/23	All documents	Reviewed, retain in confidence.
413	SATC re SANTOS Tour Down Under	23/23	Other	Reviewed, release other.
404	Ministerial Exemption	236/22	All documents	Reviewed, retain in confidence.
403	Revised East Waste 2022-23 Annual Plan & Budget	234/22	Related attachments	Reviewed, release all documents.
402	East Waste Recycling Contract	229/22	All documents	Reviewed, retain in confidence.
395	Ashton Landfill	171/22	All documents	Reviewed, retain in confidence
393	Warren Road, Birdwood Blackspot	165/22	All documents	Reviewed, retain in confidence
387	Property Lobethal Road, Lenswood	87/22	Report and related attachments	Reviewed, release all documents.
382	Electricity Procurement Legal Matter	238/21	All documents	Reviewed, retain in confidence.
381	Ashton Landfill	236/21	All documents	Reviewed, retain in confidence.

240	AHRWMA	85/14	Report and related attachments	Reviewed, release all documents.
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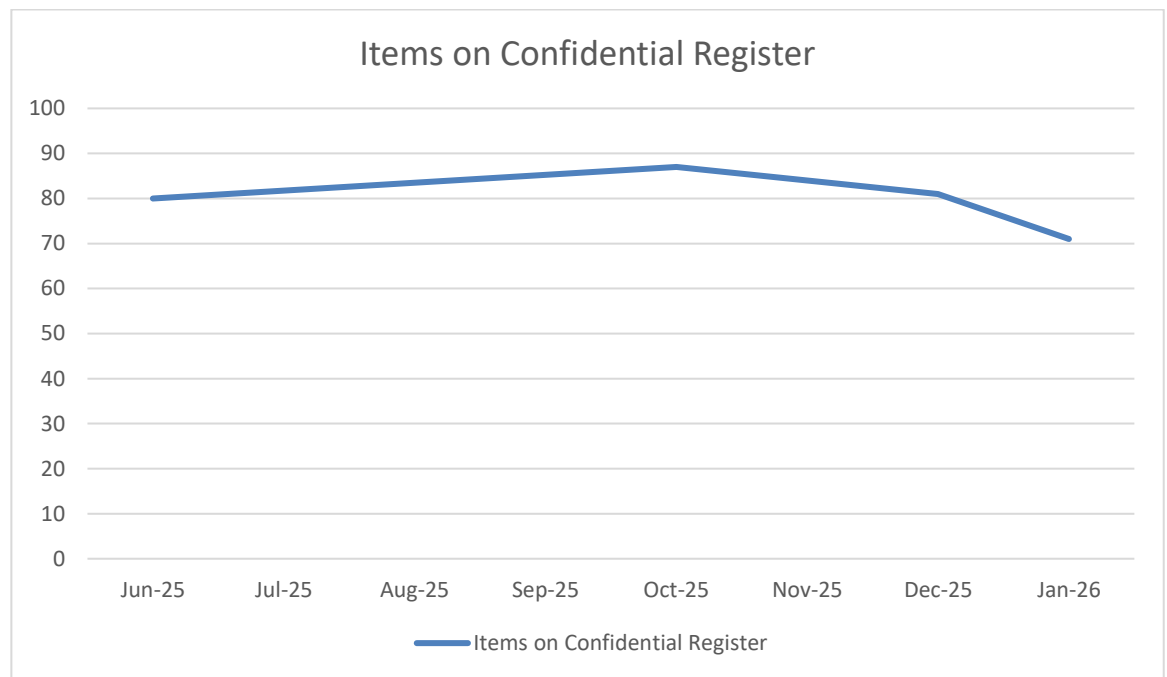
#### Confidential Register Tracking

<b>Total Items on Register (as at October 2025)</b>	<b>Total Items on Register (Current as at January 2026)</b>	<b>Items added since last review</b>	<b>Items released (In full or partially) since last review</b>	<b>Items recommended for full release at this review</b>	<b>Items recommended for partial release at this review</b>
87	81	3	6	10	11

\*Items released since last review does not include items partially released from confidence.

Note that as this data has not been tracked previously this graph will not yet provide a useful tracking mechanism. Over time as this is tracked it will allow for this to occur.

#### Graph: Items on Confidential Register



### 3. OPTIONS

Council has the following options:

- I. To extend the period of confidentiality as per the recommendations.
- II. To release items as per the recommendations.
- III. Determine an alternative period of confidentiality.



IV. Allow the confidentiality order to expire thus releasing the information.

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

**4. APPENDICES**

(1) Confidential Items Register – January 2026

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# **Appendix 1**

*Confidential Items Register – January 2026*

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Register No	Date of Meeting	Council/Committee	Agenda No	Resolution Number	Report Title	LG Act 190 Provision	Review Date	Original Resolution regardingPeriod of Confidentiality	Revised Period of Confidentiality
									11 February 2025 - Revised period of confidentiality (resolution 54/25)  The report, related attachments and minutes of 26 March 2024 Item No. 19.3, Special CEO PRP Minutes of Meeting, 100/24 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.
430	26/03/2024	Ordinary Council	19.3	100/24	Special CEO PRP Committee Minutes of Meeting - 21 March 2024	90(2) and 90(3)(a)	11/02/2026	Council resolved confidence for 12 months.	
									11 February 2025 - Revised period of confidentiality (res 55/25)  The report and related attachments of 26 March 2024, Item No. 19.3, Trans Tasman Energy Group, 97/24 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.
431	26/03/2024	Ordinary Council	19.2	97/24	Trans Tasman Energy Group	90(2) and 90(3)(i) 90(3)(h)	11/02/2026	Council resolved 26 March 2025 or until legal release date	
									11 February 2025 - Resolution 50/25  The report, related attachments and minutes of 27 February 2024, Item No. 19.1, Recovery of Unpaid Rates, 52/24 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.
441	27/02/2024	Ordinary Council	19.1	52/24	Recovery of Unpaid Rates	90(2) and 90(3)(i)	11/02/2026	Council resolved until either negotiations for sale are completed or a settlement reached or until legal proceedings have concluded but no longer than 12 months	
									Resolved 14 March 2023  The Report of 26 April 2022, Item No. 11.1, Property Lobethal Road, Lenswood, 87/22 remain confidential until 14 March 2024 and that this order be reviewed every twelve (12) months.  13 February 2024 - Reviewed confidentiality order and revised new date to 14 March 2025.  Resolved 11 February 2025 (res 52/25)  The report and related attachments of 26 April 2022, Item No. 11.1.2, Property Lobethal Road - Lenswood, 86/22 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.
387	26/04/2022	Council	11.1.2	87/22	Property Lobethal Road, Lenswood - Confidential	90(3)(a)(h)(i)	11/02/2026	Report Two year term Related Attachments Two year term Minutes Nil Other (presentation, documents, or similar) Nil	
									Resolved - 14 March 2023 The Report of 22 April 2014, Item No. 18.2.1, AHRWMA, 85/14 remain confidential until the matter is determined and that this order be reviewed every twelve (12) months. 13 Feb 24 - Revised confidentiality order and extended for further 12 months to 14 March 2025. 11 February 2025 - duration of confidentiality extension (resolution 53/25) The report and related attachments of 22 April 2014, Item No. 18.2.1, AHRWMA, 85/14 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months.
240	22/04/2014	Council	18.2.1	85/14	AHRWMA	90(3)(b), (d), (j)	11/02/2026	Report of 22 April 2014, Item No. 18.2Adelaide Hills Regional Waste Management Authority This order shall operate until further order of the Council and will be reviewed at least annually in accordance with the Act.	
									Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order
498	13/05/2025	Council	19.2	169/25	Adelaide Hills Region Waste Management Authority Independent Chair Appointment	90(3)(a)	13/02/2026	Report Nil Related Attachments Nil Minutes Nil Other (presentation, documents, or similar) 12 months - 14 Feb 2024	
413	14/02/2023	Council	9.1	23/23 and 28/24	9.1 South Australian Tourism Commission re Santos Tour Down Under	90(3)(i)	13/02/2026	Report Until Further Order Related Attachments Until Further Order Minutes Until Further Order Other (presentation, documents, or similar) Nil	Extend for a further 12 months due to SATC advice 13 February 2024 - Reviewed confidentiality order and extended for further 12 months to 14 February 2025
482	25/02/2025	Council	19.3	81/25	Auhton Landfill	90 (3)(a) and (h)	25/02/2026	Report Nil Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil	
483	25/02/2025	Council	19.1	84/25	Audit Committee Confidential Minutes (17 February 2025)	90 (3)(b) and (e)	25/02/2026	Report Until Further Order Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil	
484	25/02/2025	Council	19.2	87/25	Policy Amendments- Elected Members access to Legal Advice Policy	90(3)(a)	25/02/2026	Res: 10/25 - 11 March 2025 Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order	
485	11/03/2025	Council	19.1	100/25	Technology Risk and Opportunities Review	90(3)(b)	11/03/2026	Report Until further order Related Attachments Until further order Minutes Until further order Other (presentation, documents, or similar)	
486	2/04/2025	CEO Performance Review Panel	10.1	PRP1/25	CEO Review Report	90(3)(a)	2/04/2026	report, related attachments and the minutes of Committee and the discussion and considerations of the subject matter be retained in confidence until further order and be reviewed every twelve months	
429	9/04/2024	Ordinary Council	19.1	112/24	CEO PRP Special Meeting - Minutes of meeting 28 March 2024	90(2) and 90(3)(a)	9/04/2026	Report Until Further Order Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar)	
496	15/04/2025	Boundary Change	12.1	BCC5/25	Activity Update: Campbelltown City Council Boundary Change Inquiry--	90(3)(b)	15/04/2026	Report Until further order Related Attachments Until further order Minutes Once Council has considered and determined the item Tabled document Once Council has considered and determined the item Other (presentation, documents, or similar)	
490	16/04/2025	CEO PRP		CEO Review Report PRP6/25	CEO Review Report	90(3)(a)	16/04/2026	Report Until further order Related Attachments Until further order Minutes Once Council has considered and determined the item Other (presentation, documents, or similar)	
491	16/04/2025	CEO PRP	10.2	PRP11/25	CEO Remuneration Annual Review	90(3)(a)	16/04/2026	Report Until further order Related Attachments Until further order Minutes Once Council has considered and determined the item Other (presentation, documents, or similar)	

						Report Nil Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil
492	22/04/2025 Council	19.1	125/25	CEO Performance Review Panel Confidential Minutes (2 April 2025)	903(a)	22/04/2026
						Report Until Further Order Related Attachments Until Further order, except Appendix 2 CEO's Response to the CEO Performance Review Report which is to be publicly released Minutes Nil Other (presentation, documents, or similar) Until Further Order
493	22/04/2025 Council	19.3	147/25	CEO Performance Review Panel Recommendations (CEO Review Report)	903(a)	22/04/2026
						Report Until Further Order Related Attachments Until Further order, except appendices 2-4 of Appendix 1 which are to be publicly released Minutes Nil Other (presentation, documents, or similar) Until Further Order
494	22/04/2025 Council	19.4	150/25	CEO Performance Review Panel Recommendations (CEO Annual Remuneration Review)	903(a) and (b)	22/04/2026
						Report Nil Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil
495	22/04/2025 Council	19.1	144/25	Boundary Change Committee Confidential Minutes (15 April 2025)	903(b)	22/04/2026
						Report 22 April 2026 Related Attachments 22 April 2026 Minutes 22 April 2026
447	14/05/2024 Ordinary Council	19.1	160/24	19.1 Forensic Analysis of Boundary Change Submission – Exclusion of the Public	902), 903(b), 903(i)	22/04/2026
						Report 22 April 2026 Related Attachments 22 April 2026 Minutes 22 April 2026
448	14/05/2024 Ordinary Council	19.2	165/24	19.2 Strategic Communication and Engagement Plan Woodforde, Terowie and Rostrevor	902), 903(b), 903(i)	22/04/2026
						Report - 4 April 2027 Related Attachments 4 April 2027 Minutes 4 April 2027
444	9/04/2024 Ordinary Council	19.4	119/24	CEO Development Plan	903(a)	9/05/2026
						Report - 28 March 2027 Related Attachments - 28 March 2027 Minutes - 28 March 2027
445	9/04/2024 Ordinary Council	19.3	117/24	CEO Performance Review Process 2024/25	903(a)	9/05/2026
						Other (presentation, documents or similar) - 28 March 2027 Report: Until further order Related Attachments: Until further order Minutes: Until further order
497	13/05/2025 Council	19.1	166/25	Sustainable Infrastructure Systems (SIS) – Commence winding up proceedings	903(h) and (i)	13/05/2026
						Other: Until further order
						Council resolves on 14 May 2024 that:  To note that in relation to resolution 234/22 and 156/23 Council resolved the following:  The report, related attachments, minutes and other (presentation, documents or similar) of 23 August 2022, item No. 18.4, Revised East Waste 2022-23 Annual Plan & Budget, 234/22, unless previously released, remain confidential until 23 August 2024 and that this order be reviewed every twelve (12) months.  The document(s) in relation to resolution 234/22 and 156/23 be kept confidential for a period of 12 months to 23 August 2025.
403	23/08/2022 Council	18.4	234/22 - 156/23 - 162/25	Revised East Waste 2022-23 Annual Plan & Budget	903(d)	13/05/2026
						Report Until further order Related Attachments Until further order for Appendix 1 Nil for Appendix 2 Minutes Nil Other (presentation, documents, or similar) Until further order
499	27/05/2025 Council	19.1	187/25	Behavioural Standards Complaint 1	90(a) and (b)	27/05/2026
						Report Until further order Related Attachments Until further order for Appendix 1 Nil for Appendix 2 Minutes Nil Other (presentation, documents, or similar) Until further order
500	27/05/2025 Council	19.2	190/25	Behavioural Standards Complaint 2	90(a)(b)(i)	27/05/2026
						Report Until Further Order Related Attachments: Until Further Order Minutes: After the CEO is notified of the decision Other (presentation, documents, or similar): Until Further Order
513	9/09/2025 Council	19.4	301/25	CEO 2025 Remuneration Review	903) (a)	9/06/2026
						Report Until Further Order Related Attachments Until further order for Appendix 1 Nil for Appendix 2 Minutes Nil Other (presentation, documents, or similar) Until further order
501	27/05/2025 Council	19.3	193/25	Behavioural Standards Complaint 3	90 (a)(b)(i)	10/06/2026
						Report: Until Further Order Related Attachments: Until Further Order Minutes: With the exception of Decision One: part 1 to 5, part 8 Decision Two: Until Further Order That the exceptions not be released until the Mayor is advised Other (presentation, documents, or similar): Until Further Order
462	27/06/2024 Ordinary Council	19.3	316/24 and 317/24	Work, Health and Safety Matters	Section 903(a) and (b)	10/06/2026
						Report: Until further order Related Attachments: Not Applicable Minutes: Until further order Other (discussion and considerations of the subject matter): Until further order
452	25/06/2024 Ordinary Council	12.6	227/24	Confidential Item Review	90 (b) (i)	10/06/2026
						Report: Until further order Related Attachments: Until further order Minutes: Until further order
453	25/06/2024 Ordinary Council	19.1	230/24	Electricity Procurement- Legal Matter	90 (b)(h) and (i)	10/06/2026
						Report: 11 June 2026 Related attachments: 11 June 2026 Minutes: 11 June 2026 Other: 11 June 2026
450	11/06/2024 Ordinary Council	19.2	210/24	CEO Review Process	903(a)	10/06/2026

						Report Until further order Related Attachments Until further order Minutes Until further order Other (including legal advice from Norman Waterhouse Lawyers relating to this matter) Until further order	
998	13/02/2024	Council	19.1	34/24	CEO Performance Review Panel Recommendation (Decision 2) (Deferred Item)	903(g)	10/06/2026
427	6/11/2023	Special Council Meeting	8.1	277/23	CEO Performance Review Process	900(2) and Section 90(3)(a) and (h) of the Local Government Act 1999	10/06/2026
421	27/06/2023	Council	18.1	183/23 - 210/25	Appointment of GRPMA Chairperson	90(3)(a)	10/06/2026
402	23/08/2023	Council	18.3	229/22 - 157/23 - 208/25	East Waste Recycling Contract	903(d)	10/06/2026
404	23/08/2023	Council	18.5	236/22 - 154/23	Ministerial Exemption	903(f)	10/06/2026
395	28/06/2023	Council	18.3	171/22 - 155/23 - 211/25	Ashton Landfill	903(f)	10/06/2026
381	26/10/2021	Council	18.2	236/21	Ashton Landfill	903(f)	10/06/2026
382	26/10/2021	Council	18.1	238/21 - 156/23 - 209/25	Electricity Procurement Legal Matter	903(h)	10/06/2026
509	18/06/2025	CEO PRP	10.1	PRP19/25	Qualified Independent Person Report	903(a) and (b)	18/06/2026
468	12/11/2024	Council	19.1	403/24	Community Renewables Program	903) (d) and (h)	30/06/2026

							Report/Until Council receives written confirmation from the South Australian Tourism Commission that the event information is no longer confidential, but not longer than 30 June 2025. Related Attachments: Not Applicable Minutes: Until Council receives written confirmation from the South Australian Tourism Commission that the event information is no longer confidential, but not longer than 30 June 2025. Other: Until Council receives written confirmation from the South Australian Tourism Commission that the event information is no longer confidential, but not longer than 30 June 2025.	
449	11/06/2024	Ordinary Council	19.1	207/24	Event Opportunity Santos Tour Down Under 2025	91 (f) (g)	30/06/2026	30 June 2025: Extended "Until Further Order" 226/25
								Council resolves on the 14 May 2024 that:  The report, related attachments, minutes and other (presentation, documents or similar) of 28 June 2022, item No. 18.1, Warren Road Birdwood Blackspot, 165/22, unless previously released, remain confidential until this matter has concluded and that this order be reviewed every twelve (12) months.  The document(s) in relation to resolution 165/22 be kept confidential for a period of 12 months to 28 June 2025.
393	28/06/2022	Council	18.1	165/22 - 153/23	Warren Road Birdwood Blackspot	903(d)	30/06/2026	30/6/2025 - Extended "Until Further Order" 224/25
503	8/07/2025	Council	19.1	240/25	Qualified Independent Person Report	903(a)	8/07/2026	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
505	22/07/2025	Council	19.1	257/25	Planning Policy Matter – Confidential Item	903(m)	22/07/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar) Until Further Order
507	4/08/2025	Council - Special	8.1	260/25	1 Lobethal Road, Lobethal site	903(d) and (h)	4/08/2026	Report: Until further order Related Attachments: Until further order Minutes: Until further order Other (presentation, documents, or similar) Until further order
508	27/08/2025	CEO PRP	10.1	PRP26 and PRP27/25	CEO Annual Remuneration Review	903(a)	27/08/2026	Report: Until further order Related Attachments: Until further order Minutes: Until further order Other (presentation, documents, or similar) Until further order
510	9/09/2025	Council	19.1	290/25	27 August 2025 CEO Performance Review Panel Minutes	903(a)	9/09/2026	Report Nil Related Attachments: Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil
511	9/09/2025	Council	19.2		2 September 2025 Boundary Change Committee Minutes	903(b) and (i)	9/09/2026	Report Nil Related Attachments: Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil
512	9/09/2025	Council	19.3		Trans Tasman Energy Group Matter	903(h) and (i)	9/09/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar) Until Further Order
514	9/09/2025	Council	19.5	306/25	Workplace Matter (verbal report)	903(a) and (h)	9/09/2026	Report: NA Related Attachments: NA Minutes: Until Further Order Other (presentation, documents, or similar) Until Further Order
506	2/09/2025	Boundary Change Committee	12.1.2	BCC11/25	Activity Update: Campbelltown City Council Boundary Change Inquiry - Duration of Confidentiality	903(b), 903(i)	30/09/2026	Report: Until further notice Related Attachments: Until further notice Minutes: Until further notice Other: Nil
516	14/10/2025	Council	19.1	353/25 and 354/25	Workplace matter – verbal update	903(a) and (h)	14/10/2026	Report Not applicable Related Attachments: Not applicable Minutes: Until further order Other (presentation, documents, or similar) Until further order
488	18/12/2024	CEO PRP	10.2	PRP48 and PRP49	2024 Remuneration Review	903(a)	14/10/2026	Report: Until Further Order
76	3/12/2024	Boundary Change Committee	14.1.2	BCC27/24	Inquiry into the Campbelltown City Council Boundary Change Proposal - Duration of Confidentiality	902(i) and 903(b) and 903(h)	14/10/2026	Report: Nil Related Attachments: Until further order for Appendix 1 Nil for Appendix 2 Minutes: Until further order for the minutes and part 4 of the resolution Nil for the remainder of the resolution Other (presentation, documents, or similar): Until further order
472	26/11/2024	Council	19.1	428/24	Behavioural Standards Complaint	903(a) and (h)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Nil Other: Until further order
475	26/11/2024	Council	19.4	438/24	Deputy Mayor Seeking Legal Advice	903(a)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Nil Other: Until further order
471	12/11/2024	Council	19.4	412/24	Work, Health and Safety Update	903(a) and (h)	14/10/2026	Report/Until Further Order Related Attachments/Until Further Order Minutes/Until Further Order Other (presentation, documents, or similar)/Until Further Order
467	24/09/2024	Council	19.2	359/24	HR Consultant Update	1 903(a) and (h)	14/10/2026	Report 31 December 2025, must be reviewed by Council prior to release. Related Attachments 31 December 2025, must be reviewed by Council prior to release. Minutes 31 December 2025, must be reviewed by Council prior to release. Other (presentation, documents, or similar) 31 December 2025, must be reviewed by Council prior to release.

463	26/06/2024	Boundary Change Committee	12.1	BCC10/24	Boundary Change Proposal Project and Governance Arrangements	903(b)(i)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Until further order Other (presentation, documents, or similar): Until further order	Reviewed 14/10/2025 - remain in confidence.
464	26/06/2024	Boundary Change Committee	12.2.1	BCC19/24	Boundary Change Advocacy Strategy	903(b)(i)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Until further order Other (presentation, documents, or similar): Until further order	Reviewed 14/10/2025 - remain in confidence.
465	26/06/2024	Boundary Change Committee	12.3	BCC22/24	Strategic Communication & Engagement Plan Updates	903(b)(i)	14/10/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order	Reviewed 14/10/2025 - remain in confidence.
461	27/06/2024	Ordinary Council	19.2	308/24	Mayor's Use of the Mayor Seeking Legal Advice Policy - Confidential	Section 90(3)(a) and (h)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Until the Mayor is informed Other (presentation, documents, or similar): Until further order	Reviewed 14/10/2025 - remain in confidence
458	19/06/2024	Audit Committee	11.1	AC29/24	Financial Management Council Report	903(g) and (h)	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: Until further order Other (presentation, documents, or similar): Until further order	Reviewed 14/10/2025 - remain in confidence.
456	13/06/2024	Ordinary Council Meeting	19.1	286/24	Financial Management	903(g) and 903(h)	14/10/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order	Reviewed 14/10/2025 - remain in confidence.
457	12/06/2024	CEO Performance Review Panel	10.1	PRP3/24	CEO Performance Review Process Recommendations	903(a)	14/10/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other: Until Further Order	Minutes Only released 331/25 at 14/10/25 meeting: 1. That the minutes of item 10.1 of 12 August 2024, PRP3/24, CEO Performance Review Process Recommendations be released to the public.
454	1/07/2024	Special Council Meeting	8.1	241/24	Correspondence from PC Infrastructure	(90(2) and (90 (3) (h) and (90 (3) (i)	14/10/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order	Reviewed 14/10/2025 - remain in confidence.
9997	19/12/2023	Ordinary	19.3.1	341/23	CEO Performance Review Panel Minutes of Meeting - 12 December 2023	990(2) 990(3)(a)(h)	14/10/2026	Report - Until further order and reviewed every twelve months Related Attachments - Until further order and reviewed every twelve months Minutes - Until further order and reviewed every twelve months Other - Until further order and reviewed every twelve months	Reviewed 14/10/2025 - remain in confidence.
9998	19/12/2023	Ordinary	19.4	345/23	CEO Performance Review Process	990(2) 990(3)(a)(h)	14/10/2026	Report - until further order Related Attachments - Until further order Minutes - CEO to be advised at the conclusion of the meeting and the minutes to be publicly released after the Mayor has advised staff, no later than COB 22 December 2023 Report: Ongoing, Reviewed every 12 months Related Attachments: Ongoing, Reviewed every 12 months Minutes: Ongoing, Reviewed every 12 months Other (presentation, documents, or similar): Ongoing, Reviewed every 12 months	Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) and (h) of the Act. * The Report and Related Attachments of 19 December 2023, Item No. 19.4, CEO Performance Review Process, 345/23 unless previously released remain confidential until further order and that this order be reviewed every twelve (12) months. On the grounds that the document(s) (or part) relates to 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 a person; and information to be received, discussed or considered in relation to this Agenda item is information the disclosure of which would waive privilege to legal advice received by the Council; and information to be received, discussed or considered in relation to this. 2. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer. Reviewed 14/10/2025- remain in confidence.
999	12/12/2023	CEO PRP	9.2 and 9.3	PRP26/23 and PRP27/23	CEO Probation Review Process and MWON	90(2) and 90(3)(a) and h	14/10/2026	Report: Until further order Related Attachments: Until further order Minutes: CEO to be advised at the conclusion of the meeting and the minutes to be publicly released after the Mayor has advised staff, no later than COB 22 December 2023 Report: Ongoing, Reviewed every 12 months Related Attachments: Ongoing, Reviewed every 12 months Minutes: Ongoing, Reviewed every 12 months Other (presentation, documents, or similar): Ongoing, Reviewed every 12 months	The Report, Related Attachments, Minutes and Other (presentation, documents or similar) of 12 December 2023, Item No. 9.3, CEO Probation Review Process, PRP27/23 unless previously released remain confidential until further order and that this order be reviewed every twelve (12) months. Reviewed 14/10/2025 - remain in confidence
425	10/10/2023	238010 Ordinary Council Meeting - 10 October 2023	18.1	269/23	Electricity Procurement - Legal Matter	90(2) and 90(3)(h)	14/10/2026	Duration of Confidentiality 26 October 2024 or until legal release date	The report, related attachments, minutes and other (presentation, documents or similar) of 10 October 2023, Item 18.1, Electricity Procurement - Legal Matter, 262/23, unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months. Reviewed 14/10/2025 - remain in confidence.
517	25/11/2025	Council	19.1	417/25	Organic Kerbside Service Tender	90(3)(f)(k)	25/11/2026	Report: Until Further Order Related Attachments: Until Further Order Minutes: Until Further Order Other (presentation, documents, or similar): Until Further Order	Report: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months. Related Attachments: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months. Minutes: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months.
476	28/01/2025	Council	19.1	25/25	5184 - Recovery of Unpaid Rates	90(3)(f)	9/12/2026	Report: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months. Related Attachments: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months. Minutes: Until either the negotiations for sale are completed or a settlement reached or until legal proceedings have concluded, but no longer than 12 months.	9/12/2025 - Reviewed and keep in confidence res 422/25.



								9/12/2025 - Revised period of confidentiality 1. Pursuant to Section 91(7) of the Local Government Act 1999, Council orders that the following document(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(1) and 90(3)(a) of the Act. • The report, related attachments, minutes and other (presentation, documents, or similar) of 28 January 2025, Item No. 19.2, Motion on Notice – Behavioural Matter, 28/25 unless previously released, remain confidential until further order and that this order be reviewed every twelve (12) months. On the grounds that the document(s) (or part) relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead). 2. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.
477	28/01/2025 Council	19.2	28/25	Motion on Notice – Behavioural Matter – Cr Nathan Daniell	903(a)	9/12/2026	Report Until the council is authorised to make the matter public with council to review every 12 months. Related Attachments Until the council is authorised to make the matter public with council to review every 12 months. Minutes Until the council is authorised to make the matter public with council to review every 12 months. Other (presentation, documents, or similar) until the council is authorised to make the matter public with council to review every 12 months.	
478	28/01/2025 Council	19.3	31/25	Review into the accuracy of reports	903(a)	9/12/2026	Report Until Further Order Related Attachments Until Further Order Minutes Nil Other (presentation, documents, or similar) Nil	9/12/2025 - Reviewed and keep in confidence res 422/25.
479	28/01/2025 Council	19.4	34/25	Review into late reports	903(a)	9/12/2026	Report Until Further Order Related Attachments Until further Order Minutes Nil Other (presentation, documents, or similar) Nil	9/12/2025 - Reviewed and keep in confidence res 432/25.
480	28/01/2025 Council	19.5	37/25 and 38/25	CEO PRP Recommendations – 2024 CEO Remuneration Review Process	903(a)	9/12/2026	Report Until Further Order Related Attachments Until Further Order Minutes Until Further Order Other (presentation, documents, or similar) until Further Order	9/12/2025 - Reviewed and keep in confidence res 432/25.
432	26/09/2024 Ordinary Council	19.1	94/24	Ashdon Landfill	90(2) and 903(a) and 903(b)	26/09/2027 Council resolved duration of confidentiality to 26 March 2027		

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

**Item:** 12.3

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

**Subject:** 2026 Gorge Rallysprint Road Closure Approval

**For:** Decision

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**SUMMARY**

The purpose of this report is to seek Council consent to road closure orders proposed for the conduct of the 2026 Gorge Rallysprint event proposed in ***Appendix 1***.

This event is run by Massive Events Corporation, the same organisation that runs the Shannons Adelaide Rally. The one-day Gorge Rallysprint event is proposed to run on two occasions along Gorge Road on Sunday 10 May and Sunday 16 August 2026.

For the event to run successfully, 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). In total, this report seeks approval for a total of three road closures in the Cudlee Creek area.

**RECOMMENDATION**

**Council resolves:**

1. That the 2026 Gorge Rallysprint Road Closure Approval report be received and noted.
2. That, in relation to the 2026 Gorge Rallysprint, 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 organiser has used reasonable endeavours to address concerns raised by affected residents and that arrangements for egress and regress for those properties can be managed within the event where practicable**
  - g. **Providing written confirmation that advance notice of road closures on the affected roads will be erected 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 Sunday 10 May and Sunday 16 August 2026 as follows:**
- a. **Approximate closure 8:00am – 5:30pm**  
**Gorge Road closed – from 664 Gorge Road to Corkscrew Road**
  - b. **Approximate closure 8:00am – 5:30pm**  
**Gorge Road closed – from 1185 Gorge Road to Prairie Road**
  - c. **Approximate closure 8:00am – 5:30pm**  
**Torrens Hill Road closed – from 104 Torrens Hill Road to Gorge Road**
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 2026 Gorge Rallysprint will take place on Sunday 10 May and Sunday 16 August 2026, and will be the third iteration of the one day event developed in 2019 and 2020 to support the annual Shannons Adelaide Rally. The event crosses over Adelaide Hills Council and the City of Tea Tree Gully.

A Rallysprint is a very short road rally, often using the same sections of road repeatedly. It can have touring and competitive elements and often encourages grass-roots entrants. Run with the same format on two separate days of the year, the Gorge Rallysprint is timed close to winter which has traditionally lower tourism activity. It is designed to minimise impact on residents, tourism operators and business and generate visitation and economic benefit at a traditionally low period in the tourism calendar.

The event base is planned for Paracombe Winery with other peripheral activities at Cudlee Creek Tavern. The event supports local community through the hire of the Cudlee Creek Hall as Rally Control Headquarters on-event.

The route has been designed to use roads without resident driveways and is generally operated with SA Water land adjacent. Only a single resident located at 1185 Gorge Road, Cudlee Creek is directly affected and will be provided with special access and egress. All other residents have normal access and egress throughout the event.

Council's *Festivals and Events Policy* (the Policy) includes a dedicated appendix (*Guideline No.1 for Competitive Motoring Events*), which details that any competitive motoring event requiring road closures will be subject to a formal Council decision on every occasion.

The Policy requires:

- Six months' notice of the proposed event; and
- Submission of a Motoring Event Application and Consultation Report (**Appendix 2**) at least three months prior to the event.

If Council approves road closures:

- Written notification must be sent to affected residents and businesses at least three weeks before the event.
- Council-approved advance warning signage must be installed two weeks before the event; and
- Traffic detour information, including online maps, must be available to Council and the community at least two weeks prior to the event.

## 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 Gorge Rallysprint, 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), the Policy and the Council's Festivals and Events Policy includes an appendix with (*Guideline No.1 for Competitive Motoring Events*), which details that competitive motoring events with road closures will be subject to a formal Council decision on every occasion.

In addition, due to the event covering 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 2026 Gorge Rallysprint 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
High (3B)	Medium (3C)	Low (2D)

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. The event will be run under a national Motorsport Sanctioning body with in-excess of \$50 million of public liability coverage. The residual risk rating 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 the national Motorsport Sanctioning body.

➤ **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 \$1,735) 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 2026 Gorge Rallysprint will have a direct effect on some residents, businesses and visitors 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, and the organisers have included local businesses in planning to ensure they receive maximum benefit from this influx. There is also potential for some businesses to be disadvantaged as a result of road closures reducing customer access and potential revenue.

➤ **Sustainability Implications**

The event may create environmental impacts such as noise, litter, or minor damage, but organisers are required to repair any road or property issues and have a strong record of making good any damage or impacts caused during the event. Vehicles must meet strict noise standards, with all cars capped at a maximum noise limit of 98 dB.

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

Event organisers have been in contact with Adelaide Hills Council staff about the 2026 Gorge Rallysprint since September 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 *Festivals and Events Policy*, are those properties that lie directly along the proposed rally route, or along roads that exit exclusively onto a proposed race route. An approved consultation letter as contained in **Appendix 3**, was sent in December to the ratepayers of these properties by event organisers and encouraged feedback about the proposed road closures to be submitted before 31 December 2025. The consultation results are contained in **Appendix 2**. 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. The following analysis considers these key criteria in relation to the proposed event:

### 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 is proposing 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 Sunday 10 May and Sunday 16 August 2026 is as follows:

- a. Approximate closure 8:00am – 5:30pm  
Gorge Road closed – from 664 Gorge Road to Corkscrew Road
- b. Approximate closure 8:00am – 5:30pm  
Gorge Road closed – from 1185 Gorge Road to Prairie Road
- c. Approximate closure 8:00am – 5:30pm  
Torrens Hill Road closed – from 104 Torrens Hill Road to Gorge Road

Council operational staff have advised that they have no general objections to the route proposed, however did note that the Corkscrew Road alternative access/detour is not suitable for heavy vehicles and another route should be considered for these vehicles. This feedback has been passed on to the event organiser. Any significant, accidental damage to the roads, boundaries, public or private property will be covered by the event's insurance.

### Community impact of road closures

The event has been designed to use roads without resident driveways and is generally operated with SA Water land adjacent. Only a single resident located at 1185 Gorge Road, Cudlee Creek is directly affected, and will be provided with special access and egress as they are located at the start point of one stage, not within an active rally stage. Consultation with the resident, who is known to the event, has been done via letter and they will be provided with a resident pass to put on the dashboard of their vehicle so they can be waived out of their driveway by Officials at any time. All other residents have normal access and egress.

An approved consultation letter was sent to residents in November 2025 detailing the road closure time as 8:00am – 4:30pm. With the expected field size expanding beyond that originally anticipated, the closure was amended to 5:30pm. A supplementary consultation letter was sent in December to the ratepayers of these properties by event organisers advising of the updated road closure times.

In total 16 residents received letters, 15 of which were sent to residents or businesses who are adjacent the rally route, with only one resident having access and egress effected. Feedback about the proposed road closures closed on 31 December 2025. No responses were received during the consultation period. A consultation report (**Appendix 2**) has been provided by the event organiser and is a requirement under the Policy to inform Council assessment and decision-making.

In addition, the Rally organisers directly consulted with the following businesses as the event will have an impact on their business, and none of them have raised any objections:

- Gorge Wildlife Park

- Cudlee Creek Tavern
- Grew – Cudlee Creek (cafe)
- Highercombe Golf Course
- Holcim (quarry)

#### Timing of other road closures

The event organisers have focussed on stages that have low resident impact and have timed the event close to winter which has traditionally lower levels of tourism activity.

The Policy guidelines require consideration of any other planned road closures within six months either side of the event and there is expected use of these roads for the Shannons Adelaide Rally later in the year, as well as use of the same roads for the Santos Tour Down Under in January 2026.

Given the low-level impact with only a single resident directly affected by the closure, it is not considered to be a concern that these roads are being used for other events.

#### Economic Impact

Participants and spectators are expected to spend time and money in nearby townships including Cudlee Creek and Paracombe. The event base is planned for Paracombe Winery with other peripheral activities at Cudlee Creek Tavern and hire of the Cudlee Creek Hall as Rally Control Headquarters on-event.

The 2020 event brought approximately 100 competitors, 400 support crew and family, and over 300 spectators to the area. This influx of visitors boosted local spending, including nearly \$4,000 in direct revenue for the Cudlee Creek Tavern.

#### 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 event organiser is required to repair any road damage and has a history of making good on any damage caused during the running of the event (i.e. damaged fencing).

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 the regulator noise limit of 98db.

Overall, the proposed event demonstrates strong alignment with Council's Guideline No.1 for Competitive Motoring Events, with organisers proactively managing community, economic and environmental considerations. With minimal resident impact, clear communication, appropriate mitigation measures and positive economic benefits for nearby townships, the event presents a well-managed opportunity that Council can confidently support.

### **3. OPTIONS**

Council has the following options:



- I. Receive the report and resolve to consent to the road closures contemplated in this report.
- 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.

**4. APPENDICES**

- (1) 2026 Gorge Rallysprint Application Information
- (2) 2026 Gorge Rallysprint Consultation Report
- (3) 2026 Gorge Rallysprint Consultation Letter

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# **Appendix 1**

## *2026 Gorge Rallysprint Application Information*

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## **Gorge Rallysprint**

### **Application for Motoring Rallysprint in the Adelaide Hills Council region**

**Application from Massive Events Corp P/L  
ABN 72 633 659 999**

<b>Event Overview.....</b>	<b>2</b>
<b>Part A.....</b>	<b>3</b>
<b>Proposed Road Closures.....</b>	<b>4</b>
<b>Traffic Management.....</b>	<b>4</b>
<b>Operational Elements.....</b>	<b>6</b>
<b>Part B.....</b>	<b>8</b>

## Event Overview

The Gorge Rallysprint concept worked successfully in 2019 and 2020 and delivered direct economic benefit to the Cudlee Creek Region. A Rallysprint is a very short road rally, often using the same sections of road repeatedly. It can have touring and competitive elements and often encourages grass-roots entrants.

Post-COVID organisers chose not to run the original Gorge RallySprint any longer, mostly due to necessary improvements to the Gorge Road which were identified at a location below Corkscrew Road.

Organisers lobbied the Department of Infrastructure and Transport for this section of road to have various upgrades implemented and this lobbying over several years has now come to fruition. These upgrades are now due for delivery in November 2025, and this has prompted organisers to consider re-running this event in 2026 and in fact operating the event on two occasions.

The proposed dates are **Sunday 10<sup>th</sup> May and Sunday 16<sup>th</sup> August 2026.**

Run with the same format on two separate days of the year The Gorge Rallysprint is timed close to winter which has traditionally lower tourism activity. It is designed to minimize impact on residents, tourism operators and business and generate visitation and economic benefit at a traditionally low period in the tourism calendar.

The event base is planned for Paracombe Winery with other peripheral activities at Cudlee Creek Tavern and Community Hall.

The Event will be run under a national Motorsport Sanctioning body with in-excess of \$50 million of public liability coverage.

The necessary Road closures will be actioned as per 2019 and 2020 events, meaning all nearby residents have access and egress from their homes. The event has been designed to use roads without resident driveways and is greatly operated with SA Water land adjacent.

The event is largely (70%) Touring, which is untimed activity and usually involves car clubs and car dealerships. These cars travel at speeds not greatly different to the signposted speed limit of these roads some 30 years ago. There is a small competitive element to the event with various categories from classic cars to modern specially prepared cars. A podium presentation and volunteer BBQ is planned at Paracombe Winery, post-event.

The event is run in both the Tea Tree Gully Council and Adelaide Hills Council Regions. The Organiser currently holds multi-year agreements with both councils to operate the Adelaide Rally in these regions and seeks approval to operate a single day, entry level event on two occasions, again using methodology delivered successfully in 2019 and 2020.

## Fitment with Councils Festivals and Events Policy

The proposed event fits with the Councils Non-competitive and Competitive Events Policy guidelines entirely. There are three main considerations in the Policy: Community Impact, Economic Impact and Environmental Impact.

As defined in council's policy *"\*For the purposes of resident consultation in relation to road closures, an "affected resident" includes any resident or business that will be denied road access to their property during the closure period"*

The proposed event does not have any affected residents by definition and it also addresses other items listed in Community impact including the opportunity for locals to volunteer, community enjoyment and it employs the same rigorous consultation process as other events owned by the organisation.

The Economic impact criteria is addressed through direct local benefit to the Cudlee Creek Tavern and Paracombe winery including a local community event at Paracombe Winery. The event attracts people as participants and visitors from outside the region at a traditionally low tourism time.

The Environmental impact criteria is mitigated by the fact that the spectator locations are held in areas with local businesses nearby to maximise benefit and spectating in bushland is discouraged and almost made non-existent by way of promoting the community events in controlled areas away from bushland. The road use on the day of the event is in fact less than a normal day where the roads would be open to traffic.

## Part A

### Public Consultation Brief

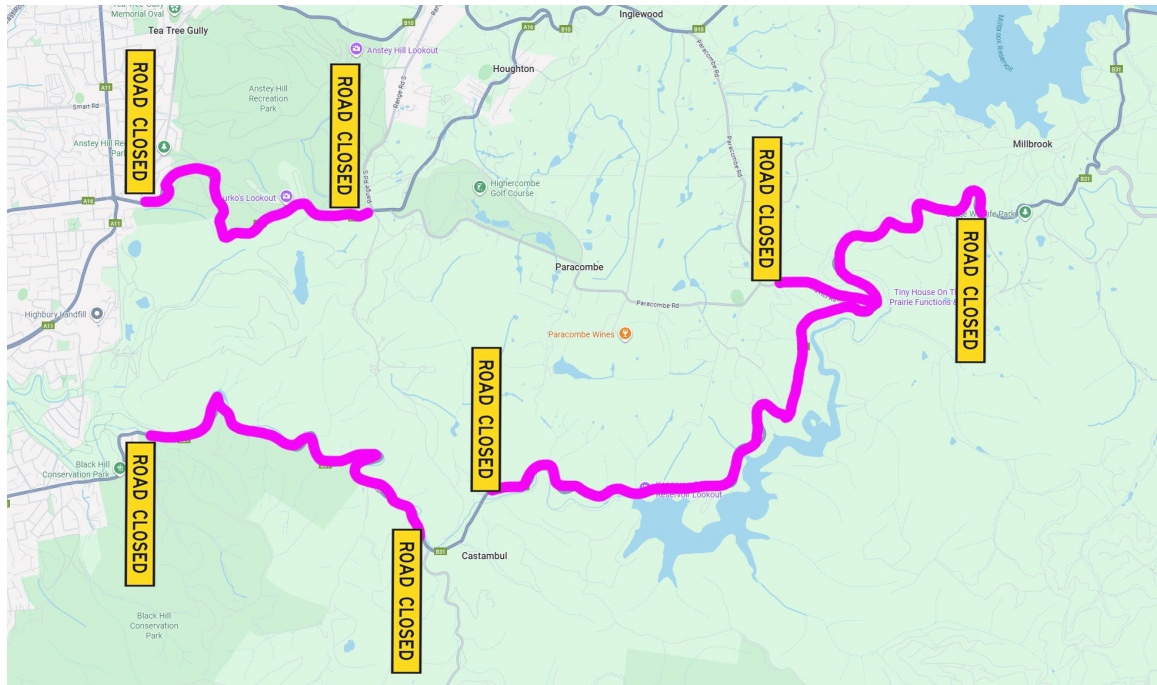
Only a single resident located at Castambul is directly affected regarding special access and egress. All other residents have normal access and egress. Consultation with the resident, who is known to the event, shall be done via letter and access and egress can be facilitated on event at any time with communication to Rally Control in the same manner as 2019 and 2020.

### Proposed Dates

Sunday 10<sup>th</sup> May and Sunday 16<sup>th</sup> August 2026

## Road Closure Proposal

Please see the following maps and information in relation to the proposed road closures



Roads proposed for temporary closure include:

- **Gorge Rd Between 664 Gorge Rd and Corkscrew Road**
- **Gorge Road Between 1185 Gorge Road and Prairie Rd**
- **Torrens Hill Rd Between 104 Torrens Hill Rd and Gorge Rd**
- **Lower North East Rd from Perseverance Rd to Churchett Rd**

From 8:00am to 5:30pm on the event day

## Traffic Management

### Traffic Marshals

Traffic Marshals will be positioned at intersections along Gorge road and at each end of Anstey Hill Stage. The responsibility of the marshal is to monitor spectator behavior,

maintain crowd control and further, monitor traffic control at the designated spectator points.

The traffic marshals have direct communication with Rally Headquarters and are supported by an Accredited Traffic Management Company and SAPOL.

## Event Organisers

Tim Possingham – Promoter

[Tim@adelaiderally.com.au](mailto:Tim@adelaiderally.com.au) 0417171730

Rally Subcontractor and Clerk of Course of the Rally:

Ivar Stanelis 0418834311 - [ivar@rallysa.com.au](mailto:ivar@rallysa.com.au)

## Operational Elements

### Access for Emergency Services and Residents

Emergency services, namely Fire, Medical and Emergency recovery will be positioned within proximity of the closed road section as per normal standard procedure for these types of events.

With prior approval through rally control, emergency services will be provided access along all existing road routes.

All residents except one have uninterrupted access and egress from their driveways. One located at 1185 Gorge Road will have special access and egress arranged as this is located at the start point of one stage. It is not located within an active rally stage.

## Emergency Response Procedure

Fire, Medical and Emergency recovery vehicles will be positioned in close proximity to the closed road section. This allows for rapid access and fast response times. Rally organisers are in direct communication with all State Emergency Services.

## Pre Event Activities

The event does not condone competitors practicing on the roads prior to the event. Those found to be breaking road rules will be Penalised and/or Disqualified from the event as per the regulations that all participants acknowledge and legally accept on entry.

## Resident Access

Residents along the closed road section have access and egress from their property. There are some detours that will be signposted by a Traffic Management Company on event.

## Trespassing and Driveways

All stage marshals will be briefed prior to the commencement of the event. Within this briefing the policing of spectators, including directing spectators to the designated vantage points will be covered. Also included will be instructions on the traffic management and directing cars away from resident driveways.

A spectating guide will be published on the website. The spectating guide attempts to drive spectators towards the organized Lunch Stop at Paracombe Winery

## Post Event Clean Up

The organisers are committed to maintaining the quality of the roads and verges following the event so as to maintain future relations with local council and residents to ensure future prosperity of the land and the event. The event will focus on driving visitation to existing public venues such as Cudlee Creek Tavern and Paracombe winery by way of a published spectator guide.



## Property Damage

The organisers are committed to making sure that no damage will occur to property within their control. In the event that a resident or the council experiences damages cause directly by the event, a review will take place to ensure timely action to resolve the damages. The event has property damage coverage as part of its insurance policy to \$50 million.

## Contact Details

Website – [www.adelaiderally.com.au](http://www.adelaiderally.com.au) with information to be published early 2026.

Tim Possingham – Council and Community Liaison in relation to the event  
[tim@adelaiderally.com.au](mailto:tim@adelaiderally.com.au)

Rally Subcontractor and Clerk of Course of the Rally:  
Ivar Stanelis 0418834311 - [ivar@rallysa.com.au](mailto:ivar@rallysa.com.au)

## Part B

### Motorsport Regulatory Body Organising Permit number

TBA when issued

### Community Engagement Plan

The organiser will send out a mailout to Castambul residents, Cudlee Creek businesses advising them of the temporary closure and inviting feedback. This is to be done several months pre-event. A feedback report will be delivered to council.

On approval a notification letter will be delivered to nearby residents 4 weeks pre event.

The event shall erect advanced notice signs 4 weeks pre event.

The organiser to post a full schedule of road closures on the event website.

The organisers will review any negative feedback on event and post event and include it in a feedback report and communicate this information to council events staff.

### Proponent's risk management plan

Organiser to supply closer to the event is a format like that of the annual Adelaide Rally

### General community support for the proposal

This will be gauged by the amount of feedback the event and council receive. Given that historically the event received no complaint in 2019 or 2020 it is expected that there will be little objection to the operation of the event.

### The attitudes of all property owners affected by the proposal

This will be monitored, reported and acted on as part of the consultation process. Council will receive a pre-event report and a post event report detailing issues and attitudes of residents.

## **Economic benefit of the proposal to Council's area and the economy of the State**

It immediately benefits locations such as the Cudlee Creek Township and Paracombe Winery amongst other nearby businesses due to increased patronage over the event period. The event supports local community by way of hall hire for the use of the Cudlee Creek Hall as Rally Control Headquarters on-event.

## **Traffic management arrangements that will be adopted if the proposal is approved**

Organiser to supply pending approval and further consultation with SAPOL.

## **Consideration that has been given by the proponent to minimise the impact of the proposal on local, business and tourist traffic and considerations of alternative routes**

This has been examined and the date and timing as well as the lack of directly affected residents has extremely low impact. The event will drive increased business to the Cudlee Creek Store and Paracombe Winery. It is run at a traditionally low period in the Tourism Calendar.

## **The proponents experience in delivering similar events**

The Organiser operates the largest Tarmac Rally in the World, the Shannons Adelaide Rally which has 500 cars and is a gazetted major event for the State. The Organiser has over 13 years of experience in delivering similar events and has engaged a Gold-class Clerk of Course that is an inductee into the Rally Hall of Fame by the national Regulator of Motorsport – Motorsport Australia. This individual, Ivar Stanelis has over 50 years experience delivering Rally events.

## **Arrangements that will be in place to make good any damage to Council or private infrastructure and to clean-up the route at the conclusion of the event**

Stage Teams are briefed on clean up procedures after the stage is finished and prior to road opening. A post event report will detail any damage to council infrastructure which needs to be rectified. A sweep and recovery car also look for any possible damage along

the route. Should an incident create some damage, arrangements will be made post event to pay for the damage to infrastructure by the insured organiser.

### **The environmental impact of the proposal and measures proposed to be taken to minimise the impact on the environment.**

The greatest environmental risk is through spectator damage when walking through bushland. Organiser implements mitigants in this space to reduce the risk by providing alternative areas for spectators to see the cars up close such as Paracombe Winery.

### **Arrangements that are in place with Police and Emergency Services**

As part of the approval process for road closures and event permits these things are in place. Organisers also present to SAPOL and other emergency service agencies.

### **Measures to be taken by the proponent to protect public safety and public property**

As per the motorsport regulatory body under the permit to operate the event.

### **Measures to be taken by the proponent to prevent damage to Council's infrastructure**

As per the motorsport regulatory body under the permit.

### **How the event supports the community and what charitable benefits are associated with the event;**

The chosen charity for the event will be local CFS

### **Compelling positive aspects associated with the event.**

Activating areas that are traditionally less busy at this time of year. Delivering this event without directly affecting immediate access or egress for residents. Delivering direct economic benefit to Cudlee Creek Tavern and Paracombe Winery in the first instance.

## **Certificate of Currency for Public Liability Insurance**

TBA closer to the event once the permit has been issued.

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## **Appendix 2**

### *2026 Gorge Rallysprint Consultation Report*

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# GORGE RALLYSPRINT

## Community Consultation - Feedback Report

5/1/26

Version 1

Attention Stephanie Murgatroyd

**Re: Community Consultation Feedback Report**

Dear Stephanie,

As discussed with Adelaide Hills Council over the past several months, the Adelaide Rally Event wishes to run the Gorge Rallysprint event again as it did in 2019 and 2020. The event is held in the Paracombe region and as-per the application, it does not directly affect any residents.

There is also a planned community event at Paracombe Winery along with a regroup stop at Cudlee Creek.

The consultation methodology and timeline used thus far, is compliant with council's festivals and events policy and uses a very effective methodology exercised and improved over several decades.

- Communication throughout the period late 2025 to current, to keep council staff up to date about the event and proposed road closures.
- Formulation of a proposed route using previous feedback and experience
- Finalisation of a route to put to public consultation
- Formulation of community consultation letters using an approved format
- Collation of feedback received.

The consultation utilised councils mailing list as supplied and nil feedback was received over the consultation period.

The event now has approval from the neighbouring Tea Tree Gully Council.

Regards Tim Possingham

Event Director [tim@adelaiderally.com.au](mailto:tim@adelaiderally.com.au)

END

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## **Appendix 3**

*2026 Gorge Rallysprint Consultation Letter*

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## **Sunday May 10th & Sunday August 16th**

### **COMMUNICATION TO RESIDENTS WITHIN THE VICINITY OF PROPOSED TEMPORARY ROAD CLOSURES**

**NOTE: NO ACCESS OR EGRESS IS AFFECTED – ALL CASTAMBUL RESIDENTS HAVE ACCESS**

### **UPDATED ROAD CLOSURE INFORMATION FROM PREVIOUS CORRESPONDENCE**

DATE 10/12/25

Dear Owner/Occupier

#### **Re: Opportunity for feedback relating to Proposed Motoring Event**

The Gorge Rallysprint is proposed to run again Sunday May 10<sup>th</sup> and Sunday August 16<sup>th</sup> in a similar format to that done in 2019 and 2020 for the same event.

As part of our usual planning, we wish to inform you of proposed temporary road closures that may be associated with the event and actioned by SA Police nearby to your property.

The event is a fully sanctioned event run under the jurisdiction and rules of motorsport regulatory bodies and carries the appropriate insurances and permits.

The proposed route and timings are similar to the 2019 and 2020 events and Castambul Residents will have uninterrupted access and egress from their homes and to the city via Corkscrew and Montacute Roads. Please see the map overleaf with the purple sections being the proposed closed road sections actioned between **8:00am and 4:30pm on Sunday May 10<sup>th</sup> and Sunday August 16<sup>th</sup>, 2026**. A description of the road closures can be found overleaf.

#### **CONSULTATION PROCESS**

**We are accepting written feedback in relation to the proposed road closures, should you wish to provide it, via email and post prior to December 31<sup>st</sup> 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 to [community@adelaiderally.com.au](mailto:community@adelaiderally.com.au) or  
ATTN: Gorge Rallysprint  
C/O PO Box 198  
Crafers SA 5152**

The event will again feature a lunch stop and direct economic benefit to the Cudlee Creek Tavern and Paracombe Winery.

NOTE: We will keep you informed of the proposed temporary road closures via post, prior to the event.

## Planned Temporary Closures

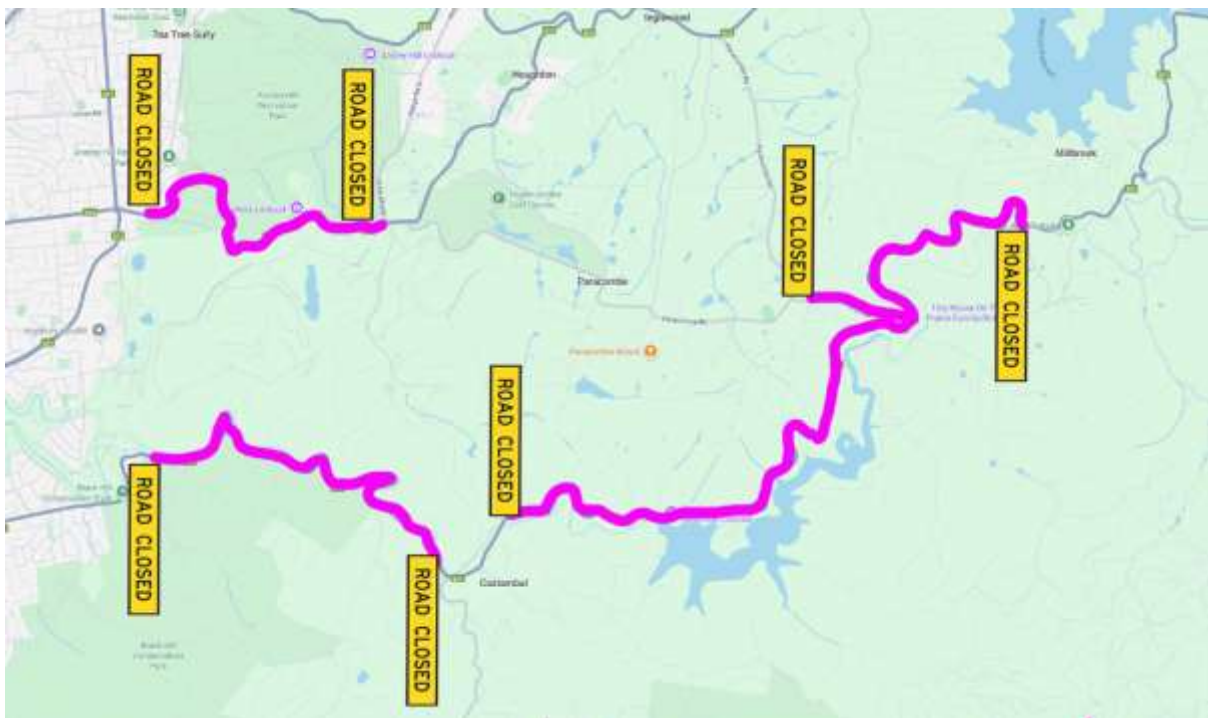
8:00am until **5:30pm**

Sunday 10<sup>th</sup> May and Sunday 16<sup>th</sup> August, 2026

Roads proposed for temporary closure include:

- Gorge Rd Between 664 Gorge Rd and Corkscrew Road
- Gorge Road Between 1185 Gorge Road and Prairie Rd
- Torrens Hill Rd Between 104 Torrens Hill Rd and Gorge Rd
- Lower North East Rd from Perseverance Rd to Churchett Rd

**Note :** Castambul Residents have access and egress via Corkscrew Rd.



**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

**Item:** 12.4

**Responsible Officer:** Jade Ballantine  
Director Environment and Infrastructure  
Environment and Infrastructure

**Subject:** Textile Recycling Options

**For:** Decision

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**SUMMARY**

This report outlines opportunities for textile recycling within the Adelaide Hills region and has been prepared in response to a Motion on Notice (MON) endorsed at the 25 February 2025 council meeting. The MON requested the Adelaide Hills Region Waste Management Authority (AHRWMA) to consider textile waste streams and options to provide opportunities for residents to recycle textiles, including establishing collection points at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area. AHRWMA have completed the investigation into textile recycling options and developed a report, *An Analysis of Textile Recycling Options within the Adelaide Hills Region*, (the AHRWMA report) (**Attachment 1**). While initiated by the Adelaide Hills Council, findings of the investigations undertaken and recommendations have broader relevance across the region.

The investigation undertaken responds to the growing community concern over textile waste, noting that South Australia imports approximately 78,000 tonnes of textiles annually, with 50,000 tonnes sent to landfill. The recommendations support South Australia's commitment to a circular economy and highlights the role of local government in promoting reuse, repair, and responsible disposal. It evaluates practical strategies including second-hand purchasing, charitable resale, and community repair initiatives. It also reviews recent Council-led donation events and explores partnerships with textile recycling organisations.

Recommendations include supporting regional collaboration through hosting collection events in partnership with Green Industries SA, education campaigns and mapping second-hand retail options. The report concludes that a multi-pronged approach which prioritises reuse and community engagement offers the most sustainable and cost-effective path forward for reducing textile waste across the region.

**RECOMMENDATION**

**Council resolves:**

- 1. That AHRWMA's Textile Recycling Options report be received and noted.**
- 2. That, subject to available funding, Council undertake the coordination of future textile collection events in partnership with Green Industries SA and other partner organisations.**

3. That Council continue and, where possible, expand staff uniform reuse and recycling practices in alignment with *South Australia's Waste Strategy 2025-2030*.
  4. That Council endorse the continued support for regional textile reuse and recycling initiatives, including:
    - a) community education and engagement relating to the promotion of clothing rental, second-hand purchasing and charitable resale,
    - b) promotion of Repair Cafes and other community-led repair initiatives, and
    - c) development of a regional 'Op Shop Hop' map in collaboration with AHRWMA and Member Councils.
- 

## 1. BACKGROUND

This report has been prepared in response to a Motion on Notice endorsed at the 25 February 2025 council meeting requesting an investigation into options for textile recycling within the Adelaide Hills Council area.

### 11.1 Textile Recycling – Cr Melanie Selwood

Moved Cr Melanie Selwood  
S/- Cr Chris Grant

64/25

#### Council resolves:

1. The CEO or his delegate request AHRWMA to consider textile waste streams and opportunities to provide options for residents to recycle textiles, including the provision of a textile recycling collection point at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area;
2. That AHRWMA's response be reported to Council for consideration.

Carried Unanimously
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The motion reflects growing interest in reducing textile waste and supporting circular economy initiatives across the region.

AHRWMA have completed the investigation into textile recycling options and developed a report, *An Analysis of Textile Recycling Options within the Adelaide Hills Region*, (the AHRWMA report). The AHRWMA report (**Appendix 1**) outlines the outcome of the investigation undertaken and builds on recent Council-led initiatives undertaken in collaboration with Green Industries SA, including the 'Give a Sheet for the Planet' and 'Set Your Clothes Free' textile recycling events, which demonstrated strong community engagement.

Green Industries SA has identified textile waste as a priority issue and encourages local government to lead by example. South Australia imports approximately 78,000 tonnes of textiles annually, with an estimated 50,000 tonnes sent to landfill. [\*Accelerating SA's transition to a circular economy: South Australia's waste strategy 2025–2030\*](#) calls for increased reuse and recycling of textiles, particularly through staff uniform management and community education.

The AHRWMA report responds to those strategic directions and explores practical, regionally coordinated actions that AHRWMA and Member Councils can take to reduce textile waste, promote reuse, and support the development of a circular economy for textiles.

## 2. ANALYSIS

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

*Strategic Plan 2024 – Your Place, Your Space*

Goal 1 Natural Environment

Objective NE 2 Support the community and businesses to decarbonise and transition sustainable lifestyle practices (green communities)

Priority NE 2.2 Continue to promote the highest principles in the waste management hierarchy – avoid, reduce, reuse and recycle – through education programs, services and by example.

The recommendations in the AHRWMA report support sustainable waste management practices and reducing environmental impact through textile reuse and recycling.

Recommended actions directly support the community to decarbonise and transition to sustainable lifestyle practices by promoting circular economy principles and encouraging residents to adopt low-impact behaviours such as clothing rental, second-hand purchasing, repair, and responsible disposal.

The recommendations in this report also promote the highest principles in the waste management hierarchy – avoid, reduce and reuse – through education programs, services and by example. The proposed actions—including regional education campaigns, support for Repair Cafés, and collaboration with state government and partner organisations would demonstrate Council’s leadership in applying the waste hierarchy and fostering community-wide behavioural change.

### ➤ Legal Implications

Section 7 of the *Local Government Act 1999*, Functions of Council, tasks councils with providing services and facilities that benefit their communities and contribute to environmental sustainability. Councils are expected to:

- provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area
- manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity

Promoting reuse, supporting community repair programs, and investigating increased uniform recycling, are consistent with these responsibilities and demonstrate Council’s commitment to:

- reducing landfill
- supporting circular economy practices
- encouraging sustainable lifestyle choices among residents and staff

Undertaking the recommended actions also supports the principles of good governance and community engagement embedded in the Act, through collaborative regional actions and public education strategies.

Section 8 of the Act, Principles to be observed by a council, requires councils to give due weight, in all their plans, policies and activities, to regional, State and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community. The recommended actions align with *South Australia's Waste Strategy 2025–2030* and the federal [National Waste Policy: Less waste, more resources \(2018\)](#).

➤ **Risk Management Implications**

Considering options for expanding textile reuse and recycling will assist in mitigating the risk of:

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

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

➤ **Budget, Financial and Resource Implications**

Most of the recommended actions can be undertaken on an ongoing basis and can be scaled to suit the budget and other resources available.

Coordination of Textile Recycling Events in collaboration with Green Industries SA

Coordinating these events requires in-kind support from Council staff. This includes time spent planning and rostering staff, promoting the event through social media channels, preparing a Traffic Management Plan, and providing on-site staffing during the event. Previous events have required up to three Adelaide Hills Council employees to ensure safe and effective delivery. These events are currently scheduled in an ad hoc manner by Green Industries SA and thus far additional staff costs have been absorbed within existing budgets. It is proposed this approach continues, and that Council's participation is subject to resources being available from existing budgets.

Uniform Reuse and Recycling

Staff uniform and recycling actions align with *South Australia's Waste Strategy 2025–2030* and is a task directly assigned to Local Government. Implementation may involve:

- procurement adjustments: sourcing uniforms which are designed to last and made from recyclable or reusable materials
- end-of-life processing: costs for collection, sorting, and recycling of used uniforms
- staff training and internal logistics: to manage uniform lifecycle and disposal

Any resource implications of these actions will be considered as part of the recommended investigation into the broader adoption of staff uniform reuse and recycling practices.

### Support for Regional Textile Reuse and Recycling Initiatives

Whilst a broad range of initiatives could be undertaken, the AHRWMA report suggests:

- Community Education: Developing and distributing educational materials, hosting workshops, and running campaigns which may require both staff time and funding for design, printing, event facilitation, and promotion.
- ‘Op Shop Hop’ Map: This initiative may involve costs relating to graphic design, printing, and digital promotion. A regional map will allow for potential sharing of costs between the Member Councils of AHRWMA. These costs, once determined, will be considered at the time and if they cannot be absorbed within existing budget lines a budget review will be considered.
- Repair Cafés: In-kind support through staff time to facilitate workshops, promotion via social media and assistance with sourcing volunteers. There are no cost impacts to this initiative as resources will be from existing budget lines.

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

The recommended actions support enhanced customer service by providing residents with more accessible and transparent options for textile reuse and recycling. Initiatives such as Promoting second-hand purchasing and supporting Repair Cafés empowers residents to engage in sustainable practices that align with their values. These actions also foster community participation and pride, particularly through partnerships with local charities and volunteer-led programs.

Culturally, the recommended actions support inclusive engagement by promoting alternatives that are cost-effective and environmentally responsible. The proposed regional ‘Op Shop Hop’ map and educational campaigns offer opportunities to connect with youth, and those seeking affordable clothing solutions, thereby reinforcing Council’s commitment to sustainability and social equity.

### ➤ **Sustainability Implications**

The recommended actions support sustainability outcomes across environmental, social, and economic dimensions. Environmentally, the proposed actions, such as promoting reuse, hosting textile collection events, and supporting repair initiatives, contribute to reduced landfill volumes, lower greenhouse gas emissions, and improved resource recovery. These align with *South Australia’s Waste Strategy 2025–2030* and the principles of the circular economy, which aim to retain materials at their highest value for as long as possible.

Socially, the report encourages inclusive community participation through accessible programs like Repair Cafés, charitable resale, and second-hand shopping. These initiatives foster behavioural change, reduce consumption, and support vulnerable populations by offering affordable clothing options.

Economically, textile reuse and recycling can reduce waste management costs and generate local volunteering opportunities with community organisations. The report also highlights the potential for regional collaboration, which may improve cost-efficiency and amplify impact across Member Councils.

### ➤ **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>	Adelaide Hills Region Waste Management Authority
<i>Community:</i>	Not Applicable

➤ **Additional Analysis**

Textile waste presents a growing environmental and social challenge for the Adelaide Hills region and South Australia more broadly. With approximately 78,000 tonnes of textiles imported into the state annually and 50,000 tonnes sent to landfill, the current trajectory is unsustainable. The textile recycling industry remains underdeveloped, with limited onshore processing capacity and a heavy reliance on export markets.

The Council, through its partnership with AHRWMA, is well-positioned to support regional efforts in textile waste reduction and support *South Australia's Waste Strategy 2025-2030*.

This strategy aims to accelerate the state's transition to a circular economy. The strategy identifies textile waste as a priority and calls on local governments to lead and partner in initiatives which extend the life of clothing, support product stewardship schemes like [Seamless](#), and promote citizen education around sustainable clothing consumption. The recommended actions in AHRWMA's report, including hosting collection events and promoting reuse and repair reflect these strategic actions.

The AHRWMA report includes the following key findings:

- **Reuse and Repair First:** Actions such as clothing rental, second-hand purchasing, and support for Repair Cafés offer the greatest environmental benefits with minimal financial burden.
- **Community Engagement:** Initiatives like the development of a regional 'Op Shop Hop' map and educational campaigns can foster behaviour change and increase participation in sustainable practices.
- **Strategic Partnerships:** Collaborating with Green Industries SA on textile collection events has proven successful, with past events yielding high community engagement and measurable waste diversion.
- **Uniform Recycling:** Aligning staff uniform procurement and disposal with circular economy principles is a tangible step toward local government leadership in sustainability.

While recycling remains a necessary component of the waste hierarchy, it ranks below reuse and repair in terms of environmental impact. The AHRWMA report cautions that textile collection at facilities, like Heathfield Resource Recovery Centre, may introduce logistical and reputational risks, particularly if there are insufficient end markets or interruption to downstream uses of the textiles, offshore processing partners lack transparency, or if charitable organisations perceive competition. For these reasons, the establishment of a textile collection point in the Adelaide Hills Council area is not recommended at this time.



Considering these findings, the report recommends Adelaide Hills Council:

- **Subject to available funding, approve coordination of future textile collection events in partnership with Green Industries SA and other suitable organisations.** These events provide accessible opportunities for residents to responsibly dispose of unwanted textiles, diverting waste from landfill and supporting South Australia’s circular economy goals. Partnering with established organisations ensures logistical efficiency and community trust. Additionally, Green Industries SA’s statewide initiatives help build community knowledge about the *Which Bin* program, empowering residents to make informed and sustainable choices about waste disposal.
- **Investigate the adoption of broader uniform reuse and recycling practices for Adelaide Hills Council staff, in alignment with SA’s *State Waste Strategy 2025-2030*.** Implementing sustainable practices for staff uniforms, such as reuse, repair, and responsible disposal, demonstrates Council leadership and aligns with local, state and federal government commitments to waste reduction and resource recovery. This action directly supports a key role assigned to Local Government under *South Australia’s Waste Strategy 2025–2030*.
- **Endorse continued support for regional textile reuse and recycling initiatives, including:**
  - **Community education on sustainable clothing choices**  
Raising awareness about the environmental impact of textile waste empowers residents to make informed decisions, encouraging behaviours such as buying second-hand, renting clothing, and donating items for reuse.
  - **Development and promotion of a regional ‘Op Shop Hop’ map**  
This initiative supports local charitable organisations and second-hand retailers by fostering community engagement with reuse options. It also has the potential to attract additional visitors to the region, who are likely to also visit local cafes and eateries, contributing to the local economy.
  - **Support for Repair Cafés and similar community-led repair programs**  
Repair initiatives extend the life of garments, reduce waste, and build community resilience by sharing skills and promoting sustainable living practices. These organisations also foster social networks and friendships, strengthening community ties and wellbeing.

These actions reflect a multi-pronged approach that prioritises environmental responsibility, community engagement, and regional collaboration—offering the most sustainable and cost-effective path forward for addressing textile waste in the Adelaide Hills region.

### 3. OPTIONS

Council has the following options:

- 1 To endorse the recommendations of this report which will result in improved textile recycling outcomes.

- 2 To endorse select recommendations of this report which will result in improved textile recycling outcomes.
- 3 To not make any changes recommended by this report which will result in the status quo for textile recycling.
- 4 To instruct the Administration to undertake further investigation and prepare a further report for Council consideration.

**4. APPENDICES**

- (1) *An Analysis of Textile Recycling Options within the Adelaide Hills Region, AHRWMA 2025*

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# **Appendix 1**

*An Analysis of Textile Recycling Options within the  
Adelaide Hills Region*

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# AN ANALYSIS OF TEXTILE RECYCLING OPTIONS WITHIN THE ADELAIDE HILLS REGION

**AHRWMA**  
**September, 2025**





## 1 EXECUTIVE SUMMARY

This report explores opportunities for residents of the Adelaide Hills region to engage in textile recycling, including establishing collection points at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area. While initiated by the Adelaide Hills Council, its findings and recommendations have broader relevance across the region.

South Australia imports 78kT of textiles annually, with 50kT being disposed to landfill. Australia's textile recycling industry remains in its early stages, with limited local processing options and a significant portion of collected textiles being exported. To address this challenge, South Australia has committed to building a circular economy, prioritising reducing consumption, reusing, and repairing clothing before recycling.

Green Industries SA acknowledges textile waste as a pressing issue and actively supports investment in recovery technology, research into waste reduction, and advocacy for responsible disposal practices. Its Waste Strategy for South Australia (2025-30) encourages local government to focus on staff uniform reuse and recycling.

The Adelaide Hills Region Waste Management Authority and its Member Councils can play a key role in textile waste reduction by engaging communities, promoting reuse, and partnering with Green Industries SA on annual textile collection drives. Encouraging strategies such as clothing rental, second-hand purchasing, and charitable resale offers practical, cost-effective solutions with manageable risks for councils.

By prioritising a holistic waste hierarchy approach that emphasizes reuse and responsible consumption, South Australia can accelerate its transition toward a sustainable textile circular economy, reducing environmental impact while maximising resource value.

## 2 INTRODUCTION

This report provides a review into textile waste streams and opportunities to provide options for residents to recycle textiles, including the provision of a textile recycling collection point at the Heathfield Resource Recovery Centre or other suitable locations within the Adelaide Hills Council area. This report was initiated by the Adelaide Hills Council, but the principles and benefits can be applied regionally.

## 3 BACKGROUND

The term 'textile' describes a variety of products including apparel (clothing), soft furnishings, soft toys, and carpets. This report will focus on apparel as it is the largest product category imported per annum, comprising 36.9% of imported textiles into Australia (Greenaround, 2022).

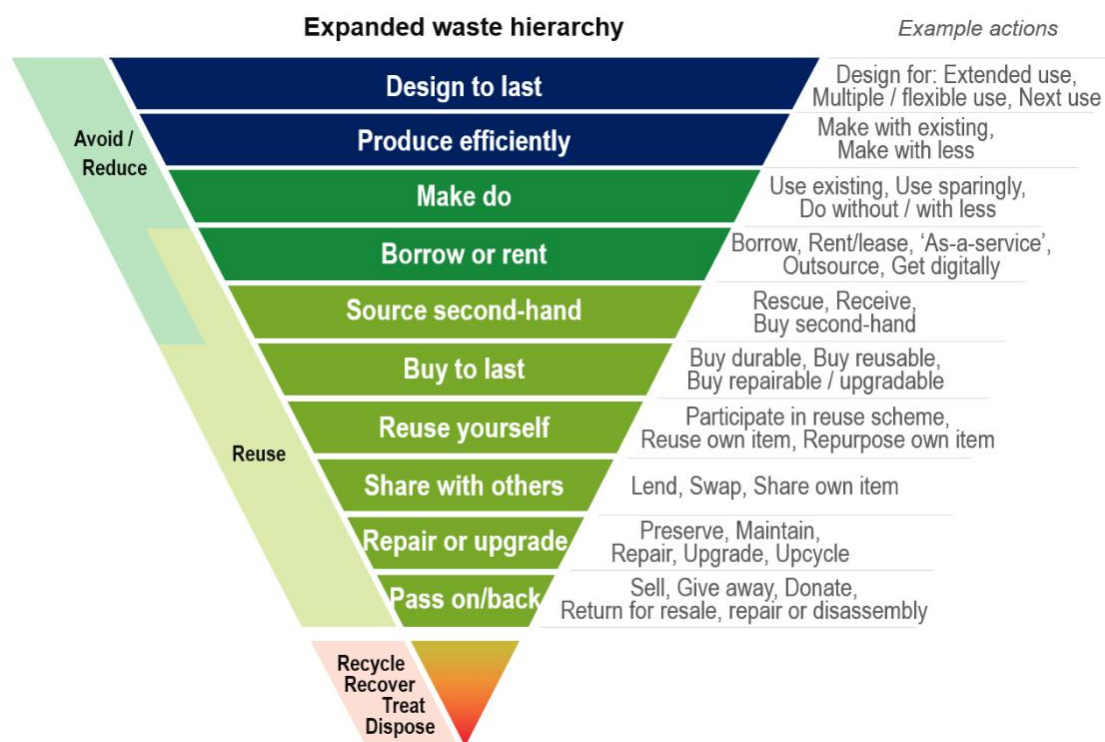
The emergence of industrialised textile and clothing manufacturing has seen increasing volumes of textiles produced, purchased and disposed (Ellen McArthur Foundation, 2024). It is estimated that 52% of textiles purchased in Australia each year are landfilled. Addressing textile waste and providing residents with access to affordable and ethical textile recycling can involve a circular economy approach that includes not only recycling, but also options for reuse and repair (City of Sydney, 2024).

In turn, it is important to define ‘recycling’ in this context. The Ellen McArthur Foundation defines recycling as... “the action or process of converting waste into reusable material.” (Ellen McArthur Foundation, ND). According to this definition, there are many methods of recycling textiles including conversion into cleaning rags, shredding into furniture filling or insulation, and chemical or physical techniques to create thread which can be rewoven.

### 3.1 THE WASTE HEIRARCHY

The Waste Hierarchy provides a structure for decision making and suggests multiple options to support residents to reduce textile waste to landfill. Each level of the hierarchy states actions which are preferable to those below, i.e. avoiding waste production is preferable to reuse of materials. An expanded Waste Hierarchy is provided in Figure 1.

Figure 1 – Expanded Waste Hierarchy. Source DCCEEW (2024).



### 3.2 THE CIRCULAR ECONOMY

A circular economy is one in which resources and materials are kept at their highest possible value on the waste hierarchy for as long as possible. It aims to avoid the creation of waste at the design stage of production. By comparison, a linear economy follows a ‘take, make, break, dispose’ sequence in which resources and materials are replaced at the end of life (Ellen McArthur Foundation, ND).

South Australia has committed to building a circular economy and anticipates benefits including an additional 25,700 FTE jobs and a 27% reduction in greenhouse gas emissions (Green Industries SA, ND). Strategies and actions that will be taken to build South Australia's circular economy are described in *Accelerating South Australia's transition to a circular economy: South Australia's draft waste strategy 2025-2030* (Green Industries SA, 2025).

### 3.3 SEAMLESS – AUSTRALIA'S PRODUCT STEWARDSHIP SCHEME

The Seamless Product Stewardship Scheme was created by the Australian Fashion Council to reduce the volume of textile waste to landfill in Australia. Seamless aims to support Australia's commitment to achieving a circular economy by 2030 by establishing a fully circular fashion industry, supported by clothing brands.

Seamless is currently funded through a 4-cent-per-garment levy, paid by clothing brands which participate in the scheme. Funds are used to support four priority areas:

1. Circular Design – Encouraging the creation of more durable, repairable, sustainable, and recyclable clothing.
2. Circular Business Models – Supporting innovative business models for reuse, repair, rental, and extended garment lifespan.
3. Closing the Materials Loop – Expanding collection and sorting systems to enable effective reuse and recycling.
4. Citizen Behaviour Change – Encouraging more sustainable clothing acquisition, usage, care, and disposal practices.

Seamless and its partners aim to divert 60% of end-of-life clothing from landfill by 2027. Additionally, 75% of the total funds raised will be allocated to collection, sorting, and recycling efforts, including research and development into advanced recycling technologies (Seamless, 2024).

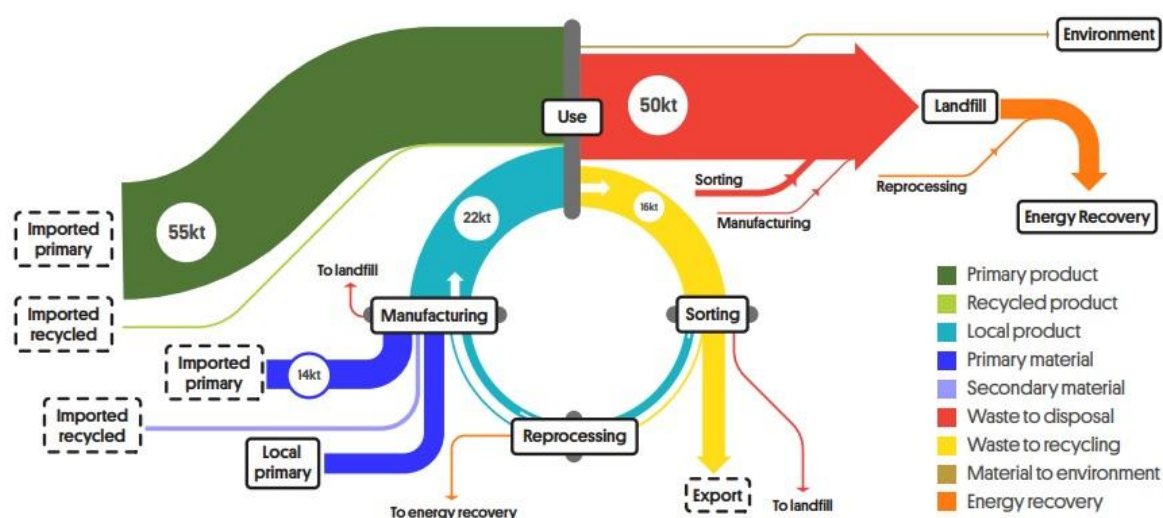
The establishment of Seamless suggests that the amount of clothing textiles discarded to landfill by residents is expected to decline in the near future, driven by shifts in the Australian fashion industry and increased backing for textile collection, sorting, and reuse.

## 4 TEXTILE FLOW IN SOUTH AUSTRALIA

Green Industries SA identifies textile waste as problematic and describes priority actions including supporting investment into textile recovery technology, researching opportunities that may reduce the generation of textile waste and increase the recovery of textiles and advocating for approaches that motivate individuals to dispose of unwanted textiles in a responsible manner (Green Industries SA, 2020).

Additionally, Green Industries SA collates and reports annual data relating to waste generation, recovery and recycling. It can be observed in Figure 2 that the majority of textiles in South Australia (78kT) are imported as 'new' (Imported primary).

Of the 78kT entering the state annually, 50kT are currently disposed to landfill (with a portion consisting of police and service uniforms being incinerated).



#### 4.1 ENVIRONMENTAL IMPACT OF TEXTILE FLOWS

Payet (2021) provides a measure of the environmental impact of alternative options for ‘end of life’ textiles. The results are expressed in positive emissions (CO<sub>2</sub> equivalent emissions to the environment) or in negative emissions (impacts avoided). The measures reported are for actions taken in France and therefore the reader must substitute ‘Reuse in Australia’ for ‘Reuse in Europe’.

It can be observed that disposal of textiles (via landfill or incineration) generates the most positive emissions of CO<sub>2</sub> (and methane).

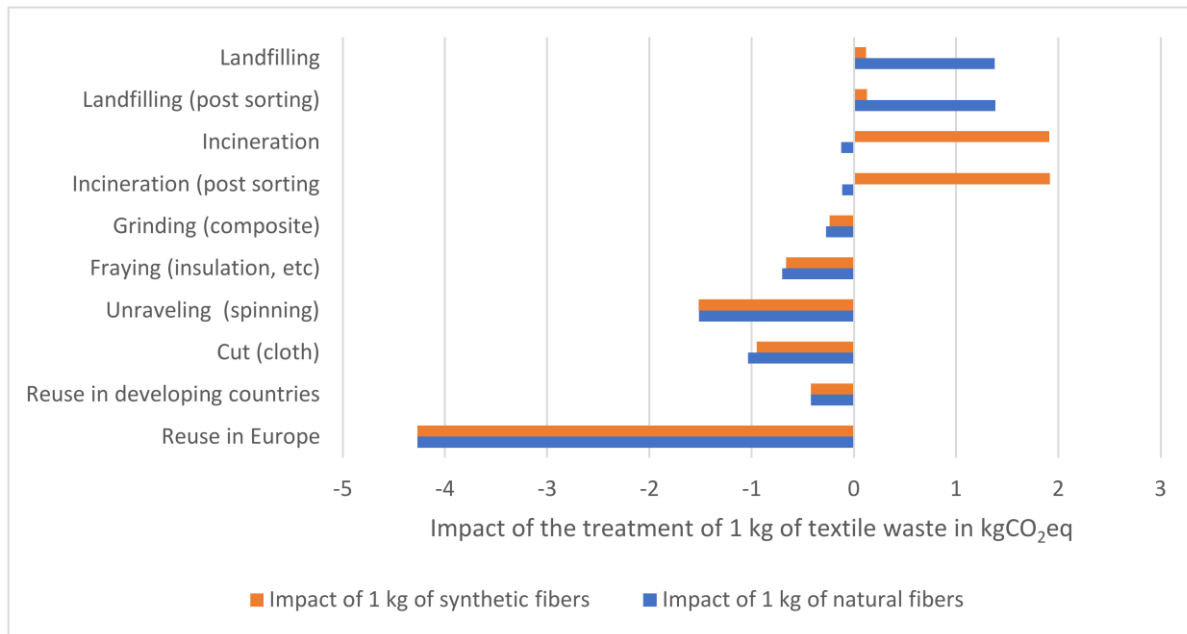
Grinding, fraying and unravelling describe methods of textile recycling which are difficult to access in South Australia.

Reuse of clothing within Australia has least associated greenhouse gas emissions, followed by cutting into cleaning cloths. Reuse in developing countries has more associated greenhouse gas emissions due to transport distances.

Payet's analysis supports the use of the Waste Hierarchy for decision making relating to textile flow as it indicates that reuse domestically has the least environmental impact.



Figure 3 – Carbon impact of the various textile fibre waste treatment channels. Source Payet (2021)



## 4.2 OPTIONS FOR RESIDENTS PRIOR TO RECYCLING

### 4.2.1 MAKE DO, BORROW OR RENT

In a circular economy, sourcing clothing by borrowing and renting or by using clothing that you already own is a preferable alternative to purchasing new clothing.

In recent years, the ‘formal hire’ retail market has expanded due to the creation of online marketplace platforms. Several rental boutiques exist in South Australia and online rental platforms have become a popular means to access formal clothing (at reduced cost) (Johnson, 2024).

### 4.2.2 SOURCE SECONDHAND, BUY TO LAST, REUSE YOURSELF OR SHARE WITH OTHERS

It is estimated that reuse generates 21 times more jobs than recycling and 69 times more jobs than landfill (on a per tonne basis) (Green Industries SA and Charitable Reuse Australia, 2025).

Online clothing markets (such as Depop, SwapUp and ThredUp) have proliferated. ThredUp’s 2025 Resale Report (compiled by GlobalData) states that 56% of consumers surveyed had shopped online for second hand clothing items. Furthermore, 48% of younger consumers indicated that shopping for second-hand clothing would be their first choice (ThredUp, 2025).

For many years, the charity sector has led the collection and sale of second-hand clothing and other textiles in Australia. Charitable recycling diverts over 1 million tonnes of waste from Australian landfills per annum.

Approximately \$1 billion a year in revenue is generated which is used to support social programs including medical research, emergency and crisis relief and disability services (Charitable Reuse Australia, 2021).

A recent report produced by Green Industries SA and Charitable Reuse Australia (2025) states that in 2023-24, approximately 16,000 tonnes of second-hand items were rehomed in South Australia. Of this total, an estimated 6,300 tonnes (39%) consisted of second-hand clothing. The distribution of rehomed items by destination included:

- 4,290 tonnes resold within South Australia
- 39 tonnes donated to South Australian welfare recipients
- 1,950 tonnes exported for overseas reuse

Donated textiles that are not suitable for sale as wearable clothing are often on sold by charities for processing into rags. Although this does not generate as much income as the sale of wearable clothing, it still generates some income (which may be in the form of credit) from companies which produce and sell rags.

Export for reuse overseas describes the practice of charity shops selling clothing to distributors who on sell the product to nations in the Global South (Wood, ND).

#### 4.2.3 REPAIR OR UPGRADE

The Hut Community Centre (Aldgate) hosts a monthly Repair Café. The Repair Café is one of a network of similar endeavours across South Australia (LGA SA, 2024). Clothing repairs and short courses such as 'Get to know your sewing machine' are offered as a service (for optional donation) (The Hut Community Centre, 2023).

#### 4.2.4 PASS ON OR PASS BACK

Several large clothing retailers are offering 'take back' services in which customers can return used clothing in return for store credit. Returned clothing is then sorted for reuse or recycling. Retailers involved in garment collection in Adelaide include Uniqlo, H&M, Zara, Country Road, and The North Face. Sheridan also accepts used household linens.

### 5 OPPORTUNITIES FOR RESIDENTS TO RECYCLE TEXTILES

The major barrier to textile recycling in Australia is difficulty of access to textile recycling facilities. Onshore recycling of textiles is limited (Green Industries SA, 2023).

Currently, BlockTexx, situated in Queensland, is the sole organisation conducting chemical textile recycling onshore in Australia. BlockTexx utilises a chemical recycling process (Separation of Fibre Technology) to recover polyester and cellulose from blended fibres (Morrison, 2023).

### 5.1 'GIVE A SHEET FOR THE PLANET' AND 'SET YOUR CLOTHES FREE' DONATION EVENTS

In 2024, the AHC hosted a 'Give a Sheet for the Planet' donation event which was financially supported by Green Industries SA.

This event involved one of four 'donation centres' being housed at AHC's Southern Works Depot, Heathfield and collection of household linens by Australian company, BlockTexx. 9.7 tonnes of textiles were collected for recycling within one day.

The author approached BlockTexx to quote for a similar one-day event and was provided with a cost estimate in the order of \$5,000 to \$10,000.

A subsequent event, 'Set your clothes free' was hosted by AHC in May 2025, again funded by Green Industries SA. At this event, linens were collected by South Australian company, ShredX, which stated that textiles would be shredded for purposes such as filling pet beds and boxing bags. Wearable items were collected by the charity, Red Nose. This event collected 1.2 tonnes of clothing and footwear and 0.5 tonnes of linens at the Heathfield site.

A further 'Set your clothes free' event will be hosted at the Heathfield Resource Recovery Centre in November 2025.

### 5.2 ORGANISATIONS OFFERING TEXTILE RECYCLING IN SOUTH AUSTRALIA

The author approached several organisations which offer textile recycling to determine the feasibility of partnering. A summary is presented in Table 1, below.

Table 1. Summary of clothing recycling organisations contacted

RECYCLING ORGANISATION	RECYCLING METHOD	COST	NOTES
<b>UPPARREL</b>	Clothes are sorted in Melbourne. Unusable content is transported to India to create carpet underlay and furniture fillings	\$35 per 10kg collected	
<b>UPCYCLE 4 BETTER</b>	Clothing is transported to Malaysia for sorting into categories. Usable clothing is sold offshore. Unusable textiles are converted into rags. Remaining textiles are incinerated.	No cost to council or residents No lock in contract	A number of bins would need to be placed across the AHC to ensure that the 'collection run' was worthwhile.  AHC would be responsible for cleaning up items left around the collection bins.
<b>TEXTILE RECYCLING AUSTRALIA</b>	Clothes are sorted in Melbourne. 85% of textiles go to India for 'fibre to fibre' recycling. 25% stay onshore for furniture filling.	Cost of transport to Melbourne	Requested that Council consider promoting collection satchels via website
<b>RECYCLE SMART</b>	Does not collect in AHC (or beyond metropolitan Adelaide)		

## 6 PROVISION OF TEXTILE RECYCLING AT HRRC OR OTHER SUITABLE LOCATIONS: COUNCIL AND REGIONAL CONSIDERATIONS

Considering the nascent state of the textile recycling industry in Australia and South Australia's dedication to advancing a circular economy, prioritising a circular approach to textile waste is the preferred strategy. This requires consideration of actions to utilise textiles at the highest possible use on the waste hierarchy (prior to recycling).

For this reason, options for supporting actions at all levels of the waste hierarchy have been included in Table 2, below.

Additionally, each option has been rated by simplifying the potential greenhouse gas emission reductions (carbon impact) as stated by Payet (2021) (illustrated in Figure 3).

## 6.1 STRATEGIES FOR LOCAL GOVERNMENT RECOMMENDED BY GREEN INDUSTRIES SA

Green Industries SA publishes South Australia's waste strategy, a framework of goals, targets and actions aimed at building a circular economy, reducing our reliance on virgin resources, eliminating waste and pollution, and reducing greenhouse gas emissions (Green Industries SA, 2025).

The strategy describes the actions to be taken relating to textile waste and the 'actors' that will lead and partner to enact.

The actions are:

1. Support circular clothing business models to extend the life of clothing, including rental, reuse and resale, subscriptions, and on-demand manufacturing.
2. Support textile stewardship schemes, such as Clothing Stewardship Australia's Seamless, through policy, programs and infrastructure investment in circular systems for textiles.
3. Encourage behaviour change through citizen education on sustainable clothing consumption, buying better, caring for clothes, reuse, donation and appropriate disposal of unwearable clothing.
4. Encourage and support the procurement of government uniforms that are designed for durability, reuse, repair and recyclability, and manage government uniforms in line with the waste management hierarchy.
5. Encourage research and development into circular textile solutions, including textile recycling and fibre-to-fibre technologies.

Green Industries SA is listed as a lead actor in each of these actions, with local government being identified as a partner in action 4, the procurement of sustainable government uniforms.

The Adelaide Hills Region Waste Management Authority and its Member Councils can also support actions 1 and 3 through community engagement and education such as a regional 'Op Shop Hop' map, social media posts, support of ReUse Centres and Repair Cafes and community presentations

Table 2 – Options to support a textile circular economy in the Adelaide Hills Region

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
<b>RENT</b>	Provide residents with information relating to options for renting clothing	Educational collateral and campaigns could be coordinated regionally by AHRWMA	Reputational: Council is seen by residents to be acting	No material risk	NA	NA	NA	-4
<b>SOURCE SECONDHA ND</b>			Reputational: Council is seen by residents to be acting		Low		Cost of graphic design	-4

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
	Create a regional 'Op Shop Hop' map to encourage residents and visitors to purchase from charity shops in the region (see Attachment 1)	A map could be developed by AHRWMA and hosted on each Member Council website. Promotion can occur during National Recycling Week, World Op Shop Day and other suitable times.		Reputational: Ensure that charity shops included on the map are utilising environmentally and socially ethical practices.		Determine criteria for inclusion. Visit each charity shop to ensure that it meets the criteria.	KESAB led tour(s) for Member Council residents	
<b>REPAIR</b>	Provide in kind support to Repair Cafés	Aldgate Repair Café social media collateral could be shared by Member Councils.	Reputational: Council is seen by residents to be acting	No material risk	NA	NA	NIL	-4

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
		Member Councils can support the Repair Café to source volunteers.						
<b>RECYCLE</b>	Partner with GISA for collection events	Social media collateral can be shared by Member Councils	Reputational: Council is seen by residents to be acting	Reputational: Council is reliant on GISA to provide organisational structure. If this is poor, residents may see Council to be at fault	Low: Previous events have been successful and have received good feedback	Ensure event planning and management	Cost of wages for AHC staff to work at the event	-1



WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
<b>RECYCLE</b>	Seek quotes from suitable organisations to host recycling collection events at HRRC	Could be organised as a regional event with the cost being shared between Member Councils	Reputational: Council is seen by residents to be acting	Reputational: Offshore processing lacks transparency relating to treatment of employees or environmental practices	Medium	Seek certification relating to modern slavery and environmental practices	Cost of transport of collected garments. Likely to be between \$5K to \$10K per day.	-1
<b>RECYCLE</b>	Approach the market for suitable organisations to partner for textile collection at the HRRC for recycling	Information can be shared by Member Councils (as per polystyrene recycling)	Reputational: Council is seen by residents to be acting	Reputational: Offshore processing lacks transparency relating to treatment of employees or environmental practices	Medium	Seek certification relating to modern slavery and environmental practices	Unknown	-0.5

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
				Financial: Cost of transport is likely to be a considerable amount	High	Determine business case for gate fee to cover cost of transport	Cost of transport of collected garments	
<b>RECYCLE</b>	Position Upcycle 4 Better boxes across the region	Coordination with Upcycle 4 Better can be with the region rather than with individual councils	Reputational: Council is seen by residents to be acting	May damage relationship between Council and charitable organisations as may be viewed as impinging upon charitable income	Medium	Discuss impact of alternative collection on income with charity stores	Cost of disposal or rubbish collected around boxes	-0.5

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
				People may leave rubbish around the collection boxes leading to resident dissatisfaction	High	Ensure that Upcycle 4 Better able to contact council Rapid Response Teams for clean-up of rubbish around donation boxes		
<b>RECYCLE</b>	Start stocking RECYCL or TRA bags at the HRRC	Bags can also be stocked by Transfer Stations across the region	Reputational: Council is seen by residents to be acting	Reputational: Residents may be unhappy that recycling clothing is at their own cost	Medium	Provide information brochures to residents explaining why textile recycling incurs a cost	Cost of purchase of bags	-0.5

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
				Cost may be perceived as being higher than disposal to landfill	Medium			
				May damage relationship between Council and charitable organisations as may be viewed as impinging upon charitable income	Medium	Discuss impact of alternative collection on income with charity stores		

WASTE HEIRARCHY	OPTIONS	OPPORTUNITY FOR REGIONAL COLLABORATI ON	POTENTIAL BENEFITS	POTENTIAL RISKS	RISK LIKELIHOOD	RISK MITIGATION	\$ COST	POTENTIAL ENVIRONMENTAL IMPACT (Measures below zero are preferable)
				Offshore processing lacks transparency relating to treatment of employees or environmental practices	Medium	Seek certification relating to modern slavery and environmental practices		

## 7 CONCLUSION

Australia, including South Australia, has committed to establishing circular economies to reduce the volume of waste sent to landfill each year while ensuring that materials such as textiles retain their highest possible value for as long as possible. Recycling plays a role in the textile circular economy but ranks lower on the Waste Hierarchy compared to actions including reuse.

The Seamless (National Textile Product Stewardship Scheme), still in its early stages, offers optimism that clothing design and production will evolve in ways that minimise textile waste. In South Australia, Green Industries SA has positioned itself as a key driver of textile circular economy initiatives, urging local governments to prioritise the reuse and recycling of staff uniforms. However, this does not limit the Adelaide Hills Region Waste Management Authority and its Member Councils from independently advancing efforts to align with the state government's waste reduction and resource recovery objectives.

An analysis of options relating to textile recycling highlights that engaging residents in clothing reuse, through rentals or second-hand purchases via online platforms and charities, delivers the most substantial environmental benefits with minimal financial burden and material risk to councils. Additionally, collaborating with Green Industries SA on annual collection drives presents a low-cost opportunity for councils to promote textile recycling while enhancing community participation.

Despite its potential benefits, clothing collection at Transfer Stations (such as the Heathfield Resource Recovery Centre) presents logistical challenges, including identifying suitable processing partners, managing sorting and transportation costs, and mitigating potential income losses for local charities.

By embracing a multi-pronged approach that prioritises reuse, strategic partnerships, and community engagement, AHRWMA and its Member Councils can drive meaningful progress toward a more sustainable textile economy.

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## Figures

Figure 1 - Expanded Waste Hierarchy

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Figure 2 – Textile flows in SA

Green Industries SA (2021) Circular Economy Resource Recovery Report 2022-23, pp48. Accessed at [www.greenindustries.sa.gov.au/resources/circular-economy-resource-recovery-report-2022-23](http://www.greenindustries.sa.gov.au/resources/circular-economy-resource-recovery-report-2022-23)

Figure 3 - Carbon impact of the various textile fibre waste treatment channels. Accessed at [www.mdpi.com/2071-1050/13/5/2422](http://www.mdpi.com/2071-1050/13/5/2422)

**9 ATTACHMENT 1 – CITY OF NORWOOD, PAYNEHAM AND ST PETERS – OP SHOP TRAIL MAP**





## THE TRAIL

- |   |   |   |
|---|---|---|
| <p><b>1</b> Quaker Opportunity Shop<br/>51 Kensington Rd, Norwood</p> <p><b>2</b> Salvation Army<br/>55 George St, Norwood</p> <p><b>3</b> Save the Children<br/>@ St Morris<br/>445 Magill Rd, St Morris</p> <p><b>4</b> Save the Children<br/>@ Firlle Bookshop<br/>1/139 Glynburn Rd, Firlle</p> | <p><b>5</b> St Aidan's Anglican Church<br/>Op Shop<br/>Corner of Payneham Rd<br/>&amp; OG Rd, Marden<br/><i>Thursday and Saturday<br/>9am–12.30pm. Cash only.</i></p> <p><b>6</b> RSPCA Op Shop<br/>Marden Shopping Centre,<br/>Corner Lower Portrush Rd<br/>&amp; Payneham Rd, Marden</p> <p><b>7</b> RSPCA Op Shop<br/>68 The Parade, Norwood</p> <p><b>8</b> Lutheran Community Care<br/>236 Payneham Rd, Payneham</p> | <p><b>9</b> Women's Community Centre<br/>64 Nelson St, Stepney</p> <p><b>10</b> Rotary on Linde<br/>46 Henry St, Stepney<br/><i>Saturday 8.30am–1pm</i></p> <p><b>11</b> Elcies<br/>43–45 The Parade, Norwood</p> <p><b>12</b> Save the Children<br/>@ Norwood<br/>63 The Parade, Norwood</p> <p><b>13</b> Vinnies<br/>70 The Parade, Norwood</p> |
|---|---|---|



City of  
Norwood  
Payneham  
& St Peters

**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>12.5</b>
<b>Responsible Officer:</b>	<b>Jade Ballantine Director Environment and Infrastructure Environment and Infrastructure</b>
<b>Subject:</b>	<b>Montacute Quarry – Management of Council Unmade Public Road, Pinkerton Gully Road, Montacute</b>
<b>For:</b>	<b>Decision</b>

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**SUMMARY**

This report has been prepared for Council to consider the proposed road closure and possible divestment of a portion of a legal and open unmade public road (UPR) to Holcim Australia Pty Ltd (Holcim) and as an interim strategy, provide exclusive use by Holcim through authorisation under section 221 of the Local Government Act 1999 (the Act) to make an alteration to the public road; and a permit under section 222 of the Act to use the public road for business purposes.

This report is a legislative requirement to commence the process to provide exclusive use and then close a portion of the unmade Pinkerton Gully public road, shown in blue on Appendices 1 that traverses through Montacute Quarry operated by Holcim.

Holcim are requesting to resolve the outstanding matter of land tenure over the unmade public road in order to extend the existing quarry to provide additional dolomite reserves to supply the Adelaide and greater Adelaide markets with the primary end-use related to the underpinning of trunk SA Water infrastructure related to major housing supply developments.

**RECOMMENDATION**

**Council resolves:**

- 1. That the Montacute Quarry – Management of Council Unmade Public Road, Pinkerton Gully Road, Montacute report be received and noted.**
- 2. In relation to the subject portion of the unmade public road shaded in blue and identified as Area 1 in Appendix 1 to the agenda report:**
  - a. To declare that the subject unmade public road is surplus to Council’s road network**
  - b. To approve commencement of community consultation for the issuing to Holcim of**
    - i. A Section 221 Authorisation for Alteration to a Public Road in accordance with the Local Government Act 1999**
    - ii. A Section 222 Permit for Business Use of a Public Road in accordance with the Local Government Act 1999**

- c. To approve the commencement of the road closing process, including public consultation in accordance with the provisions of the *Road (Opening and Closing) Act 1991*.
- d. To approve the entering into of an agreement in accordance with the provisions of the *Roads (Opening and Closing) Act 1991* for the transfer of the subject portion of unmade public road shaded blue and marked Area 1 on Appendix 1, to the adjoining landowners of Certificate of Title Volume 6130 Folio 496, at no less than the market value of the unmade closed road subject together with all fees and charges associated with the road closure and disposal process, transfer and consolidation of the land with the purchaser's land being met by the Applicants.
- e. That if any objections or applications for easements are received during the public consultation phase of the proposed road closure, a further report will be tabled for Council's consideration and determination of the matter.
- f. That the portion of the subject unmade public road to be closed will be excluded from the classification of community land at the time of closure.
- g. To authorises the Chief Executive Officer and Mayor to sign and seal (where necessary) any documentation to finalise the road closing process, the sale and transfer of the subject closed road to the adjoining landowners and consolidation of the closed road with the adjoining landowner's land parcels.
- h. To approve the net proceeds from the sale of the closed road as a contribution towards the annual revenue to be raised from the sale of surplus assets as per the Long-Term Financial Plan and the 2026-27/2027-28 budget to fund prioritised projects.

## 1. BACKGROUND

Pinkerton Gully Road, located in Montacute, connects to Gorge Road in the north and Corkscrew Deviation Road in the south and is approximately 3.8km. The road sits in an area rich with indigenous history and later European settlement focused on timber, farming (especially grapes for wine), and mining, with historical records noting dolomite deposits and early land use by pioneering families, reflecting a transition from Aboriginal occupation to agricultural estates and quarries. The gully itself was part of a significant natural corridor used by Aboriginal people and later became a site for orchards, vineyards, and resource extraction, with the road serving these developing industries.

The whole unmade public road (depicted in yellow on **Appendix 2**) is approximately a 3.8km Government Road that was laid out when the Montacute area was originally surveyed. Any road shown as Government Road was deemed to be a public road. Section 208 of the *Local Government Act 1999* states that all public roads in the area of a council are vested in the council ownership under the *Real Property Act 1886*. There is no certificate of title for this unmade public road.

The subject road and the applicant's landholdings are contained within the Hills Face Zone.

The Hills Face Zone:

- is designed to preserve and enhance the natural characteristics of land in the area for its aesthetic and biodiversity value while accommodating sensitive forms of development and low-intensity rural/agricultural land uses.
- restricts any subdivision of land and does not allow the creation of any additional allotments.

The subject road splits the Private Mines (135, 146 and 137) on the eastern side of the gully from Blackhill Conservation Park to the west with primary production and residential properties to the south. The subject road is mostly utilised for the purpose of conducting Holcim quarrying operations. It contains sections that are particularly steep (refer to **Appendix 1**), which pose significant challenges for its development as a public road. The nearby Corkscrew Road provides the connection between Gorge Road and Montacute Road.

The topographical characteristics indicate terrain that is particularly difficult to navigate. These steep gradients not only impede the feasibility of establishing a functional public thoroughfare but also present safety concerns for potential users. Therefore, the closure and possible acquisition of a portion of this road by the Applicants serves to address not only historical encroachments but also acknowledges the impracticality of utilising this unmade road for public road infrastructure.

Council's Property Department received an application from Holcim Australia Pty Ltd in April 2017 requesting to close and acquire a portion of Council's unmade portion of Pinkerton Gully public road (See **Appendix 3**). At this time, the quarry was being considered by Holcim for closure. In August 2018, Holcim informed Council that as the closure was years off and due to the significant cost to progress the road closure and acquisition of the UPR, they would not be proceeding with their application.

Council responded in October 2018 acknowledging the withdrawal of the road closure and acquisition process and requested that Holcim proceed with an exclusive road authorisation and permit under Section 221 and Section 222 of the Local Government Act 1999.

Since the Council correspondence in 2018, Holcim has undertaken a review of the dolomite reserves within the site following additional resource drilling investigations in 2024. Based upon the outcome of the resource drilling, the life of the quarry is estimated at more than 30 years, subject to further approvals under the Mining Act 1971 through the Department of Energy and Mining, to secure the long-term operation of the quarry.

In February 2025 Holcim requested to re-commence the road closure and acquisition process.

In October 2025 Council's Director Environment and Infrastructure visited the Montacute Quarry Site to observe the nature of the operations and consider the current condition and use of the unmade public road. She observed that the unmade public road of Pinkerton Gully is encroached on by existing quarrying operations, including the site office, main access and haul road, portion of the crushing plant, stockpiles and portion of the quarry pit.

## 2. ANALYSIS

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

*Strategic Plan 2024 – Your Place, Your Space*

Goal 3 Built Form and Economy

Objective BFE 5 Promote sustainable prosperity by supporting tourism, creative industries, primary production and vibrant townships

Priority 5.2 Support and encourage the growth of primary production, manufacturing, creative and other industries, including a focus on other supply chains.

Housing shortages, in particular, affordable housing is a nationwide strategic problem with the South Australian Government working to remove barriers to enable housing supply in the south, north and east of Adelaide. Trunk infrastructure, particularly sewer and mains water networks are necessary to facilitate this development. Locally sourced quarried product are essential components to the supply chain of trunk water infrastructure to support this expedited development. Any impediments will have detrimental effects on the goal of affordable housing supply built with contemporary supporting infrastructure to avoid environmental impacts.

There are strong environmental and sustainability objectives in utilising existing mining/quarry sites (as opposed to greenfield developments) to deliver quarried product that ensures trunk infrastructure is installed and operated by public utility authorities subject to the highest standards of safety, reliability and maintenance.

The Montacute Quarry was established in the 1960s and has received minimal stakeholder concerns that Council is aware of. Holcim have recorded one 2016 complaint relating to blasting activities from an adjacent landowner and in 2016 there was an unsubstantiated complaint from a motorist regarding drag out of materials onto Gorge Road.

Holcim have commissioned SLR to conduct a sentiment analysis to:

- Understand prevailing community sentiment regarding quarry operations in the area
- Identify key risks and potential flashpoints with the resumption of blasting and
- Develop a set of recommendations to inform Holcim's engagement and communication strategy.

The Department of State Development identifies Montacute Quarry as a strategic mineral resource area in South Australia's Greater Adelaide region (September 2015). The quarry provides high-grade essential construction materials for the infrastructure and building sectors, into both local and regional markets.

### ➤ Legal Implications

Local Government Act 1999

Roads (Opening and Closing) Act 1991  
Mining Act 1971

Council has the power to close a public road under the Roads (Opening and Closing) Act 1991 provided it undertakes public consultation.

Under sections 221 and s222 of the Local Government Act 1999 (the Act) Council has the power to grant authorisations for the alteration to the public road; and to grant a permit to use a public road for business purposes.

➤ **Risk Management Implications**

The sale of these Closed Roads will assist in mitigating the risk of :

*Closed Roads remaining in Council ownership leading to obligations to maintain the land and assume liability for the land.*

Inherent Risk	Residual Risk	Target Risk
Medium (1A)	Low (1E)	Low (1E)

**Financial and Resource Implications**

Staff costs associated with administering the road closing and disposal process will be contained within existing Property Departments operating budget.

Consistent with other application-based road alterations, business use permits, closings and disposals, a condition of the road closing, sale and transfer, if approved by Council, will be that the Applicants pay no less than the market value of the land and meet all costs associated with completing the road closing process and consolidation of the subject closed road with their land to form a single allotment.

The Applicants have paid council's Application Fees and will be required to sign an Agreement for Costs to reimburse council's Costs.

Proceeds from the sale of the closed road (if approved by Council) will contribute towards the net proceeds to be raised from the sale of surplus assets as per the Long-Term Financial Plan and the 2026-27 / 2027-28 budget to fund prioritised projects as planned.

The ultimate financial benefit to council that will result from the proposed road closure and disposal will not be known until a valuation report prepared by an independent professional land valuer is obtained as part of the road closing process.

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

Community consultation is required in this instance for an exclusive use authorisation/permit, especially for public land/roads. This will involve notifying residents (newspaper, website, signage), providing info on the proposal (what, where, why), setting a feedback period (21+ days), and collecting input (submissions, surveys) before making a

decision, as mandated by the [Local Government Act 1999 \(SA\)](#). This process ensures impacts on traffic, access, and local amenity are considered, often using tiered engagement based on the scale of the proposal.

If Council approves the Road Closure Proposal, a surveyor will be engaged to undertake the Stage 1 Lodgement requirements in accordance with the Roads (Opening and Closing) Act 1991. The survey firm also initiates the 28-day public consultation process.

If any objections or applications for easements are received during the 28-day public notice phase of the proposed road closure, a further report will be tabled for Council's consideration and determination of the matter.

In the event that no objections or applications for easements are received, a market valuation will be obtained, and the surveyor will be instructed to carry out the survey, prepare the final survey plan, road process order and agreement for transfer document to enable completion of the road closure and disposal.

No specific timelines or deadlines apply as the road closure and disposal processes can take up to 24 months to complete. If Council supports the proposed closure, a preliminary plan and statement of persons affected must be deposited with the Surveyor General to enable the road process to be commenced and advertised.

➤ **Sustainability Implications**

The ongoing operation of the Holcim Montacute Quarry, facilitated by the Section 221 and Section 222 permits and future road closure, will primarily support greater Adelaide development of trunk public utility infrastructure installation and housing supply. This will result in environmentally sustainable development, including water sensitive urban design.

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

Council staff were invited to inspect the quarry site in October 2025 and have received preliminary legal advice on the management options available pursuant to the Local Government Act 1999.

There are many variable factors in this road process including the number of affected persons, consultation outcomes and ultimate resolution of Council yet to be determined.

➤ **Additional Analysis**

Council manages its land ownership portfolio in an efficient and sustainable manner by continually reviewing its land holdings and considers disposal options where there is little or no community benefit to be gained from retention of the land.

There is no strategic or operational requirement for the land to remain in council's ownership. In addition, the subject road has been identified as surplus to road network requirements, therefore closure and disposal is considered preferable to retention.

Council will be responsible for ongoing maintenance and public liability of the unmade public road. In the event the road process is not endorsed by Council, the applicant will be required to either remove their encroachments or enter into an Authorisation Permit under S221 of the Local Government Act, to ensure liability for their encroaching structures remain their responsibility.

Closure and sale of the unmade road would:

- a. Resolve the encroachments of infrastructure by the landowner of Certificate of Title Volume 6130 Folio 496
- b. remove council's exposure to public risk and liability issues related to the use of the road
- c. reduce council's obligations and any ongoing costs associated with maintaining the unmade road
- d. realise a financial return that would enable the proceeds of the sale to be used in the future for the funding of strategic property acquisitions.

If Council commences a road process to dispose of the land under section 49 of the Local Government Act 1999 and there are no impediments to road closure, then the options for transfer to quarry owner are:

- the road process order can include an order to merge the closed road with the adjacent land (owned by Estate of Smith, H.R and joint proprietors Rhonda Irene Milde, Maureen Phyllis Wyett and Gloria Dawn Ratzmer) pursuant to the *Roads (Opening and Closing) Act 1991* (the **ROC ACT**); or
- a CT for the closed road can be issued to Council, and it can subsequently enter into a contract to sell the land as it sees fit (for example, to Holcim).

At a 'high level' the ROC process involves:

- engaging a surveyor to prepare a preliminary plan,
- liaising with all owners of adjacent land to invite offers (if more than one owner)
- entering into an agreement to transfer with the giving notice of the proposed road closure in accordance with the ROC Act (which includes notice to prescribed utilities and other affected persons and to the public)
- considering objections or applications for easements made during the notice timeframe
- decision to make the proposed road process order;
- engaging the surveyor to prepare the final plan and attend to lodgement of the stage 2 documents;
- the road process order will only take effect once it is confirmed by the Minister and the notice of confirmation is published in the Gazette.

The process to close a road can take at least 6 months, but depending on complexity, can take longer.

### 3. OPTIONS

Council has the following options:



- Agree the subject portion of unmade public road known as Pinkerton Gully Road, traversing through Holcim Montacute Quarry is surplus to Council's road network and commence community consultation for the issuing of a S221 and S222 authorisation in accordance with the Local Government Act 1999 and commencement of the road closing process, including public consultation in accordance with the provisions of the Road (Opening and Closing) Act 1991

OR

- Only consider the S221 and S222 authorisation and permitting options under the Local Government Act 1999.

#### **4. APPENDICES**

- (1) Aerial Photo – Portion of Unmade Road known as Pinkerton Gully Road, Montacute that is proposed to be disposed
- (2) Aerial Photo - Whole Unmade Road known as Pinkerton Gully Road, Montacute
- (3) Road Closure Application – Holcim Australia Pty Ltd

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## **Appendix 1**

*Aerial Photo – Portion of Unmade Road known as Pinkerton  
Gully Road, Montacute that is proposed to be  
disposed*

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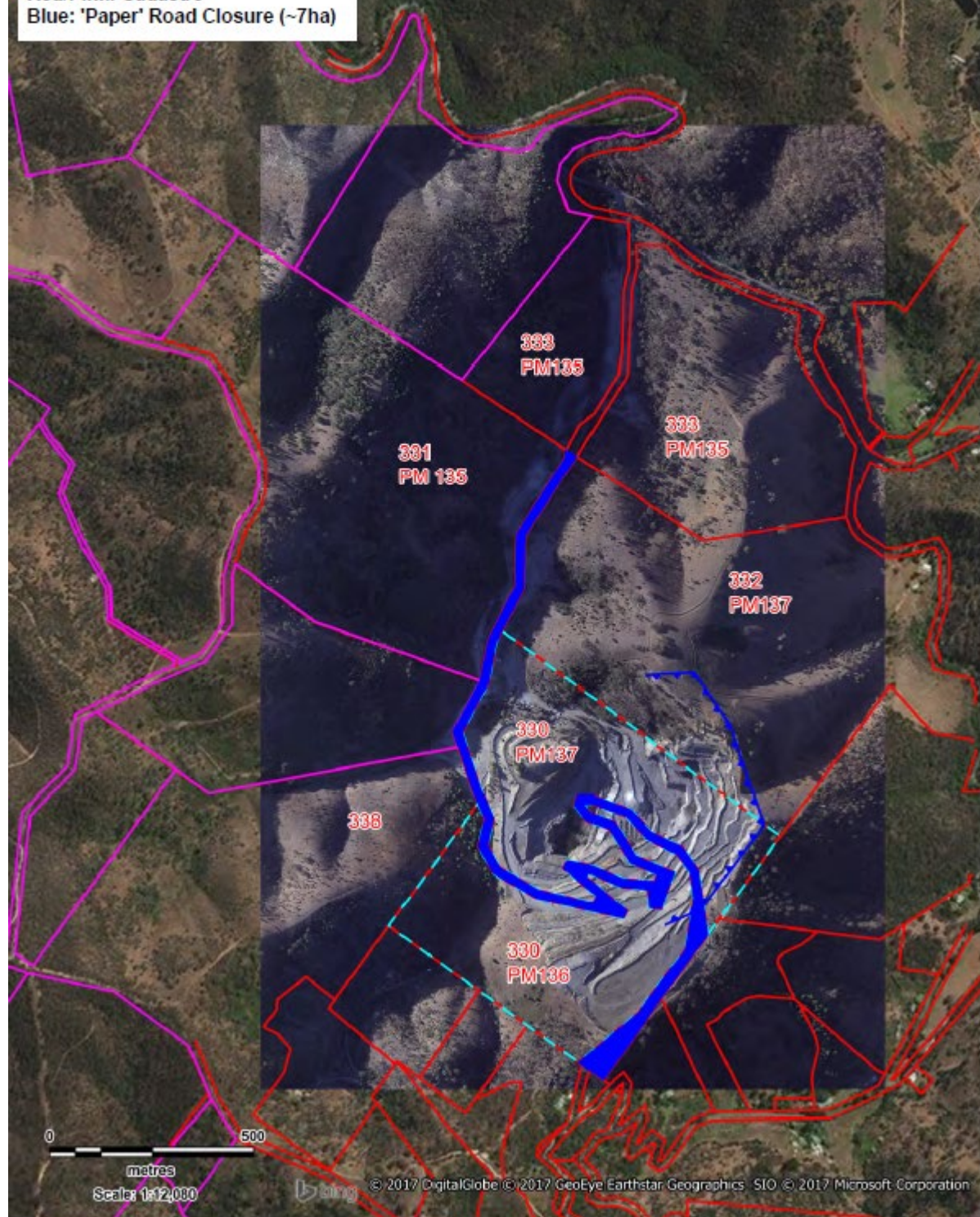
# Montacute Quarry

Site Map for 'Paper' Road Closure  
Map Ref: MON-1704-01 Size: A3

## Legend

Red/Pink: Cadastre

Blue: 'Paper' Road Closure (~7ha)



---

## **Appendix 2**

*Aerial Photo - Whole Unmade Road known as Pinkerton Gully  
Road, Montacute*

---





Gorge Road, Montacute

Pinkerton Gully Road, Montacute

1004462

Corkscrew Deviation Road, Montacute

---

## **Appendix 3**

*Road Closure Application – Holcim Australia Pty Ltd*

---



Application for closure and purchase of Unformed Public Road (UPR)										
Applicant Details	Salutation				Other:					
	First Name				Surname					
	Business Name									
	ABN/ACN									
	Residential Address									
	Suburb				Postcode			State		
	Postal Address (if different)				Postcode			State		
	Suburb				Postcode			State		
	Home Phone				Work Phone			Mobile		
	Email									
Location description of UPR (please also provide Google map image with reference)										
SEE ATTACHED MAP SHOWING ENTRANCE OFF GORGE RD, CASTAMBLE. BLUE SHADING INDICATES AREA TO BE CLOSED.										
Address of property that the UPR adjoins or intersects										
CT Reference of Property CT VOL 6130 FOL 493 (ATTACHED)										
Valuation General Number										
Do you currently hold a Road Rental Agreement for the selected UPR? UNKNOWN - NO.										
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Road permit reference number:										
If Yes. Is the permit exclusive? Yes <input type="checkbox"/> No <input type="checkbox"/>										
What is the intended use of the UPR?										
ROAD IS TO BE CLOSED FOR PUBLIC SAFETY. QUARRY LIFE IS ENDING & THERE WILL BE A LOWER LEVEL OF SECURITY. IT IS IN THE PUBLIC INTEREST TO CLOSE THE ROAD (REQUESTED BY PSD)										
What is the current use of the UPR?										
There is a pit (quarry) on the site. Extraction has occurred in accordance with historic approvals. DSD has requested road closure.										
Are there currently any structures on the UPR? (existing or built by you)										
There is no "access". There is a pit with surface water in it.										
Is the area fenced? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Partial <input type="checkbox"/> Description as part of the quarry.										
Is the area gated? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Are the gates normally locked? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> as part of the quarry.										
I (print name)										
1) Agree it is my intention to purchase the abovementioned road located within or adjoining my above property. 2) Understand that I am responsible for the fees and charges associated with the closure and purchase of an Unmade Public Road and that these charges are subject to change. 3) Acknowledge that lodgement of this application does not guarantee that the Unmade Public Road under application will be made available for purchase. 4) Remain responsible for the payment of all fees and charges and will forfeit any fees and charges paid if I withdraw this application or fail to purchase the UPR.										
Signature of Applicant						Date		12/4/2017.		
The application fee of \$1,000 can be paid by cheque or money order made payable to the Adelaide Hills Council										
Electronic transfers to BSB – 085-005 (NAB, Adelaide), A/C No. 15 384 4386 (insert last name and initials as reference)										
Lodgement										
Postal	Adelaide Hills Council PO Box 44 Woodside SA 5244				Email	mail@ahc.sa.gov.au				
Office use only										
Date Application Received						File Number /TRIM				
Responsible Council Officer										



The Registrar-General certifies that this Title Register Search displays the records maintained in the Register Book and other notations at the time of searching.



Registrar-General

## Certificate of Title - Volume 6130 Folio 493

Parent Title(s) CT 5575/145  
Dealing(s) DDA 12075299  
Creating Title  
Title Issued 10/02/2014  
Edition 1  
Edition Issued 10/02/2014

REAL PROPERTY ACT, 1886



South Australia

## Estate Type

FEE SIMPLE

## Registered Proprietor

IVAN GEOFFREY SMITH  
OF "LADARA" NEAR KI KI SA 5261

## Description of Land

SECTION 332  
HUNDRED OF ONKAPARINGA  
IN THE AREA NAMED CASTAMBUL

## Easements

SUBJECT TO EASEMENT(S) OVER THE LAND MARKED A TO THE ETSA CORPORATION (T 3261436)

## Schedule of Dealings

Dealing Number	Description
2389794	LEASE TO READYMIX HOLDINGS PTY. LTD. COMMENCING ON 31/12/1961 AND EXPIRING ON 2/1/2022
6290859	LEASE TO H.R. SMITH NOMINEES PTY. LTD. COMMENCING ON 1/10/1986 AND EXPIRING ON 1/1/2022

## Notations

### Dealings Affecting Title

NIL





### Priority Notices

NIL

### Notations on Plan

NIL

### Registrar-General's Notes

NIL

### Administrative Interests

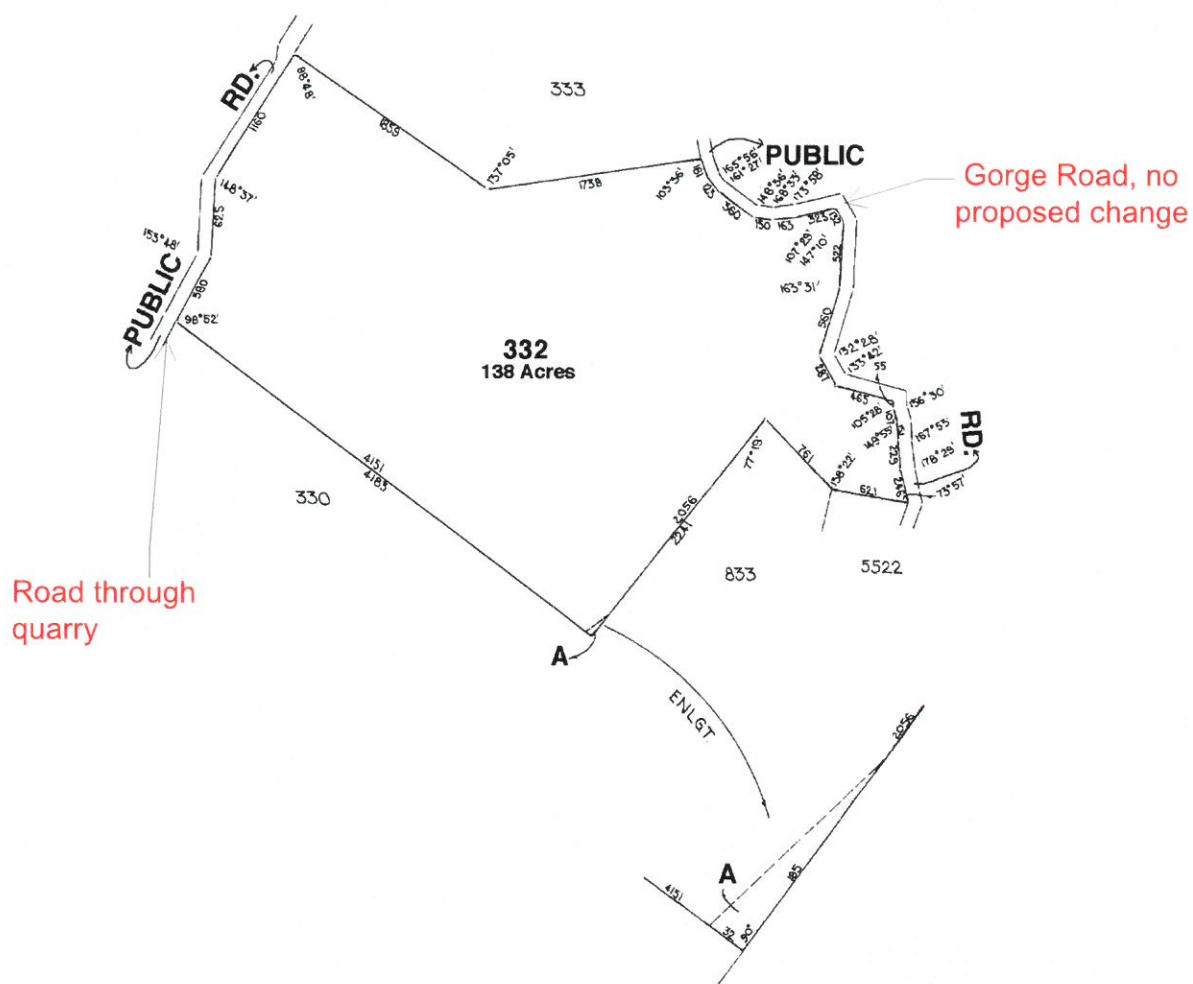
NIL

\* Denotes the dealing has been re-lodged.



Product	Date/Time	Customer Reference	Order ID	Cost
---------	-----------	--------------------	----------	------

Register Search  
22/07/2016 12:58PM  
20160722006794  
\$27.75



8 4 0 8 CHS

FOR METRIC CONVERSION	
1 LINK	= 0.201168 METRES
1 CHAIN	= 100 LINKS
1 ACRE	= 0.404686 HECTARES
1 ROOD	= 1011.7 m <sup>2</sup>
1 PERCH	= 25.29 m <sup>2</sup>



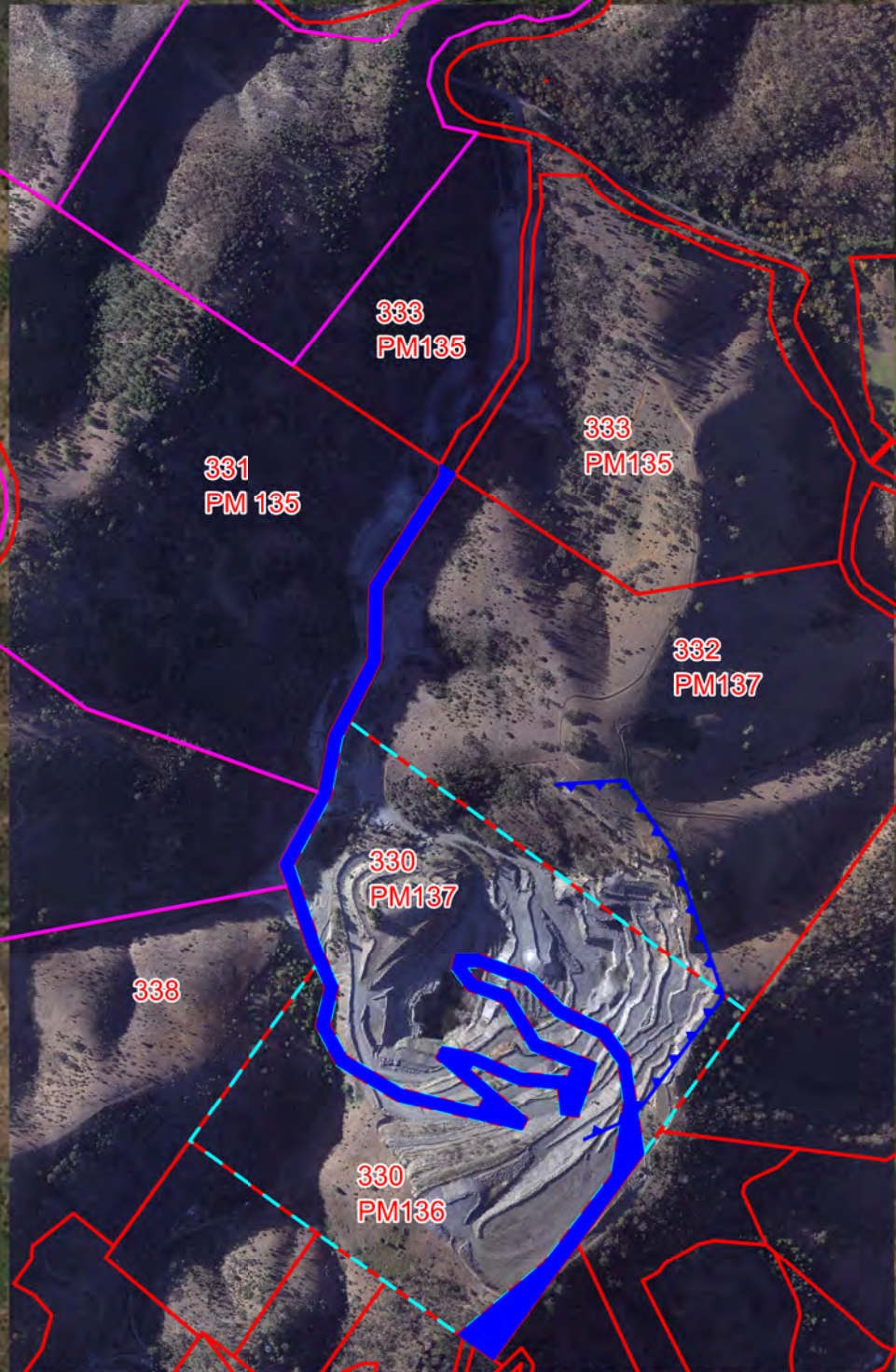
# Montacute Quarry

Site Map for 'Paper' Road Closure  
Map Ref: MON-1704-01 Size: A3

## Legend

Red/Pink: Cadastre

Blue: 'Paper' Road Closure (~7ha)



0 500

metres

Scale: 1:12,030



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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 27 January 2026  
AGENDA BUSINESS ITEM**

<b>Item:</b>	<b>12.6</b>
<b>Responsible Officer:</b>	<b>Jade Ballantine Director Environment and Infrastructure Environment and Infrastructure</b>
<b>Subject:</b>	<b>Balhannah Uniting Church Youth Group (Rear of 91 Main Street,Balhannah) – Lease Proposal</b>
<b>For:</b>	<b>Decision</b>

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**SUMMARY**

The purpose of this report is to seek approval to grant The Uniting Church in Australia Property Trust (SA) (“UCAPT”) at Balhannah Uniting Church Youth Group a five (5) year lease for their ongoing occupation at their current location at 91 Main Street, Balhannah. The land is described as portion of the land contained within Certificate of Title Volume 5696 Folio 327.

**RECOMMENDATION**

**Council resolves:**

- 1. That the Balhannah Uniting Church Youth Group (Rear of 91 Main Street, Balhannah) – Lease Proposal report be received and noted.**
  - 2. The Council approves granting the proposed five (5) year lease with the Uniting Church in Australia Property Trust (SA) (UCAPT) the land designated as Balhannah Uniting Church Youth Group room at the rear 91 Main Street, Balhannah contained in portion of Certificate of Title Volume 5696 Folio 327.**
  - 3. The Mayor and/or Chief Executive Officer or his delegate be authorised to sign all documents necessary, including affixation of the common seal if necessary, to give effect to this resolution.**
- 

**1. BACKGROUND**

The Uniting Church in Australia Property Trust (SA) (“Lessee”) for the Balhannah Uniting Church Youth Group Room located at the rear of 91 Main Street, Balhannah entered into a lease for the site for a twenty-one (21) year period from 19 April 2004 with an expiry date of 18 April 2025.

Public consultation was undertaken during April 2004 for the initial lease term of twenty-one (21) years commencing 19 April 2004. A period of extension of Lease of twenty-one (21) years commencing 19 April 2025 was promised to the Lessee but did not form part of the community consultation process in accordance with the *Local Government Act 1999* and councils' *Community Consultation Policy*.

The Balhannah Uniting Church Youth Group have expressed their intention to remain in occupation at the site. Currently the site is primarily utilised to coordinate and store goods to support the Balhannah Uniting Church's annual packing day supporting First Nation people with much needed clothing and household goods. This shed space has become a vital part of this work and services a wide area including Mount Gambier, Victor Harbour and the Riverland. The premises was originally constructed to support the Youth Group. At the present time the church is keen to appoint a part time youth pastor to support youth group activities in the future.

Due to the strategic review of all council assets, it is recommended that no tenant is granted a lease term greater than five (5) years until the review is complete.

An aerial photo showing the whole site is provided as **Appendix 1** and bounded in red. A copy of the proposed draft Lease is provided as **Appendix 2**.

This report seeks Council's endorsement to formalise a five (5) year lease with the Balhannah Uniting Church Youth Group.

## 2. ANALYSIS

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

*Strategic Plan 2024 – Your Place, Your Space*

Goal 3 Built Form and Economy

Objective BFE4 Improve the utilisation of Council and community facilities.

Priority BFE4.2 Encourage greater utilisation and enhancement of community halls and facilities and foster multi-use spaces to maximise community benefit.

- **Legal Implications**

Section 202 of the *Local Government Act 1999* outlines that the lease or licence must be consistent with any relevant management plan.

The land is subject to proposed lease as contained within the "Halls and Institutes" *Community Land Management Plan*. Accordingly, the proposal is consistent with the *Community Land Management Plan*.

- **Risk Management Implications**

The issuing of a lease in accordance with the relevant statutory requirements will assist in mitigating the risk of:

*Failure to exercise, perform and discharge the powers, functions and duties under legislation, contracts, leases and policies*

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Medium (2C)	Medium (2C)

- **Financial and Resource Implications**

The Lease is proposed to be 'peppercorn' which is consistent with the past practice at this site.

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

The proposed lease to The Uniting Church in Australia Property Trust (SA) over this site will support the Youth within the local community.

- **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>	The Uniting Church in Australia Property Trust (SA)
<i>Community:</i>	Not Applicable

Community Consultation is not required to be undertaken due to the length of term not exceeding five (5) years in accordance with legislative requirements under Section 202 of the *Local Government Act 1999* and in line with Council's *Public Consultation Policy*.

The existing Balhannah Uniting Church Youth Group has been operating from this site for many years, and The Uniting Church in Australia Property Trust (SA) wish to ensure its longevity and its support to the local community.

- **Additional Analysis**

Adelaide Hills Council is going to conduct strategic reviews of their building assets and leasing arrangements to ensure optimal community benefit, financial sustainability, and legal compliance. These reviews involve detailed assessments of current lease holders, asset utilisation, and future needs.

**Purpose of Reviews**

The primary goals of reviewing council assets and lease holders include:

- **Ensuring Full Utilisation:** Confirming that facilities serve existing and future community needs and are used frequently and effectively.

- **Financial Management:** Assessing long-term financial plans, asset management plans, and revenue streams, including rent reviews and ensuring cost-effectiveness to minimize burdens on ratepayers.
- **Compliance and Governance:** Ensuring all leasing and licensing activities adhere to relevant legislation, such as the *Local Government Act 1999* (SA).
- **Community Benefit:** Evaluating the social, cultural, or physical benefits provided by the tenant's activities, especially for not-for-profit community groups who may receive discounted rents.
- **Identifying Surplus Properties:** Pinpointing properties that are no longer required and could be better utilised or considered for disposal.

### 3. OPTIONS

Council has the following options:

- I. Endorse granting the proposed five (5) year lease with The Uniting Church in Australia Property Trust (SA) known as the Balhannah Uniting Church Youth Group as outlined in this report
- II. Not to endorse granting the proposed five (5) year lease with The Uniting Church in Australia Property Trust (SA) as outlined in this report

### 4. APPENDICES

- (1) Aerial photo of The Uniting Church in Australia Property Trust (SA) site
- (2) Draft proposed The Uniting Church in Australia Property Trust (SA) Lease

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## **Appendix 1**

*Aerial photo of The Uniting Church in Australia Property  
Trust (SA) site*

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## **Appendix 2**

*Draft proposed The Uniting Church in Australia Property  
Trust (SA) Lease*

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# Lease Agreement

91 Main Street, Balhannah SA 5242

Adelaide Hills Council

and

The Uniting Church in Australia Property Trust (SA)

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[Note: This is a template document for exclusive possession. It contains standard terms and conditions only and will need to be updated, amended and added to, to accurately record a particular lease arrangement. Please consider whether the terms and conditions are appropriate or if any amendments are required.]

## Reference Schedule

### Item 1

Property

Portion of the land comprised in Certificate of Title Volume 5696 Folio 327 and known as 91 Main Street, Balhannah and being the area highlighted in red on the plan attached

### Item 2

Land

The whole of the land comprised in Certificate of Title Volume 5898 Folio 844

### Item 3

Term

Five (5) years commencing on 19<sup>th</sup> April 2025 (**Commencement Date**) and expiring at midnight on 18<sup>th</sup> April 2030

### Item 4

Lease Fee

\$1.00 per annum (exclusive of GST) payable on demand

### Item 5

Outgoings

1. Excess on claims against Council's building insurance (\$1000 as at Commencement Date)
2. Rates and Taxes (unless directly assessed against the Property and charged to the Lessee under clause 4.1)
3. SA Water
4. Emergency Services Levy

### Item 6

Permitted Use

Youth Group Activities and associated purposes

### Item 7

Public risk insurance

\$20,000,000.00

## DATE

## PARTIES

**Adelaide Hills Council** of PO Box 44 Woodside SA 5244 (**Council**)

**The Uniting Church in Australia Property Trust of South Australia** of Level 2, 212 Pirie Street, Adelaide (**Lessee**)

## BACKGROUND

- A. Council is the registered proprietor, or has the care, control and management, of the Land.
- B. The Lessee has requested a lease of the Property for the Permitted Use.
- C. Council has agreed to grant the Lessee a lease of the Property for the Term.
- D. Council and the Lessee wish to record the terms of their agreement in this lease, which they acknowledge has been entered into pursuant to Council's existing *Community and Recreation Facilities Framework*.

## AGREED TERMS

### 1. DEFINITIONS AND INTERPRETATION

#### 1.1 Definitions

In this lease:

**Act** means the *Retail and Commercial Leases Act 1995 (SA)*.

**Agreed Consideration** means the Lease Fee, Outgoings and all other consideration (whether in money or otherwise) to be paid or provided by the Lessee for any supply or use of the Property and any goods, services or other things provided by Council under this lease (other than tax payable under clause 16).

**Business Day** means a day which is not a Saturday, Sunday or public holiday in Adelaide.

**Commencement Date** means the commencement date described in Item 3 of the Reference Schedule.

**Council** means the party described as 'Council' in this lease and where the context permits includes the employees, contractors, agents and other invitees of Council.

**Council's Equipment** means all fixtures and fittings, plant, equipment, Services, chattels and other goods installed or situated in, on or to the Property that are owned by Council and made available for use by the Lessee.

**Default Rate** means 2% per annum above the Local Government Finance Authority Cash Advance Debenture Rate and if there is more than one rate

published the highest of those rates and if such rate is no longer published means 10% per annum.

**GST** has the meaning given to that term in the GST Legislation.

**GST Legislation** means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any ancillary or similar legislation.

**GST Rate** means 10% or the rate of GST imposed from time to time under the GST Legislation.

**Institute** means the South Australian Division of the Australian Property Institute.

**Land** means the land described in Item 2 of the Reference Schedule including all present and future improvements thereon.

**Lease Fee** means the fee described in Item 4 of the Reference Schedule.

**Legislation** includes any relevant Act of Parliament (whether State or Federal) and any regulation or by-law including by-laws issued by any local government body or authority.

**Lessee** means the party described as 'Lessee in this lease and where the context permits includes the employees, contractors, agents, customers and other invitees of the Lessee.

**Lessee's Equipment** means any and all equipment or items installed in or brought on to or kept on the Property by the Lessee.

**Lessee's Share** means the proportion the area of the Property bears from time to time to the total area of the Land or a proportion calculated using such other reasonable method of apportionment as Council reasonably determines and notifies to the Lessee.

**Outgoings** means the outgoings described in Item 5 of the Reference Schedule.

**Payment Date** means the Commencement Date and each anniversary during the Term.

**Permitted Use** means the use described in Item 6 of the Reference Schedule.

**Property** means the property described in Item 1 of the Reference Schedule including all present and future improvements thereon and Council's Equipment.

**Rates and Taxes** means all present and future rates, charges, levies, assessments, duty and charges of any Statutory Authority, department or authority having the power to raise or levy any such amounts in respect of the use, ownership or occupation of the Property and includes water and sewer charges, council rates, emergency services levy and land tax (on a single holding basis).

**Services** includes all services (including gas, electricity, water, sewerage, bores and all plant, equipment, pipes, wires and cables in connection with

them) to or within or associated with the Property supplied by any authority, Council or any person Council authorises.

**Statutory Authorities** means any government or authorities created by or under relevant Legislation, including Council in that capacity.

**Statutory Requirements** means all relevant Legislation and all lawful conditions, requirements, notices and directives issued or applicable under any such Legislation or by any Statutory Authorities.

**Term** means the term of this lease commencing on the Commencement Date and described in Item 3 of the Reference Schedule and any period during which the Lessee holds over or remains in occupation of the Property.

**Valuer** means a qualified valuer appointed to make a determination under this lease:

- (a) who is appointed by agreement of Council and the Lessee or, failing agreement within 14 days of either notifying the other of the requirement for such appointment, at the request of either Council or the Lessee, by the President or acting President of the Institute;
- (b) who has practised as a valuer with a minimum of 10 years relevant experience; and
- (c) who acts as an expert and not as an arbitrator.

**Yearly Amounts** means the aggregate of the Lease Fee, Outgoings and any other moneys payable by the Lessee during the Term.

## 1.2 Interpretation

In this lease, unless the context otherwise requires:

- 1.2.1 headings do not affect interpretation;
- 1.2.2 singular includes plural and plural includes singular;
- 1.2.3 words of one gender include any gender;
- 1.2.4 a reference to a party includes its executors, administrators, successors and permitted assigns;
- 1.2.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.2.6 a reference to this lease includes any schedules and annexures to this lease and in the event of any inconsistency between the schedules and annexures to this lease and the body of this lease, the schedules and annexures will prevail to the extent of any inconsistency;
- 1.2.7 a reference to any document (including this lease) is to that document as varied, novated, ratified or replaced from time to time;
- 1.2.8 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;

- 1.2.9 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;
- 1.2.10 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;
- 1.2.11 a provision is not construed against a party only because that party drafted it;
- 1.2.12 an unenforceable provision or part of a provision may be severed, and the remainder of this lease continues in force;
- 1.2.13 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- 1.2.14 an expression defined in the *Corporations Act 2001* (Cth) has the meaning given by that act at the date of this lease;
- 1.2.15 the covenants and powers implied in leases by virtue of sections 124 and 125 of the *Real Property Act 1886* apply and are implied in this lease unless they are expressly or impliedly excluded or modified; and
- 1.2.16 the special conditions in Schedule 2 prevail over the terms in the body of this lease to the extent of any inconsistency.

### 1.3 **Retail and Commercial Leases Act**

The parties acknowledge and agree that this lease has been entered into on the basis that the Act does **not** apply to this lease.

### 1.4 **Background**

The Background forms part of this lease and is correct.

## 2. **GRANT OF LEASE**

Council grants and the Lessee accepts a lease of the Property during the Term as set out in this lease.

## 3. **LEASE FEE**

The Lessee must pay the Lease Fee by equal instalments in advance on each Payment Date.

## 4. **RATES AND TAXES AND OUTGOINGS**

### 4.1 **Liability for Rates and Taxes**

- 4.1.1 The Lessee must pay or reimburse Council all Rates and Taxes levied, assessed or charged in respect of the Property or upon the owner or occupier of the Property.
- 4.1.2 The Rates and Taxes must be adjusted between Council and the Lessee as at the Commencement Date and the end or termination date of this lease.



## **4.2 Payment of Outgoings**

- 4.2.1 The Lessee must pay or reimburse the Council all Outgoings levied, assessed or charged in respect of the Property or upon the owner or occupier of the Property.
- 4.2.2 The Outgoings must be adjusted between Council and the Lessee as at the Commencement Date and the end or termination date of this lease.

## **4.3 Lessee's Share**

If any of the Rates and Taxes or Outgoings are not separately assessed or charged in respect of the Property, the Lessee must pay the Lessee Share of any such Rates and Taxes or Outgoings assessed or charged in respect of the Land.

## **4.4 Power and other utilities**

- 4.4.1 The Lessee must pay, when due, all costs for the use of telephone, light, water and other facilities and the consumption of electricity, gas, water and any and all other Services and utilities supplied to or used from the Property.
- 4.4.2 If there is no separate meter for a service or utility used on or from the Property and if the Council so requires, then the Lessee must install the meter at its own cost.
- 4.4.3 Without limiting this subclause, the Lessee must comply with the *Electricity (General) Regulations 2012 (SA)* and any other applicable electricity laws.

## **5. USE OF PROPERTY**

### **5.1 Permitted Use**

The Lessee may use the Property only for the Permitted Use and must not use or allow the Property to be used for any other use without Council's consent.

### **5.2 Offensive activities**

The Lessee must:

- 5.2.1 not carry on any offensive or dangerous activities on or from the Property;
- 5.2.2 not create a nuisance or disturbance for Council or for the owners or occupiers of any adjoining property; and
- 5.2.3 ensure at all times that activities conducted on or from the Property do not discredit Council.

### **5.3 Use of Services**

- 5.3.1 The Lessee must ensure that all Services are used carefully and responsibly and in accordance with any directions given by Council from time to time.

- 5.3.2 The Lessee must repair or correct any damage or malfunction that results from any misuse or abuse of those Services by the Lessee.

#### 5.4 **Statutory Requirements**

- 5.4.1 The Lessee must comply with all Statutory Requirements (including under the *Work, Health and Safety Act 2012* (SA)) relating to:

5.4.1.1 the Lessee's use and occupation of the Property; and

5.4.1.2 the Permitted Use.

- 5.4.2 Where both Council and the Lessee have duties under the *Work, Health and Safety Act 2012* (SA) and associated regulations as a person conducting a business or undertaking, then the Lessee must cooperate and co-ordinate with Council as and when requested by Council to ensure the discharge of such duties.

#### 5.5 **No alcohol**

The Lessee must not:

- 5.5.1 serve, sell or provide to persons; or

- 5.5.2 consume or allow persons to consume,

alcoholic beverages on the Property without Council's consent.

#### 5.6 **No gaming**

The Lessee must not install, operate or allow the operation of gaming machines or gambling activities on or from the Property.

#### 5.7 **Signs**

The Lessee must not place any sign or advertisement on the outside or inside (if they can be seen from outside) of the Property, except a sign or advertisement that:

- 5.7.1 is approved by Council; and

- 5.7.2 complies with any relevant Statutory Requirements.

#### 5.8 **Dangerous equipment and installations**

The Lessee may only install or use within the Property equipment and facilities that are reasonably necessary for and normally used in connection with the Permitted Use and must not install or bring onto the Property:

- 5.8.1 any electrical, gas powered or other machinery or equipment that may pose a danger, risk or hazard;

- 5.8.2 any chemicals or other dangerous substances that may pose a danger, risk or hazard; or

- 5.8.3 any heavy equipment or items that may damage the Property.

## **5.9 Fire precautions**

Unless specified otherwise in Schedule 3 of this lease, the Lessee must comply with all Statutory Requirements relating to fire safety and procedures including any structural works or modifications or other building works that are required as a consequence of the Lessee's use of the Property.

## **5.10 Security**

The Lessee must keep the Property securely locked at all times when the Property is not occupied and must provide a key to the Property to Council to be used in emergencies.

## **5.11 No warranty**

Council makes no warranty or representation regarding the suitability of the Property (structural or otherwise) for the Permitted Use or any other purpose.

# **6. INSURANCE**

## **6.1 Lessee must insure**

The Lessee must keep current during the Term:

- 6.1.1 public risk insurance for at least the amount in Item 7 of the Reference Schedule (or any other amount Council reasonably requires) for each claim;
- 6.1.2 all insurance in respect of the Lessee's Equipment for its full replacement value; and
- 6.1.3 other insurances required by any Statutory Requirement or that Council reasonably requires.

## **6.2 Requirements for policies**

Each policy must:

- 6.2.1 be with an insurer and on terms reasonably approved by Council;
- 6.2.2 be in the name of the Lessee and note the interest of Council;
- 6.2.3 cover events occurring during the policy's currency regardless of when claims are made; and
- 6.2.4 note that despite any similar policies of Council, the Lessee's policies will be primary policies.

## **6.3 Evidence of insurance**

The Lessee must give Council copies of certificates evidencing the currency of each policy. During the Term the Lessee must:

- 6.3.1 pay each premium when it is due for payment;
- 6.3.2 give Council copies of certificates of currency each year when the policies are renewed and at other times Council requests;

- 6.3.3 not vary, allow to lapse or cancel any insurance policy without Council's consent;
- 6.3.4 notify Council immediately if a policy is cancelled or if an event occurs which could prejudice or give rise to a claim under a policy.

#### **6.4 Insurance affected**

- 6.4.1 The Lessee must not do anything that may:
  - 6.4.1.1 prejudice any insurance of the Property; or
  - 6.4.1.2 increase the premium for that insurance.
- 6.4.2 If the Lessee does anything (with or without Council's consent) that increases the premium of any insurance Council has in connection with the Property, the Lessee must on demand pay the amount of that increase to Council.

### **7. ASSIGNMENT, SUBLETTING AND CHARGING**

#### **7.1 Assignment**

The Lessee must not assign its interest in this lease without Council's consent.

#### **7.2 Subleasing**

The Lessee must not sublease or license any part of the Property without Council's consent.

#### **7.3 Hiring out**

- 7.3.1 The Lessee may hire out the Property on a casual basis without Council's consent for purposes that are consistent with the Permitted Use:
- 7.3.2 The Lessee is responsible for the acts or omissions of any hirer.

#### **7.4 Costs**

The Lessee must pay all costs reasonably incurred by Council (including the costs of any consultant or any legal fees) in relation to any dealing with the Property, including in considering whether or not to grant consent under this clause.

### **8. LESSEE GOVERNANCE**

- 8.1 On or before the Commencement Date the Lessee must provide to Council a copy of the Lessee's constitution and any other documents that regulate its governance and operations.
- 8.2 The Lessee must provide Council with any information or documents in relation to the Lessee's administration, finances or use and occupation of the Property as are requested by Council on an annual basis.

## **9. COUNCIL'S OBLIGATIONS AND RIGHTS**

### **9.1 Quiet enjoyment**

Subject to Council's rights and to the Lessee complying with the Lessee's obligations under this lease, the Lessee may use the Property during the Term without interference from Council.

### **9.2 Right to enter**

Council may (except in an emergency when no notice is required) enter the Property after giving the Lessee reasonable notice:

- 9.2.1 to see the state of repair of the Property;
- 9.2.2 to do repairs to the Property or other works that cannot reasonably be done unless Council enters the Property;
- 9.2.3 to do anything the Council must or may do under this lease or must do under any Legislation or to satisfy the requirements of any Statutory Authority; and
- 9.2.4 to show prospective lessees through the Property.

### **9.3 Emergencies**

In an emergency Council may:

- 9.3.1 close the Property; and
- 9.3.2 prevent the Lessee from entering the Property.

### **9.4 Works and restrictions**

- 9.4.1 Council may carry out works on the Property (including extensions, renovations and refurbishment).
- 9.4.2 Council must (except in an emergency) take reasonable steps to minimise interference with the Lessee's use and occupation of the Property.

### **9.5 Right to rectify**

The Council may at the Lessee's cost do anything that the Lessee should have done under this lease but that the Lessee has not done or that the Council reasonably considers the Lessee has not done properly.

## **10. DAMAGE OR DESTRUCTION**

### **10.1 Termination for destruction or damage**

- 10.1.1 If the Property is destroyed or are damaged so that it is unfit for the Lessee's use then, within three months after the damage or destruction occurs, Council must give the Lessee either:
  - 10.1.1.1 a notice terminating this lease (on a date at least one month after Council gives notice); or

10.1.1.2 a notice advising the Lessee that Council intends to repair the Property so that the Property is accessible, and the Lessee can use the Property (**Intention to Repair Notice**).

10.1.2 If Council gives an Intention to Repair Notice but does not carry out the repairs within a reasonable time, the Lessee may give notice to Council that the Lessee intends to end this lease if Council does not make the Property accessible and fit for use by the Lessee within a reasonable time (having regard to the nature of the required work) (**Intention to Terminate Notice**).

10.1.3 If Council does not give a notice under this subclause or does not take the action specified in the Intention to Terminate Notice, the Lessee may end this lease by giving Council not less than one month's notice.

## 10.2 **Reduction or abatement of Lease Fee**

10.2.1 While the Property is unfit or inaccessible, the Yearly Amounts are reduced unless:

10.2.1.1 the Property is unfit or inaccessible; or

10.2.1.2 an insurer refuses to pay a claim,

as a result of a deliberate or negligent act or omission of the Lessee.

10.2.2 The level of the reduction (if any) depends on the nature and extent of the damage.

10.2.3 If the level of the reduction (if any) cannot be agreed it must be determined by a Valuer.

## 11. **NEW LEASE**

11.1 The Lessee must give written notice to Council at least six months (but not more than 12 months) before the expiry of the Term of the Lessee's desire to enter into a new lease.

11.2 Council makes no representations or undertakings that a new lease will be granted at the end of the Term.

## 12. **REDEVELOPMENT, ASSET RATIONALISATION AND DEMOLITION**

If as part of any redevelopment, asset rationalisation or other project conducted by Council that includes the Property (**Redevelopment**), or for any other reason, Council wishes to demolish or acquire vacant possession of the Property or any part of the Property, then Council may:

12.1 terminate this lease subject to the following provisions:

12.1.1 Council must provide the Lessee with details of the proposed Redevelopment sufficient to indicate a genuine proposal to carry out that Redevelopment within a reasonably practicable time after this lease is to be terminated;

12.1.2 at any time after providing the Lessee with those details, Council may give the Lessee a written notice of termination of this licence

(**Termination Notice**) specifying the date on which this lease is to come to an end being a date not less than six months after the Termination Notice is given. Unless terminated earlier by the Lessee under clause 12.1.3, this lease comes to an end at midnight on the day specified in the Termination Notice;

12.1.3 at any time after receiving a Termination Notice, the Lessee may terminate this lease by giving not less than seven days' written notice to Council; and

12.1.4 when either party terminates this lease under this clause, the rights and obligations of Council and the Lessee under this lease (except with regard to an existing breach) come to an end; rights with regard to an existing breach continue; or

12.2 negotiate with the Lessee as to the financial and maintenance contribution which is required from the Lessee in order for Council to reconsider undertaking the Redevelopment. Council may, at any reasonable time during these negotiations exercise any of its other rights under this clause.

### 13. **RIGHTS AND OBLIGATIONS ON EXPIRY**

#### 13.1 **Expiry**

This lease comes to an end at midnight on the last day of the Term unless it is terminated earlier by Council or the Lessee under this lease.

#### 13.2 **Handover of possession**

Before this lease comes to an end, the Lessee must:

13.2.1 remove all of the Lessee's Equipment and repair any damage caused by such removal;

13.2.2 remove and reinstate any alterations or additions made to the Property by the Lessee; and

13.2.3 complete any repairs or maintenance that the Lessee is obliged to carry out under this lease.

#### 13.3 **Abandoned goods**

If, when this lease comes to an end, the Lessee leaves any goods or equipment at the Property, then Council may deal with and dispose of those goods as Council determines.

#### 13.4 **Holding over**

If, with Council's consent, the Lessee continues to occupy the Property after the end of this lease, the Lessee does so under a monthly tenancy, which:

13.4.1 either party may terminate on one month's notice given at any time; and

13.4.2 is on the same terms as this lease.

## **14. BREACH**

### **14.1 Payment obligations**

The Lessee must make payments due under this lease:

- 14.1.1 without demand (unless otherwise provided);
- 14.1.2 without set-off, counter-claim, withholding or deduction;
- 14.1.3 to Council or as Council directs; and
- 14.1.4 by direct debit or other means directed by Council.

### **14.2 Council's rights on breach**

- 14.2.1 Council may come onto the Property and remedy a breach of this lease without notice:
  - 14.2.1.1 in an emergency; or
  - 14.2.1.2 if the Lessee breaches any provision of this lease and fails to remedy the breach within 14 days after receiving notice requiring it to do so.
- 14.2.2 The Lessee must pay or reimburse Council on demand for all costs of remedying the breach.

### **14.3 Breach and re-entry**

If:

- 14.3.1 the Lessee fails to pay a sum of money when due and fails to remedy that failure within 14 days after receiving notice requiring it to do so;
- 14.3.2 the Lessee breaches any other provision of this lease and fails to remedy the breach within 14 days after receiving notice requiring it to do so; or
- 14.3.3 the Property is unoccupied or unused for one month or more without Council's consent,

then despite any other clause of this lease, Council:

- 14.3.4 may re-enter and repossess the Property, without prejudice to its other rights; and
- 14.3.5 is discharged from any claim by or obligation to the Lessee under this lease.

### **14.4 Rights of Council not limited**

A power or right of Council under this lease or at law resulting from a breach or repudiation of this lease by the Lessee, or the exercise of such power or right, does not limit Council's powers or rights.



## **14.5 Repudiation and damages**

14.5.1 The following provisions are essential terms of this lease:

14.5.1.1 the obligation to pay Outgoings;

14.5.1.2 the provisions about use of the Property;

14.5.1.3 the provisions about additions and alterations to the Property; and

14.5.1.4 the restriction on assignment, subleasing and licensing.

14.5.2 Council does not waive the essential nature of an essential term by accepting late payment of any money or by failing to exercise its rights or by delay in doing so.

14.5.3 Any breach of an essential term by the Lessee is a repudiation of this lease. Council may at any time accept that repudiation, rescinding this lease.

## **14.6 Interest on overdue amounts**

The Lessee must pay to the Council interest on any overdue amount on demand from when the amount becomes due until it is paid in full. Interest is calculated on outstanding daily balances at the Default Rate.

## **14.7 Landlord and Tenant Act**

A notice under section 10 of the *Landlord and Tenant Act 1936* (SA) must allow 14 days for the Lessee to remedy a breach of this lease if it is capable of remedy and to make reasonable compensation in money to the satisfaction of Council. No period of notice is required in respect of non-payment of the Licence Fee.

## **15. INDEMNITY AND RELEASE**

### **15.1 Risk**

The Lessee occupies and uses the Property at the Lessee's risk.

### **15.2 Indemnity**

The Lessee is liable for and must indemnify Council against all actions, liabilities, penalties, claims or demands for any loss, damage, injury or death incurred or suffered directly or indirectly including in connection with:

15.2.1 any act or omission of the Lessee;

15.2.2 the overflow or leakage of water or any other harmful agent into or from the Property;

15.2.3 any fire on or from the Property;

15.2.4 loss or damage to property or injury or death to any person caused by the Lessee, the use of the Property by the Lessee or otherwise relating to the Property;

15.2.5 a breach of this lease by the Lessee; or

15.2.6 the Lessee's use or occupation of the Property.

### 15.3 Release

The Lessee releases Council from all actions, liabilities, penalties, claims or demands for any damage, loss, injury or death occurring on the Property except to the extent that they are caused by Council's negligence.

### 15.4 Indemnities are independent

Each indemnity is independent from the Lessee other obligations and continues during this lease and after this lease ends.

## 16. GOODS AND SERVICES TAX

16.1 If Council is liable to pay GST in connection with a supply under this lease, then:

16.1.1 the Agreed Consideration for that supply is exclusive of GST;

16.1.2 Council may increase the Agreed Consideration or the relevant part of the Agreed Consideration by the GST Rate; and

16.1.3 the Lessee must pay the increased Agreed Consideration on the due date for payment by the Lessee of the Agreed Consideration.

16.2 Where the Agreed Consideration is increased under this clause, Council must, on or before the date on which the Agreed Consideration is payable, issue a tax invoice to the Lessee.

16.3 If the Lessee breaches this clause and as a result Council becomes liable for penalties or interest for late payment of GST, then the Lessee must pay Council on demand an amount equal to the penalties and interest.

## 17. RESUMPTION

17.1 Council may terminate this lease by giving at least three months' written notice to the Lessee if Council receives notice of resumption or acquisition of the Property or any part of it from or by any Statutory Authority.

17.2 Council may terminate this lease immediately by giving written notice to the Lessee if the Property or any part of it is Crown land dedicated to a particular purpose and:

17.2.1 it is withdrawn from Council's care control and management;

17.2.2 the purpose for which it has been dedicated is altered under section 18 of the *Crown Land Management Act 2009* (SA); or

17.2.3 the dedication is revoked under section 19 of the *Crown Land Management Act 2009* (SA) or other legislation.

17.3 Termination of this lease under this clause releases each party from further liability under this lease, but does not affect a party's rights or liabilities for a prior breach.

## **18. DISPUTE RESOLUTION**

- 18.1 A party must not commence arbitration or court proceedings (except for urgent equitable or injunctive relief) in respect of a dispute under this lease unless it first attempts to resolve the dispute by negotiation and mediation.
- 18.2 A party claiming that a dispute has arisen under this lease must give written notice to the other party specifying the nature and details of the dispute.
- 18.3 On receipt of that notice by the other party, the parties must negotiate in good faith to resolve the dispute. If the parties are unable to resolve the dispute within 14 days, they must promptly refer the dispute:
  - 18.3.1 in the case of Council, to Council's Chief Executive Officer; and
  - 18.3.2 in the case of the Lessee, to the Lessee Chairperson or President.
- 18.4 Those persons must meet to attempt to resolve the dispute and must be authorised to resolve the dispute.
- 18.5 If those persons are unable to resolve the dispute within 14 days of referral, a party may refer the dispute for mediation under the mediation rules of the Law Society of South Australia Inc to:
  - 18.5.1 a mediator agreed by the parties; or
  - 18.5.2 if the parties are unable to agree on a mediator within five days, a mediator nominated by the President of the Law Society or the President's nominee is to be appointed.
- 18.6 The role of a mediator is to assist in negotiating a resolution of the dispute. A mediator may not make a decision that is binding on a party unless that party has agreed in writing.
- 18.7 Any information or documents disclosed by a party during mediation:
  - 18.7.1 must be kept confidential; and
  - 18.7.2 may not be used except to attempt to resolve the dispute.
- 18.8 Each party must bear its own mediation costs. The parties must bear equally the costs of any mediator.
- 18.9 If possible, each party must perform its obligations under this lease during negotiations, mediation and arbitration proceedings.

## **19. MISCELLANEOUS**

### **19.1 Approvals and consents**

Unless otherwise provided, Council may in its discretion give (conditionally or unconditionally) or withhold any approval or consent under this lease.

### **19.2 Entire agreement**

This lease:

- 19.2.1 constitutes the entire agreement between the parties about the Property;
- 19.2.2 supersedes any prior understanding, agreement, condition, warranty, indemnity or representation about the Property.

### 19.3 **Waiver**

If Council accepts or waives any breach by the Lessee, that acceptance or waiver cannot be taken as an acceptance or waiver of any future breach of the same obligation or of any other obligation under this lease.

### 19.4 **Exercise of power**

- 19.4.1 The failure, delay, relaxation or indulgence by a party in exercising a power or right under this lease is not a waiver of that power or right.
- 19.4.2 An exercise of a power or right under this lease does not preclude a further exercise of it or the exercise of another right or power.

## 20. **NOTICE**

20.1 A notice, demand, consent, approval or communication under this lease (**Notice**) must be in writing, in English and signed by a person authorised by the sender.

20.2 Notice may be given:

- 20.2.1 by leaving it at a party's site address last notified;
- 20.2.2 by sending it by pre-paid mail to the party's postal address last notified; and
- 20.2.3 by sending it by electronic mail to the party's email address last notified.

20.3 Notice is deemed to be received by a party:

- 20.3.1 when left at the party's site address;
- 20.3.2 if sent by pre-paid mail, six Business Days after posting; and
- 20.3.3 if sent by electronic mail, at the time and on the day the message is showing on the sender's electronic mail system has having been properly transferred or transmitted,

however if the notice is deemed to be received after 5:00pm or on a day that is not a Business Day it is deemed to be received the next Business Day.

20.4 If two or more people comprise a party, notice to one is effective Notice to all.

## 21. **COSTS**

21.1 Unless this lease specifies otherwise, if a party has an obligation to do something under this lease, that obligation must be complied with at that party's cost.

- 21.2 On request, the Lessee must pay or reimburse to Council all legal and other costs incurred by Council in consequence of any actual or threatened breach by the Lessee under this lease or in exercising or enforcing (or attempting to do so) any rights or remedies of Council under this lease or at law or otherwise arising in consequence of any actual or threatened breach by the Lessee.
- 21.3 The parties will bear their own costs of and incidental to the preparation, negotiation and execution of this lease.

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## **Schedule 1      Special Conditions**

### **1.      PERFORMANCE CRITERIA**

- 1.1      The Lessee must comply with and document compliance with the performance criteria contained in Schedule 2.
- 1.2      The Lessee acknowledges and agrees that the Lessee's compliance with the performance criteria contained in Schedule 2 during the Term may be considered by Council in determining whether and/or on what basis to enter into subsequent arrangements with the Lessee with respect to the Property, including any new lease after the expiry of the Term.

### **2.      REPAIR AND MAINTENANCE**

#### **2.1      Repair**

- 2.1.1      The Lessee must keep and maintain the Property and the Lessee's Equipment in good repair and condition (including undertaking any structural or capital repairs, maintenance, replacements or upgrades required during the Term) to ensure the Property is maintained to an adequate community standard having regard to the Permitted Use (as reasonably determined by Council) at all times.
- 2.1.2      If Council requires, the Lessee must promptly repair any damage to the Land caused or contributed to by the act, omission, negligence or default of the Lessee.
- 2.1.3      Without limiting any general obligation the Lessee has under this lease, the Lessee must comply with the specific maintenance, repair, replacement and upgrade obligations allocated to the Lessee in the table of Maintenance and Repair Responsibilities contained in Schedule 3.
- 2.1.4      Council will comply with the specific maintenance, repair, replacement and upgrade obligations allocated to Council in the table of Maintenance and Repair Responsibilities contained in Schedule 3, having regard to the availability from time to time of Council's resources and personnel and hierarchy of priorities across its portfolio of community and recreation facilities.
- 2.1.5      Any inconsistency in the table of Maintenance and Repair Responsibilities contained in Schedule 3 that cannot be resolved by reference to this lease is to be resolved having regard to Council's existing *Community and Recreation Facilities Framework*.

#### **2.2      Gardening**

The Lessee must keep well-watered, trimmed and mowed (as the case may be) all plants, shrubs, garden and lawn areas on the Property (other than trees).

#### **2.3      Cleaning**

The Lessee must keep the Property:

- 2.3.1      clean and tidy; and

2.3.2 free of vermin, insects and other pests.

**3. TURF/OPEN SPACE**

If the Property includes a turf playing field or oval, the parties must comply with the open space management provisions contained in Schedule 4, unless otherwise agreed, which provisions will override the terms in the remainder of this lease as regards to turf only, to the extent of any inconsistency.

**4. PLAY SPACE**

If the Property includes a play space, the parties must comply with the play space management provisions contained in Schedule 5, unless otherwise agreed, which provisions will override the terms in the remainder of this lease as regards the play space only, to the extent of any inconsistency.

**5. TREES**

If there are trees located on the Property, the parties must comply with the tree management provisions contained in Schedule 6, unless otherwise agreed, which provisions will override the terms in the remainder of this lease as regards the trees only, to the extent of any inconsistency.

**6. ALTERATIONS BY LESSEE**

6.1 The Lessee must not carry out any alterations or additions to the Property without Council's consent.

6.2 The Lessee must provide full details of the proposed alterations and additions to Council.

6.3 Council may impose any conditions it considers necessary if it gives its approval, including requiring the Lessee to obtain Council's consent to any agreements that the Lessee enters into in relation to the alterations or additions.

6.4 The Lessee must carry out any approved alterations and additions:

6.4.1 in a proper and professional manner;

6.4.2 in accordance with the conditions imposed by Council and with the approvals made by Council in its capacity as lessor under this lease (and separate to any Statutory Requirements);

6.4.3 in accordance with all Statutory Requirements; and

6.4.4 in a way to minimise disturbance to others.

6.5 Unless otherwise agreed in writing between the parties, all alterations and additions to the Property made pursuant to this clause become the property of Council.

6.6 The Lessee must pay all of Council's costs (including consultant's costs and legal costs) as a result of the Lessee's alterations and additions.

- 6.7 Any improvements made to the building / structure by the Lessee with Council approval, by either way of grant funding or Lessee funding, must be maintained at the Lessee's cost.

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## **Schedule 2      Performance Criteria**

### **1.      GOOD GOVERNANCE**

- Provision of Annual General Meeting and Special General Meeting agendas and minutes including financial reports (to be audited at the Lessee's cost on request).
- Evidence of financial sustainability, including no debt with Council or defaults on loans with Council.
- Evidence of integration of quality management into operations including capacity building, good governance and planning as evidenced through provision of an annual business plan, current constitution, policies and procedures and current affiliated accreditation with associated State bodies (or similar).

### **2.      UTILISATION**

- Evidence of membership/use/participant numbers and hours of use on an annual basis.
- Evidence of activities and initiatives undertaken to increase utilisation of the Property.
- Initiatives to increase membership or participant numbers.
- Evidence of shared use of the Property by the community or other community clubs and organisations to ensure optimal use of the Property.

### **3.      MAINTENANCE**

- A maintenance program for general maintenance of the Property.
- All buildings are maintained to a standard suitable for the activity they are being used for.
- All buildings are maintained to a standard suitable to ensure community safety.
- All buildings are maintained to ensure compliance with Statutory Requirements.

### **4.      SOCIAL INCLUSION**

- The activity undertaken or service provided is non-discriminatory and is open to all residents who meet stated criteria for participation.
- The use of the Property will increase social inclusion, increase community participation and/or will promote health and well-being in the community.
- Activities support wider social inclusion targets, which may include such groups as:
  - persons from a low socio-economic background
  - persons over 60 years of age
  - persons who identify as Aboriginal or Torres Straight Islanders

- persons from a culturally and linguistically diverse background
- children 17 years of age and younger
- persons with a physical or intellectual disability
- female participation in sport.

**5. VOLUNTEER MANAGEMENT**

Promoting, supporting and developing volunteers and having appropriate policies and procedures in place to ensure the safety and wellbeing of volunteers.

**6. ENVIRONMENTAL INITIATIVES**

Promoting and implementing environmental initiatives such as the reduction of single-use plastics, waste reduction, recycling initiatives or energy efficient practices or investments such as solar panels or stormwater harvesting and re-use.

### Schedule 3 Maintenance and Repair Responsibilities

Item/Cost	Council Responsibility	Lessee Responsibility
PCBU – RCD test & tagging,	*	
Fire safety in extinguishers, blankets, pumps & hose reels	*	
Emergency & exit lighting	*	
Asbestos register, identification and maintenance as required in accordance with legislation	*	
Termite inspection and treatment of such as required		*
Pest control inspections and treatments for insects, vermin and pest (other than termites)		*
Electrical – Main power board, maintenance		*
Electrical – Main power board, additions e.g. A/C & solar systems		*
Internal operation - Test & Tagging – portable devices including fridges, fryers, ovens etc		*
Cyclic roof & gutter cleaning ( 6 monthly) – pre winter & pre bush fire season		*
Plumbing – blocked drains, broken fixtures - general maintenance		*
Gas appliances inspections & maintenance – gas supply charges		*
Painting – internal		*
Painting – exterior		*
Timber Floors – maintenance		*
Timber floors – replacement		*
Carpet & tiles floor – maintenance		*
Carpet & tiles floor – Replacement		*
Fencing & gates – Maintenance		*
Fencing & gates - Replacement		*
Roofs, gutters & downpipes – maintenance (Note: high risk / working at heights)		*
Roofs – replacement (Note: high risk / working at heights)	*	
Gutters & down pipes – replacement ( Note high risk / working at heights)		*
Carpark maintenance, drain clearing, traffic management (e.g. leaf litter, water run-off)		*
Carpark maintenance, drain clearing, traffic management – Proactive biannual maintenance traffic management and reactive / urgent maintenance to rutting, corrugation, potholing or looseness that poses a risk to the community will be the responsibility of Council	*	
External paving & pathways, access ramps – maintenance		*
External paving & pathways, access ramps – replacement		*
Sport – Oval Lighting -maintenance		*
Sport – Oval Lighting – upgrades and renewals		*
Sports – Amenity lighting – maintenance		*

Sports – Amenity lighting Maintenance of an urgent safety nature will be the responsibility of Council	*	
Toilets (within facilities) – consumables & cleaning		*
Toilet renovations (within facilities) – including fixtures and fittings		*
Toilet repairs and maintenance (within facilities) – including fixtures fittings and damage		*
Toilets (within facilities) – consumables & cleaning		*
Graffiti removal		*
Vegetation & tree pruning (subject to Council approval)		*
Vandalism, CCTV, defibrillators, first aid kits		*
Solar panels – Cyclic Maintenance / Reactive Repairs		*
Hot water service – electric / gas / solar – maintenance		*
Hot water service – electric / gas / solar – replacement		*
Kitchen renovations – plumbing / appliances / cabinetry		*
Septic tanks – empty & repairs (Note: high risk / confined space)		*
Septic tanks – replacement (Note: high risk / confined space)	*	
Building lighting maintenance (Note: working at heights)		*
A/C Cyclic – 6 / 12 monthly maintenance (Winter / Summer) including air vents and filtration systems		*
Stormwater maintenance including drains & watercourses e.g. around ovals– annual maintenance		*
Bore – Council Owned –replacement / capital upgrades	*	
Irrigation infrastructure (sprinklers, lateral lines, wiring, cables, controllers) – capital	*	
Security systems –Repairs & Cyclic Maintenance / system monitoring charges		*
Work required due to, a failure by the Lessee to comply with its repair and maintenance obligations under this agreement. Costs will be passed on in full to the lessee but undertaken by Council staff		*

Note:-

Reactive maintenance – (also known as breakdown maintenance) refers to repairs that are done when equipment has already broken down, in order to restore the equipment to its normal operating condition.

Cyclical Maintenance – is defined as work that requires to be carried out on an agreed cycle/ basis

**Schedule 4      Open Space Management**

“Not applicable”

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**Schedule 5      Play Space**

“Not applicable”

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**Schedule 6      Trees**

“Not applicable”

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**EXECUTED** as an agreement

**Council**

**Signed for Adelaide Hills Council** by its  
authorised delegate in the presence of:

.....  
Signature of witness

.....  
Signature of authorised delegate

.....  
Name of witness (print)

.....  
Name of authorised delegate (print)

.....  
Position of authorised delegate

**Lessee**

**The COMMON SEAL of THE UNITING  
CHURCH IN AUSTRALIA PROPERTY  
TRUST (SA)** was hereunto Affixed  
pursuant to a resolution passed at a  
meeting of the Members of the trust:

.....  
Signature of Committee/Board Member  
*(Please delete as applicable)*

.....  
Signature of Committee/Board Member  
*(Please delete as applicable)*

.....  
Name (print)

.....  
Name (print)



## Annexure A Plan





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## **Correspondence for Noting**

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# OFFICIAL

15 December 2025

Hon. Blair Boyer MP  
Minister for Police (with responsibility for road safety)  
PO Box 1111  
GOLDEN GROVE VILLAGE SA 5125  
Email: Minister.Boyer@sa.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

We, the undersigned Mayors and Chief Executive Officers of twenty-one (21) South Australia Local Government Authorities, write to express our strong support for the High Productivity Vehicle Network (HPVN) and the Greater Adelaide Freight Bypass (GAFB) projects.

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## OFFICIAL

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Adelaide Hills Council



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Adelaide Hills Council



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Campbelltown City Council



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City of Adelaide



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City of Burnside



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City of Burnside



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**Mayor Angela Evans**  
City of Charles Sturt



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**Mr Paul Sutton, CEO**  
City of Charles Sturt

OFFICIAL



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City of Holdfast Bay



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**Ms Pamela Jackson, CEO**  
City of Holdfast Bay



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City of Mitcham



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City of Mitcham



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City of Norwood Payneham & St Peters



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City of Prospect



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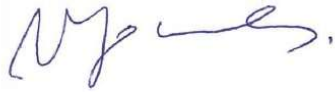
**Mayor Michael Coxon**  
City of West Torrens



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**Mr Angelo Catinari, CEO**  
City of West Torrens

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Corporation of the Town of Walkerville



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Alexandrina Council



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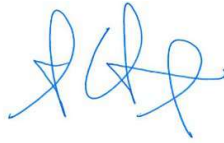
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Mount Barker District Council

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Renmark Paringa Council



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**Mr Tony Siviour, CEO**  
Renmark Paringa Council



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The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge



# OFFICIAL

15 December 2025

Hon. Catherine King MP  
Minister for Infrastructure, Transport, Regional Development  
and Local Government  
PO Box 6022  
House of Representatives  
Parliament House  
CANBERRA ACT 2600  
Email: Minister.King@mo.infrastructure.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater  
Adelaide Freight Bypass**

We, the undersigned Mayors and Chief Executive Officers of twenty-one (21) South Australia Local Government Authorities, write to express our strong support for the High Productivity Vehicle Network (HPVN) and the Greater Adelaide Freight Bypass (GAFB) projects.

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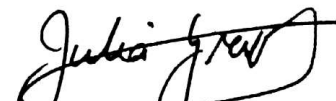
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**Ms Julia Grant, CEO**  
City of Burnside



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**Mayor Angela Evans**



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**Mr Paul Sutton, CEO**

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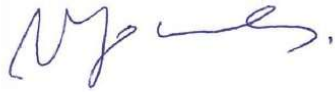


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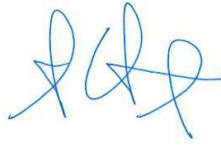
Mount Barker District Council



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**Mayor Wayne Thorley**  
The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Hon. Clare Scriven MLC  
Minister for Primary Industries and Regional Development  
GPO Box 1671  
ADELAIDE SA 5001  
Email: Minister.Scriven@sa.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

We, the undersigned Mayors and Chief Executive Officers of twenty-one (21) South Australia Local Government Authorities, write to express our strong support for the High Productivity Vehicle Network (HPVN) and the Greater Adelaide Freight Bypass (GAFB) projects.

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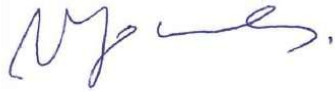


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**Mr Angelo Catinari, CEO**  
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## OFFICIAL




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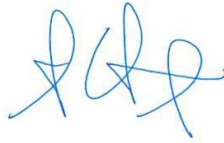
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**Mayor Wayne Thorley**  
The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Hon. Emily Bourke MLC  
Minister for Infrastructure and Transport  
GPO Box 1533  
ADELAIDE SA 5001  
Email: Minister.Bourke@sa.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

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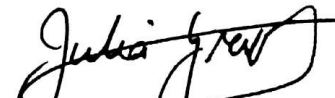
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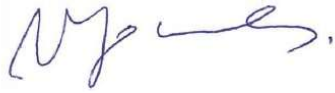
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**Mr Angelo Catinari, CEO**  
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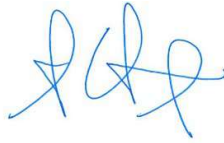
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# OFFICIAL

15 December 2025

Hon. Kristy McBain MP  
Minister for Regional Development, Local Government  
and Territories  
PO Box 6022  
House of Representatives  
Parliament House  
CANBERRA ACT 2600  
Email: Minister.Mcbain@MO.regional.gov.au

Dear Minister,

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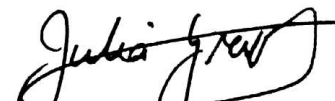
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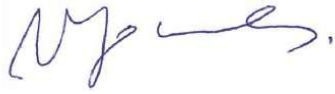


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**Mr Angelo Catinari, CEO**

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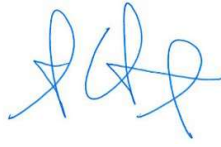
Mount Barker District Council



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**Mayor Peter Hunter**  
Renmark Paringa Council

Mount Barker District Council



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**Mr Tony Siviour, CEO**  
Renmark Paringa Council



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**Mayor Wayne Thorley**  
The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Hon. Kristy McBain MP  
Minister for Regional Development, Local Government  
and Territories  
PO Box 6022  
House of Representatives  
Parliament House  
CANBERRA ACT 2600  
Email: Minister.Mcbain@MO.regional.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater  
Adelaide Freight Bypass**

We, the undersigned Mayors and Chief Executive Officers of twenty-one (21) South Australia Local Government Authorities, write to express our strong support for the High Productivity Vehicle Network (HPVN) and the Greater Adelaide Freight Bypass (GAFB) projects.

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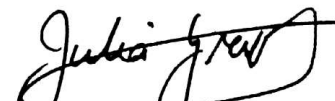
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City of Adelaide



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**Mayor Anne Monceaux**  
City of Burnside



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**Ms Julia Grant, CEO**  
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**Mayor Angela Evans**



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**Mr Paul Sutton, CEO**

# OFFICIAL

City of Charles Sturt



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**Mayor Amanda Wilson**  
City of Holdfast Bay

City of Charles Sturt



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**Ms Pamela Jackson, CEO**  
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**Mayor Heather Holmes-Ross**  
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**Mayor Michael Coxon**

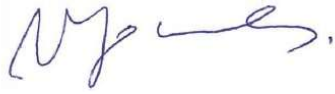


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**Mr Angelo Catinari, CEO**

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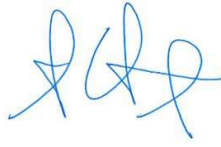
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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Hon. Nick Champion MP  
Minister for Planning  
GPO Box 11032  
ADELAIDE SA 5001  
Email: MinisterChampion@sa.gov.au

Dear Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

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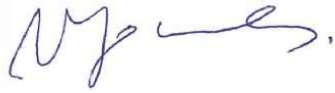
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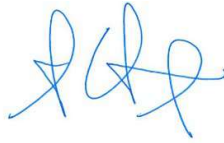
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The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Mr. Craig Holden  
Chair  
State Planning Commission  
GPO Box 1815  
ADELAIDE SA 5001  
Email: [saplanningcommission@sa.gov.au](mailto:saplanningcommission@sa.gov.au)

Dear Mr. Holden,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

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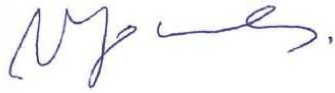
**Mayor Michael Coxon**  
City of West Torrens



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City of West Torrens

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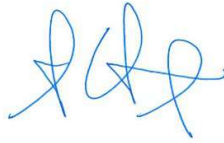
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**Mayor Wayne Thorley**  
The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

# OFFICIAL

15 December 2025

Mr. Jon Whelan  
Chief Executive  
Department of Infrastructure and Transport  
GPO Box 1533  
ADELAIDE SA 5001  
Email: Jon.Whelan@sa.gov.au

Dear Mr. Whelan,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

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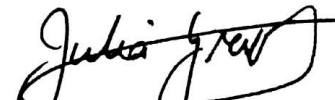
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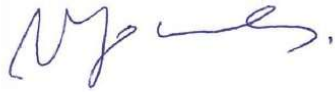
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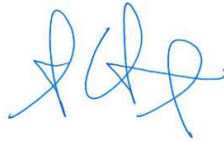
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# OFFICIAL

15 December 2025

Senator the Hon. Anthony Chisholm MP  
Assistant Minister for Regional Development  
PO Box 6100  
Senate  
Parliament House  
CANBERRA ACT 2600  
Email: AM.Chisholm@resources.gov.au

Dear Assistant Minister,

**SUBJECT: Joint Advocacy for the High Productivity Vehicle Network / Greater Adelaide Freight Bypass**

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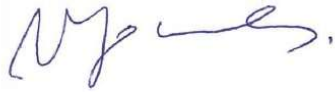
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Mount Barker District Council



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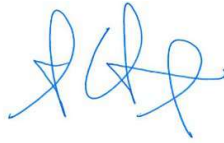
**Mr Andrew Stuart, CEO**  
Mount Barker District Council

# OFFICIAL



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**Mayor Peter Hunter**  
Renmark Paringa Council



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**Mr Tony Siviour, CEO**  
Renmark Paringa Council



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**Mayor Wayne Thorley**  
The Rural City of Murray Bridge



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**Ms Heather Barclay, CEO**  
The Rural City of Murray Bridge

**Hon Joe Szakacs MP**

LG25/00100

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

By email: [officeofthceo@ahc.sa.gov.au](mailto:officeofthceo@ahc.sa.gov.au)

Dear Mr Georgopoulos

Thank you for writing to me about my decision not to approve the Adelaide Hills Council's (Council) request to withdraw from the Gawler River Floodplain Management Authority (GRFMA).

As I indicated in my response, I gave careful consideration to the information provided by the Council, in addition to the submissions from the then Minister for Climate, Environment and Water and GRFMA's other constituent councils.

This included consideration of the Council's views regarding its geographic and operational relevance, financial equity and the relevance of GRFMA's Business Case and Stormwater Management Plan. However, as I advised previously, I am of the view that—

- All councils in the Gawler River catchment have a responsibility to contribute towards flood mitigation and participate in GRFMA to achieve its functions and objectives.
- The withdrawal of a council from GRFMA would impact the delivery of the GRFMA Business Case and the ability for GRFMA to attract future co-investment from both the South Australian and Australian governments.

In relation to the Council's concerns regarding the cost-sharing model provided for in the GRFMA Charter, these are matters which should be discussed directly with GRFMA and its constituent councils. Therefore, I encourage the constituent councils to work together to resolve these matters and ensure the GRFMA Charter provides for appropriate financial contributions.

I trust this information is of assistance.

Yours sincerely

**Hon Joe Szakacs MP**  
Minister for Trade and Investment  
Minister for Industry, Innovation and Science  
Minister for Local Government  
Minister for Veterans' Affairs

18/2 / 2025



**Government  
of South Australia**

**Minister for Trade and  
Investment**

**Minister for Industry,  
Innovation and Science**

**Minister for Local  
Government**

**Minister for Veterans'  
Affairs**

GPO Box 1533  
ADELAIDE SA 5001

T: (08) 7133 2070

E: [minister.szakacs@sa.gov.au](mailto:minister.szakacs@sa.gov.au)



9 December 2025

The Hon Joe Szakacs  
Minister for Local Government  
GPO Box 1533  
Adelaide SA 5000

Via email: [minister.szakacs@sa.gov.au](mailto:minister.szakacs@sa.gov.au)

Dear Minister

*Joe,*

**Follow-Up: Request for Further Information – Gawler River Floodplain Management Authority Withdrawal Decision**

I am writing to follow up on correspondence dated 28 August 2025, in which Adelaide Hills Council sought further information regarding your 10 July 2025 decision (LG25/00100 refers) not to approve Council's request to withdraw from the Gawler River Floodplain Management Authority (GRFMA).

To date, Council has not received a response to this request. Given the significance of the matter and its implications for both Council and our community, I respectfully reiterate the request for further information regarding the decision. In particular, feedback would be appreciated on the following points:

1. The weight given to Council's geographic and operational irrelevance within the catchment;
2. Considerations of financial equity, including the current cost-sharing model and Council's lack of benefit from GRFMA infrastructure;
3. The relevance and role of the GRFMA's Business Case and Stormwater Management Plan; and
4. The influence and weight of submissions received from other Constituent Councils and government departments.

A clear explanation of the Ministerial reasoning will assist Council in determining its next steps, including consideration of the Charter's provisions and ongoing engagement with other Constituent Councils. Council remains committed to transparency and accountability to the community and to working constructively with all stakeholders.

We note that since our correspondence to you in August, it has become apparent that the GRFMA may have public liability exposure in relation to the Bruce Eastwick Dam. The flow on implications for Council are concerning, particularly in the context of the residents of Adelaide Hills Council receiving minimal benefit from the Dam. This further context makes the reasoning behind your decision even more important.

Thank you for your attention to this matter. I look forward to your response.



63 Mount Barker Road  
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Phone: 08 8408 0400  
Fax: 08 8389 7440  
mail@ahc.sa.gov.au  
[www.ahc.sa.gov.au](http://www.ahc.sa.gov.au)

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Greg', is written over a large, light blue circular stamp or watermark.

Greg Georgopoulos  
Chief Executive Officer



16 December 2025

Mr Lino Di Lernia  
Chairman  
Gawler River Floodplain Management Authority  
PO Box 366  
Seacliff SA 5049

Via email: [chair@grfma.com](mailto:chair@grfma.com)

Dear Lino

**Request to Present to the Audit and Risk Committee of the Adelaide Hills Council on Insurance Aspects of the Bruce Eastick North Para Flood Mitigation Dam**

The Audit and Risk Committee of Adelaide Hills Council has expressed an interest in receiving a presentation from the GRFMA on the Bruce Eastick North Para Flood Mitigation Dam (the dam). The Committee is particularly keen to understand the insurance aspects of the dam, and with several new Committee members, it would be a good opportunity for the committee to gain a deeper understanding of the GRFMA and what it means to be a member council.

While the Minutes have not yet been made publicly available, I understand the matter was discussed at the recent GRFMA Board meeting on 4 December 2025 (items 6.1 and 8.2), and that a presentation was provided by Mr Tom Gersekowski, Senior Engineer – Dam at GHD.

The next Audit and Risk Committee meeting is scheduled for 16 February 2026 at the Stirling Council Chambers, commencing at 6:30pm. Remote attendance can be arranged if that is more convenient for you.

If you could please confirm your availability by 6 February 2026 to assist with scheduling that would be greatly appreciated. Your input would be greatly appreciated.

Wishing you a wonderful Christmas and festive season.

Yours sincerely



**Greg Georgopoulos**  
**Chief Executive Officer**  
**Adelaide Hills Council**

# **MINUTES**

## **GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD**

**9:45am Thursday 4 December 2025**

**City of Playford Civic Centre, 10 Playford Boulevard, Elizabeth**

### **1. Meeting of the Board**

#### **1.1 Welcome by the GRFMA Chairperson**

Mr Lino Di Lerna formally welcomed Board Members, Deputy Board Members, and the Executive Officer and opened the 160th meeting of the Board.

#### **1.2 Present**

- Mr Lino Di Lerna, Independent Board Member, Chair
- Mr James Miller, Adelaide Plains Council, Board Member
- Cr Mel Lawrence, Adelaide Plains Council, Deputy Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mr Ashley Curtis, Town of Gawler, Board Member
- Cr Brian Sambell, Town of Gawler, Deputy Board Member
- Mayor Bill Close, Light Regional Council, Board Member
- Mr Mark McShane, 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 Apologies**

- Cr Paul Koch, Town of Gawler, Board Member
- Mr Jake McVicar, The Barossa Council, Board Member
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Ms Jade Ballantine, Adelaide Hills Council, Board Member

#### **1.4 Appointment of Observers**

Nil

#### **1.5 Declarations of Interest**

Nil

## 2. Confirmation of Minutes

### 2.1 GRFMA Ordinary Meeting Minutes

**GB61/25**      **GRFMA Ordinary Meeting Minutes**  
**Moved:**      Cr Malcolm Herrmann  
**Seconded:**    Mayor Bill Close

*That the Minutes of the Gawler River Floodplain Management Authority Board meeting held on 16 October 2025 be confirmed as a true and accurate record of that meeting.*

**CARRIED UNANIMOUSLY**

### 2.2 Actions on Previous Resolutions

Nil

### 2.3 Matters Arising from the Minutes

Nil

## 3. Questions on Notice

Nil

## 4. Motions on Notice

Nil

## 5. Presentations

Mr Tom Gersekowski, Senior Engineer – Dams at GHD provided a presentation (via meeting link) on the Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam 2025 report, Agenda Item 8.2 at 10.30am.

## 6. Audit and Risk Committee

### 6.1 Audit and Risk Committee Meeting Minutes 25 November 2025

**GB62/25**      **Audit and Risk Committee Meeting Minutes 25 November 2025**  
**Moved:**      Cr Malcolm Herrmann  
**Seconded:**    Mayor Bill Close

*That the GRFMA:*

- 1. Receives the minutes of the Gawler River Floodplain Management Authority Audit and Risk Committee meeting held on 25/11/2025.*
- 2. Requests the GRFMA Executive Officer to make a submission to the LGA Asset Mutual Fund (LGAAMF) to consider appropriate insurance coverage for the Bruce Eastick North Para Flood Mitigation Dam.*

**CARRIED UNANIMOUSLY**

## 7. Technical Assessment Panel

### 7.1 Technical Assessment Panel Appointment

**GB63/25      Technical Assessment Panel Appointment**

**Moved:**        Mr Greg Pattinson

**Seconded:**    Mr James Miller

*That Mr Philip Kuhn, City of Playford be appointed to membership of the GRFMA Technical Assessment Panel as a Constituent Council representative.*

**CARRIED**

## 8. Reports

### 8.1 Gawler River Flood Management Business Case

**GB64/25      Gawler River Flood Management Business Case**

**Moved:**        Mr James Miller

**Seconded:**    Cr Malcolm Herrmann

*That the GRFMA:*

1. *Notes with appreciation, GRFMA's successful application for Disaster Ready Fund (DRF) Round Three funding of \$774,000.*
2. *Endorses the GRFMA Chairman and Executive Officer to:*
  - a. *Complete the required funding agreements and implementation plan.*
  - b. *Initiate actions, to determine the availability and cost of suitable resources to undertake the required project works.*
  - c. *Continue to engage with all stakeholders, including Members of Parliament, industry representatives and key State Government agencies to work through the Dam raise and Levee improvement funding options.*
3. *Receives a project progress report at the February 2026 meeting.*
4. *Requests the Executive Officer to write to the relevant Minister expressing appreciation for allocation of DRF funding.*

**CARRIED UNANIMOUSLY**

### 8.3 Financial Report

**GB65/25      Financial Report**

**Moved:**        Mr Mark McShane

**Seconded:**    Cr Mel Lawrence

*That the GRFMA receives the financial report as of 25 October 2025, showing a cash at bank balance of \$ 113,458.51.*

**CARRIED UNANIMOUSLY**

#### **8.4 Executive Officer Report**

**GB66/25 Executive Officer Report**

**Moved:** Mr Greg Pattinson

**Seconded:** Mr James Miller

*That the GRFMA receives the report.*

**CARRIED UNANIMOUSLY**

#### **8.5 Schedule of Ordinary GRFMA Meetings**

**GB67/25 Schedule of Ordinary GRFMA Meetings**

**Moved:** Mr Greg Pattinson

**Seconded:** Mr James Miller

*That the Schedule of ordinary GRFMA meetings, each commencing at 9:45am, for 2026 be:*

- *Thursday 12 February 2026, Light Regional Council*
- *Thursday 16 April 2026, Adelaide Hills Council*
- *Thursday 25 June 2026, The Barossa Council*
- *Thursday 20 August 2026, Town of Gawler*
- *Thursday 15 October 2026, Adelaide Plains Council*
- *Thursday 10 December 2026, City of Playford*

**CARRIED UNANIMOUSLY**

### **9. Correspondence**

#### **9.1 SA Stormwater Management Authority – Approval of the Gawler River Stormwater Management Plan**

**GB68/25 SA Stormwater Management Authority – Approval of the Gawler River Stormwater Management Plan**

**Moved:** Cr Clint Marsh

**Seconded:** Cr Mel Lawrence

*That the correspondence be received.*

**CARRIED UNANIMOUSLY**

10.24am formal meeting procedures suspended to allow for a short break.

10.30am formal meeting procedures resumed.

#### **8.2 Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam**

Mr Tom Gersekowski, Senior Engineer – Dams at GHD, provided a presentation (via meeting link) on the Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam 2025 report.

**GB69/25 Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam**

**Moved:** Cr Malcolm Herrmann

**Seconded:** Cr Clint Marsh

*That the GRFMA:*

1. *Receives a presentation from GHD on the Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam, report.*
2. *Requests the GRFMA Executive Officer to report estimated costs, including engineering aspects, for inspection recommendations at the February 2026 GRFMA Audit and Risk Committee and GRFMA Board meetings.*

**CARRIED UNANIMOUSLY**

**10. Confidential**

Nil

**11. Urgent Matters Without Notice**

Nil

**12. Next Meeting**

**Date and Time:** Thursday 9:45am, 12 February 2026

**Host:** Light Regional Council

**13. Closure**

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 10.59am.

Chair \_\_\_\_\_ Date \_\_\_\_\_

# Gawler River Floodplain Management Authority

*Adelaide Hills Council, Adelaide Plains Council, The Barossa Council,  
Town of Gawler, Light Regional Council, City of Playford*

## KEY OUTCOMES SUMMARY GRFMA Board Meeting – 4 December 2025

### Gawler River SMP

The meeting received correspondence from the SA Stormwater Management Authority advising approval of the Gawler River Stormwater Management Plan.

### Presentations

Mr Tom Gersekowski, Senior Engineer – Dams at GHD provided a presentation (via meeting link) on the Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam 2025 report,

### Insurance coverage for the Bruce Eastick North Para Flood Mitigation Dam

The GRFMA Executive Officer was requested to make a submission to the LGA Asset Mutual Fund (LGAAMF) to consider appropriate insurance coverage for the Bruce Eastick North Para Flood Mitigation Dam.

### Technical Assessment Panel Appointment

Mr Philip Kuhn, City of Playford was appointed to membership of the GRFMA Technical Assessment Panel as a Constituent Council representative.

### Business Case Gawler River Floodplain Flood Management.

The meeting noted with appreciation, GRFMA's successful application for Disaster Ready Fund (DRF) Round Three funding of \$774,000 and endorsed the GRFMA Chairman and Executive Officer to:

- a. Complete the required funding agreements and implementation plan.
- b. Initiate actions, to determine the availability and cost of suitable resources to undertake the required project works.
- c. Continue to engage with all stakeholders, including Members of Parliament, industry representatives and key State Government agencies to work through the Dam raise and Levee improvement funding options.

The Executive Officer was also requested to write to the relevant Minister expressing appreciation for allocation of DRF funding.

### Intermediate Surveillance Inspection of Bruce Eastick North Para Flood Mitigation Dam

The Executive Officer was requested to prepare a report of estimated costs, including engineering aspects, for inspection recommendations at the February 2026 GRFMA Audit and Risk Committee and GRFMA Board meetings.

### Financial Report

The financial report as of 25 October 2025 provided a cash at bank balance of \$113,458.51 with internal cash lending for CAD offset of \$ 331,589,072

### Schedule of Meetings

The 2026 schedule of ordinary GRFMA meetings, each commencing at 9:45am, is:

- Thursday 12 February 2026, Light Regional Council
- Thursday 16 April 2026, Adelaide Hills Council
- Thursday 25 June 2026, The Barossa Council
- Thursday 20 August 2026, Town of Gawler
- Thursday 15 October 2026, Adelaide Plains Council
- Thursday 10 December 2026, City of Playford

## Hon Joe Szakacs MP

LG25/00690  
PREM - fB509046

Mr Greg Georgopoulos  
Chief Executive Officer  
Cr Mark Osterstock  
Boundary Change Committee  
Adelaide Hills Council  
63 Mount Barker Road  
STIRLING SA 5152



**Government  
of South Australia**

**Minister for Trade and  
Investment**

**Minister for Industry,  
Innovation and Science**

**Minister for Local  
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**Minister for Veterans'  
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By email: [officeoftheceo@ahc.sa.gov.au](mailto:officeoftheceo@ahc.sa.gov.au)

Dear Mr Georgopoulos and Cr Osterstock

Thank you for writing to the Hon Peter Malinauskas MP, Premier of South Australia, to all Ministers and to me, on behalf of the Adelaide Hills Council (the Council) regarding council boundary change proposals. As the matter you have raised falls within my portfolio responsibilities, the Premier has asked me to respond on behalf of the Government. I apologise for the delay in responding to you.

As you are aware, the South Australian Local Government Boundaries Commission (the Commission) is the independent body that assesses and investigates council boundary change proposals and makes recommendations to the Minister for Local Government (the Minister), under the *Local Government Act 1999* (the Act).

I note the Council's support of my recent decision, to reject some of the Commission's recommendations in relation to the separate Town of Gawler's boundary change proposal.

This decision was based on my view that a council boundary change affecting the Concordia Growth Area could negatively impact land releases, infrastructure planning, and ultimately, the delivery of critically needed housing development in this area, which is fundamental to delivering the South Australian Government's Housing Roadmap. I also understand that there was strong community feedback received throughout the inquiry from Hewett residents who wished to remain in the Light Regional Council.

I further note the Council's concerns regarding the Campbelltown City Council's boundary change proposal to expand that Council's boundaries to include portions of Rostrevor and Woodforde that are currently within the Adelaide Hills Council.

In accordance with the Act, the Commission must consider a wide range of matters that may be relevant to making recommendations for a boundary change proposal, including the effect on councils' overall functions as you have raised.





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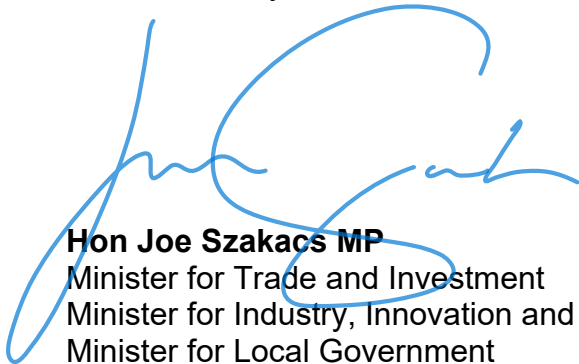
The Commission's inquiries must include full consideration of the financial implications and impact on resources the proposal is likely to have on any council affected by the proposal.

The Commission must also undertake comprehensive consultation on any general boundary change proposal and consider the extent of support for the proposal and boundary reform in the area within the community affected by the general proposal, and the extent of support for the general proposal of any council affected by the general proposal.

It is important to note that my involvement is limited to making a determination when the Commission has completed its inquiry, published a report with recommendations on its website and provided the report to me. Therefore, I encourage the Council to continue constructive engagement with the Commission as it completes its work.

I trust this information is of assistance.

Yours sincerely



**Hon Joe Szakacs MP**  
Minister for Trade and Investment  
Minister for Industry, Innovation and Science  
Minister for Local Government  
Minister for Veterans' Affairs

6 / 12 / 2025

cc: Hon Peter Malinauskas MP, Premier of South Australia

# QUARTERLY STRATEGIC ACTIVITY & INSIGHTS REPORT

Report prepared for Adelaide Hills Council

September – December 2025





## 1 INTRODUCTION

This quarterly report has been prepared to provide Member Councils with a clear, accessible overview of AHRWMA's key activities, decisions and sector developments for the period. To support complete reporting for the 2026 financial year, the report also incorporates outcomes from the September meetings. Our aim is to increase the knowledge of the work we do with our most valued stakeholders, strengthen transparency, support informed decision-making, and highlight the work underway to deliver on the 2024–2034 Strategic Plan and our vision.

Inside this report you'll find a summary of the major items considered by the Audit & Risk Committee (ARC) and Board (excluding detailed budget reviews which due to commercial sensitivities is provided separately), a brief recap of the Board workshop and a snapshot of quarterly operational data shared with each Member Council. We've also included a short update on other notable activities across the organisation and the wider waste and resource recovery sector.

Together, these components provide a concise picture of AHRWMA's progress, priorities, and ongoing commitment to supporting our region through best-practice waste management and circular economy leadership. Feedback and questions are always welcomed.

## 2 SUMMARY OF AUDIT AND RISK COMMITTEE MEETINGS

Two Committee meetings were held during the period:

- 9 September 2025
- 11 November 2025.

The next scheduled Committee meeting is Tuesday 10 February 2026. The key topics considered at the meetings included:

### **Interim Audit – Financial Controls**

External Auditors Galpins presented their interim audit findings highlighting that AHRWMA has no high-risk weaknesses identified. A small number of low-level risks were identified with Administration already implementing appropriate corrective actions to address these.

### **Assurance Mapping & Internal Audit Plan**

Following a compliant procurement process, earlier in 2025 Bentley's were engaged by AHRWMA on a three-year contract to undertake Internal Audit functions. At the September meeting Bentley's presented on their findings of the assurance mapping work undertaken and an agreement to complete one audit per year was made. The initial audit will focus on the weighbridge activities and EPA compliance, given the foundational importance of these activities to the business, with a cyber security framework review proposed for year two. A rolling review will be undertaken after each audit to ensure relevance of the next audit.

### **Recruitment of additional ARC Members**

Principally due to constraints with ensuring a quorum for decision making at ARC meetings and reflecting on the current skillset of the Committee and future strategic and visionary projects, an agreed recruitment process for a further one or two Independent Members was reinitiated. The activities associated with this process continued for the remainder of the quarter with the Board and subsequent endorsement by Member Councils (as required under legislation) scheduled to take place in early 2026.

### **Budget Review 1**

The ARC considered AHRWMA's first quarter financial results, taking time to walk through the key drivers behind income and expenditure changes. They noted the organisation's overall financial stability and endorsed Budget Review 1 for recommendation to the Board.

### **Risk Appetite Statements**

As part of AHRWMA's risk development maturity, the ARC considered the newly developed and proposed Risk Appetite Statements, discussing how they will guide decision-making and support more consistent risk management across the Authority. The proposed statements covering the seven identified risk areas were recommended to the Board.

Other matters of note reviewed included:

- Review of AHRWMA's risk matrix;
- CEO credit card expenditure;
- Revision of the updated Board and Committee Member Code of Conduct;
- Review of the Quarterly data reporting to member Councils; and
- Review of the Board approved policies register (noting and commending Administration on having all completely up to date).

## **3 SUMMARY OF BOARD MEETINGS**

Two Board meetings were held during the period:

- 25 September 2025
- 20 November 2025.

The next scheduled Board meeting is Thursday, 19 February 2026. The key topics considered at the meetings included:

### **Adoption of the FY2025 Annual Report**

The FY2025 Annual report was adopted including an unmodified (unqualified) audit opinion by the Auditors, indicating that the financial statements present a true and fair view in accordance with applicable standards and legislation. AHRWMA achieved an Operating Surplus of \$158k, which was \$70k short of meeting the long-term target ratio of 2%. This is not of concern given the ebbs and flows experienced with the business.

### **Charter Review**

Extensive stakeholder engagement, legal review and industry benchmarking has helped shape a modernised, clearer and more flexible Charter that better supports the delivery of our 2024–2034 Strategic Plan and vision. Proposed improvements include the introduction of skilled independent Board members, streamlined governance processes, and strengthened long-term planning provisions. These updates position AHRWMA for growth, innovation and improved service delivery, while maintaining strong accountability to our Member Councils. Once finalised the Charter will be distributed in early January to Member Councils for endorsement. The CEO will encourage a presentation to each elected member body to step through the rationale of the proposed changes.

### **Brinkley Site Master Plan – Progress Update**

Work commenced on the development of a 30–50 year Master Plan for the Brinkley site — a pivotal project in AHRWMA's transition toward a regional circular economy hub. Following a competitive procurement process, Master Plan SA have been appointed as consultants and early stage work is underway. The Master Plan will consider future infrastructure design, resource recovery opportunities, disaster-waste management, precinct development, and site efficiency improvements. This forward-thinking project will position AHRWMA to diversify revenue, reduce reliance on landfill, and support the long-term waste needs of the region. Completion is scheduled for March 2026, with a presentation to the Annual Mayors and CEOs Strategy day.

### **Proposed Risk Appetite Statements**

AHRWMA developed and presented its first set of Risk Appetite Statements, providing a clear and proactive framework for decision-making across the organisation. These statements articulate how we balance opportunity and risk in areas such as service design, financial sustainability, asset management,

people, growth and environmental stewardship. An implementation plan and annual review cycle will now be undertaken of the seven key risk areas.

#### **Correspondence – Battery Fire Risk Joint Letter**

The AHRWMA Chair joined South Australia's other regional waste authorities to co-sign a sector-wide letter to the Minister for Climate, Environment and Water regarding the rising risk of battery-related fires. The joint advocacy highlights the urgent need for statewide action, improved legislation, and industry-wide stewardship to protect workers, facilities and communities. Taking a leadership role in this sector-wide advocacy reinforces AHRWMA's commitment to safety, environmental responsibility, and proactive engagement with government and industry partners.

Other matters of note reviewed included:

- Presentation of the ARC Annual Report (included within the AHRWMA FY25 Annual Report);
- Copy of AHRWMA's response to the Draft SA Waste Strategy 2025-2030;
- FY2026 Annual Plan Progress report;
- Endorsement of the updated Board and Committee Member Code of Conduct;
- Review of the Quarterly data reporting to member Councils; and
- CEO Annual Performance Assessment (in confidence).

## **4 BOARD NOVEMBER WORKSHOP SUMMARY**

### **Brinkley Site & Materials Opportunities Report**

As a forerunner to the Brinkley Site masterplan work, AHRWMA engaged highly respected waste consultants Rawtec to undertake a site and materials opportunities report. Rawtec presented the report to the Board, which highlighted several key areas of current and future opportunities. These will be integrated into the master plan and a strategy for exploration devised by Administration.

### **Risk Appetite Session (Jo Caliss, LGRS)**

The Board participated in a guided session on AHRWMA's proposed Risk Appetite Statements, led by Jo Callis from Local Government Risk Services. Jo outlined what risk appetite means for an organisation like AHRWMA, why it matters, and how it connects to strategic planning, operational decision-making, and resource allocation. The session stepped the Board through the process used to develop the draft statements, including executive workshops, risk category analysis, and the alignment to AHRWMA's strategic goals. Discussion focused on how appetite levels (averse, cautious, accepting, open) apply to key areas such as assets, finance, governance, people, environmental sustainability, and service delivery. The Board provided feedback and asked questions to help refine the final statements.

### **Capping Trial Update (Catherine Stone, Circular Economy Officer)**

The Board received an update from Catherine Stone, AHRWMA's Circular Economy Officer, on the progress of the landfill capping trial.

Catherine provided an overview of how the trial is being implemented, the early observations from site monitoring, and the expected benefits in terms of operational efficiency, environmental performance, and long-term site management. The Board had an opportunity to ask questions and understand how the trial will inform future infrastructure and rehabilitation planning.

## **5 OTHER HAPPENINGS**

AHRWMA has established an agreement with Mount Barker District Council (MBDC) to host an AHRWMA employed Waste Operations Officer at MBDC. This partnership enhances regional waste management capability, demonstrates the strong integration between the organisations and will result in symbiotic benefits to both parties. Funded predominately by MBDC, a formal Service Level Agreement outlining this arrangement has been completed and executed by both parties.

Recruitment for the position has concluded, with Gina Handby accepting a 12-month full-time contract commencing on 10 February 2026. Gina brings strong experience in waste management and local government sectors with the Panel highly confident in her ability to support the delivery of MBDC waste-related services.

## 6 QUARTERLY DATA REPORTING

AHRWMA’s quarterly data reporting has been developed to give Member Councils clearer visibility of how waste and resource recovery services are performing across the region. This report brings together the wide range of data collected — from weighbridge receipts and landfill monitoring to Resource Recovery Centre throughput— and translates it into practical insights that support informed decision-making.

This initiative is intended to help Councils better understand their local waste trends, identify opportunities for improvement, community education, and track progress toward community-level outcomes.

The framework will continue to evolve as we refine the templates, test new metrics, and incorporate feedback from Member Councils. Over time, the data will also support modelling, forecasting and strategic planning, helping ensure the region is positioned for future growth, environmental responsibility and circular economy outcomes.

The following pages present your Council’s quarterly results, along with comparative year-on-year data.







## LEVIED TONNES DISPOSED TO THE BRINKLEY LANDFILL BY ADELAIDE HILLS COUNCIL

YEAR TO DATE FY26	OCT-DEC 2025	OCT-DEC 2024	VARIANCE BETWEEN QTRS	HOW MANY?
----------------------	-----------------	-----------------	--------------------------	-----------

### TONNES TO LANDFILL

	5150 T	2663 T	2523 T	140 T	34 Blue Whales
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### SOLID WASTE LEVY PAID

	\$678,181	\$353,248	\$333,360	\$19,888	
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### LEVIED KERBSIDE TONNES

	3827 T	1920 T	1900 T	20 T	540 African Elephants
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### LEVIED RESOURCE RECOVERY CENTRE TONNES

	1323 T	743 T	623 T	120 T	1060 Giraffes
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## MATERIALS DIVERTED FROM LANDFILL\*

YEAR TO DATE FY26	OCT-DEC 2025	OCT-DEC 2024	VARIANCE BETWEEN QTRS	HOW MANY?
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### MATTRESSES RECOVERED

	2,963	1,626	1,261	365	Laid end to end, from Stirling to Heathfield and back
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### ORGANICS TO PEATS

	779 T	436 T	467 T	-31 T	5 Blue Whales
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### MULCH SOLD

	1354 T	978 T	306 T	673 T	This could cover 173 tennis courts at the Crafers Tennis Club
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### CONCRETE RECEIVED

	884 T	513 T	560 T	-47 T	980 American Byson
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### REUSED CRUSHED AGGREGATE

	51.5 T	9.5 T	27 T	-17.5 T	This could cover 0.5 courts at the Uraidla Netball Club
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\*This data is inclusive of materials received at the Brinkley and Heathfield Resource Recovery Centres.




## MATERIALS COLLECTED AT ADELAIDE HILLS COUNCIL LIBRARY RECYCLE HUB

	YEAR TO DATE FY26	OCT-DEC 2025	OCT-DEC 2024	VARIANCE BETWEEN QTRS	HOW MANY?
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### X-RAYS

	221 kg	96.5 kg	117.5 kg	-21 kg	4 Eastern Grey Kangaroos
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### E-WASTE

	150 kg	71 kg	80.5 kg	-9.5 kg	4 Emus
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### CORDS

	92 kg	47 kg	43 kg	4 kg	3 Hairy Nosed Wombats
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### MOBILE PHONES

	45 kg	15 kg	21.5 kg	-6.5 kg	15 Spotted Quolls – Watch out!!
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### BATTERIES

	146 kg	49.5 kg	104 kg	-54.5 kg	15 Koalas
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## What's new in Quarter 2?

Quarter 2 has seen significant developments in South Australia's waste and resource recovery landscape. Most notably, Green Industries SA has released **Accelerating SA's Transition to a Circular Economy: South Australia's Waste Strategy 2025-30**, which sets updated priorities for circular economy outcomes, stronger materials recovery, and improved community participation in waste avoidance. For local government, the strategy provides clearer direction on future service expectations, infrastructure needs, and behaviour-change priorities. AHRWMA will support member councils by interpreting the implications of the strategy, identifying opportunities for regional collaboration, and aligning our programs and reporting with the strategic targets set for the state.

This quarter has also highlighted the growing risk of battery-related fires in waste and recycling systems, both statewide and nationally. Recent reporting identifies at least three confirmed battery-related fires in South Australia, including a fire in a recycling collection truck servicing Adelaide's CBD as well as major incidents at the Port Augusta and Goolwa waste and recycling depots—all linked to incorrectly disposed lithium-ion batteries. These incidents

form part of a broader trend, with the waste and recycling sector experiencing more than 10,000 battery-related fires per year across Australia.

These events underscore the critical need for **strong, consistent community education** on safe disposal of batteries, particularly those embedded in everyday household items. To address this, AHRWMA and AHC continue to collaborate closely on coordinated public messaging—including **joint site tours, aligned social media campaigns**, and shared messaging—to improve community understanding of safe disposal pathways and available drop-off locations. This integrated regional approach ensures consistent, effective communication across member councils, reducing risks to collection crews, protecting key infrastructure, and supporting the broader transition to safer and more sustainable waste practices.





**Resilient  
Hills &  
Coasts**

# **Annual Report**

## **2024-25**



## Who we are

Resilient Hills & Coasts is a collaborative, cross-sector partnership working to strengthen the climate resilience of communities, economies and natural and built environments, across the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region.

Resilient Hills and Coasts is one of the Regional Climate Partnerships of South Australia. Our partners are:

- Six Councils – Adelaide Hills, Alexandrina, Kangaroo Island, Mount Barker, Victor Harbor and Yankalilla
- Two Landscape Boards – Hills & Fleurieu and Kangaroo Island
- Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island
- The Department for Environment and Water.

The Resilient Hills & Coasts is a partnership that is formally established under a Regional Sector Agreement, which is a statutory instrument under the *Climate Change and Greenhouse Emissions Reduction Act 2007*, and is signed every five years by heads of partner organisations and the Minister for Climate Change. On 5 June 2017, Resilient Hills & Coasts partners signed its first Regional Sector Agreement, affirming their commitment to working together. This agreement was renewed twice: in 2021 and 2025.

The partners work together under the [Terms of Reference](#) and through a Steering Committee to progress priority actions laid out in our [Regional Climate Action Plan 2025-2030](#).

## Our priorities

Our [Regional Climate Action Plan 2025-2030](#) cements the purpose of our partnership – to connect, influence and deliver. It identifies five focus areas for us to concentrate our efforts:

- Resilient and Biodiverse Landscapes
- Climate Ready Housing
- Community Resilience
- Climate Risk Management
- Telling the Story.

The plan is evidence-driven, has been shaped by our partners, and provides a clear roadmap for action towards a more resilient Adelaide Hills, Fleurieu Peninsula, and Kangaroo Island region.

Our priority actions for the next two years are summarized on our one-page [Activity Plan 2025-2027](#).

## Our major achievements so far



On 21 February 2025, Deputy Premier Susan Close (front), with (back left to right) Adelaide Hills Mayor Jan-Claire Wisdom, Alexandrina Council Mayor Keith Parkes, District Council of Yankalilla Mayor Darryl Houston, City of Victor Harbor Mayor Moira Jenkins, Hills & Fleurieu Landscape Board Chair David Greenhough, Regional Development Australia Adelaide Hills, Fleurieu & Kangaroo Island Chair James Sexton and Mount Barker District Council Mayor David Leach signed a new five-year Sector Agreement.

At the formal ceremony held at Laratinga Pavilion in Mount Barker, Deputy Premier and Minister for Climate, Environment and Water, the Hon. Susan Close MP, renewed the five-year sector agreement with all partners. We also affirmed our commitment to the [Regional Climate Action Plan 2025-2030](#) which sets out the direction for Resilient Hills & Coasts and their collaboration to accelerate climate action and community resilience in our region.

Since the development of the first regional action plan in 2016, the collective has successfully received \$1.2 million in external funding and undertaken 28 projects and more than 40 advocacy and engagement activities. Here is a one page summary of the [Backcast Report](#). The full report, that provides the background, context and physical evidence base that informed our new Regional Climate Action Plan 2025-2030 is found [here](#).

Projects have included the delivery of climate risk governance assessments, coastal adaptation plans, enhanced understanding of climate resilient housing, capability raising on water-sensitive urban design and resilient agriculture.

The partnership also aims to build community capacity and resilience, avoid duplication, share resources, provide a united and trusted voice on climate matters in the region and deliver projects that address shared priorities while saving time and money.

More information about Resilient Hills & Coasts is found on our website at [www.resilienthillscoasts.com](http://www.resilienthillscoasts.com).








## Our major achievements 2014-2025:

- Signed the [five-year sector agreement](#) (2025)
- Launched our new [Regional Climate Action Plan 2025-2030](#) (2025)
- Developed our two year [Activity Plan 2025-2027](#) (2025)
- Launched the [Homes for Tomorrow](#) campaign, a peer-to-peer marketing campaign to encourage consumers to build sustainable homes in growth areas (2025)
- Rolled out the [climate risk training](#) for Elected Members developed by LGASA, to raise awareness about climate risk and the need to embed climate-readiness into Council business (2025)
- Supported the Fleurieu Youth Climate Summits (2022-2025)
- Undertook a [Backcast review](#) by looking at background, context and physical evidence base; and [significant stakeholder engagement](#) to inform the development of a new regional climate action plan (2024)
- Developed the draft Regional Climate Action Plan 2025-2030 (2024)
- Lead and supported coastal hazard mapping and adaptation initiatives with [Kangaroo Island](#), [Alexandrina](#), and [Victor Harbor](#) councils (2019–2024)
- Lead a successful statewide \$1.7M funding bid for [Carbon Outreach officers](#) in every Landscape Board for two years, to raise the carbon market capability of landholders (2023)
- Refreshed our brand and creating our first standalone website (2023)
- Won the [NGAA Partnerships & Building Connections Award](#) (2023)
- Delivered the [Sustainable Homes Expert Webinar series](#) in partnership with other regions, and co-investing in the [My Cool Home tool](#), to empower people to get climate ready at home (2023)
- Delivered the [Bushfire & Biodiversity project](#), bringing together the latest knowledge and best practice, and mapping next steps for the region to build balanced bushfire and biodiversity resilience (2022)
- Supported the Fleurieu AgFests (2023, 2024) and the Climate Smart Farming Forums (2021, 2022) to engage our communities
- Delivered the [Where We Build What We Build Project](#), providing evidence on the climate resilience of our region's housing stock and the economic benefits of building or retrofitting to a climate ready standard (2020)
- Increased regional capabilities and uptake of water sensitive urban design and urban greening (2020–2021)
- Delivered Climate Risk Governance Assessments by five Councils, to assess and embed climate risk management throughout Council business (2019)
- Lead the low carbon transition, including by joining the [Cities Power Partnership](#), installing solar generation, transitioning to LEDs and electric vehicle fleets, and exploring options for a [Community Energy Program](#) (2018)
- Developed the partnership's first [Resilient Hills & Coasts Climate Change Adaptation Plan](#) with significant input from community, business, government, industry and academia (launched 2016).
- Commenced the Resilient Hills & Coasts partnership as one of the original eleven partnerships established by the State Government (2014).

## Our future plans

In June 2025, following the launch of the new [Regional Climate Action Plan 2025-2030](#), the partners developed the [Activity Plan 2025-2027](#). The partnership will work on the following five focus areas in the coming two years:

Focus Area	Purpose	Current and Planned Actions	Ongoing and Exploratory Opportunities
 <p>Resilient and biodiverse landscapes</p>	Strengthen the resilience of our region's biodiversity, food systems and landscapes.	<p>Extend the <b>Bushfire &amp; Biodiversity</b> research project into a community education program</p> <p>Adopt the <b>Hills and Fleurieu Local Food Futures Project</b>, and map its opportunities, gaps and priorities for action</p>	<p>Explore opportunities to support <b>regional drought resilience</b></p> <p>Explore opportunities to support <b>First Nations led landscape resilience</b></p>
 <p>Climate ready housing</p>	Encourage affordable, climate resilient and low emission housing.	Complete the <b>pilot Homes for Tomorrow</b> project	<p>Explore opportunities to <b>extend and leverage Homes for Tomorrow</b></p> <p>Keep advocating for <b>policy improvements and adoption</b> in:</p> <ul style="list-style-type: none"> <li>• Kangaroo Island and Greater Adelaide Regional Plans</li> <li>• Planning &amp; Design Code</li> <li>• National Construction Code</li> </ul>
 <p>Community resilience</p>	Educate and empower our community to build their readiness for the impacts of climate change, and reduce emissions.	<p>Keep supporting the annual <b>Fleurieu Youth Climate Summit</b></p> <p>Host a <b>Circular Economy Summit</b> to inspire regional action and learn from interstate and local examples</p> <p>Host a <b>Community Disaster Resilience Showcase</b> to capture learnings from recent programs and explore scaling those successes</p>	<p>Explore opportunities to support the <b>disaster resilience of the community sector</b></p> <p>Explore opportunities to support <b>water security</b> for households and townships</p>
 <p>Climate risk management</p>	Support integration of climate risk management into plans, projects, operations and service delivery of our partner organisations	<p>Establish a regional <b>Climate Risk Community of Practice</b> for peer support, accountability and capacity building</p> <p>Develop and implement a project to accelerate awareness, capacity and integration of <b>climate risk management in regional Councils</b> (subject to options and budget)</p>	<p>Keep <b>advancing partner action</b> on:</p> <ul style="list-style-type: none"> <li>• Coastal adaptation planning (via Climate Ready Coasts)</li> <li>• Emissions reduction (via Net Zero Accelerate)</li> <li>• Urban greening to cool towns</li> </ul> <p>Support <b>integration of climate risk into regional plans</b>, including:</p> <ul style="list-style-type: none"> <li>• Public Health Plan (S&amp;HLGA)</li> <li>• Transport Plan (S&amp;HLGA)</li> <li>• Investment Priorities Plan (RDA)</li> <li>• Zone Emergency Management Plan (ZEMC)</li> </ul>
 <p>Telling the story</p>	Share stories of the practical and local climate action happening across our region.	<p>Start a library of <b>local climate action stories</b></p> <p><b>Strengthen internal partner engagement</b> by capturing and sharing stories of RH&amp;C impact</p> <p>Convene <b>communities of interest</b> to inform, connect and accelerate action</p> <p>Start annual <b>partner surveys</b> to support evaluation</p>	Implement the <b>Monitoring &amp; Learning Framework</b> and <b>Communications Strategy</b> to clearly convey RH&C's role and impact



## Our funding

We operate on a lean budget, enabled by significant in-kind contributions from our Steering Committee representatives. Our budget funds a Resilient Hills & Coasts Regional Coordinator to support the Steering Committee, identify and pursue funding opportunities, support strategic projects, and undertake advocacy and engagement. Funding to deliver strategic projects is raised separately via partnerships, grants and Council budget bids.

The total available operational funding for 2024-25 was \$154,086.87. This comprised:

- \$75,015.59 in combined contributions from Adelaide Hills, Alexandrina, Mount Barker and Victor Harbor Councils (split according to the Southern & Hills LGA contributions formula);
- \$12,000 from the two Landscape Boards; and
- \$67,071.28 rolled over operational savings from 2023-2024. Total operational expenditure in 2024-25 was \$84,803.96.

Expenses comprised:

- \$72,472.6 for the Resilient Hills & Coasts Coordinator, for 12.5 (two coordinators for the second half of Sep 2024) months at 0.4FTE; and
- \$12,376.36 operational expenses.

The SAFECOM project funding has a **negative** balance of (\$9,051.53) due to the final report to SAFECOM pending submission and approval, and awaiting SAFECOM's final payment of \$10,000 in the first half of 2025-26 financial year.

The total fund balance (operational after deducting SAFECOM losses) of \$60,231.38 will be rolled over to 2025-26.

The Southern & Hills LGA was the Resilient Hills & Coasts auspice body from 1 July 2024 to 30 September 2024; and Regional Development Australia (RDA) Adelaide Hills, Fleurieu and Kangaroo Island was the auspice body from 1 October 2024 to 30 June 2025. All RDA accounts are reported to its board and are independently audited.

The Steering Committee gratefully acknowledges the continued support of the Adelaide Hills, Fleurieu and Kangaroo Island RDA—especially Stephen Shotton, Director of Regional Development, and Leanne Li, Finance Manager—for their ongoing support to the Resilient Hills & Coasts partnership.

## Regional Coordinator

In September 2024, Jen St Jack passed the role of Resilient Hills & Coasts Coordinator to David Bacon. Jen has been the Coordinator for six years.

The Steering Committee extend their heartfelt thanks to Jen for her dedication, leadership and commitment to the partnership. Her pivotal role in securing successful grants was instrumental in enabling our regional collaboration and advancing our shared goals. As Jen steps down from her role, we acknowledge the lasting impact of her contributions and wish her continued success in all her future endeavors.





## Endorsement

This report was prepared for the signatories to the Resilient Hills & Coasts Sector Agreement (2025), pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007*.

The report was adopted by the Resilient Hills & Coasts Steering Committee at its meeting held 17 October 2025.

Endorsed on behalf of the Resilient Hills & Coasts Steering Committee by  
Monika Rhodes (Chair 2024-2025)

Signature

Date



## Resilient Hills & Coasts

Resilient Hills & Coasts | [hello@resilienthillscoasts.com](mailto:hello@resilienthillscoasts.com) | [www.resilienthillscoasts.com](http://www.resilienthillscoasts.com)



Government of  
South Australia



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# **Minutes of Committees**

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**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
WEDNESDAY 10 DECEMBER 2025  
63 MOUNT BARKER ROAD, STIRLING**

***[Please Note: These minutes are unconfirmed until 14 January 2026]***

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**In Attendance**

**Presiding Member**

Geoff Parsons

**Members**

Ross Bateup  
Paul Mickan  
Myles Somers  
Leith Mudge

**In Attendance**

Jess Charlton	Director Community & Development
Deryn Atkinson	Assessment Manager
Blake O'Neil	Team Leader Statutory Planning
Doug Samardzija	Senior Statutory Planner
Sebastien Paraskevopoulos	Senior Statutory Planner
Sarah Kimber	Minute Secretary
Jessica Tonkin	Minute Secretary

**1. Commencement**

The meeting commenced at 6:30pm

**2. Opening Statement**

"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".

**3. Apologies/Leave of Absence**

3.1 Apologies  
Nil

3.2 Leave of Absence  
Nil

**ADELAIDE HILLS COUNCIL  
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**4. Previous Minutes**

4.1 Meeting held 15 October 2025

**The minutes were adopted by consensus of all members** (28)

**That the minutes of the meeting held on 15 October 2025 be confirmed as an accurate record of the proceedings of that meeting.**

**5. Presiding Member's Report**  
Nil

**6. Declaration of Interest by Members of Panel**  
  
Nil

**7. Matters Lying on the Table/Matters Deferred**

7.1 Matters Lying on the Table  
Nil

7.2 Matters Deferred  
Nil

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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**8. Development Assessment Applications – Planning, Development and Infrastructure Act**

- 8.1 Development Application Number 25004416 by Hugh Marquis for Variation to Development Applications 24005474 and 22026215 - variation to remove privacy screens from Ground Floor, Upper Floor and Lower Floor of the dwelling including alteration of associated conditions 8 and 9 of Development Application 22026215, addition of a freestanding privacy screen, and associated dwelling alterations at 15 Highlands Court, Woodforde**

**The Panel accepted the amended Lower Floor plan & Elevation 2 plan provided by the Applicant's representative, for consideration of this development.**

**8.1.1 Representations**

Marcus Rolfe addressed the Panel on behalf of Jim Feng and Siv Kean Hok and Michael Adler addressed the Panel.

The applicant's representatives, Jason Cattonar (Future Urban) and Syd McDonald (McDonald Game Lawyers) addressed the Panel and answered questions from the Panel.

**8.1.2 Decision of Panel**

**The following was adopted by consensus of all members (29)**

**The Council Assessment Panel resolved that:**

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and**
- 2) Development Application Number 25004416 by Hugh Marquis for a variation to Development Application 24005474 and 22026215 - variation to remove privacy screens from Ground Floor, Upper Floor and Lower Floor of the dwelling including alteration of associated conditions 8 and 9 of Development Application 22026215, addition of a freestanding privacy screen, and associated dwelling alterations at 15 Highlands Court, Woodforde is REFUSED Planning Consent subject for the following reasons:**

**ADELAIDE HILLS COUNCIL  
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**General Development Policies  
Design in Urban Areas**

**Performance Outcome 9.1**

The proposed privacy screen is considered to be visually dominant when viewed from the adjoining western allotment which it abuts and is expected to create an enclosed thoroughfare between this boundary and the adjoining dwelling.

**Performance Outcome 10.1:**

The proposal results in direct overlooking from upper-level windows into the private open space of an adjoining residential low-rise dwelling.

**Performance Outcome 10.2:**

The proposal results in direct overlooking from balconies into the outdoor living areas of an adjoining residential low-rise dwelling.

**Performance Outcome 16.1:**

The proposal introduces direct overlooking into outdoor living areas of adjacent residential uses in a neighbourhood-type zone.

**Performance Outcome 28.1**

The proposal results in balconies with insufficient separation from adjoining dwellings to provide visual privacy into outdoor living areas.

**Performance Outcome 28.2**

The proposal results in balconies that do not provide visual privacy of nearby private outdoor areas.

**8.2 Development Application Number 25014685 by Charmaine Richards for**

- 1. Change of use to water extraction industry and packaging facility (industry) with associated landscaping and;**
- 2. Variation of previous Development Authorisation 23015107 to amend the length, height, bench and finished floor levels of the shed and increase the size and number of above ground water storage tanks from 4 to 6 at 50B Collins Road Summertown**

**8.2.1 Representations**

Alice & Matthew Bourke addressed the Panel.

The applicant's representative, Kieron Barnes (Planning Studio) & Nicholas Fenwick (Andy's Water) and the applicant/landowner, Charmaine Richards, addressed the Panel and answered questions from the Panel.

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
WEDNESDAY 10 DECEMBER 2025  
63 MOUNT BARKER ROAD, STIRLING**

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**8.2.2 Decision of Panel**

**The following was adopted by consensus of all members** (30)

**The Council Assessment Panel resolved that:**

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and**
- 2) Development Application Number 25014685 by Charmaine Richards for:**
  - 1. Change of use to water extraction industry and packaging facility (industry) with associated landscaping and**
  - 2. Variation of previous Development Authorisation 23015107 to amend the length, height, bench and finished floor levels of the shed and increase the size and number of above ground water storage tanks from 4 to 6 at 50b Collins Road Summertown is GRANTED Planning Consent subject to the following conditions:**

**CONDITIONS**

**Planning Consent**

- 1) The development granted shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.**
- 2) Except where varied by this authorisation, all other conditions, plans and details relating to Development Authorisation 23015107 continue to apply to this amended authorisation.**
- 3) All roof runoff generated by the development hereby approved shall be managed on-site to the satisfaction of Council within one month of the roof cladding being installed using design techniques such as:**
  - Rainwater tanks**
  - Grassed swales**
  - Stone filled trenches**
  - Small infiltration basins**



**ADELAIDE HILLS COUNCIL  
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Stormwater overflow management shall be designed so as to not permit trespass into the effluent disposal area or trespass onto adjoining properties.

- 4) All The external finishes to the industry building and water tanks herein approved shall be as follows.  
WALLS: Colorbond Monument or similar  
ROOF: Colorbond Monument or similar
- 5) The operating hours of the water extraction, packaging facility and all deliveries to and from the site shall be from 7:30am to 6:30 pm Monday to Friday, excluding public holidays.
- 6) Prior to commencement of the approved use, all forklifts on site associated with the commercial distribution of water shall be fitted with broadband reversing alarms.
- 7) Prior to commencement of the approved use, the acoustic fence shall be installed along the southern boundary in accordance with Site Plan Rev 5 prepared by Plan Ahead Drafting and Design and dated 21 October 2025.

The acoustic fence and industry building approved herein shall be constructed from a minimum 0.42mm base metal thickness (BMT) sheet metal, or an alternative metal with the same or greater surface density (kg/m<sup>2</sup>).

The acoustic fence shall be maintained in good condition at all times and repaired or replaced should it become damaged.

- 8) All waste shall be removed from the subject land at least once a week. Collection of waste shall be carried out only between the hours of 7:30 am and 6:30 pm Monday to Friday.
- 9) Landscaping detailed in Site Plan Rev 5 prepared by Plan Ahead Drafting and Design and dated 21 October 2025 shall include a mixture of mature and juvenile plantings. The landscaping shall be planted in the planting season following construction completion of the shed and maintained in good health and condition at all times. Any such vegetation shall be replaced in the next planting season if and when it dies or becomes seriously diseased.
- 10) Trucks associated with the commercial distribution of water from the land must not exceed 12 per day (Monday to Friday, excluding public holidays) or 60 per week, excluding Saturday, Sunday and public holidays. The operator shall ensure that only one truck is on the land at any one time to permit safe manoeuvring.

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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- 11) A logbook of truck movements to and from the land (both delivery vehicles and commercial water distribution vehicles) referenced in above condition 10 must be maintained with vehicle registration, company name, date, arrival and departure times and provided to Council on request, from the date of Development Approval.
- 12) Overnight parking of any vehicle exceeding 3,000 kg is not to occur on the land.
- 13) The noise associated with activities on site must not exceed a level which is 5 dB(A) below the General Noise Control Provisions of the Environment Protection (Commercial and Industrial Noise) Policy 2023 when measured and adjusted in accordance with that Policy at non-associated dwellings identified on Figure 1 of the Echo Acoustics Environmental Noise Assessment for 50b Collins Road, Summertown, with Reference ID: 734-3, dated 29 August 2025.

**ADVISORY NOTES**

**General Notes**

- 1) No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.
- 2) Appeal rights – General rights of review and appeal exist in relation to any assessment, request, direction or act of a relevant authority in relation to the determination of this application, including conditions.
- 3) This Planning Consent is valid for a period of twenty-four (24) months commencing from the date of the decision, subject to the below or subject to an extension having been granted by the relevant authority. If applicable, Building Consent must be obtained prior to expiration of the Planning Consent.
- 4) Where an approved development has been substantially commenced within 2 years from the operative date of approval, the approval will then lapse 3 years from the operative date of the approval (unless the development has been substantially or fully completed within those 3 years, in which case the approval will not lapse).

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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- 8.3 Development Application 25026323 by Jack Korcz for Variation to DA 24033741 Two storey detached dwelling, ancillary accommodation, swimming pool with associated safety features, front masonry fence with associated outbuilding (gatehouse), retaining walls & associated landscaping to include an undercroft garage and storage area - at 11 Braeside Road Stirling.**

**8.3.1 Representations**  
Nil

**8.3.1 Decision of Panel**

**The following was adopted by consensus of all members (31)**

**The Council Assessment Panel resolved that:**

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and**
- 2) Development Application Number 24033741 by Jack Korcz for Variation to DA 24033741 Two storey detached dwelling, ancillary accommodation, swimming pool with associated safety features, front masonry fence with associated outbuilding (gatehouse), retaining walls & associated landscaping to include an undercroft garage and storage area at 11 Braeside Road, Stirling is GRANTED Planning Consent subject to the following conditions:**

**CONDITIONS**

**Planning Consent**

- 1) The development granted shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.**
- 2) All external lighting shall be directed away from residential development and shielded if necessary to prevent light spill causing nuisance to the occupiers of those residential properties.**
- 3) All external materials and finishes shall be of subdued colours and of a low-light reflective nature which blend with the natural features of the landscape.**

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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**NOTE: browns, greys, greens and beige are suitable and galvanised iron and zinalume are not suitable.**

- 4) Access to habitable buildings where the distance from the public road to the building is greater than 60 m shall be designed and constructed to facilitate the safe and effective:**
- access, operation and evacuation of fire-fighting vehicles and emergency personnel
  - evacuation of residents, occupants and visitors.

**Driveways shall be**

- 1. no greater than 600m in length**
- 2. constructed with a formed, all-weather surface**
- 3. connected to a formed, all-weather public road with the transition area between the road and driveway having a gradient of not more than 7 degrees (1-in-8)**
- 4. a gradient of not more than 16 degrees (1-in-3.5) at any point along the driveway**
- 5. crossfall of not more than 6 degrees (1-in-9.5) at any point along the driveway**
- 6. a minimum formed width of 3m (4m where the gradient of the driveway is steeper than 12 degrees (1-in-4.5)) plus 0.5 metres clearance either side of the driveway from overhanging branches or other obstructions, including buildings and/or structures**
- 7. incorporate passing bays with a minimum width of 6m and length of 17m every 200m**
- 8. provide overhead clearance of not less than 4.0m between the driveway surface and overhanging branches or other obstructions, including buildings and/or structures**
- 9. allow fire-fighting services (personnel and vehicles) to travel in a continuous forward movement around driveway curves by constructing the curves with a minimum external radius of 12.5m**
- 10. allow fire-fighting vehicles to safely enter and exit an allotment in a forward direction by using a 'U' shaped drive through design or by incorporating at the end of the driveway either:**
  - a. a loop road around the building OR**
  - b. a turning area with a minimum radius of 12.5m OR**
  - c. a 'T' or 'Y' shaped turning area with a minimum formed length of 11m and minimum internal radii of 9.5m (Figure 4)**

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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***[Please Note: These minutes are unconfirmed until 14 January 2026]***

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11. incorporate solid, all-weather crossings over any watercourse that support fire-fighting vehicles with a gross vehicle mass (GVM) of 21 tonnes.
  
- 5) Prior to commencement of work, straw bales (or other soil erosion control methods as approved by Council) shall be placed and secured below areas of excavation and fill to prevent soil moving off the site during construction.
  
- 6) A supply of water independent of reticulated mains supply shall be available at all times for fire fighting purposes:
  - a minimum supply of 2,000 (two thousand) litres of water shall be available for fighting purposes at all times; and
  - the water supply shall be located such that it provides the required water; and
  - the water supply shall be fitted with domestic fittings (standard household taps that enable an occupier to access a supply of water with domestic hoses or buckets for extinguishing minor fires); and
  - the water supply outlet shall be located at least 400mm above ground level for a distance of 200mm either side of the outlet; and
  - a water storage facility connected to mains water shall have an automatic float switch to maintain full capacity; and
  - where the water storage facility is an above-ground water tank, the tank (including any support structure) shall be constructed of non-combustible material.
  
- 7) Accommodation of persons within the ancillary accommodation building (outhouse) shall be genuinely ancillary to the use of the existing, proposed dwelling and must include the following:
  1. Only a single point of connection for services such as electricity, water and sewer installed on the land to service the dwelling and ancillary accommodation.
  2. Only one electricity meter and one water meter installed on the land to service the dwelling and ancillary accommodation.
  3. The ancillary accommodation building must share the same on-site wastewater system as the dwelling.
  
- 8) Stormwater management shall be undertaken in accordance with the plan prepared by Gama Consulting, drawing number 2410109 revision D, with all stormwater runoff generated by the development hereby approved to be managed on-site to the satisfaction of Council within one month of the roof cladding being installed.

**ADELAIDE HILLS COUNCIL  
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- 9) Stormwater overflow management shall be designed so as to not permit trespass into the effluent disposal area. All stormwater including hard surface runoff shall be managed on site with no stormwater to trespass onto adjoining properties.
- 10) Backwash water from swimming pool filter(s) shall be directed to the sewer. In non-sewered areas, backwash water shall not be directed to any watercourse, dam, stormwater or septic system. A separate on-site dedicated soakage or irrigation area shall be designed for this purpose.

**ADVISORY NOTES**

**General Notes**

- 1) You as an Applicant may have a right of appeal if this notification is:
  - a refusal
  - conditions of consent

Such an appeal must be lodged within two months of the date of this decision or such longer time as the Environment, Resources and Development Court allows. For assistance with the lodgement of an appeal and its associated costs it is suggested you contact the Court which is located in the Sir Samuel Way Building, Victoria Square, Adelaide, or phone the Court on (08) 8204 2444.

- 2) This Planning Consent is valid for a period of twentyfour (24) months commencing from the date of the decision, subject to the below or subject to an extension having been granted by the relevant authority. If applicable, Building Consent must be obtained prior to expiration of the Planning Consent.
- 3) Where an approved development has been substantially commenced within 2 years from the operative date of approval, the approval will then lapse 3 years from the operative date of the approval (unless the development has been substantially or fully completed within those 3 years, in which case the approval will not lapse).
- 4) No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.

**ADELAIDE HILLS COUNCIL  
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- 5) This consent is strictly limited to works on the subject land. This consent does not permit any alteration to road verge. Works including tree pruning/removal, earthworks, kerbing, storage of material or any alteration to the verge or a reserve requires a separate approval under Section 221 of the *Local Government Act 1999*. For more information regarding this process please visit: <https://www.ahc.sa.gov.au/development/roads-and-construction/authorisation-to-alter-a-public-road>

**9. Development Assessment Applications – Development Act**

Nil

**10. Development Assessment Applications – Review of Decisions of Assessment Manager**

Nil

**11. ERD Court Appeals**

Nil

**12. Policy Issues for Advice to Council**

Nil

**13. Other Business**

**13.1 Report on Revised CAP Operating and Meeting Procedures**

**The following recommendation was adopted by consensus of all members**

**(32)**

**RECOMMENDATION**

1. That the Council Assessment Panel revokes the Operating and Meeting Procedures dated 14 August 2024 and adopts the revised Operating and Meeting Procedures as detailed in Attachment 1 of this report with amendments to Attachment C, as the version dated 10 December 2025.
2. Delegation is provided to the Assessment Manager to make any legislative, formatting or nomenclature changes to the Operating and Meeting Procedures.

**ADELAIDE HILLS COUNCIL  
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING  
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- 13.2 Myles requested that the Bushfire Action Plan for the upcoming bushfire season be confirmed for CAP Meetings on catastrophic and extreme bushfire days.
- 13.3 Geoff congratulated Blake on his appointment to Team Leader Statutory Planning and thanked Sebastien and Doug on acting in the position. Geoff also thanked Panel Members and Staff for their efforts throughout the year.
- 14. Order for Exclusion of the Public from the Meeting to debate Confidential Matters**  
Nil
- 15. Confidential Item**  
Nil
- 16. Next Meeting**  
The next ordinary Council Assessment Panel meeting will be held on Wednesday 14 January 2026.
- 17. Close meeting**  
The meeting closed at 9:07pm.



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**Confidential Items**

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**ADELAIDE HILLS COUNCIL  
ORDINARY COUNCIL MEETING  
Tuesday 28 January 2026  
CONFIDENTIAL AGENDA BUSINESS ITEM**

**Item:** 19.1

**Responsible Officer:** Gary Lewis  
Director Corporate Services  
Corporate Services

**Subject:** S184 - Recovery of Unpaid Rates

**For:** Decision

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**1. S184 - Recovery of Unpaid Rates – 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 Environment & Infrastructure, Jade Ballantine
- Director Corporate Services, Gary Lewis
- Manager Financial Services, Bruce Smith
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoe Gill
- Minute Secretary, Skye Ludzay
- IT Support, Lynette Paltridge

be excluded from attendance at the meeting for Agenda Item 19.1: (S184 - Recovery of unpaid rates) in confidence.

The Council is satisfied that it is necessary that the public, except for 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), the disclosure of which could provide information regarding financial affairs.

Section 90(3)(i) of the *Local Government Act 1999 (SA)*, the information to be received, discussed or considered in relation to this Agenda Item is information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds that will take place, involving the Council or an employee of the Council, the disclosure of which could reasonably be expected to prejudice the legal processes required to progress the sale of land.

**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. Sale of Land for the Recovery of Unpaid Rates – Confidential Item**

**3. S184 - Recovery of Unpaid Rates – 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)(k) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until further order
Related Attachments	Nil
Minutes	Nil for parts 1,2 and 4 of the resolution and until further order for part 3 of the resolution
Other (presentation, documents, or similar)	Nil

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 27 January 2026  
CONFIDENTIAL AGENDA BUSINESS ITEM**

**Item:** 19.2

**Responsible Officer:** Jade Ballantine  
Director Environment and Infrastructure  
Environment and Infrastructure

**Subject:** Land Management Agreement – Burial on Private Land

**For:** Decision

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**1. Land Management Agreement – Burial on Private Land – 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 Environment & Infrastructure, Jade Ballantine
- Director Corporate Services, Gary Lewis
- Director Community & Development, Jess Charlton
- Executive Governance Officer, Zoë Gill
- Minute Secretary, Skye Ludzay
- IT Support, Lynette Paltridge

be excluded from attendance at the meeting for Agenda Item 19.2: (Land Management Agreement – Burial on Private Land) 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), the disclosure of which could provide information regarding financial affairs and health status.

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. Land Management Agreement - Burial on Private Land – Confidential Item**

**3. Land Management Agreement – Burial on Private Land – 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) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until Further Order
Related Attachments	Until Further Order
Minutes	Until Further Order
Other (presentation, documents, or similar)	Until Further Order

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