



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: 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 24 February 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.

A handwritten signature in black ink, appearing to read 'GG', with a small dot at the end.

Greg Georgopoulos
Chief Executive Officer



ORDINARY COUNCIL MEETING

AGENDA FOR MEETING
Tuesday 24 February 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 Kurna 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

Cr Chris Grant – 18 February 2026 to 14 March 2026 – approved 25 November 2025

Cr Kirsty Parkin – 11 February 2026 to 9 March 2026 – approved 27 January 2026

3.2.1. Request: Cr Adrian Cheater – 9 March 2026 to 15 March 2026

3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 10 February 2026

That the minutes of the ordinary meeting held on 10 February 2026 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
Frequency and duration of Elected Member Leave of Absences until 28 April 2026
Advertising and Promotion of Oil and Gas Companies until June 2026
- 7.2. Questions Lying on the Table
Nil

8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
- 8.2. Deputations
Lobethal Community Association
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

- 11.1. Advocacy against proposed destination management zones – Cr Alex Trescowthick
1. *The Council has serious concerns regarding the State Government’s proposed creation of Destination Management Zones (DMZs) on the basis that the model risks diminishing the effectiveness, identity, and resourcing of the Adelaide Hills tourism region.*
 2. *The CEO/Acting Mayor write to the Minister for Tourism, Hon Zoe Bettison and the South Australian Tourism Commission (SATC) to:*
 - a. *Outline Council’s concerns regarding the DMZ proposal.*
 - b. *Highlighting the proven value, governance structure, and industry effectiveness of Adelaide Hills Tourism (AHT) as the principal regional tourism body for the Adelaide Hills.*
 - c. *Requesting that the State Government undertake genuine and meaningful consultation with local councils and the regional tourism industry before progressing any structural changes.*
 3. *The CEO/Acting Mayor write to the Mount Barker District Council, Adelaide Hills Tourism (AHT) and Regional Development Australia outlining Council’s concerns, and communicate with local industry operators Council’s position and inviting collaborative advocacy.*
- 11.2. School Precinct Road Safety – Cr Adrian Cheater

1. *Council notes that site-specific safety concerns may arise within school precincts across the Adelaide Hills Council area, including concerns recently raised regarding Aldgate Primary School, and reaffirms its commitment to supporting safe access to schools in partnership with relevant stakeholders.*
 2. *Council further notes that school precinct safety is a shared responsibility between Council, the Department of Infrastructure and Transport, the Department for Education, school communities and SAPOL, requiring coordinated and risk-based responses.*
 3. *That the CEO provide a summary report for Council's information by April 2026 outlining Council's existing business-as-usual approach to school precinct road safety, including current prioritisation processes, planned works, partnership arrangements and funding practices.*
 4. *The report may include officer observations on minor process or coordination improvements achievable within existing operational resources and adopted budget frameworks.*
- 11.3. Woodside Barracks Development Investigations – Cr Leith Mudge
1. *The Council acknowledges the historical and strategic significance of the Woodside Barracks site and expresses its commitment to advocating for redevelopment outcomes that maximise community benefit.*
 2. *That the CEO investigate options for Council to work collaboratively with State (including Renewal SA) and Federal agencies to identify preferred potential development outcomes which align with Council objectives and deliver the best long-term outcomes for the community.*
 3. *Undertake an investigation that considers the following:*
 - a. *Existing site conditions, including zoning, built form, transport, infrastructure, access, environmental and hazard impacts*
 - b. *Existing and potential local and regional infrastructure considerations, including community, health and education infrastructure*
 - c. *Site suitability for diverse housing, employment and industry, visitor economy, conservation, sports and recreation and community services,*
 - d. *Alignment with Council and State priorities and strategic land use objectives, and key design and character principles for the site.*
 4. *That a report outlining the findings and options be presented to Council following a workshop discussion by 7 July 2026.*

12. ADMINISTRATION REPORTS – DECISION ITEMS

- 12.1. Deputy Mayor Appointment
[Decision 1 \(required if one candidate indicates intention to nominate\)](#)
1. *That the report on the Deputy Mayor Appointment be received and noted.*

2. *To note that the position of Deputy Mayor is currently vacant.*
3. *To note that, while the appointment of a Deputy Mayor is not legislatively mandated, Council supports the appointment of Deputy Mayor to assist continuity of leadership and good governance.*
4. *To note that, under s51(6) of the Local Government Act 1999 if the Mayor is absent, the Deputy Mayor will act in the Office of the Mayor, unless the Mayor has authorised another member of Council to act in place of or represent the Mayor under s59(2) of the Act.*
5. *To appoint Cr _____ to the position of Deputy Mayor to commence 24 February 2026 and conclude at the end of the current council term.*

Decision 2 (required if more than one candidate indicates intention to nominate)

1. *That the report on the Deputy Mayor Appointment be received and noted.*
2. *To note that the position of Deputy Mayor is currently vacant.*
3. *To note that while the appointment of a Deputy Mayor is not legislatively mandated, Council supports the appointment of a Deputy Mayor to assist continuity of leadership and good governance.*
4. *To note that, under s51(6) of the Local Government Act 1999 if the Mayor is absent, the Deputy Mayor will act in the Office of the Mayor, unless the Mayor has authorised another member of Council to act in place of or represent the Mayor under s59(2) of the Act.*
5. *That the method of selecting the Deputy Mayor be by an indicative vote to determine the preferred person, utilising the process as set out within this report.*
6. *To adjourn the Council meeting for the purposes of seeking nominations for, and if necessary, conducting an indicative vote to determine the preferred persons for the Deputy Mayor role, and for the meeting to resume once the results of the indicative voting has been declared.*

Decision 3 (required if meeting is adjourned)

1. *To appoint Cr _____ to the position of Deputy Mayor to commence 24 February 2026 and conclude at the end of the current council term.*

12.2. CEO Leave Policy

1. *That the CEO Leave Policy report be received and noted.*
2. *With an effective date of 3 March 2026, to revoke the CEO Leave Policy, and adopt the amended CEO Leave Policy, at Appendix 2.*

3. *To authorise the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the CEO Leave Policy.*

12.3. CAP Terms of Reference

Decision 1 (required if one candidate per position indicates intention to nominate)

1. *That the report be received and noted.*
2. *To revoke the Council Assessment Panel Terms of Reference dated 27 February 2024 and to adopt the Council Assessment Panel Terms of Reference contained in Appendix 2 of this Report.*
3. *To appoint _____ and _____, the Director Community and Development and Manager Development Services as members of the Council Assessment Panel Independent Member Selection Panel.*

Decision 2 (required if more than one candidate per position indicates intention to nominate)

1. *That the report be received and noted.*
2. *To revoke the Council Assessment Panel Terms of Reference dated 27 February 2024 and to adopt the Council Assessment Panel Terms of Reference contained in Appendix 2 of this Report.*
3. *To determine that the method of selecting the Council Assessment Panel Independent member Selection Panel be by an indicative vote to determine the preferred person(s) utilising the process set out in this Agenda report.*

Decision 3 (required if meeting adjourned)

1. *To appoint _____ and _____, the Director Community and Development and Manager Development Services as members of the Council Assessment Panel Independent Member Selection Panel.*

12.4. Accommodation Project – Heathfield

1. *That the Accommodation Project - Heathfield report be received and noted.*
2. *To endorse the reallocation of funding from the Gumeracha Depot renewal project to provide additional office accommodation at Heathfield Works Depot with a budget of \$245,000, noting a saving of \$14,000.*

12.5. Budget Review 2

1. *That the report on Budget Review 2 2025-26 be received and noted.*
2. *That Council adopts the proposed budget adjustments presented in Budget Review 2 (item , 24 February 2026, Council meeting) which result in:*

- a. *An increase in the Operating Deficit from \$3.130m to \$3.136m for the 2025-26 financial year.*
- b. *A reduction to the capital expenditure budget for 2025-26 of \$3.027m bringing the total budget to \$19.819m*
- c. *proposed financial sustainability indicators relative to Council's agreed targets of the following:*
 - i. *Operating Ratio -4.8% (Target 0% to 10%)*
 - ii. *Net Financial Liabilities Ratio 52% (Target 0% to 100%)*
 - iii. *Asset Renewal Funding Ratio 144% (Target 90% to 110%)*

12.6. Long Term Financial Plan Adoption

1. *That the Long Term Financial Plan report be received and noted.*
2. *To recommend that Council endorse the Long Term Financial Plan as contained in Appendix 1.*
3. *To note that the Chief Executive Officer may make minor changes to the Long Term Financial Plan arising from the Council's consideration of the matter prior to publication.*

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

- 13.1. Q2 Council Performance Report
That the Council Quarterly Performance Report – Q2 2025-26 be received and noted.
- 13.2. Legal Fees
That the report on Legal Fees 2025-26 be received and noted.

14. CORRESPONDENCE FOR NOTING

- 14.1. Electoral Commission South Australia – Adelaide Hills Council Supplementary Election of Mayor
- 14.2. OmbudsmanSA – Local Government Elected Member conflicts of interests
- 14.3. Regional Development Australia – Quarter 2 2025-26 Council Report
- 14.4. South Australian Local Government Boundaries Commission – Campbelltown City Council Boundary Change Inquiry – Clarification on the Updated Process

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 – 14 January 2026
That the minutes of the meeting held on 14 January 2026 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Council Assessment Panel - 11 February 2026

That the minutes of the meeting held on 11 February 2026 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

- 18.2. Audit and Risk Committee - 16 February 2026
That the minutes of the meeting held on 16 February 2026 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

- 18.3. CEO Performance Review Panel
Nil

- 18.4. Boundary Change Committee
Nil

19. CONFIDENTIAL ITEMS

- 19.1. AHRWMA Audit & Risk Committee Member Appointments
- 19.2. ERP Replacement Project
- 19.3. Correspondence – TTEG Update

20. NEXT MEETING

Tuesday 10 March 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
JANUARY 2026			
Tuesday 27 January	Ordinary Council	Stirling	Skye Ludzay
Wednesday 28 January	CEO PRP	Stirling	Zoë Gill
FEBRUARY 2026			
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
Monday 23 February	Workshop	Stirling	N/A
Tuesday 24 February	Ordinary Council	Stirling	Skye Ludzay
MARCH 2026			
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
APRIL 2026			
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
MAY 2026			
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
JUNE 2026			
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
JULY 2026			
Monday 6 July	Workshop	Woodside	N/A
Wednesday 8 July	CAP	Stirling	TBA

DATE	TYPE	LOCATION	MINUTE TAKER
Tuesday 14 July	Ordinary Council	Stirling	Skye Ludzay
Wednesday 15 July	CEO PRP	Stirling	Zoë Gill
Tuesday 21 July	Professional Development	Stirling	N/A
Tuesday 28 July	Ordinary Council	Stirling	Georgie Mckeon
AUGUST 2026			
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	TBA
Tuesday 18 August	Professional Development	Stirling	N/A
Tuesday 25 August	Ordinary Council	Stirling	Georgie McKeon
SEPTEMBER 2026			
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
OCTOBER 2026			
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	TBA
Tuesday 20 October	Professional Development	Stirling	N/A
Wednesday 21 October	CEO PRP	Stirling	Zoë Gill
Tuesday 27 October	Ordinary Council	Stirling	Georgie Mckeon
NOVEMBER 2026			
Monday 2 November	Workshop	Woodside	N/A
Tuesday 10 November	Ordinary Council	Stirling	Skye Ludzay
Monday 16 November	Audit and Risk Committee	Stirling	TBA
Tuesday 17 November	Professional Development	Stirling	N/A
Tuesday 24 November	Ordinary Council	Stirling	Georgie McKeon
DECEMBER 2026			
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
30 March 2026	Lenswood
30 June 2026	Mylor Community Forum
24 August 2026	Birdwood Community Forum

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	-
2 Feb 2026	F	P	F	F	AP	F	AP	F	AP	LOA	F	F	
17 Feb 2026	F	P	F	F	F	F	F	F	A	LOA	F	F	

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

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	-
27 Jan 2026	F	F	F	F	F	F	F	F	F	F	F	F	
10 Feb 2026	F	AP	F	F	F	F	F	F	F	AP	F	F	

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Date: _____

Meeting Name (please tick one)

- | | | | |
|------------------------------|--------------------------|---------------------------|--------------------------|
| Ordinary Council | <input type="checkbox"/> | Audit Committee | <input type="checkbox"/> |
| Special Council | <input type="checkbox"/> | Boundary Change Committee | <input type="checkbox"/> |
| CEO Performance Review Panel | <input type="checkbox"/> | Other: _____ | <input type="checkbox"/> |

Item No **Item Name:**

(Only one conflict of interest entry per form)

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

GENERAL

MATERIAL

GENERAL

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

MATERIAL

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

The nature of my conflict of interest is as follows:

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

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

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

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

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

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

8. DEPUTATIONS

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

1. A request to make a deputation should be made by submitting a Deputation Request Form, (available on Council's website <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 deputee has addressed Council (either in a deputation or public forum) on the subject matter or a similar subject matter.

8.3 PUBLIC FORUM

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

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

Motions on Notice

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 11.1 Motion on Notice

Originating from: Cr Alex Trescowthick

Subject: Destination Management Zones

1. MOTION

I move that:

- 1. The Council has serious concerns regarding the State Government’s proposed creation of Destination Management Zones (DMZs) on the basis that the model risks diminishing the effectiveness, identity, and resourcing of the Adelaide Hills tourism region.**
 - 2. The CEO/Mayor write to the Minister for Tourism, Hon Zoe Bettison and the South Australian Tourism Commission (SATC) to:**
 - a. Outline Council’s concerns regarding the DMZ proposal.**
 - b. Highlighting the proven value, governance structure, and industry effectiveness of Adelaide Hills Tourism (AHT) as the principal regional tourism body for the Adelaide Hills.**
 - c. Requesting that the State Government undertake genuine and meaningful consultation with local councils and the regional tourism industry before progressing any structural changes.**
 - 3. The CEO/Mayor write to the Mount Barker District Council, Adelaide Hills Tourism (AHT) and Regional Development Australia outlining Council’s concerns, and communicate with local industry operators Council's position and inviting collaborative advocacy.**
-

1. BACKGROUND

Adelaide Hills Tourism (AHT): A Proven and Effective Regional Model

Adelaide Hills Tourism (AHT) is the primary tourism body for the Adelaide Hills region. It is an independent, incorporated association funded jointly by the Adelaide Hills Council and the Mount Barker District Council, with supplementary support from the South Australian Tourism Commission.

AHT:

- operates under a board model that includes representatives from the two funding councils, local tourism operators, and relevant industry bodies;
- leads regional marketing, industry capability development, and strategic collaboration;
- promotes the region through the official consumer platform visitadelaidehills.com.au;
- delivers strong industry support, targeted destination marketing, and regionally tailored visitor experience strategies.

This structure enables effective local decision-making, strong industry engagement, and a well-defined regional identity.

Concerns with the Proposed Destination Management Zones

The proposed DMZ model raises significant concerns for Council and the regional tourism sector, including:

- **Lack of Meaningful Consultation**

Local councils – major funders and partners in regional tourism – have not been adequately consulted. The proposal has progressed without clear impact analysis or engagement with key regional stakeholders.

- **Dilution of Regional Identity**

The Adelaide Hills has a well-established and highly marketable identity. Merging the region into a larger DMZ risks weakening this brand, confusing consumers, and reducing the region's ability to differentiate itself in domestic and international markets.

- **Risk of Reduced Funding and Increased Burden on Councils**

There is concern that councils will be expected to maintain their current level of financial contribution while funding is stretched over a larger zone. This creates inequity and may reduce the resources available for local, place-based tourism initiatives.

- **Reduced Voice for Adelaide Hills Businesses**

A larger DMZ structure may diminish the influence of Adelaide Hills operators within planning and funding decisions.

Local businesses risk losing direct representation and targeted support that they currently receive through AHT's established governance model.

- **Additional Layers of Bureaucracy**

Replacing a streamlined, locally governed association with a broader, multi-region zone risks introducing unnecessary administrative complexity. This could slow down decision-making, reduce responsiveness to local issues, and divert resources away from frontline tourism development and marketing.

Summary

The Adelaide Hills tourism sector currently benefits from a strong, locally governed, well-resourced, and highly effective regional model through Adelaide Hills Tourism. The proposed Destination Management Zones present significant risks – diluting regional identity, reducing local representation, increasing bureaucracy, and potentially shifting financial burdens onto councils.

It is therefore in the best interests of the region, its businesses, and its communities that Council advocate strongly against the DMZ model in its current form.

2. OFFICER'S RESPONSE – Jess Charlton, Director Community and Development

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 3 Built Form and Economy

Objective BFE5 Promote sustainable prosperity by supporting tourism, creative industries, primary production and vibrant townships

Goal 4 Organisation

Objective O4 Engage and advocate for our communities

Priority O4.2 Advocate on behalf of the community to represent its needs and views with relevant stakeholders and decision makers.

The Motion on Notice aligns with Strategic Plan Goal 3: Built Form and Economy, particularly Objective BFE5, which commits Council to supporting sustainable prosperity through tourism and vibrant townships. Protecting the effectiveness of Adelaide Hills Tourism and advocating against structural changes that may dilute regional identity or weaken industry representation directly supports the region's economic vitality and the long-term success of key sectors.

The Motion also aligns with Objective O4 and Priority O4.2, which emphasises Council's role in engaging and advocating on behalf of its community. Given the limited consultation undertaken by the State Government on the proposed Destination Management Zones, establishing a clear advocacy position ensures that local needs, industry concerns, and regional priorities are represented to relevant decision-makers. This reinforces Council's commitment to proactive and effective community advocacy.

➤ Legal Implications

Not applicable.

➤ Risk Management Implications

The establishment of a clear advocacy position and formal communication to the Minister, SATC, partner councils, and industry may assist in mitigating the risk of the State Government progressing the Destination Management Zone (DMZ) framework without adequate consultation, leading to structural changes that negatively impact the Adelaide Hills' tourism identity, local economic outcomes, and Council's strategic priorities.

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

The recommendation to write to the Minister for Tourism and SATC elevates Council's position from informal engagement to formal documented advocacy, reducing the risk that DMZ changes progress without Council's concerns being considered.

➤ **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**

Council staff continue to engage closely with Adelaide Hills Tourism throughout this process. In addition, discussions with SATC indicate a willingness to engage directly with Council.

Consultation on the development of this report was as follows:

Council Committees: Not applicable

Council Workshops: Not applicable

Advisory Groups: Not applicable

External Agencies: Adelaide Hills Tourism

Community: Not applicable

3. ANALYSIS

The information available from the South Australian Tourism Commission (SATC) regarding the South Australian Regional Tourism Review offers only high-level direction and does not address core questions around governance, regional identity, funding distribution, or operational impacts under the Destination Management Zone model.

Direct engagement from SATC with Council to date has been minimal, providing limited opportunity to influence the framework or obtain the detailed regional insights necessary to understand how the Destination Management Zones (DMZ) structure would function in practice. This includes no clear explanation of how existing, high-performing regional bodies such as Adelaide Hills Tourism (AHT) would be positioned within a larger zone or how regional distinctiveness would be preserved.

With the rollout of the pilot program currently delayed, the uncertainty around the future of Destination Management Plans and the lack of clear benefits for AHT or its industry, the Motion establishes a clear and proactive advocacy position for Council at a critical time. It provides a structured approach for communicating concerns, seeking transparency, and ensuring that local knowledge and industry priorities are heard as the State Government refines the DMZ approach over the coming years.

This is considered a balanced approach that ensures Council remains an active and informed participant in an evolving State-led process.

4. APPENDICES

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 11.2 Motion on Notice

Originating from: Cr Adrian Cheater

Subject: School Precinct Road Safety

1. MOTION

I move that:

- 1. Council notes that site-specific safety concerns may arise within school precincts across the Adelaide Hills Council area, including concerns recently raised regarding Aldgate Primary School, and reaffirms its commitment to supporting safe access to schools in partnership with relevant stakeholders.**
 - 2. Council further notes that school precinct safety is a shared responsibility between Council, the Department of Infrastructure and Transport, the Department for Education, school communities and SAPOL, requiring coordinated and risk-based responses.**
 - 3. That the CEO provide a summary report for Council's information by April 2026 outlining Council's existing business-as-usual approach to school precinct road safety, including current prioritisation processes, planned works, partnership arrangements and funding practices.**
 - 4. The report may include officer observations on minor process or coordination improvements achievable within existing operational resources and adopted budget frameworks.**
-

1. BACKGROUND

Community concern around pedestrian safety in school precincts has been raised with increasing frequency across the Adelaide Hills. This has not been isolated to one location, but includes sites such as Aldgate Primary School, Heathfield High School, Stirling East Primary School, Bridgewater Primary School and other areas experiencing enrolment growth and changing traffic conditions.

In recent weeks I have also received direct correspondence from students themselves, including a Year 8 student from Heathfield High School who wrote outlining his concerns around crossing safety on Longwood Road. His email spoke to issues such as driver inattention, unsafe behaviour and visibility challenges at peak times. While the solutions proposed were understandably ambitious, the sentiment reinforces the level of concern

being felt within school communities, including by young people navigating these environments daily.

While infrastructure investment is guided by risk assessments and prioritisation frameworks, perceived safety, particularly where children are involved, remains an important governance consideration. This motion is intended to provide transparency to the community around the work Council already undertakes in this space and how safety improvements are assessed and prioritised across the district.

It is important to recognise that school precinct safety does not sit with Council alone. Effective outcomes rely on coordinated effort between the Department for Education, the Department of Infrastructure and Transport, SAPOL, school leadership and parent communities themselves.

If we are being candid, many of the concerns raised are not purely infrastructure driven. Behavioural factors such as unsafe parking, illegal manoeuvres and non-compliance with traffic controls continue to play a significant role in both perceived and actual safety risks. Infrastructure can support safer environments, but education and enforcement remain equally critical.

With a State Election approaching, there is also an opportunity to advocate more broadly for increased State investment in school precinct infrastructure, active travel initiatives and behavioural education programs led through the Education Department and partner agencies. Commitments made in other school communities, such as recent funding announcements at Bridgewater Primary School, demonstrate what is possible when State support aligns with local need.

This motion is not intended to create new unfunded workstreams. Its purpose is to consolidate visibility of existing programs, provide assurance to the community and support more informed advocacy and planning discussions into the future.

2. 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	Built Form and Economy
Objective BFE 3	Develop and maintain infrastructure to support liveability and sustainable economic activity
Priority BFE3.1	Continue to pursue co-funding for community infrastructure and road safety improvement projects
BFE3.3	Undertake a gap analysis to determine the need for additional and enhanced asset management planning.

Local government has an important role to play in road safety because, as road managers, councils build, maintain and regulate roads and have a responsibility to provide a safe operating environment for road users.

However, individual road users, State Government, regulatory partners, non-government organisations and the private sector all need to play a role in the long-term aspiration to dramatically reduce harm on our roads.

Administration works closely with the Department of Infrastructure and Transport through the Way2Go Program. The Way2Go program promotes safer, greener, and more active travel for primary school students, focusing on walking, cycling, and public transport. It partners with local councils to improve safety near schools. This program is the primary source for sharing costs for infrastructure safety upgrades between local and state governments.

Council’s Asset Management Plan 2021 for roads, footpaths, and kerbs outlines a 10-year strategy to manage, maintain, and renew civil infrastructure to ensure community safety and connectivity. This plan is currently under review and revision and is likely to be presented to Council for endorsement for consultation in the 2026/27 financial year.

➤ **Legal Implications**

- Road Traffic Act 1961
- Road Transport (Road Rules) Regulations 2014 (Australian Road Rules)
- Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014
- Education and Children's Services Act 2019 (SA)
- Local Government Act 1999
- South Australia’s Road Safety Action Plan 2025–2027
- Road Safety Strategy to 2031
- THINK! Road Safety Program

➤ **Risk Management Implications**

Administration is not aware of school/kindergarten and childcare sites within the Adelaide Hills Council area that are not compliant with the *Road Traffic Act 1961*.

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**

There are not financial implications for writing the requested report. High Level Risk Review audits are around \$3k-\$6k per school/kindergarten/childcare site.

➤ **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.

3. ANALYSIS

Administration is able to provide the requested report within the requested timeline.

State context

The State Government is introducing a 40 km/h time-based school speed limit in South Australia on roads near schools that currently have speed limits of 50 km/h or higher.

This will improve children’s safety and help them when they travel to and from school. This project is part funded by the \$168 million Road Safety Program and the \$2.36 million budgeted for road safety as part of 2024–2025 State Budget.

The change to a 40 km/h time-based school speed limit will bring South Australia in line with other states. In other states, there is already a lower speed limit for school crossings on all arterial and high-volume council roads.

Council activity

There are over thirty five schools in the Adelaide Hills Council. 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 described in the strategic alignment section of this report.

Administration is currently working on prioritising school related safety projects within Council. Planned sites and works will depend on the results of High-Level Risk Reviews (HLRR) and the Annual Business Plan and Budget process.

Administration will report results of a High-Level Risk Reviews (HLRR) and infrastructure cost estimations for those Adelaide Hills Education sites that have been identified as having increasing risks relating to pedestrian and vehicle movements. HLRRs are around \$3k-\$6k per school/kindergarten/childcare site and are generally commissioned where there has been a significant change in environment e.g. new adjacent development, increased or more intense traffic movements, increased enrolments, increased complaints from stakeholders (residents/school community).

Key elements of HLRR are:

- Identifying potential traffic safety hazards.
- Evaluating circulation patterns and conflict points.
- Assessing alignment with applicable Australian Standards and Austroads Guidelines.

Council Administration monitors these various environmental / community changes and selects school sites suitable for these HLRR and depending upon results prepares civil upgrade/renewal project bids for Annual Business Planning and Budgeting.

Road safety upgrade projects can be relatively minor in cost (linemarking/signage installation), others can involve significant expenditure in civil engineering works, new or formalised carparks, kerbing and guttering, tree management, footpath construction.

Contingent on the results of the HLRR and budget approval, projects likely to be delivered in early 2026 are:

- Oakbank Area School, Onkaparinga Valley Road, Oakbank

Projects likely to be delivered in late 2026 are:

- Birdwood Primary School, Torrens Valley Road, Birdwood
- Lobethal Lutheran School, Main Street, Lobethal

4. APPENDICES

NIL

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 11.3 Motion on Notice

Originating from: Cr Leith Mudge

Subject: Woodside Barracks Land Investigation

1. MOTION

I move that:

1. The Council acknowledges the historical and strategic significance of the Woodside Barracks site and expresses its commitment to advocating for redevelopment outcomes that maximise community benefit.
 2. That the CEO investigate options for Council to work collaboratively with State (including Renewal SA) and Federal agencies to identify preferred potential development outcomes which align with Council objectives and deliver the best long-term outcomes for the community.
 3. Undertake an investigation that considers the following:
 - a. Existing site conditions, including zoning, built form, transport, infrastructure, access, environmental and hazard impacts
 - b. Existing and potential local and regional infrastructure considerations, including community, health and education infrastructure
 - c. Site suitability for diverse housing, employment and industry, visitor economy, conservation, sports and recreation and community services,
 - d. Alignment with Council and State priorities and strategic land use objectives, and key design and character principles for the site.
 4. That a report outlining the findings and options be presented to Council following a workshop discussion by 7 July 2026.
-

1. BACKGROUND

The Woodside Barracks has been a significant federal landholding in the Adelaide Hills for decades. Spanning approximately 145 hectares, the site represents one of the largest and most strategically positioned land parcels in the region.

Federal Divestment and Transition

In light of the Federal Government's decision to divest the Woodside Barracks land, the site is transitioning from military use to a civilian future. This divestment presents a once-in-a-

generation opportunity for the Adelaide Hills Council to influence the transformation of a major site that has long been isolated from public use.

Strategic Importance

The site is uniquely positioned on the periphery of the Woodside township. Its future development has the potential to significantly impact:

- **Housing Diversity:** Addressing the growing need for varied housing options within the Hills.
- **Economic Growth:** Creating opportunities for local employment, industry, and the visitor economy.
- **Infrastructure & Services:** Leveraging existing footprints for health, education, and community facilities.
- **Environmental Stewardship:** Managing the delicate balance between development and the preservation of the Adelaide Hills' natural character and hazard management (such as bushfire mitigation).

Need for Collaborative Planning

As the land moves through the divestment process, it is critical that Council takes a proactive leadership role. This involves formal engagement with Renewal SA and Federal agencies to ensure that the future use aligns with our Strategic Plan and the long-term aspirations of the local community.

Without a coordinated investigation into the site's constraints and opportunities including zoning, transport infrastructure, and community service requirements—there is a risk that the redevelopment may not fully capture the strategic potential of the land or reflect the unique character of the region.

2. OFFICER'S RESPONSE – Jess Charlton, Director Community and Development

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2024 – Your Place, Your Space

Goal 3	Built Form and Economy
Objective BFE1	Guide development that fosters vibrant and resilient communities, promotes appropriate design and enhances liveability
Goal 4	Organisation
Objective 0.4	Engage and advocate for our communities
Priority O4.2	Advocate on behalf of the community to represent its needs and views with relevant stakeholders and decision makers.

The proposed investigation into the future of the Woodside Barracks site supports Objective BFE1 by seeking to understand the land-use, infrastructure, environmental and design considerations necessary to guide future development outcomes. Undertaking a structured assessment of site conditions, infrastructure capacity, and potential land-use opportunities will help ensure that any future redevelopment contributes to resilient communities, quality built form and long-term liveability outcomes for the region.

The Motion’s focus on collaboration with Federal and State agencies aligns closely with Council’s advocacy role. Investigating redevelopment scenarios in partnership with key stakeholders supports Priority O4.2 by ensuring that Council is positioned to represent community interests effectively and proactively in discussions regarding the future of the site. This work will also strengthen Council’s ability to influence intergovernmental decision making and ensure any future outcomes align with local needs and strategic aspirations.

Long-Term Financial Plan (LTFFP)

While the Motion does not commit Council to capital works, any future redevelopment scenarios may have implications for infrastructure planning, asset renewal, and resourcing. Early investigation supports prudent long-term financial management by enabling Council to anticipate potential financial impacts and consider them within future iterations of the LTFFP.

Functional Strategies

The investigation proposed in the Motion aligns with several strategic initiatives currently being scoped, including:

- Housing Strategy – which will examine long-term housing needs, land availability, and suitability for diverse housing typologies.
- Township and Precinct Planning Framework – which will take a holistic view of growth, infrastructure, land-use, and character across key precincts, including areas surrounding Inverbrackie.

Embedding the Woodside Barracks investigations within these broader strategic projects provides a coordinated approach, avoids duplication, and ensures that any redevelopment scenarios are assessed within an integrated planning context.

➤ **Legal Implications**

Not applicable at this stage.

➤ **Risk Management Implications**

Advocacy and proactive leadership in relation to the Woodside Barracks site will assist in mitigating the strategic risk of Council being unprepared or unable to influence the future of a key regional precinct.

Without early, coordinated engagement and investigation, there is a risk that decisions made by other levels of government or external agencies may progress without adequate consideration of local needs, leading to:

- suboptimal land-use and development outcomes
- infrastructure and service mismatches
- reduced community benefit and liveability
- erosion of public trust in Council’s ability to represent community interests

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

The motion strengthens Council’s ability to identify opportunities, advocate effectively and ensure alignment with emerging strategic work such as the Housing Strategy and Township & Precinct Planning Framework. While Council already has high-level strategic objectives relating to advocacy and integrated planning (Strategic Plan 2024 – Goal 3 and Goal 4), the

proposed investigation and structured intergovernmental engagement enhances existing controls, providing a more coordinated and evidence-based foundation for future decision making.

➤ **Financial and Resource Implications**

Given the scale and complexity of the Woodside Barracks site, the work will require engagement of external contractors to support components such as site analysis, infrastructure assessment, land-use testing, and design and urban planning inputs. The estimated cost of these specialist technical inputs is in the realm of \$30,000. This cost can be accommodated through the Region and Place contractor budget, which was augmented at Budget Review 1 as a result of savings in the salary budget (due to vacancies). This was a cost neutral re-allocation to provide additional capacity to the Region and Place team that has now been recruited.

Depending on the aspirations of Council and the level of detail sought in future phases, additional resources may be required beyond the investigative work. In particular, the preparation of a comprehensive and visually polished precinct or development framework may necessitate further contractor engagement and associated budget consideration in future financial years.

At this stage, the work is expected to be delivered within existing staff capacity, supported by targeted external expertise as described above.

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

The investigation into the future of the Woodside Barracks site has the potential to generate significant community interest due to the site's historical and regional importance. A clear and proactive communication approach will assist in managing enquiries, providing consistent information, and supporting transparency. Community expectations will need to be carefully managed, particularly where roles, responsibilities and decision-making powers sit with other levels of government. Delivering a structured and well-communicated investigation is likely to build trust, reduce misinformation, and strengthen Council's relationship with the community.

➤ **Sustainability Implications**

The investigation has the potential to influence long-term sustainability outcomes for the district. Understanding redevelopment opportunities at the Woodside Barracks site may help identify future employment, investment and land-use options that support local and regional prosperity. A coordinated approach will assist in planning for community needs, services and infrastructure, helping to maintain liveability and strengthen community wellbeing. Early consideration of site constraints, hazards and ecological values will support responsible decision-making and help avoid or minimise future impacts. Collectively, this work supports sustainable planning outcomes and positions Council to advocate for balanced, well-informed redevelopment options.

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

Consultation on the development of this report was as follows:

Council Committees: 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

3. ANALYSIS

Recent announcements at both the Commonwealth and State levels have created a rapidly evolving context for the future of the Inverbrackie (Woodside Barracks) precinct. On 4 February 2026, the Australian Government released its response to the Defence Estate Audit, agreeing or agreeing-in-principle to all 20 recommendations, including a major program of divestments across the country. The Government confirmed that 64 Defence sites will be wholly divested, three partially divested, and one retained, with the Department of Finance to manage the disposal, remediation and recycling of proceeds into Defence capability priorities. This forms part of the largest Defence estate reform undertaken in Australia, aimed at modernising the estate and reducing the cost of maintaining ageing, underutilised facilities.

Following this, Defence published a suite of materials through its Delivering the Future Estate platform, confirming that 68 sites are being prepared for divestment. This update emphasises that divestments will be undertaken in a structured manner, including assessment of heritage values, environmental considerations and public access where appropriate. Additional factsheets released by Defence outline site-specific details for South Australia, including Woodside Barracks. The Woodside site is identified for full divestment, comprising approximately 145 hectares, and Defence confirms that all ADF personnel and Army Reserves completed relocation to the Edinburgh Defence Precinct at the end of 2025. Remaining Cadet activities will relocate within the region under new local lease arrangements.

Parallel to the Commonwealth process, the South Australian Minister for Housing and Urban Development, Nick Champion, announced that the State Government will investigate acquiring and master-planning four Defence sites in South Australia, including Woodside Barracks, Warradale, Hampstead and Edinburgh Parks. The Minister described these sites as significant opportunities for strategic infill, with the potential to deliver housing, open space, employment land and community facilities. Renewal SA has been tasked with undertaking feasibility studies, which may include acquisition and integrated master-planning of the sites, consistent with the State Government's broader approach to delivering master-planned communities in strategic locations such as Southwark Grounds. This announcement reinforces the potential of a State-led pathway influencing future planning and development decisions for the Woodside Barracks.

Collectively, these announcements present both opportunities and challenges for Council. The multi-layered nature of the Commonwealth divestment process, the State's investigative and potentially acquisition-based approach, and Council's own strategic and statutory responsibilities underscore the need for a coordinated response. The future of Inverbrackie will be shaped by decisions across three levels of government. For this reason, clarity around governance, sequencing, statutory responsibilities and timing will be essential. Council's influence will be most effective when exercised early through structured advocacy, participation in intergovernmental processes and alignment of its own strategic planning framework.

There are several issues that require careful analysis. The scale of the Barracks site, its relationship to adjoining townships, and the potential intensity of redevelopment options will place pressure on regional transport networks, stormwater and utility infrastructure, and community services. Without early assessment of these matters, particularly infrastructure capacity and staging, there is a risk of unfunded liabilities emerging for Council. Additionally, the suite of environmental and hazard considerations (including bushfire interface, topography and biodiversity values) will need to be examined through technical studies to ensure any redevelopment options are grounded in realistic site constraints. These matters are reflected in the Commonwealth's own disposal materials, which highlight the need for remediation and heritage considerations to be tested prior to disposal.

Community expectations will also require careful management. Early media commentary locally indicates strong interest and, in some cases, concern about housing, infrastructure capacity and the future purpose of the site. Misalignment between community expectations and the actual roles and responsibilities of the Commonwealth, State and Council during the disposal and feasibility stages presents a reputational risk that warrants proactive engagement and clear communication.

Despite these challenges, the opportunities for Council are considered significant. Integrating the Woodside Barracks investigation into the Housing Strategy and the Township & Precinct Planning Framework enables a precinct-scale approach that balances growth, character, infrastructure and community needs. This approach aligns directly with the objectives of the Strategic Plan 2024, including guiding development that enhances liveability and advocating on behalf of the community. If coordinated effectively with the State's feasibility studies, this provides a pathway for Council to potentially influence the scope, sequencing and design intent of any future redevelopment and to embed expectations around community benefit, design quality, environmental performance and infrastructure provision.

From the administration's perspective, the most effective approach is to undertake the investigation outlined in the Motion within the framework of Council's existing and forthcoming strategic planning initiatives, while formalising collaboration with the State and Commonwealth agencies involved. This enables Council to prepare an evidence-based position, engage constructively with Renewal SA as it progresses its feasibility assessment, and ensure community perspectives and local knowledge inform any future planning outcomes. The costs of an investigative phase can be accommodated through the Region and Place contractor budget. Further resourcing considerations may be necessary should Council seek to progress a detailed precinct development framework output in later phases.

Overall, the alignment of Commonwealth divestment and emerging State interest creates a critical window for Council to influence future outcomes for the site. A coordinated, evidence-based and proactive approach will best position Council to advocate for community-aligned outcomes while managing risks relating to infrastructure, site and statutory complexity and community expectations.

4. APPENDICES

Nil

Administration Reports Decision Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 12.1

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

Subject: Deputy Mayor Appointment

For: Decision

SUMMARY

Council appointed Cr Nathan Daniell as Deputy Mayor in January 2025 for a 12 month term. Following the resignation of the former Mayor in September 2025 and the subsequent supplementary Mayoral election, Council extended the Deputy Mayor appointment to cover the election period and appointed an Acting Deputy Mayor to assist with workload as the Deputy Mayor Nathan Daniell took on the Acting Mayor role.

With the supplementary Mayoral election now concluded, and with Cr Nathan Daniell now occupying the Office of the Mayor, the position of Deputy Mayor is vacant. While not legislatively mandated, Council may choose to appoint a Deputy Mayor to support continuity of leadership and good governance.

RECOMMENDATION

Council resolves:

Decision 1 *(required if one candidate indicates intention to nominate)*

1. That the report on the Deputy Mayor Appointment be received and noted.
2. To note that the position of Deputy Mayor is currently vacant.
3. To note that, while the appointment of a Deputy Mayor is not legislatively mandated, Council supports the appointment of Deputy Mayor to assist continuity of leadership and good governance.
4. To note that, under s51(6) of the *Local Government Act 1999* if the Mayor is absent, the Deputy Mayor will act in the Office of the Mayor, unless the Mayor has authorised another member of Council to act in place of or represent the Mayor under s59(2) of the Act.
5. To appoint Cr _____ to the position of Deputy Mayor to commence 24 February 2026 and conclude at the end of the current council term.

Decision 2 (*required if more than one candidate indicates intention to nominate*)

1. That the report on the Deputy Mayor Appointment be received and noted.
2. To note that the position of Deputy Mayor is currently vacant.
3. To note that while the appointment of a Deputy Mayor is not legislatively mandated, Council supports the appointment of a Deputy Mayor to assist continuity of leadership and good governance.
4. To note that, under s51(6) of the *Local Government Act 1999* if the Mayor is absent, the Deputy Mayor will act in the Office of the Mayor, unless the Mayor has authorised another member of Council to act in place of or represent the Mayor under s59(2) of the Act.
5. That the method of selecting the Deputy Mayor be by an indicative vote to determine the preferred person, utilising the process as set out within this report.
6. To adjourn the Council meeting for the purposes of seeking nominations for, and if necessary, conducting an indicative vote to determine the preferred persons for the Deputy Mayor role, and for the meeting to resume once the results of the indicative voting has been declared.

Decision 3 (*required if meeting is adjourned*)

1. To appoint Cr _____ to the position of Deputy Mayor to commence 24 February 2026 and conclude at the end of the current council term.

1. BACKGROUND

At its meeting on 28 January 2025, Council appointed Cr Nathan Daniell to the position of Deputy Mayor for a term of 12 months, concluding on 28 January 2026 (resolution 11/25).

12.3 Nominations for Deputy Mayor

Moved Cr Chris Grant
S/- Cr Mark Osterstock

11/25

Council resolves:

1. That the report on the Deputy Mayor Appointment be received and noted.
2. To appoint Cr Nathan Daniell to the position of Deputy Mayor for a 12 month term to commence 28 January 2025 and conclude on 28 January 2026 inclusive.

Carried Unanimously

On 23 September 2025, following a six-month leave of absence during which time Deputy Mayor Daniell acted in the office of Mayor, the former Mayor, Ms Jan-Claire Wisdom resigned. This resulted in a vacancy in the office of the Mayor and triggered a supplementary Mayoral election.

As the results of the supplementary election were not expected until February 2026, and noting that the Deputy Mayor appointment was due to conclude on 28 January 2026, Council resolved at its meeting on 28 October 2025 to extend Cr Daniell's appointment as Deputy Mayor until the conclusion of the supplementary Mayoral election (367/25):

Moved Cr Mark Osterstock
S/- Cr Malcolm Herrmann

367/25

Council resolves:

1. That the report on the Deputy Mayor acting in the office of Mayor, and the Acting Deputy Mayor Appointment be received and noted.
2. To note that, following the resignation of the former Mayor, Jan-Claire Wisdom, on 23 September 2025, Deputy Mayor Nathan Daniell, under s51(6) of the Local Government Act 1999, is to act in the Office of Mayor.
3. To note that Deputy Mayor Nathan Daniell's appointment as Deputy Mayor and subsequently his acting appointment in the Office of the Mayor, under s51(6) of the Local Government Act 1999 currently concludes on 28 January 2026.
4. To note that the Electoral Commission of South Australia has released the election timeline for the supplementary Mayoral election with the conclusion of the supplementary election and declared vote to notionally take place on Tuesday 10 February 2026.
5. To extend Deputy Mayor Nathan Daniell's appointment as Deputy Mayor until the conclusion of the supplementary Mayoral election (notionally 10 February 2026), certification of the result by the returning officer, and the swearing in of the new Mayor.

Carried Unanimously

At the same meeting, Council also resolved to appoint Cr Lucy Huxter to the position of Acting Deputy Mayor, to commence 28 October 2025 and conclude once the successful candidate of the February 2026 Supplementary Mayoral Election had assumed the role of Mayor (369/25)

Council resolves:

1. To appoint Cr Lucy Huxter to the position of Acting Deputy Mayor to commence 28 October 2025 and conclude at the declared vote of the supplementary election (notionally 10 February 2026) , certification of the result by the returning officer, and the swearing in of the new Mayor.
2. For the avoidance of doubt, until the conclusion of the supplementary election for Mayor and/or until Council revokes its decisions or resolves otherwise, notwithstanding the Deputy Mayor's endorsement to act in the office of Mayor, the Deputy Mayor (ie not the Acting Deputy Mayor):
 - a. Subject to the Deputy Mayor being unable to perform a function, duty or responsibility, retains all functions, duties, responsibilities and roles of the Deputy Mayor under any Council resolution, policy, direction or convention.
 - b. Retains all functions, duties, responsibilities and roles (inclusive of any representative role) that would normally be given to the Mayor, including but not limited to those under any Council policy, resolution, direction or convention per Council resolution 430/24 of 26 November 2024.
3. Cr Lucy Huxter, as Acting Deputy Mayor, only takes on the functions, duties, responsibilities and roles of the Deputy Mayor (including under any Council policy, resolution, direction or convention affected by resolution 430/24) if the Deputy Mayor (Acting Mayor) Nathan Daniell is unavailable or unable to perform the functions, duties, responsibilities and roles.
4. That Council requests the Administration prepare, for consideration at a future meeting, recommendations to consider and if appropriate:
 - a. amend those Council policies that were altered as a result of resolution 430/24 of 26 November 2024
 - b. revoke any related resolutionsso that—effective 11 February 2026 (or such other date) following the conclusion of the supplementary Mayor election—all such functions, duties, and responsibilities are vested back in the office of Mayor.
5. To note that a report will be presented to Council after the conclusion of the supplementary Mayoral election to advise Council of the new Mayor and to seek Council's appointment of a new Deputy Mayor for the remainder of the Council term.

Carried Unanimously

With the supplementary election now concluded, the position of Deputy Mayor is now vacant.

While the appointment of a Deputy Mayor is not legislatively mandated, under s51(3) of the *Local Government Act 1999*, Council may wish to appoint a Deputy Mayor to support continuity of leadership and governance. Section 51(6) of the *Local Government Act 1999* provides that in the absence of the Mayor, a Deputy Mayor may act in the office of Mayor, including presiding at Council meetings and undertaking the role of principal spokesperson for the Council.

Council has historically appointed a Deputy Mayor, reflecting established governance practice.

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

➤ Legal Implications

Section 51(3) of the *Local Government Act 1999* states that if the council resolves, there may be a Deputy Mayor.

Section 51(4) of the *Local Government Act 1999* states that if there is to be a Deputy Mayor, he or she will be chosen by the members of the council from amongst their own number and will hold office for a term determined by the council. A term is not to exceed 4 years.

Section 74 – General conflicts of interest of the Act set out the provisions regarding General Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed may have a General COI and should consider declaring the interest and acting in accordance with *s75B – Dealing with general conflicts of interest*.

Section 75 – Material conflicts of interest of the Act set out the provisions regarding Material Conflicts of Interest. 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. For this matter, Council Members seeking to be appointed to the Deputy Mayor position may have a Material COI due to the additional allowance payable and should consider declaring the interest and acting in accordance with *s75C – Dealing with material conflicts of interest*.

Council's *Information or Briefing Sessions Policy* created under s90A(1) sets out the provisions for the conduct of an Information or Briefing Session such as the session recommended for the purposes of indicative voting. The above COI provisions do not apply to an Information or Briefing Session if it occurs.

➤ Risk Management Implications

The Council's consideration and appointment of a Deputy Mayor 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**

An Independent Remuneration Tribunal has jurisdiction under section 76 of the Act to determine the allowances payable to council members. The Tribunal determines the annual allowance for councillors, principal members, Deputy Mayor, prescribed and non-prescribed committee presiding members and travel time allowances with the applicable determination of this term of council being *Determination 2 of 2022 – Allowances for Members of Local Government Councils*.

The Determination sets the annual allowance for a councillor who is a Deputy Mayor at 1.25 times the annual councillor allowance.

As a Group 2 Council for the purposes of the Determination, the Deputy Mayor's allowance will be \$26,732.91, with CPI added in November 2026. The Determination further prescribes that the Deputy Mayor will receive the equivalent of the Mayoral allowance (4 times the annual councillor allowance) in circumstances where they are required to act in the office of the Mayor for a period exceeding one month.

Additional supports for the Deputy Mayor are provided for under the *Council Member Allowances & Support Policy*.

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

Not applicable.

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

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

➤ **Additional Analysis**

Deputy Mayor appointment

In considering the Deputy Mayor position, Council may wish to consider suitability factors including (but not limited to):

- understanding of, or the ability to acquire the same in, the role, function, and strategic intent of the Council;
- understanding of, or the ability to acquire the same in, meeting procedure generally and the meeting procedure set out in the *Local Government (Procedures at Meetings) Regulations 2013* and Council's *Code of Practice for Council Meeting Procedures* more specifically;
- expertise in chairing meetings of comparable boards/committees in other organisations, public and private;
- ability to preside efficiently, firmly, impartially, and fairly over Council meetings;
- ability to manage conflict and differing opinions;
- ability and availability to represent and have an affinity with the community as a whole;
- ability and availability to represent the Council in the presence of members of Parliament, dignitaries, and peers;
- ability and availability to act in the Office of the Mayor during periods of absence;
- ability to deal with matters delegated under Council Policies to the Deputy Mayor (i.e. training and development, Council Member conduct);
- leadership, social and communication skills;
- relationship with the CEO, directors/departmental managers, and staff of the Council;
- the opportunity to provide professional development in presiding member skills;
- the opportunity to consider diversity in the role;
- current and future time commitments (i.e. there are a number of Council Committees, Regional Subsidiaries and Advisory Groups that will also require Council Member representation).

Conflict of Interest and Voting Process

Due to the implications of the Material Conflict of Interest provisions under s75 (see Legal Implications above), it is proposed that the Council adjourn the meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote (Indicative Voting Process) to determine the preferred person for the position of Deputy Mayor.

As the Indicative Voting Process involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council Committee, it is an Information or Briefing Session for the purposes of s90A and the *Information or Briefing Sessions Policy* (the Policy). As an Information or Briefing Session, the Chief Executive will conduct the session in accordance with the Policy.

The proposed Indicative Vote Process below is based on the Appointments to Positions Process contained in Clause 4.7 Council's *Code of Practice for Council Meeting Procedures* with modifications to suit the legislative requirements of the conflict of interest and Information or Briefing Session provisions and section 51(8) of the *Local Government Act 1999*.

The proposed Indicative Voting Process is:

1. On reaching the Agenda item, and prior to any motion being moved, the Mayor enquires as to how many members intend to nominate for the position of Deputy Mayor;
2. if only one (1) elected member indicates their candidacy, that member will declare a material conflict of interest and leave the meeting, whilst the Mayor invites a motion to appoint that member to the position (Decision 1);
3. the meeting will then deal with the motion;

4. if there are two (2) or more candidates, the Mayor will call for a formal motion to adjourn the meeting, until the conclusion of an informal secret ballot process (Decision 2);
5. once the meeting is adjourned, the Chief Executive Officer (or their delegate) will ask for confirmation of the candidates;
6. The method of voting will be by secret ballot utilising the preferential counting system;
7. Each Council Member (including the Mayor) shall have one vote;
8. Ballot papers will be provided to each Member;
9. The nominees' names will be drawn to determine the order on the ballot paper;
10. Each nominee will have two (2) minutes to speak in support of their candidacy. The speaking order will be as listed on the ballot paper.
11. Completed ballot papers will be collected by the Chief Executive Officer (or delegate) and the count will be undertaken in a separate room with an observer (another Council staff member) present.
12. In the event of a tie, the result will be decided by the Chief Executive Officer (or their delegate) drawing lots, the candidate first drawn being the candidate excluded.
13. After all votes have been counted, the Chief Executive Officer shall formally declare the result of the election.
14. The ballot papers will be shredded.

3. OPTIONS

Council has the following options:

- I. To appoint a Deputy Mayor
- II. To not appoint a Deputy Mayor

4. APPENDICES

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 12.2

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

Subject: CEO Leave Policy

For: Decision

SUMMARY

The purpose of this report is to seek Council approval of amendments to the CEO Leave Policy to ensure the policy:

- complies with Council resolutions relating to the revocation of delegated matters
- removes redundant and unnecessary provisions
- clarifies approval arrangements for CEO leave

The proposed amendments to the CEO Leave Policy are administrative and governance focused in nature and do not alter the intent of the policy. Further information on the proposed amendments is provided below under “additional analysis.”

RECOMMENDATION

Council resolves:

- 1. That the CEO Leave Policy report be received and noted.**
 - 2. With an effective date of 3 March 2026, to revoke the CEO Leave Policy, and adopt the amended CEO Leave Policy, at Appendix 2.**
 - 3. To authorise the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the CEO Leave Policy.**
-

1. BACKGROUND

The CEO Leave Policy was adopted by Council on 12 November 2024 and came into effect on 19 November 2024, pursuant to Resolution 409/24.

Moved Cr Chris Grant
S/- Cr Nathan Daniell

409/24

Council resolves:

1. To receive and note the report titled "Proposed CEO Leave Policy" (Agenda Item 19.3, 12 November 2024 Council Meeting)
2. To adopt the proposed CEO Leave Policy in *Appendix 1* of the Proposed CEO Leave Policy Report (Agenda Item 19.3, 12 November 2024 Council meeting) with the following amendments:
 - a. Addition of the following new clause at 7.9 "If the Deputy Mayor is on leave, the Mayor may consult with the Presiding Member of the CEO Performance Review Panel and the Presiding Member of the CEO Performance Review Panel is authorised to perform the roles of the Deputy Mayor outlined in this Policy."
 - b. Addition of the following new clause at 7.10 "If the Deputy Mayor and the Presiding Member of the CEO Performance Review Panel are unable to perform the roles outlined in this Policy, a leave request will be referred to Council."
 - c. Addition of the following text at the end of clause 8.4 "prior to the appointment starting."with an effective date of 19 November 2024.
3. To authorise the CEO to make any formatting, nomenclature or other minor amendments to the CEO Leave Policy.

Carried Unanimously

Since adoption, a review of the policy has identified a number of amendments that are required to ensure consistency with subsequent Council resolutions and current governance practices, and to improve the clarity and conciseness of the document.

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 02.2 Enhance governance structures and systems to be agile and support our legislative obligation.

➤ Legal Implications

Not applicable

➤ Risk Management Implications

The amendment of the CEO Leave Policy will assist in mitigating the risk of:

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

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

➤ **Financial and Resource Implications**

There are no financial or resource implications that would arise from the proposed amendments to the CEO Leave Policy.

➤ **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 proposed amendments to the CEO Leave Policy are administrative and governance focused in nature and do not alter the intent of the policy.

The key amendments include:

- Updating the policy to the current Council policy template
- Removing clauses that are no longer relevant as a result of the revocation of Part 3(h) of Resolution 430/24, as confirmed by Resolution 402/25
- Streamlining and consolidating provisions to improve clarity and reduce duplication
- Removing requirements for the Mayor to consult with the Deputy Mayor when approving CEO leave
- Removing provisions that outline approval arrangements when the Deputy Mayor is on leave.

Under the amended policy:

- CEO leave will be approved by the Mayor, for requests for four (4) weeks or less
- CEO leave will be approved by Council resolution for requests greater than four (4) weeks
- Where the Mayor is on leave or otherwise unavailable, approval will fall to the Deputy Mayor.

This approach simplifies the approval process and reflects practical governance arrangements.

The amendments also result in a more concise policy that focuses on core governance requirements, without unnecessary procedural detail.

Appendix 1 provides track changes of the proposed amendments. **Appendix 2** provides a clean copy of the policy with the proposed amendments included.

3. OPTIONS

Council has the following options:

- I. To receive and note the report and adopt the proposed amendments to the CEO Leave Policy at **Appendix 2**.
- II. To receive and note the report and adopt the proposed CEO Leave Policy with some further amendments. Should Council identify the need for substantial amendments, it is recommended that the matter be referred to administration for review, prior to the matter being brought back to the Council for further consideration.
- III. To receive the report and not adopt the proposed amendments to the CEO Leave Policy.

4. APPENDICES

- (1) Proposed CEO Leave Policy – tracked changes version
- (2) Proposed CEO Leave Policy – clean version

Appendix 1

Proposed CEO Leave – tracked changes version

COUNCIL POLICY

 <p>Adelaide Hills COUNCIL</p>	<h2>CEO LEAVE APPROVAL POLICY</h2>
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Policy Number:	GOV-20
Responsible Department(s):	Office of the CEO People and Culture
Relevant Delegations:	As per the Delegations Register and as detailed in this Policy
Other Relevant Policies:	Nil
Relevant Procedure(s):	Acting or Higher Duties Procedure Leave Procedure
Relevant Legislation:	Local Government Act 1999 (SA) Fair Work Act 1994 (SA) Long Service Leave Act 1987 (SA)
Policies and Procedures Superseded by this policy on its Adoption:	Version 1, adopted 12 November 2024, Resolution 409/24
Adoption Authority:	Council
Date of Adoption:	xx February 12 November 2024 2026
Effective From:	xx February 19 November 2024 2026
Minute Reference for Adoption:	409/24
Next Review:	No later than December-February 2029 7 or as required by legislation or changed circumstances

Version Control

Version No.	Date of Effect	Description of Change(s)	Approval
1.0	19/11/2024	New Policy	Council - Res 409/24
2.0	10/02/2026	Removal of some clauses to satisfy the revocation of Part 3(h) of Resolution 430/24 as per Resolution 402/25, and some other minor amendments. New template	Council xx/26

CEO LEAVE APPROVAL POLICY

1. INTRODUCTION

1.1 The CEO Leave Approval Policy (the Policy) provides Council and its administration with principles and guidelines for managing leave entitlements for the Chief Executive Officer (CEO).

1.1.2 The Policy delegates the approval of CEO leave requests, provides that Council is kept informed of CEO leave periods, and outlines Acting CEO arrangements during absences of the CEO.

1.2.3 This policy is to be read in conjunction with other relevant Council policies. The development of this policy has ~~considered the~~ taken into account requirements of the *Local Government Act 1999* (Section 102).

2. OBJECTIVES

2.1 The objectives of this policy are to:

- Provide direction in the event of the absence of the CEO
- Ensure that Council is compliant with all legislative requirements and the agreed conditions of the CEO's employment agreement
- Outline the process for the approval of leave requests and the appointment of an Acting CEO
- Delegate the power to approve leave requests to the Mayor ~~in consultation with the Deputy Mayor~~
- Provide guidance to the CEO of persons who are suitably qualified to act as CEO during approved periods of leave
- ~~(Meeting the requirements of the CEO to consult with Council on the appointment of Acting CEOs).~~

3. DEFINITIONS

3.1 **"Absence of the CEO"** means:

~~3.1.1~~ a period when the CEO is on leave 5 business days or longer, or

~~3.1.2~~ if the leave is for a shorter period, the CEO is unable to perform the duties of the CEO under the *Local Government Act 1999*.

3.2 **"Chief Executive Officer"** means the appointed Chief Executive Officer for the Adelaide Hills Council.

3.3 **"Council"** means the elected body of the Adelaide Hills Council constituted pursuant to the Act.

3.4 **“Employment Agreement”** means the employment agreement executed between Adelaide Hills Council and the CEO.

3.5 **“Executive Leadership Team”** means an executive employee of Council, being specifically the Director Corporate Services, Director Environment and Infrastructure, Director Community and Development or [the](#) Executive Governance Officer, or a person acting in those positions.

4. SCOPE

4.1 The policy applies [to in respect of](#) periods of annual leave, long service leave, sick or carer’s leave, compassionate leave and parental leave taken by the CEO.

5. LEGISLATIVE OBLIGATIONS

5.1 Under s102 of the *Local Government Act 1999*, a person must be appointed to act in the absence of the CEO:

102—Person to act in absence of chief executive officer

In the absence of the chief executive officer, the following provisions apply:

- (a) if there is a deputy to the chief executive officer—the deputy must act in the office of the chief executive officer;
- (b) if there is no deputy or the deputy is absent—a suitable person appointed by the chief executive officer after consultation with the council must act in the office;
- (c) if a person is not appointed under paragraph (b)—a suitable person must be appointed by the principal member of the council to act in the office (after taking into account the organisational structure of the council);
- (d) if a person is not appointed under paragraph (c)—a suitable person must be appointed by any three or more members of the council to act in the office (after taking into account the organisational structure of the council).

6. POLICY STATEMENT

6.1 The CEO is eligible for annual leave, [long service leave](#), sick ~~or~~ carer’s leave, ~~long service leave~~, compassionate leave and parental leave as provided in their contract of employment and by relevant legislation.

6.2 Council acknowledges the importance of all employees accessing leave entitlements and will not unnecessarily withhold approval of leave requests.

6.3 In the absence of the CEO it is appropriate for a person to perform the duties of the CEO to enable the efficient functioning of the [local government’s](#) administration and to remain compliant with the [Local Government Act 1999](#).

7. LEAVE REQUESTS AND APPROVAL

- 7.1 Council authorises the Mayor, ~~in consultation with the Deputy Mayor,~~ to grant approval for (or refuse) all CEO leave requests up to and including periods of four (4) weeks duration.
- 7.2 The CEO shall provide reasonable prior notice for all leave requests where practicable.
- 7.3 The Mayor, ~~in consultation with the Deputy Mayor,~~ will ~~consider~~ give consideration to the CEO's leave requests in a timely manner.
- 7.4 If the Mayor has not responded to the leave requests in a timely manner, Council authorises the Deputy Mayor to grant approval for (or refuse) the leave request.
- 7.5 Any refusal of a leave request should provide reasons for that refusal.
- 7.6 If a leave request has been refused, the CEO can refer the leave request to Council for consideration and decision.
- 7.7 Periods of leave greater than four (4) weeks in duration will be provided to Council for consideration and decision.
- 7.8 Council is to be notified of all pre-approved periods of leave via email.
- ~~7.9 If the Deputy Mayor is on leave, the Mayor may consult with the Presiding Member of the CEO Performance Review Panel and the Presiding Member of the CEO Performance Review Panel is authorised to perform the roles of the Deputy Mayor outlined in this Policy.~~
- ~~7.10 If the Deputy Mayor and the Presiding Member of the CEO Performance Review Panel are unable to perform the roles outlined in this Policy, a leave request will be referred to Council.~~

8. ACTING CHIEF EXECUTIVE OFFICER APPOINTMENT

- 8.1 ~~T~~Council acknowledges the CEO has's authority, under s102(b) of the *Local Government Act 1999*, to appoint an Acting CEO during periods of absence after consultation with the Council.
- 8.2 ~~Council acknowledges that t~~This Policy satisfies the CEO's obligation to consult with Council in relation to appointing an Acting CEO under s102(b) of the *Local Government Act 1999*.
- 8.3 ~~Council notes T~~The CEO will appoint one of the Executive Leadership Team to act in the role of the CEO during periods of absence.
- 8.4 Appointment to the role of Acting CEO must be made in writing by the CEO and Council is to be advised of the appointment by email, prior to the appointment starting.
- 8.5 In the event that the CEO has not appointed an Acting CEO, and is absent from the role, the Mayor has authority under s102(c) of the *Local Government Act 1999* to appoint a

suitable person ~~to the role of~~ Acting CEO after ~~considering taking into account~~ the organisational structure of the Council.

8.6 In the event that the Mayor has not appointed an Acting CEO under section 8.5 of this Policy, three or more members of Council have the authority under s102(d) of the *Local Government Act 1999* to appoint a suitable person to Acting CEO after taking into account the organisational structure of the Council.

8.7 The Acting CEO will be afforded all delegated powers of the CEO whilst acting in the role.

9. DELEGATION

9.1 The Chief Executive Officer has the delegation to:

- Approve, amend and review any procedures that shall be consistent with this Policy; and
- Make any legislative, formatting, nomenclature or other minor changes to the Policy during the period of its currency.

10. AVAILABILITY OF THE POLICY

10.1 This Policy will be available via the Council's website www.ahc.sa.gov.au.

Appendix 2

Proposed CEO Leave- clean version

COUNCIL POLICY



CEO LEAVE APPROVAL POLICY

Policy Number:	GOV-20
Responsible Department(s):	Office of the CEO
Relevant Delegations:	As per the Delegations Register and as detailed in this Policy
Other Relevant Policies:	Nil
Relevant Procedure(s):	Acting or Higher Duties Procedure Leave Procedure
Relevant Legislation:	Local Government Act 1999 (SA) Fair Work Act 1994 (SA) Long Service Leave Act 1987 (SA)
Policies and Procedures Superseded by this policy on its Adoption:	Version 1, adopted 12 November 2024, Resolution 409/24
Adoption Authority:	Council
Date of Adoption:	xx February 2026
Effective From:	xx February 2026
Minute Reference for Adoption:	
Next Review:	No later than February 2029 or as required by legislation or changed circumstances

Version Control

Version No.	Date of Effect	Description of Change(s)	Approval
1.0	19/11/2024	<i>New Policy</i>	<i>Council - Res 409/24</i>
2.0	10/02/2026	Removal of some clauses to satisfy the revocation of Part 3(h) of Resolution 430/24 as per Resolution 402/25, and some other minor amendments. New template	Council xx/26

CEO LEAVE APPROVAL POLICY

1. INTRODUCTION

- 1.1 The CEO Leave Approval Policy (the Policy) provides Council and its administration with principles and guidelines for managing leave entitlements for the Chief Executive Officer (CEO).
- 1.2 The Policy delegates the approval of CEO leave requests, provides that Council is kept informed of CEO leave periods, and outlines Acting CEO arrangements during absences of the CEO.
- 1.3 This policy is to be read in conjunction with other relevant Council policies. The development of this policy has considered the requirements of the *Local Government Act 1999* (Section 102).

2. OBJECTIVES

- 2.1 The objectives of this policy are to:
- Provide direction in the event of the absence of the CEO
 - Ensure that Council is compliant with all legislative requirements and the agreed conditions of the CEO's employment agreement
 - Outline the process for the approval of leave requests and the appointment of an Acting CEO
 - Delegate the power to approve leave requests to the Mayor
 - Provide guidance to the CEO of persons who are suitably qualified to act as CEO during approved periods of leave
 - Meet the requirements of the CEO to consult with Council on the appointment of Acting CEOs.

3. DEFINITIONS

- 3.1 **"Absence of the CEO"** means a period when the CEO is on leave 5 business days or longer, or if the leave is for a shorter period, the CEO is unable to perform the duties of the CEO under the *Local Government Act 1999*.
- 3.2 **"Chief Executive Officer"** means the appointed Chief Executive Officer for the Adelaide Hills Council.
- 3.3 **"Council"** means the elected body of the Adelaide Hills Council constituted pursuant to the Act.
- 3.4 **"Employment Agreement"** means the employment agreement executed between Adelaide Hills Council and the CEO.

- 3.5 **“Executive Leadership Team”** means an executive employee of Council, being specifically the Director Corporate Services, Director Environment and Infrastructure, Director Community and Development or the Executive Governance Officer, or a person acting in those positions.

4. SCOPE

- 4.1 The policy applies to periods of annual leave, long service leave, sick or carer’s leave, compassionate leave and parental leave taken by the CEO.

5. LEGISLATIVE OBLIGATIONS

- 5.1 Under s102 of the *Local Government Act 1999*, a person must be appointed to act in the absence of the CEO:

102—Person to act in absence of chief executive officer

In the absence of the chief executive officer, the following provisions apply:

- (a) if there is a deputy to the chief executive officer—the deputy must act in the office of the chief executive officer;
- (b) if there is no deputy or the deputy is absent—a suitable person appointed by the chief executive officer after consultation with the council must act in the office;
- (c) if a person is not appointed under paragraph (b)—a suitable person must be appointed by the principal member of the council to act in the office (after taking into account the organisational structure of the council);
- (d) if a person is not appointed under paragraph (c)—a suitable person must be appointed by any three or more members of the council to act in the office (after taking into account the organisational structure of the council).

6. POLICY STATEMENT

- 6.1 The CEO is eligible for annual leave, long service leave, sick or carer’s leave, compassionate leave and parental leave as provided in their contract of employment and by relevant legislation.
- 6.2 Council acknowledges the importance of all employees accessing leave entitlements and will not unnecessarily withhold approval of leave requests.
- 6.3 In the absence of the CEO it is appropriate for a person to perform the duties of the CEO to enable the efficient functioning of the administration and to remain compliant with the *Local Government Act 1999*.

7. LEAVE REQUESTS AND APPROVAL

- 7.1 Council authorises the Mayor to grant approval for (or refuse) all CEO leave requests up to and including periods of four (4) weeks duration.
- 7.2 The CEO shall provide reasonable prior notice for all leave requests where practicable.

-
- 7.3 The Mayor will consider the CEO's leave requests in a timely manner.
- 7.4 If the Mayor has not responded to the leave requests in a timely manner, Council authorises the Deputy Mayor to grant approval for (or refuse) the leave request.
- 7.5 Any refusal of a leave request should provide reasons for that refusal.
- 7.6 If a leave request has been refused, the CEO can refer the leave request to Council for consideration and decision.
- 7.7 Periods of leave greater than four (4) weeks in duration will be provided to Council for consideration and decision.
- 7.8 Council is to be notified of all pre-approved periods of leave via email.

8. ACTING CHIEF EXECUTIVE OFFICER APPOINTMENT

- 8.1 The CEO has authority, under s102(b) of the *Local Government Act 1999*, to appoint an Acting CEO during periods of absence after consultation with the Council.
- 8.2 This Policy satisfies the CEO's obligation to consult with Council in relation to appointing an Acting CEO under s102(b) of the *Local Government Act 1999*.
- 8.3 The CEO will appoint one of the Executive Leadership Team to act in the role of the CEO during periods of absence.
- 8.4 Appointment to the role of Acting CEO must be made in writing by the CEO and Council is to be advised of the appointment by email, prior to the appointment starting.
- 8.5 In the event that the CEO has not appointed an Acting CEO, and is absent from the role, the Mayor has authority under s102(c) of the *Local Government Act 1999* to appoint a suitable person to the role of Acting CEO after considering the organisational structure of the Council.
- 8.6 In the event that the Mayor has not appointed an Acting CEO under section 8.5 of this Policy, three or more members of Council have the authority under s102(d) of the *Local Government Act 1999* to appoint a suitable person to Acting CEO after taking into account the organisational structure of the Council.
- 8.7 The Acting CEO will be afforded all delegated powers of the CEO whilst acting in the role.

9. DELEGATION

- 9.1 The Chief Executive Officer has the delegation to:
- Approve, amend and review any procedures that shall be consistent with this Policy; and

- Make any legislative, formatting, nomenclature or other minor changes to the Policy during the period of its currency.

10. AVAILABILITY OF THE POLICY

10.1 This Policy will be available via the Council's website www.ahc.sa.gov.au.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 24 FEBRUARY 2026
AGENDA BUSINESS ITEM**

Item: 12.3

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

Subject: Terms of Reference – Council Assessment Panel

For: Decision

SUMMARY

The current term of appointment for the Independent Council Assessment Panel (CAP) members expires on 31 May 2026.

The purpose of this report is to seek endorsement of the revised *Council Assessment Panel Terms of Reference* and to appoint two (2) Council Members to the selection panel in order to undertake the expression of interest process for independent CAP members.

The Terms of Reference have been reviewed and the revised document includes several minor changes, as shown as tracked changes in **Appendix 1**.

RECOMMENDATION

Council resolves:

Decision 1 (required if one candidate per position indicates intention to nominate)

1. That the report be received and noted.
2. To revoke the *Council Assessment Panel Terms of Reference* dated 27 February 2024 and to adopt the *Council Assessment Panel Terms of Reference* contained in *Appendix 2* of this Report.
3. To appoint _____ and _____, the Director Community and Development and Manager Development Services as members of the Council Assessment Panel Independent Member Selection Panel.

Decision 2 (required if more than one candidate per position indicates intention to nominate)

1. That the report be received and noted.

2. To revoke the *Council Assessment Panel Terms of Reference* dated 27 February 2024 and to adopt the *Council Assessment Panel Terms of Reference* contained in *Appendix 2* of this Report.
3. To determine that the method of selecting the Council Assessment Panel Independent member Selection Panel be by an indicative vote to determine the preferred person(s) utilising the process set out in this Agenda report.

Decision 3 (required if meeting adjourned)

1. To appoint _____ and _____, the Director Community and Development and Manager Development Services as members of the Council Assessment Panel Independent Member Selection Panel.
-

1. BACKGROUND

The Terms of Reference for the Council Assessment Panel was adopted by Council on 27 February 2024.

12.1.2 Adoption of Terms of Revised Terms of Reference for CAP

Moved Cr Melanie Selwood
S/- Cr Mark Osterstock

42/24

Council resolves:

3. To revoke the Council Assessment Panel Terms of Reference dated 26 April 2022 and to adopt the Council Assessment Panel Terms of Reference contained in *Appendix 2* of this Report and
4. The CEO be authorised to make minor content, grammatical and formatting amendments to the Council Assessment Panel Terms of Reference during the period of currency.

Carried Unanimously

The term of appointment for the current Independent CAP members and the Deputy Independent CAP member expires on 31 May 2026. The Terms of Reference should be reviewed prior to the appointment of independent members.

At its meeting on 23 April 2024, Council made the following Independent Member appointments, which expire on 31 May 2026.

19.1.1 Appointment of Council Assessment Panel (CAP) Independent Members – Confidential Item

Moved Cr Leith Mudge
S/- Cr Chris Grant

139/24

Council resolves:

1. That the report be received and noted.
2. To appoint Geoff Parsons as the independent Presiding Member to the Council Assessment Panel for a two-year period commencing on 1 June 2024 and expiring on 31 May 2026.
3. To appoint the following independent members to the Council Assessment Panel for a two-year period commencing on 1 June 2024 and expiring on 31 May 2026:
 - i. Paul Mickan
 - ii. Ross Bateup
 - iii. Myles Somers
4. To appoint Tim Pride as the Deputy Independent Member for a two-year period commencing on 1 June 2024 and expiring on 31 May 2026.

Carried Unanimously

At its 12 November 2024 meeting, Council made the following appointments of a Council Member and Deputy Member to the CAP as per the Terms of Reference:

Moved Cr Chris Grant
S/- Cr Adrian Cheater

392/24

Council resolves:

Decision 2

1. To appoint Cr Leith Mudge as the Council Member and Cr Malcolm Herrmann as Deputy Council Member of the Council Assessment Panel for a term to commence on 30 November 2024 and conclude at the end of the Council term.

Carried Unanimously

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal Organisation

Objective 02 Operate with integrity using best practice governance processes

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

Reviewing the Terms of Reference ensures our systems adapt to changing circumstances, supporting Council's commitment to open and transparent decision making.

➤ **Legal Implications**

Sections 82 and 83 of the *Planning, Development and Infrastructure Act 2016* (the Act), require Council to have an Assessment Panel comprising a maximum of five (5) members, of which at least four (4) must be Independent Members (including an independent Presiding Member) and no more than one (1) Council Member. The Council can appoint at least one Deputy Member to the CAP for the purpose of filling in for any CAP member (either Independent or Council Members) who is unable to attend a CAP meeting or part of a CAP meeting.

Furthermore, Section 7 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* (the Regulations) requires the independent CAP members to have certification as an “Accredited Professional – Planning Level 2” to perform the functions and duties of a Council Assessment Panel member.

➤ **Risk Management Implications**

The appointment of appropriately qualified independent members to Council’s Assessment Panel will assist in mitigating the risk of:

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

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Medium (3D)	Medium (3D)

This is one of many controls that assist in mitigating this risk.

➤ **Financial and Resource Implications**

The costs specifically associated with this report relate to the advertising costs for the Expressions of Interest process, which are included in the *Annual Business Plan and Budget* (ABP).

The on-going costs associated with independent CAP members are the sitting fees of \$578 ex GST (Independent Presiding Member) per meeting and \$450 ex GST (ordinary Independent Member) per meeting. The Council Member on the Panel is currently paid a sitting fee of \$318 per meeting. These sitting fees are included in the ABP. A separate report in relation to CAP sitting fees will be prepared and submitted to a future Council meeting.

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

There is an expectation that the CAP members are competent and understand the role and functions of the Panel, and their individual obligations regarding the *Code of Conduct for Assessment Panel Members*.

➤ **Sustainability Implications**

Not applicable.

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

No public consultation was required in the development of this report.

<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 Terms of Reference outline how the CAP members will be appointed, the relevant skills and experience required of candidates, the term and conditions of appointment, the Presiding Member role and appointment of Acting Presiding Member, the circumstances under which a member will lose office and the process to follow in the event of this or another vacancy during the appointment term.

The Terms of Reference also outline the appointment of at least one Deputy Member to CAP for the purpose of attending a meeting in the place of a member who is unable to attend a meeting or, part of a meeting. The Terms of Reference detail that the CAP has an Independent Presiding Member, three Independent Members, and one Council Member, plus a Deputy Independent Member and a Deputy Council Member.

It is recommended that Council adopts the revised Terms of Reference with the following minor changes:

- An amendment to subclause 2.2.2 to further clarify that a Certificate of Accreditation as an accredited Professional Planning Level 2 is an essential qualification for an Independent Member, reinforcing subclause 4.4.1.
- Updates to the Expression of Interest clauses, to clarify that the Administration will call for expression of interest and a selection panel will be formed by the Council, composed of senior Council staff and Council Members to assess applications and make recommendations to Council
- Minor updates to the Term of Appointment section to clarify that both the deputy independent members are appointed for a term of up to 2 years and, that all members are eligible for reappointment, including deputy CAP members.

Indicative voting process for determining Council appointed positions

Due to the implications of the Material Conflict of Interest provisions under s75, it is proposed that the Council adjourn the meeting for the purposes of seeking nominations for and, if necessary, conducting an indicative vote (Indicative Voting Process) to determine the preferred persons for the Selection Panel.

As the Indicative Voting Process involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council Committee, it is an

Information or Briefing Session that should be open to the public for the purposes of s90A(3) and the Information and Briefing Sessions Policy (the Policy). As an Information or Briefing Session, the Chief Executive will conduct the meeting in accordance with the Policy.

The proposed Indicative Vote Process below is based on the Appointments to Positions Process contained in Clause 4.7 of Council's Code of Practice for Council Meeting Procedures with modifications to suit the legislative requirements of the conflict of interest and Information or Briefing Session provisions.

The proposed indicative voting process is:

1. On reaching the Agenda item, and prior to any motion being moved, the Acting Mayor enquires as to how many members intend to nominate for the position of Selection Panel Member;
2. if only one (1) member indicates their candidacy per position, those members will consider declaring a material or general conflict of interest and leave the meeting, whilst the Acting Mayor invites a motion to appoint that member to the position (Decision 1);
3. the meeting will then deal with the motion;
4. if there are more candidates than positions, the Acting Mayor will call for a formal motion to adjourn the meeting, until the conclusion of an informal secret ballot process (Decision 2);
5. once the meeting is adjourned, the Chief Executive Officer (or their delegate) will ask for confirmation of the candidates;
6. The method of voting will be by secret ballot utilising the preferential counting system;
7. Each Council Member (including the Acting Mayor) shall have one vote;
8. Ballot papers will be provided to each Member;
9. The nominees' names will be drawn to determine the order on the ballot paper;
10. Each nominee will have two (2) minutes to speak in support of their candidacy. The speaking order will be as listed on the ballot paper.
11. Completed ballot papers will be collected by the Returning Officer and the count will be undertaken in a separate room with an observer (another Council staff member) present.
12. In the event of a tie, the result will be decided by the Returning Officer drawing lots, the candidate first drawn being the candidate excluded.
13. After all votes have been counted, the Returning Officer shall formally declare the result of the election.
14. The ballot papers will be shredded.

3. OPTIONS

Council has the following options:

- I. To adopt the revised Terms of Reference provided in **Appendix 2** and appoint Council Members to the Selection Panel members for the recruitment of CAP Independent Members.
- II. To not adopt the revised Terms of Reference.

Should the Council identify the need for substantial amendments to the revised Terms of Reference, it is recommended that they be referred to staff for review to allow for

analysis of the implications of the amendments, prior to the matter being brought back to the Council for further consideration.

4. APPENDICES

- (1) Draft Revised CAP Terms of Reference (tracked changes)
- (2) Draft Revised CAP Terms of Reference (clean copy)

Appendix 1

*Draft Revised CAP Terms of Reference
(tracked changes)*



Council Assessment Panel

Terms of Reference

Adopted by Council on ~~27 February 2024~~ 24 February 2026



Adelaide Hills Council Assessment Panel Terms of Reference

Adopted ~~27 February 2024~~

1. BACKGROUND

- 1.1 The Adelaide Hills Council Assessment Panel (**CAP**) was appointed as a relevant authority under Section 82 and 83 of the *Planning, Development and Infrastructure Act 2016 (Act)* by resolution of the Adelaide Hills Council (**the Council**) on 26 September 2017.
- 1.2 The CAP is a relevant authority under the Act and, during transition to the Act, will act as a delegate of the Council for the purpose of the *Development Act 1993*.

2. MEMBERSHIP OF CAP

Appointment of Members

- 2.1 The CAP will be constituted of five (5) Members (**CAP Members**), to be appointed by the Council, comprising:
 - 2.1.1 One (1) Member of the Council (**Council Member**); and
 - 2.1.2 ~~Five~~ Four (4) Independent Members (Independent Members), not being Members of the Council or State Parliament.
- 2.2 When appointing CAP Members, the Council may have regard to the following:
 - 2.2.1 the candidate's knowledge of the operation and requirements of the Act;
 - 2.2.2 in relation to Independent Members, the candidate's qualifications or experience in a field that is relevant to the activities of the CAP, including holding a Certificate of Accreditation as Accredited Professional Planning level 2;
 - 2.2.3 in relation to the Council Member, the candidate's experience in local government;
 - 2.2.4 that a balance of qualifications and experience among CAP Members is desirable;
 - 2.2.5 that diversity of membership is desirable, including gender diversity among CAP Members;
 - 2.2.6 such other matters as the Council considers relevant.

Appointment of Deputy Members

- 2.3 The Council must appoint at least one Deputy Member to the CAP for the purpose of filling in for a CAP Member who is unable to attend a CAP meeting or part of a CAP meeting.
- 2.4 Subject to clause 2.5, a Deputy Member for an Independent Member must not be a Member of the Council or State Parliament.
- 2.5 Where a Deputy Member appointed for the Council Member is also a member of the Council, that person may not act as a deputy for any other CAP Member (whereas a Deputy Member who is not a member of the Council may act as a deputy for any CAP Member).
- 2.6 In appointing a Deputy Member, the Council may have regard to the matters in clause 2.2, as well as to the qualifications and experience of the CAP Member to whom the candidate will be a deputy.
- 2.7 Unless the context otherwise requires, a reference to a CAP Council Member in this document includes a Deputy Council Member and a reference to an Independent Member includes a Deputy Member.

Expression of Interest

- 2.8 The Administration will call for expressions of interest for appointment of CAP Independent Members.
- 2.9 A selection panel will be formed by the Council to assess applications and recommend to Council the preferred candidate(s) for appointment to the CAP.
- 2.10 Senior Council Staff and Council Members may be included on the selection panel. The selection panel is not a committee of the Council and will conduct its proceedings as it sees fit.

~~2.92.11~~ The Council will call for nominations of interest from Council Members for the appointment of the CAP Council Member and the Deputy Council Member.

Presiding Member and Acting Presiding Member

- ~~2.92.12~~ The Council will appoint an Independent Member to be the Presiding Member of the CAP for such term and on such conditions as determined by the Council.
- ~~2.102.13~~ The Presiding Member will preside at any CAP meeting at which he or she is present.
- ~~2.112.14~~ In the event that the Presiding Member is not present at a meeting (or part thereof) an Independent Member will be appointed as Acting Presiding Member by those CAP Members who are present at the meeting.
- ~~2.122.15~~ The role of the Presiding Member will include, but not be limited to:

~~2.12.12.15.1~~ Ensuring that the business of the CAP at meetings, including hearings, is conducted in a reasonable and appropriate manner and that any unreasonable, unruly or inappropriate behaviour is dealt with and ensuring that appropriate meeting procedures are followed, and

~~2.12.22.15.2~~ Ensuring that CAP Members are aware of their role and responsibilities under the Act and that the Council Member does not confuse that role with their role under the *Local Government Act 1999*.

~~2.132.16~~ A Presiding Member is eligible to be reappointed as the Presiding Member at the expiry of his or her term of office as determined by the Council.

~~2.142.17~~ In the event that the Presiding Member resigns or is removed from office, the Council will appoint an Independent Member to be the Presiding Member for such term and on such conditions as determined by the Council.

Term of Appointment

~~2.152.18~~ Subject to clause 5, Independent Members and Deputy Independent Member will be appointed for a term of up to two (2) years and on such other conditions as determined by the Council.

~~2.162.19~~ Subject to clause 5, the Council Member will be appointed for a term of up to two (2) years, or for the remainder of their current elected term, whichever occurs first and on such other conditions as determined by the Council.

~~2.172.20~~ The Deputy Council Member will be appointed for a term of up to two (2) years, or for the remainder of their current elected term, whichever occurs first and on such other conditions as determined by the Council.

~~2.182.21~~ A CAP Member and Deputy CAP Member is eligible for reappointment for a further term, or further terms, upon the expiry of his or her current term as determined by the Council.

~~2.192.22~~ An Independent CAP Member whose term of office has expired may nevertheless continue to act as a Member until the vacancy is filled or for a period of six months from the expiry of the Member's term of office, whichever occurs first.

3. VACANCY IN MEMBERSHIP

- 3.1 In the event of a vacancy arising in the office of a CAP Member, the Council may appoint a person to be a CAP Member for the balance of the original CAP Member's term of office as soon as is reasonably practicable in the same manner as the original CAP Member was appointed.
- 3.2 The CAP Member appointed to fill a vacancy may be a Deputy Member in which case that person will automatically cease to be a Deputy Member.
- 3.3 In appointing a CAP Member pursuant to clause ~~3.13-1~~, the Council may have regard to the matters in clause ~~2.22-2~~ or ~~2.62-6~~ as the case requires.

- 3.4 A vacancy in the membership of the CAP will not invalidate any decisions of the CAP, provided a quorum is maintained during meetings.

4. CONDITIONS OF APPOINTMENT

- 4.1 At all times, CAP Members must act honestly, lawfully, in good faith, and in accordance with any code of conduct applicable to CAP Members.
- 4.2 CAP Members may be remunerated as determined by the Council for the reasonable time and costs incurred by CAP Members in attending CAP meetings and training as agreed to by the Assessment Manager.
- 4.3 Different levels of remuneration may be fixed by the Council for Independent Members, the Presiding Member and a Council Member.
- 4.4 Upon the commencement of Section 83(1)(c) of the Act:
- 4.4.1 CAP Members, excluding a Member who is a Member or former Member of the Council, must be accredited professionals under the Act; and
- 4.4.2 CAP Members who are Members or former Members of the Council must have sufficient experience in local government to satisfy the Council that they are appropriately qualified to act as a Member of the CAP.

5. REMOVAL FROM OFFICE

- 5.1 A CAP Member will automatically lose office where:
- 5.1.1 the CAP Member has become bankrupt or has applied to take the benefit of a law for the relief of insolvent debtors;
- 5.1.2 the CAP Member has been convicted of an indictable offence punishable by imprisonment;
- 5.1.3 in the case of a Council Member, the Member ceases to be a member of the Council.
- 5.2 Subject to Clause ~~5.45-4~~, the Council may by resolution remove a CAP Member from office where, in the opinion of the Council, the behaviour of the CAP Member amounts to:
- 5.2.1 a breach of a condition of his or her appointment as a CAP Member;
- 5.2.2 misconduct;
- 5.2.3 a breach of any legislative obligation or duty of a CAP Member;
- 5.2.4 neglect of duty in attending to role and responsibilities as a CAP Member;
- 5.2.5 a failure to carry out satisfactorily the duties of his or her office;
- 5.2.6 a breach of fiduciary duty that arises by virtue of his or her office;
- 5.2.7 the inability to carry out satisfactorily the duties of his or her office;

5.2.8 except in relation to Deputy Members, a failure without reasonable excuse to attend three consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member; or

5.2.9 in relation to a Deputy Member, a failure without reasonable excuse on three consecutive occasions to attend a meeting of the CAP when requested to do so; or

5.2.10 for any other reason the Council considers appropriate.

5.3 The removal of the CAP Member pursuant to clause [5.25-2](#) will take effect upon the Council passing a resolution to remove the CAP Member from office (unless the Council resolves otherwise), and such resolution will be confirmed in writing to the CAP Member within 7 days of being passed.

5.4 Prior to resolving to remove a CAP Member from office pursuant to clause [5.25-2](#), the Council must:

5.4.1 give written notice to the CAP Member of:

5.4.1.1 its intention to remove the CAP Member from office pursuant to clause [5.25-2](#); and

5.4.1.2 the alleged behaviour of the CAP Member falling within clause [5.2.15-2.4](#) or reason the Council considers it appropriate to remove the CAP Member,

not less than 7 days before the meeting of the Council at which the matter is to be considered;

5.4.2 give the CAP Member an opportunity to make submissions to the Council on its intention to remove the CAP Member from office either orally at the Council meeting at which the matter is to be considered, or in writing by such date as the Council reasonably determines; and

5.4.3 have due regard to the CAP Member's submission in determining whether to remove the CAP Member from office.

Appendix 2

Draft Revised CAP Terms of Reference (clean copy)

Council Assessment Panel

Terms of Reference

Adopted by Council on - 24 February 2026



Adelaide Hills Council Assessment Panel

Terms of Reference

Adopted 24 February 2026

1. BACKGROUND

- 1.1 The Adelaide Hills Council Assessment Panel (**CAP**) was appointed as a relevant authority under Section 82 and 83 of the *Planning, Development and Infrastructure Act 2016 (Act)* by resolution of the Adelaide Hills Council (**the Council**) on 26 September 2017.
- 1.2 The CAP is a relevant authority under the Act and, during transition to the Act, will act as a delegate of the Council for the purpose of the *Development Act 1993*.

2. MEMBERSHIP OF CAP

Appointment of Members

- 2.1 The CAP will be constituted of five (5) Members (**CAP Members**), to be appointed by the Council, comprising:

- 2.1.1 One (1) Member of the Council (**Council Member**); and

Four (4) Independent Members (Independent Members), not being Members of the Council or State Parliament.

- 2.2 When appointing CAP Members, the Council may have regard to the following:

- 2.2.1 the candidate's knowledge of the operation and requirements of the Act;

- 2.2.2 in relation to Independent Members, the candidate's qualifications or experience in a field that is relevant to the activities of the CAP, including holding a Certificate of Accreditation as Accredited Professional Planning level 2;

- 2.2.3 in relation to the Council Member, the candidate's experience in local government;

- 2.2.4 that a balance of qualifications and experience among CAP Members is desirable;

- 2.2.5 that diversity of membership is desirable, including gender diversity among CAP Members;

- 2.2.6 such other matters as the Council considers relevant.

Appointment of Deputy Members

- 2.3 The Council must appoint at least one Deputy Member to the CAP for the purpose of filling in for a CAP Member who is unable to attend a CAP meeting or part of a CAP meeting.
- 2.4 Subject to clause 2.5, a Deputy Member for an Independent Member must not be a Member of the Council or State Parliament.
- 2.5 Where a Deputy Member appointed for the Council Member is also a member of the Council, that person may not act as a deputy for any other CAP Member (whereas a Deputy Member who is not a member of the Council may act as a deputy for any CAP Member).
- 2.6 In appointing a Deputy Member, the Council may have regard to the matters in clause 2.2, as well as to the qualifications and experience of the CAP Member to whom the candidate will be a deputy.
- 2.7 Unless the context otherwise requires, a reference to a CAP Council Member in this document includes a Deputy Council Member and a reference to an Independent Member includes a Deputy Member.

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- 2.8 The Administration will call for expressions of interest for appointment of CAP Independent Members.
- 2.9 A selection panel will be formed by the Council to assess applications and recommend to Council the preferred candidate(s) for appointment to the CAP,
- 2.10 Senior Council Staff and Council Members may be included on the selection panel. The selection panel is not a committee of the Council and will conduct its proceedings as it sees fit.
- 2.11 The Council will call for nominations of interest from Council Members for the appointment of the CAP Council Member and the Deputy Council Member.

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- 2.12 The Council will appoint an Independent Member to be the Presiding Member of the CAP for such term and on such conditions as determined by the Council.
- 2.13 The Presiding Member will preside at any CAP meeting at which he or she is present.
- 2.14 In the event that the Presiding Member is not present at a meeting (or part thereof) an Independent Member will be appointed as Acting Presiding Member by those CAP Members who are present at the meeting.
- 2.15 The role of the Presiding Member will include, but not be limited to:
 - 2.15.1 Ensuring that the business of the CAP at meetings, including hearings, is conducted in a reasonable and appropriate manner and that any

unreasonable, unruly or inappropriate behaviour is dealt with and ensuring that appropriate meeting procedures are followed, and

2.15.2 Ensuring that CAP Members are aware of their role and responsibilities under the Act and that the Council Member does not confuse that role with their role under the *Local Government Act 1999*.

2.16 A Presiding Member is eligible to be reappointed as the Presiding Member at the expiry of his or her term of office as determined by the Council.

2.17 In the event that the Presiding Member resigns or is removed from office, the Council will appoint an Independent Member to be the Presiding Member for such term and on such conditions as determined by the Council.

Term of Appointment

2.18 Subject to clause 5, Independent Members and Deputy Independent Member will be appointed for a term of up to two (2) years and on such other conditions as determined by the Council.

2.19 Subject to clause 5, the Council Member will be appointed for a term of up to two (2) years, or for the remainder of their current elected term, whichever occurs first and on such other conditions as determined by the Council.

2.20 The Deputy Council Member will be appointed for a term of up to two (2) years, or for the remainder of their current elected term, whichever occurs first and on such other conditions as determined by the Council.

2.21 A CAP Member and Deputy CAP Member is eligible for reappointment for a further term, or further terms, upon the expiry of his or her current term as determined by the Council.

2.22 An Independent CAP Member whose term of office has expired may nevertheless continue to act as a Member until the vacancy is filled or for a period of six months from the expiry of the Member's term of office, whichever occurs first.

3. VACANCY IN MEMBERSHIP

3.1 In the event of a vacancy arising in the office of a CAP Member, the Council may appoint a person to be a CAP Member for the balance of the original CAP Member's term of office as soon as is reasonably practicable in the same manner as the original CAP Member was appointed.

3.2 The CAP Member appointed to fill a vacancy may be a Deputy Member in which case that person will automatically cease to be a Deputy Member.

3.3 In appointing a CAP Member pursuant to clause 3.1, the Council may have regard to the matters in clause 2.2 or 2.6 as the case requires.

3.4 A vacancy in the membership of the CAP will not invalidate any decisions of the CAP, provided a quorum is maintained during meetings.

4. CONDITIONS OF APPOINTMENT

- 4.1 At all times, CAP Members must act honestly, lawfully, in good faith, and in accordance with any code of conduct applicable to CAP Members.
- 4.2 CAP Members may be remunerated as determined by the Council for the reasonable time and costs incurred by CAP Members in attending CAP meetings and training as agreed to by the Assessment Manager.
- 4.3 Different levels of remuneration may be fixed by the Council for Independent Members, the Presiding Member and a Council Member.
- 4.4 Upon the commencement of Section 83(1)(c) of the Act:
 - 4.4.1 CAP Members, excluding a Member who is a Member or former Member of the Council, must be accredited professionals under the Act; and
 - 4.4.2 CAP Members who are Members or former Members of the Council must have sufficient experience in local government to satisfy the Council that they are appropriately qualified to act as a Member of the CAP.

5. REMOVAL FROM OFFICE

- 5.1 A CAP Member will automatically lose office where:
 - 5.1.1 the CAP Member has become bankrupt or has applied to take the benefit of a law for the relief of insolvent debtors;
 - 5.1.2 the CAP Member has been convicted of an indictable offence punishable by imprisonment;
 - 5.1.3 in the case of a Council Member, the Member ceases to be a member of the Council.
- 5.2 Subject to Clause 5.4, the Council may by resolution remove a CAP Member from office where, in the opinion of the Council, the behaviour of the CAP Member amounts to:
 - 5.2.1 a breach of a condition of his or her appointment as a CAP Member;
 - 5.2.2 misconduct;
 - 5.2.3 a breach of any legislative obligation or duty of a CAP Member;
 - 5.2.4 neglect of duty in attending to role and responsibilities as a CAP Member;
 - 5.2.5 a failure to carry out satisfactorily the duties of his or her office;
 - 5.2.6 a breach of fiduciary duty that arises by virtue of his or her office;
 - 5.2.7 the inability to carry out satisfactorily the duties of his or her office;

- 5.2.8 except in relation to Deputy Members, a failure without reasonable excuse to attend three consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member; or
 - 5.2.9 in relation to a Deputy Member, a failure without reasonable excuse on three consecutive occasions to attend a meeting of the CAP when requested to do so; or
 - 5.2.10 for any other reason the Council considers appropriate.
- 5.3 The removal of the CAP Member pursuant to clause 5.2 will take effect upon the Council passing a resolution to remove the CAP Member from office (unless the Council resolves otherwise), and such resolution will be confirmed in writing to the CAP Member within 7 days of being passed.
- 5.4 Prior to resolving to remove a CAP Member from office pursuant to clause 5.2, the Council must:
- 5.4.1 give written notice to the CAP Member of:
 - 5.4.1.1 its intention to remove the CAP Member from office pursuant to clause 5.2; and
 - 5.4.1.2 the alleged behaviour of the CAP Member falling within clause 5.2.1 or reason the Council considers it appropriate to remove the CAP Member,not less than 7 days before the meeting of the Council at which the matter is to be considered;
 - 5.4.2 give the CAP Member an opportunity to make submissions to the Council on its intention to remove the CAP Member from office either orally at the Council meeting at which the matter is to be considered, or in writing by such date as the Council reasonably determines; and
 - 5.4.3 have due regard to the CAP Member's submission in determining whether to remove the CAP Member from office.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 12.4

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

Subject: Accommodation Project - Heathfield

For: Decision

SUMMARY

The purpose of this report is to seek Council approval for the reallocation of funding from the Gumeracha Depot renewal project for the installation of two transportable offices at the Heathfield Works Depot.

A reallocation of 25/26 building renewal funding to install two transportable offices (one new and one as a renewal of an existing transportable office) at the Heathfield Works Depot would provide accommodation for up to sixteen staff that are currently spread across four locations in no longer fit-for-purpose accommodation.

Community values for tree management, native vegetation conservation, verge management and footpath/trail developments will be served best through the placement of an integrated and coordinated field workforce with less 'silo' approaches to plan and deliver projects.

The current quoted figure to deliver, install and appropriately fit out two transportable buildings is \$245k and provides a future solution to the existing accommodation of staff within the Civil and Open Space Teams. The proposed reallocation of budget is critical to underpin the planned consolidation of Administration workforce into Woodside and Stirling Offices (including the exit strategy from Garrod).

RECOMMENDATION

Council resolves:

1. That the Accommodation Project - Heathfield report be received and noted.

 2. To endorse the reallocation of funding from the Gumeracha Depot renewal project to provide additional office accommodation at Heathfield Works Depot with a budget of \$245,000, noting a saving of \$14,000.
-

1. BACKGROUND

Council's strategic plan includes an objective to improve the utilisation of Council facilities with a priority to review staff accommodation to optimise cost and service delivery arrangements and implement appropriate actions.

To progress this objective and prepare for the finalisation of an Asset Management Plan for Buildings, Administration completed a validation of renewal projects planned for 25/26 through building condition assessments to ensure projects have a contemporary strategic value and deliver an effective return on investment.

A \$259,000 project planned for the Gumeracha Depot to renew flooring, toilet refurbishment and roofing/gutter renewals was evaluated and through further investigation and consideration did not deliver efficient and effective outcomes considering the strategic initiatives relating to consolidating workforce office accommodation and integrating open space and civil teams to improve service delivery and culture. The roofing and gutter component renewals will be reviewed in further budget cycles and minor maintenance will be undertaken to extend the life of the existing assets.

Through engagement with Civil staff at both Heathfield and Gumeracha the proposed budgeted works allocated through the annual business planning capital works program were deemed not beneficial in refurbishing a single office for one to two staff to utilise.

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 BFE4.1 Review staff office accommodation to optimise cost and service delivery arrangements and implement appropriate actions.

➤ Legal Implications

Not Applicable

➤ Risk Management Implications

Council not representing the community and may lead to a loss in community confidence in Council.

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

➤ Financial and Resource Implications

Being within the existing budget funding amount there would be no material financial impact on Council (Reduction in renewal spend by \$14K).

The renewal of one existing transportable and the purchase of a new transportable would, based on a lifecycle of approximately seventy years, increase the operating depreciation cost by approximately \$3,500 per annum.

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

Not Applicable.

➤ **Sustainability Implications**

Not Applicable.

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

Consultation on the development of this report was as follows:

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

➤ **Additional Analysis**

Based on accommodation options across various sites and reallocating staff into useable, fit for purpose accommodation, the installation of two transportable offices at Heathfield replicates the environments for the Civil Projects/Asset Teams including a large meeting room. It also provides the Open Space teams, currently spread across numerous sites and non-compliant buildings, an environment to work in a single location to improve logistics, communications and morale.

The existing depot office space does not provide space to house the existing or future staff who are currently utilising spaces that are non-compliant. A previous project to refurbish the existing office space was costed at approximately \$850K and was not pursued due to financial constraints.

The transportable options will be coordinated with the existing Heathfield Depot upgrades budgeted for within the 2025/26 budget to improve access and separate Heavy and Light Fleet into distinct zones, improve and increase staff parking and install appropriate signage/linemarking across the site.

3. OPTIONS

Council has the following options:

- I. Endorse the reallocation of funding from the Gumeracha Depot renewal project to provide additional office accommodation at Heathfield Works Depot with the purchase of two fit for purpose transportable buildings.
- II. Not endorse the proposed reallocation of funding.

4. APPENDICES
Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 24 February 2026
AGENDA BUSINESS ITEM**

Item: 12.5

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: Budget review 2 – 2025-26

For: Decision

SUMMARY

The *Local Government (Financial Management) Regulations 2011* (the “Regulations”) requires Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require or offer opportunities for changes to the budget during the year.

This report presents the second Budget Review (BR2) of the 2025-26 financial year to Council for review. The Audit and Risk Committee considered BR2 at its meeting on the 16th of February 2026.

The proposed operating budget changes result in an immaterial increase in the projected deficit by \$0.006m. This results in the projected deficit being \$3.136m. To achieve this ongoing consistency and to support Councils ongoing financial sustainability a number of projects originally budgeted are recommended to be removed, details are set out below. Once previously identified risks, which are still present, are considered, the preliminary forecast full year result is a deficit of \$3.311m.

A review of the capital program has identified that a number of projects will not be delivered in the current year. These will be deferred into a future year. A number of projects will be consolidated into a broader, Council wide accommodation review project, which will be submitted for consideration as part of the 2026/27 budget deliberation process.

The remainder of the projects are either on hold pending further investigative works or community engagement and will be brought back to Council through the carry-forward budget review process, or will return for Councils further consideration as part of a future budget process.

Additionally, a number of projects have been rescoped, resulting in a change in their funding requirements. However, this results in efficiency gains in delivery and delivers a more complete outcome for the community. It is likely to result in operating cost savings in future years.

In all, these changes result in a decrease in the capital program, from \$22.846m to \$19.937m, a decrease of \$2.909m. Attention should be drawn to the fact that risks remain in the capital delivery

program, as well as end of year adjustments (particularly in relation to work in progress) and it is expected that the full year outcome will be approximately \$19m.

RECOMMENDATION

Council resolves:

- 1. That the report on Budget Review 2 2025-26 be received and noted.**
- 2. That Council adopts the proposed budget adjustments presented in Budget Review 2 (item , 24 February 2026, Council meeting) which result in:**
 - a. An increase in the Operating Deficit from \$3.130m to \$3.136m for the 2025-26 financial year.**
 - b. A reduction to the capital expenditure budget for 2025-26 of \$3.027m bringing the total budget to \$19.819m**
 - c. proposed financial sustainability indicators relative to Council’s agreed targets of the following:**

i. Operating Ratio	-4.8%	(Target 0% to 10%)
ii. Net Financial Liabilities Ratio	52%	(Target 0% to 100%)
iii. Asset Renewal Funding Ratio	144%	(Target 90% to 110%)

1. BACKGROUND

The Regulations require Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require, or offer opportunities for, changes to the budget during the year. This report presents BR2 of the 2025-26 financial year.

The latest adoption of Council’s revised Budget occurred at the Council meeting held on 25 November 2025, where Council adopted the 2025-26 Budget Review 1 with a Budgeted Operating Deficit of \$3.130m.

The Audit and Risk Committee considered BR2 at their meeting on the 16th of February and resolved as follows:

8.6 Budget Review 2

Moved Natalie Simmons
S/- Pamela Lee

ARC8/26

The Audit and Risk Committee resolves:

1. That the report on Budget Review 2 2025-26 be received and noted (item 8.6, 16 February 2026, Audit and Risk Committee meeting).
2. To recommend to Council to adopt the proposed budget adjustments presented in Budget Review 2 (item 8.6, 16 February 2026, Audit and Risk Committee meeting) which result in:
 - a. An increase in the Operating Deficit from \$3.130m to \$3.136m for the 2025-26 financial year.
 - b. A reduction to the capital expenditure budget for 2025-26 of \$3.027m bringing the total budget to \$19.819m
 - c. proposed financial sustainability indicators relative to Council's agreed targets of the following:
 - i. Operating Ratio -4.8% (Target 0% to 10%)
 - ii. Net Financial Liabilities Ratio 52% (Target 0% to 100%)
 - iii. Asset Renewal Funding Ratio 144% (Target 90% to 110%)

Carried

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

Objective 05 Evolve Council's functions and services to meet the current and future needs and aspirations of our community.

Priority 05.2 Demonstrate financial sustainability through long term financial planning and annual budget setting which aligns with adopted targets.

A key aspect of Council's formal budget reviews is to review and monitor Council's Annual Budget with reference to its overall financial position and its Long-Term Financial Plan (LTFP) to ensure Council continues to be financially sustainable.

➤ Legal Implications

The undertaking of formal budget reviews is a requirement of the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 2011*.

➤ Risk Management Implications

Conducting the budget review process as required by Regulations will assist in mitigating the risk of:

Failure to conduct the budget review process as required by Regulations results in inaccurate budgets and unforecasted deficits leading to inadequate resourcing for current and future activities.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

It ensures that financial resources are deployed in areas that align with Council’s Strategic Management Plans, are affordable and support Council’s Long Term Financial Plan.

➤ **Financial and Resource Implications**

The approval of the proposed changes to the budget will allow Council and those with delegated authority, to exercise their authority and deliver on Council’s service delivery agenda.

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

The approval of the proposed changes to the budget will allow Council and those with delegated authority, to exercise their authority and deliver on Council’s service delivery agenda.

➤ **Sustainability Implications**

Not applicable.

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

Consultation on the development of this report was as follows:

Council Committees: Audit and Risk Committee
Council Workshops: Not applicable
Advisory Groups: Not applicable
External Agencies: Not applicable
Community: Not applicable

➤ **Additional Analysis**

Adopted budget to BR1

The table below illustrates the movement from the adopted budget, from BR0 to BR1, with key changes highlighted.

Budget	Amount (\$'m)	Comments
Adopted budget	(\$2.341)	
BR0 Movement	(\$0.764)	Carry forward of Strategic initiatives: 1. Amy Gillet – Council contribution 2. CRM Project
BR0 Deficit	(\$3.105)	

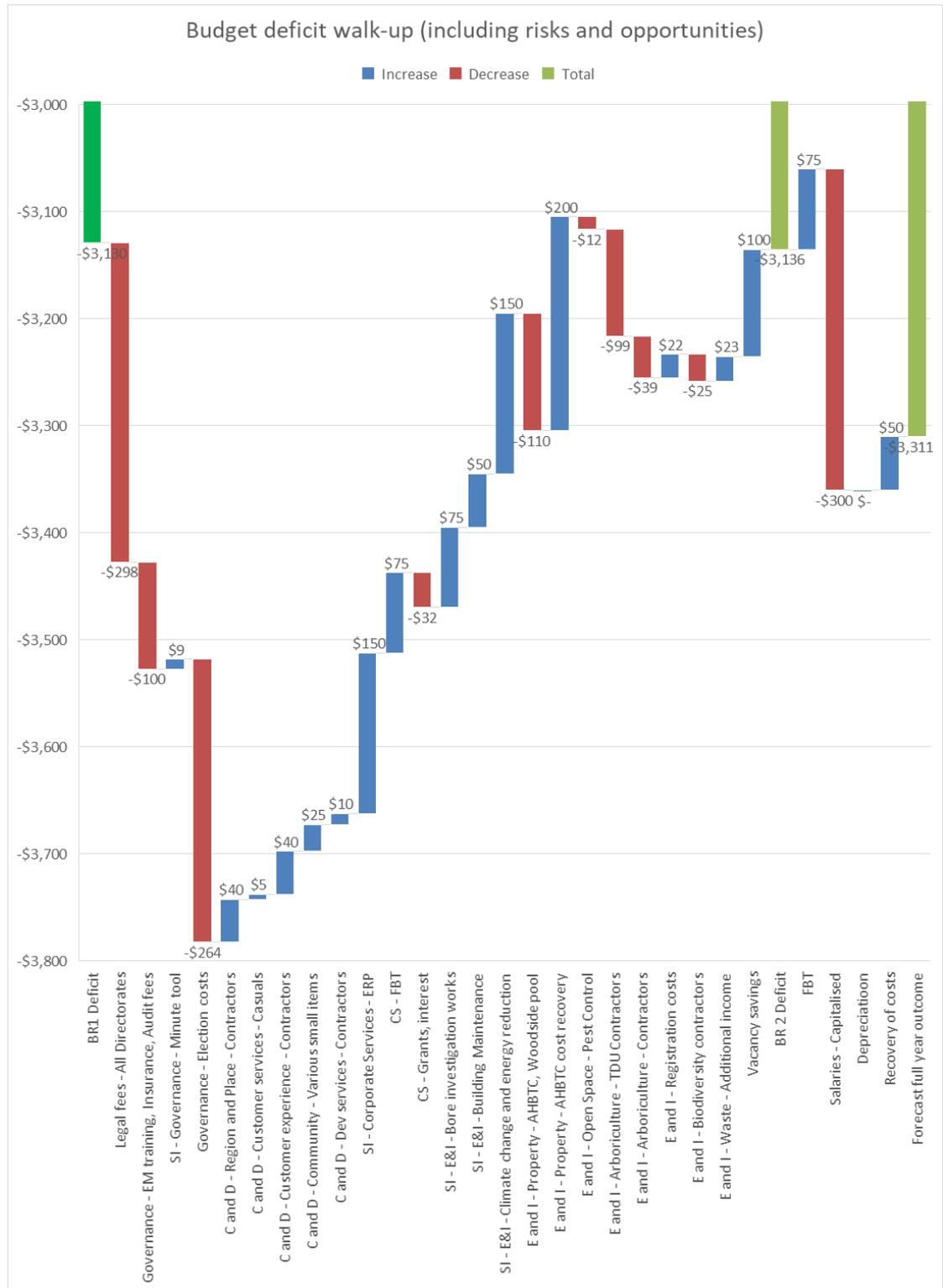
BR1 Movement	(\$0.024)	Vacancy savings offsetting stormwater maintenance, aerial mapping survey costs
BR1 Deficit *	(\$3.130)	

* Table does not sum due to rounding

The remainder of this report considers the movement from BR1 to BR2.

Operating budget analysis – Refer Appendix 2 and 3 for details.

The graph below illustrates the movement from the BR1 adopted budget, to the BR2 proposed budget and to the forecast full year outcome. The detail of each of the movements can be found in **Appendix 2**. The detail of the risks and opportunities can be found in **Appendix 3**.



Further commentary – Proposed budget adjustments:

Legal fees - \$298k - Unfavourable

Legal fees and the analysis thereof is the subject of a separate report to the Committee. A summary from that report is presented below:

Department	Costs to December 2025	Full year budget	BR2 adjustment	Revised full year budget and forecast
Governance	\$ 94,540	\$ 100,000	\$ 50,000	\$ 150,000
P and C	\$ 37,676	\$ 10,000	\$ 60,000	\$ 70,000
Rates - Recoverable	\$ 52,608	\$ 89,000	\$ -	\$ 89,000
Rates - Non recoverable	\$ 5,319	\$ 6,800	\$ 3,200	\$ 10,000
Information Management	\$ -	\$ 1,500	\$ -	\$ 1,500
C and D - Corporate	\$ 14,228	\$ 1,100	\$ 15,000	\$ 16,100
Development Services - Court Fees	\$ 36,761	\$ 78,100	\$ -	\$ 78,100
Development Services - Legal Fees	\$ 23,799	\$ 30,600	\$ 20,000	\$ 50,600
Environmental Health	\$ 9,977	\$ -	\$ 50,000	\$ 50,000
Dogs and Cats	\$ 19,627	\$ 5,000	\$ 15,000	\$ 20,000
Parking	\$ 4,363	\$ 1,100	\$ 16,000	\$ 17,100
Buildings	\$ 9,147	\$ 20,000	\$ 50,000	\$ 70,000
Land	\$ 3,722	\$ 2,700	\$ -	\$ 2,700
Civil Services	\$ 3,022	\$ -	\$ 3,100	\$ 3,100
AHBTC	\$ 9,893	\$ -	\$ 10,000	\$ 10,000
Waste	\$ 5,500	\$ -	\$ 5,500	\$ 5,500
Total:	\$ 330,181	\$ 345,900	\$ 297,800	\$ 643,700

Governance – Election costs - \$264k - Unfavourable

This budget adjustment caters for the actual cost of the supplementary ward elections held in September 2025 (approx. \$130k) and the estimated cost of the Mayoral supplementary election held in February 2026.

Strategic initiative – Corporate Services – ERP - \$150k - Favourable

This favourable outcome is a result of deferring some early stages of the project. Thus, a portion of these costs may not be incurred in FY 2025-26 and will be deferred into a future year. The amount and timing impacts will become clearer over time, with a further update to be provided at BR3.

Strategic initiative – E and I – Climate change and energy reduction - \$150k - Favourable

Recommend the scope of this project be refined and integrated into a regional approach with Resilient Hills and Coast partnership and/or redirected into a budget proposal for 26/27 to support a suite of three environmental initiatives namely:

- Business case development to activate Heathfield Waste Transfer Station to support electrical waste recycling, refurbishment, resale
- Water Management Plan to develop policy framework, fees and charges, and projects to improve bore/groundwater use and community wastewater management systems
- Water Sensitive Urban Design and Biodiversity Plan for the Amy Gillett Pathway Corridor

E and I – Property – AHBTC, Woodside pool - \$110k Unfavourable

These costs relate to:

1. A change in accounting treatment (Opex to Capex) for the wall remediation – Decrease by \$30k;
2. A decrease in the contribution required for the Woodside pool – Decrease by \$10k; and

3. These are offset by the addition of a new project. This project will result in the remediation of the common area and driveway at AHBTC – Increase \$150k.

E and I – Arboriculture – TDU contractors - Unfavourable

These costs relate to preventative and safety related tree pruning which is undertaken in advance of the Tour Down Under. This pruning occurs on roads owned by the Department of Infrastructure and Transport (DIT), the verges of which are owned by the Council.

A portion of these costs have historically been recovered from DIT. However, DIT have indicated that this may not occur this year. The Chief Executive will advance discussions in relation to the recovery of a portion of these costs with DIT.

Further commentary – Risks and opportunities:

Depreciation

Using the learnings from the 2024-25 end of financial year process, the Administration has undertaken a review of the year-end process, specifically the activities undertaken and the timing thereof. Opportunities to bring certain activities forward were identified. This will allow for additional time to analyse and review the outcomes of these activities.

One of the activities which has been undertaken earlier is the calculation of the estimated depreciation charge for 2025-26. An initial calculation has been undertaken and is currently the subject of a detailed and comprehensive review. The initial outcomes of this review have indicated that additional analysis and investigative works will be required to confirm the accuracy of the proposed charge.

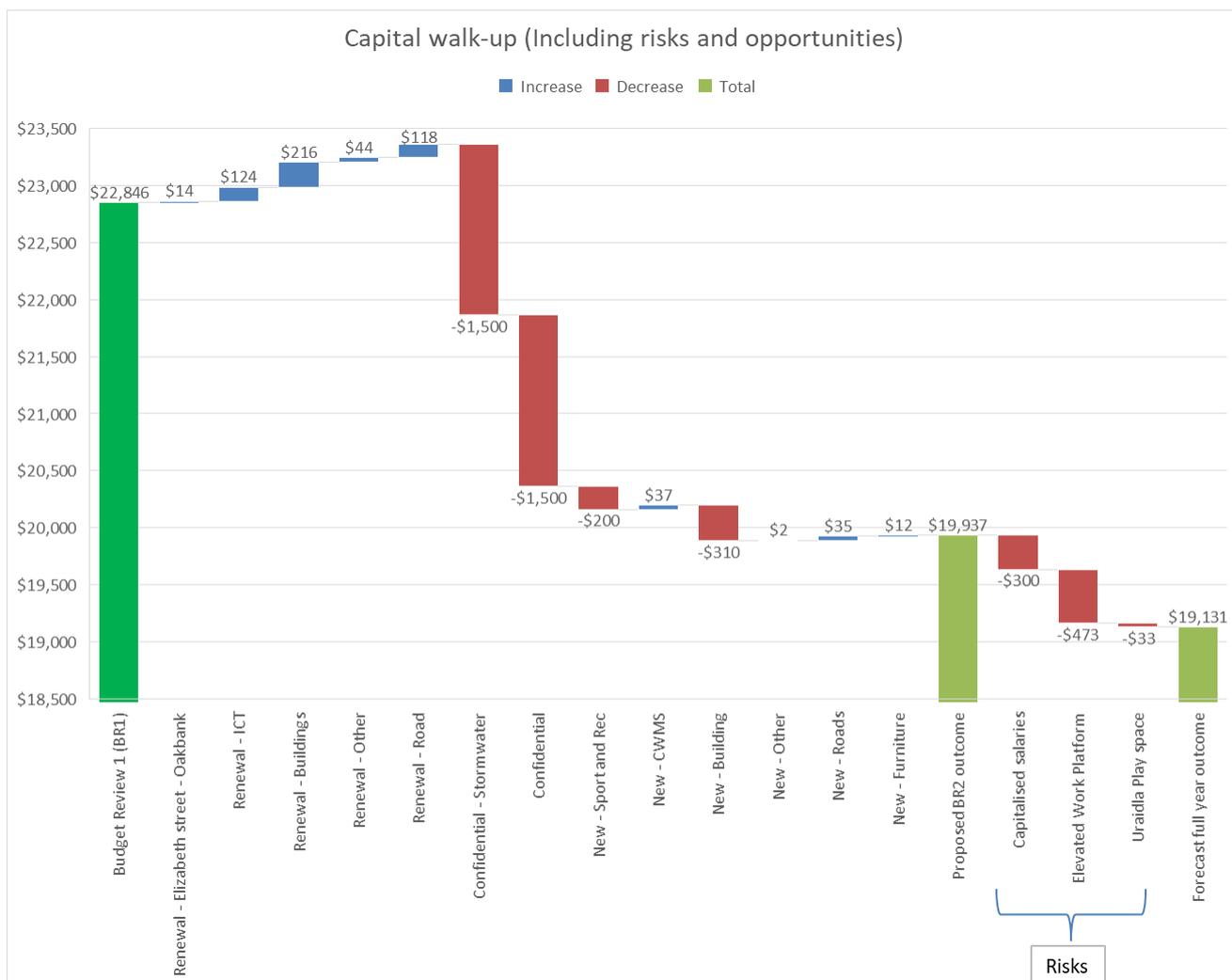
In the interests of accuracy, it is proposed to make no adjustments to the depreciation budget at this time whilst the additional analysis is being undertaken.

It should however be noted that adjustments may be required, likely as part of Budget Review 3.

Capital budget analysis – Refer Appendix 4 and 5 for details.

The graph below illustrates the movement from the BR1 adopted budget, to the BR2 proposed budget and to the forecast full year outcome. The detail of each of the movements can be found in **Appendix 4**. Broadly speaking, and setting aside the adjustments for the confidential items, the remaining adjustments off-set each other.

In addition to this, some risks have been identified. The detail of the risks can be found in **Appendix 5**.



Impact on Sustainability Ratios

Financial Indicator	Council Adopted Target	Current Budget for 2025-26 (BR1 Nov 2025)	Proposed BR2 Budget 2025-26
Operating Surplus Ratio	0% to 10%	(4.8%)	(4.8%)
Net Financial Liabilities Ratio	0% to 100%	51%	52%
Asset Renewal Funding Ratio	90% to 110%	153%	144%

Further commentary – Asset Renewal Funding ratio

The adopted budget asset renewal Funding ratio was 119%. A combination of renewal carry-forward (BR0) and a gross up of fleet renewal costs (BR1) has resulted in an increase in the ratio. The ratio has decreased from BR1 to BR2 as a result of the deferral of significant renewal capital following a detailed program review.

Financial sustainability considerations

The budget and full year result is not necessarily a good measure of Council's financial sustainability as it considers a very short timeline in the life of a Council. The budget and actual result for the year is impacted by short-term, one-off events which may materialise in a particular year and in turn be isolated to that year.

Further, these impacts may be non-cash in nature and thus not impact the liquidity or financial viability of Council. The measurement of Council's liquidity is a relevant measure of Council's financial sustainability.

Additionally, the actual results for the financial year may differ significantly from the budget due to a number of reasons including proactive changes to delivery approaches which may occur in the latter quarter of the year.

Of more relevance in considering financial sustainability is the Long-Term Financial Plan (LTFP) as this is the roadmap to financial sustainability for the Council. This is presented to the Committee as a separate document.

Therefore, whilst an increase to a deficit is a possible indicator of financial sustainability concerns, there are other more relevant measures which provide greater assurance.

Savings – Strategic initiatives

Appendix 6 has a number of Strategic Initiatives which the Administration has identified as necessary to postpone into future years to support financial sustainability. These projects will return to Council as part of the 2026/27 budget deliberation process.

This results in a potentially more financially sustainable Council, as well as allowing additional time for the project scope and delivery approach to be refined.

3. OPTIONS

Council has the following options:

- I. For Council to approve the proposed budget adjustments presented in Budget Review 2 as prepared (Recommended).
- II. To make additional comments or suggestions to Administration to consider prior to finalising Budget Review 2.

4. APPENDICES

- (1) 2025-26 Budgeted Uniform Presentation of Finances and Financial indicators
- (2) 2025-26 Operating Budget Review 2 Proposed Changes
- (3) 2025-26 Operating Budget Review 2 Risks and Opportunities
- (4) 2025-26 Capital Budget Review 2 Proposed Changes
- (5) 2025-26 Capital Budget Review 2 Risks and Opportunities
- (6) 2025-26 Budget Review 2 Adjustments – Strategic Initiatives

Appendix 1

*2025-26 Budgeted Uniform Presentation of Finances
and Financial indicators*

Adelaide Hills Council
BUDGETED UNIFORM PRESENTATION OF FINANCES
2025-26 Annual Budget

2024-25 Actuals		2025-26 Adopted Budget	BR0	2025-26 Revised Budget (BR0)	BR1	2025-26 Revised Budget (BR1)	BR2	2025-26 Revised Budget BR2
\$'000		\$'000		\$'000		\$'000		\$'000
	INCOME							
51,484	Rates	54,953	0	54,953	134	55,087	0	55,087
1,612	Statutory charges	1,671	0	1,671	0	1,671	0	1,671
1,048	User charges	1,026	0	1,026	19	1,045	60	1,105
901	Grants, subsidies and contributions - Capital	0	0	0	0	0	0	0
7,790	Grants, subsidies and contributions -Operating	5,770	0	5,770	58	5,828	(27)	5,801
34	Investment income	25	0	25	0	25	0	25
324	Reimbursements	263	0	263	50	313	200	513
524	Other income	645	0	645	0	645	6	651
55	Net gain - equity accounted Council businesses	105	0	105	0	105	0	105
63,772	Total Income	64,458	0	64,458	261	64,719	238	64,957
	EXPENSES	26,864						
22,651	Employee costs	26,082	0	26,082	(640)	25,442	(38)	25,404
25,345	Materials, contracts & other expenses	25,657	674	26,331	1,071	27,402	282	27,684
14,237	Depreciation, amortisation & impairment	13,777	0	13,777	0	13,777	0	13,777
921	Finance costs	1,374	0	1,374	(146)	1,228	0	1,228
26	Net loss - equity accounted Council businesses	0	0	0	0	0	0	0
63,180	Total Expenses	66,890	674	67,564	285	67,849	244	68,093
591	NET BUDGETED SURPLUS / (DEFICIT) BEFORE CAPITAL AMOUNTS	(2,432)	(674)	(3,106)	(24)	(3,130)	(6)	(3,137)
	Net Outlays on Existing Assets							
(11,830)	Capital Expenditure on Renewal and Replacement of Existing Assets	(14,292)	(2,244)	(16,536)	(1,782)	(18,318)	984	(17,334)
877	Proceeds from Sale of Replaced Assets	0	0	0	1,075	1,075	0	1,075
13,441	Depreciation	13,777	0	13,777	0	13,777	0	13,777
2,488	NET OUTLAYS ON EXISTING ASSETS	(515)	0	(2,759)	(707)	(3,466)	984	(2,482)
	Net Outlays on New and Upgraded Assets							
(4,165)	Capital Expenditure on New and Upgraded Assets & Remediation costs	(3,448)	(1,013)	(4,461)	(67)	(4,528)	1,925	(2,603)
901	Capital Grants and Monetary Contributions for New and Upgraded Assets	0	0	0	0	0	0	0
40	Proceeds from Sale of Surplus Assets	0	0	0	0	0	0	0
(3,224)	NET OUTLAYS ON NEW AND UPGRADED ASSETS	(3,448)	0	(4,461)	(67)	(4,528)	1,925	(2,603)
(145)	NET LENDING/ (BORROWING) RESULT FOR FINANCIAL YEAR	(6,395)	0	(10,326)	(798)	(11,124)	2,902	(8,222)
(27,514)	Net Financial Liabilities at Beginning of Year	(32,504)	0	(32,504)	6,903	(25,601)	0	(25,601)
2,058	Decrease / (increase) in Other	0	0	0	0	0	0	0
0	Non Cash Equity Movement	(105)	0	(105)	0	(105)	0	(105)
(25,601)	Net Financial Liabilities at End of Year	(39,004)	0	(42,935)	6,105	(36,830)	9,007	(33,928)

It should be noted that the figures in this appendix have been rounded and consequently individual sub-totals, whilst being correct, may differ slightly from the sum of the rounded amounts.

Adelaide Hills Council

STATEMENT OF COMPREHENSIVE INCOME
2025-26 Budget

2024-25 Actuals		2025-26 Annual Business Plan	BR0	BR1	BR2	2025-26 BR2 Budget
\$'000		\$'000				\$'000
	INCOME					
51,484	Rates	54,953	-	134	-	55,087
1,612	Statutory charges	1,671	-	-	-	1,671
1,048	User charges	1,026	-	19	60	1,105
901	Grants, subsidies and contributions - Capital	-	-	-	-	-
7,790	Grants, subsidies and contributions -Operating	5,770	-	58	(27)	5,801
34	Investment income	25	-	-	-	25
324	Reimbursements	263	-	50	200	513
524	Other income	645	-	-	6	651
55	Net gain - equity accounted Council businesses	105	-	-	-	105
63,772	Total Income	64,458	-	261	238	64,957
	EXPENSES					
22,651	Employee costs	26,082	-	(640)	(38)	25,404
25,345	Materials, contracts & other expenses	25,657	674	1,071	282	27,684
14,237	Depreciation, amortisation & impairment	13,777	-	-	-	13,777
921	Finance costs	1,374	-	(146)	-	1,228
26	Net loss - equity accounted Council businesses	-	-	-	-	-
63,180	Total Expenses	66,890	674	285	244	68,093
592	OPERATING SURPLUS / (DEFICIT)	(2,432)	(674)	(24)	(6)	(3,136)
(2,651)	Asset disposal & fair value adjustments	-	-	1,075	-	1,075
2,236	Amounts received specifically for new or upgraded assets	-	-	-	-	-
1,486	Physical Resources Received Free of Charge	-	-	-	-	-
1,663	NET SURPLUS / (DEFICIT)	(2,432)	(674)	1,051	(6)	(2,061)
37,460	Changes in revaluation surplus - infrastructure, property, plant & equipment	23,600	-	-	-	23,600
-	<i>Amounts which will be reclassified subsequently to operating result</i>	-	-	-	-	-
(146)	Other Comprehensive Income	-	-	-	-	-
12	Share of Other Comprehensive Income JV	-	-	-	-	-
37,326	Total Other Comprehensive Income	23,600	-	-	-	23,600
38,989	TOTAL COMPREHENSIVE INCOME	21,168	(674)	1,051	(6)	21,539

Adelaide Hills Council
STATEMENT OF FINANCIAL POSITION
2025-26 Budget

2024-25 Actuals

2025-26
BR2 Budget

\$'000	ASSETS	\$'000
	Current Assets	
249	Cash and cash equivalents	144
5,126	Trade & other receivables	5,126
18	Inventories	18
5,393		5,288
-	Non-current Assets held for Sale	-
5,393	Total Current Assets	5,288
	Non-current Assets	
247	Financial assets	247
4,241	Equity accounted investments in Council businesses	4,346
606,763	Infrastructure, property, plant & equipment	636,523
611,251	Total Non-current Assets	641,116
616,644	Total Assets	646,404
	LIABILITIES	
	Current Liabilities	
6,787	Trade & other payables	6,787
1,230	Borrowings - Other	9,451
4,529	Provisions	4,529
12,546	Total Current Liabilities	20,767
	Non-current Liabilities	
18,070	Borrowings	18,070
607	Provisions	607
18,677	Total Non-current Liabilities	18,677
31,223	Total Liabilities	39,444
585,421	NET ASSETS	606,960
	EQUITY	
148,418	Accumulated Surplus	146,357
436,906	Asset Revaluation Reserves	460,506
97	Other Reserves	97
585,421	TOTAL EQUITY	606,960
25,601	NET FINANCIAL LIABILITIES	33,927

Adelaide Hills Council

STATEMENT OF CHANGES IN EQUITY 2025-26 Budget

	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	TOTAL EQUITY
2025-26	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period	148,418	436,906	97	585,421
Adjustment due to compliance with revised Accounting Standards				-
Adjustment to give effect to items reported from a prior period				-
Restated opening balance	148,418	436,906	97	585,421
Net Surplus / (Deficit) for Year	(2,061)	-	-	(2,061)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment	-	23,600	-	23,600
Transfers between reserves	-	-	-	-
Balance at end of period	146,357	460,506	97	606,960
2024-25				
Balance at end of previous reporting period	146,881	399,446	105	546,432
Adjustment due to compliance with revised Accounting Standards				-
Adjustment (Correction of prior period error)				-
Restated opening balance	146,881	399,446	105	546,432
Net Surplus / (Deficit) for Year	1,663	-	-	1,663
Other Comprehensive Income				
Changes in revaluation surplus - infrastructure, property, plant & equipment	-	37,460	-	37,460
IPPE Impairment	-	-	-	-
Share of Other Comprehensive Income Equity Businesses	12	-		12
Capital WIP Write-off prior years	(413)			(413)
Other Equity Adjustments - equity accounted Council businesses	267			267
Transfers between reserves	8		(8)	-
Balance at end of period	148,418	436,906	97	585,421

FINANCIAL INDICATORS

	Council Adopted Target	2025-26 Revised Budget (BR2)
Operating Surplus Ratio		
<u>Operating Surplus</u>	0% to 10%	(4.8%)
Total Operating Revenue		
Net Financial Liabilities Ratio		
<u>Net Financial Liabilities</u>	0% to 100%	52%
Total Operating Revenue		
Asset Renewal Funding Ratio		
<u>Asset Renewals</u>	90% to 110%	144%
Infrastructure & Asset Management Plan required expenditure		

Adelaide Hills Council

CASH FLOW STATEMENT

2025-26 Budget

2024-25 Actuals		2025-26 BR2 Budget
\$'000	<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>	\$'000
	<u>Receipts</u>	
51,442	Rates - general & other	55,087
1,513	Fees & other charges	1,671
1,033	User charges	1,105
6,450	Grants	5,801
26	Investments	25
262	Reimbursements	513
632	Other revenues	651
	<u>Payments</u>	
(25,028)	Employee costs	(25,404)
(25,150)	Materials, contracts & other expenses	(27,684)
(857)	Finance payments	(1,228)
10,323	NET CASH USED IN OPERATING ACTIVITIES	10,536
	<u>CASH FLOWS FROM FINANCING ACTIVITIES</u>	
	<u>Receipts</u>	
6,346	Proceeds from Borrowings	8,221
-	- Proceeds from Aged Care Facility Deposits	-
-	- Proceeds from Bonds & Deposits	-
-	- Proceeds from Right of Use Leasing	-
	<u>Payments</u>	
-	- Repayment from Borrowings	-
-	- Repayment of Lease Liabilities	-
-	- Repayments of Aged Care facility deposits	-
6,346	NET CASH USED IN FINANCING ACTIVITIES	8,221
	<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>	
	<u>Receipts</u>	
3,192	Grants for new or upgraded assets	-
645	Sale of replaced assets	1,075
40	Sale of surplus assets	-
-	- Repayment of loans from Community Groups	-
-	- Distributions received from Equity Accounted Businesses	-
	<u>Payments</u>	
(6,869)	Expenditure on new/ upgraded assets	(2,603)
(13,779)	Expenditure on renewal/ replacement of assets	(17,334)
-	- Loans Made to Community Group loans	-
-	- Capital Contributed to Equity Accounted Businesses	-
(16,771)	NET CASH USED IN INVESTING ACTIVITIES	(18,862)
(102)	NET INCREASE / (DECREASE) IN CASH HELD	(105)
(20,362)	CASH AT BEGINNING OF YEAR	249
(20,464)	CASH AT END OF YEAR	144
	249 Cash & Investments	144
	- Short Term Drawdown	-
249		144

Appendix 2

*2025-26 Operating Budget Review 2
Proposed Changes*

Budget Review 2 2025/26						
Account Description	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget: Exp / (Inc)	Status One-off or Ongoing	Subtotals: FAV / (UNFAV)	Comments
CEO						
GOVERNANCE: Elected Members: Training	10,000	-30,000	40,000	One-off		A review of the costs of the "Working together initiative" has indicated that these are likely to be in excess of the current budget. It is estimated that the costs in FY2025-26 could be up to \$40k
FINANCIAL MANGT: Insurance: Insurance Building & Contents	632,500	-50,000	682,500	On-going		During the year, a small number of uninsured assets have been identified, and added to the insurance register. Additionally, there has been some turn-over with Council's vehicle assets. This, combined with a general increase in the replacement costs of buildings and contents, has resulted in an increase in the insurance costs for the year.
GOVERNANCE: Operations: Audit Services	82,100	-20,000	102,100	One-off		Additional costs relating to external audit overruns arising from complexities with asset valuations and depreciation
Subtotal:					-100,000	
Agenda and Minute Tool	9,000	9,000	0	One-off	9,000	This project has been deferred into a future year - Please refer Appendix 6 for details
GOVERNANCE: Operations: Legal Fees	100,000	-50,000	150,000	One-off	-50,000	Costs to the end of November are \$74k. Increase to accommodate work required to the end of the year. Legal fees are the subject of a separate paper to the Audit and Risk Committee
GOVERNANCE: Elected Members: Elections	12,200	-264,000	276,200	One-off	-264,000	Forecast costs associated with Mayoral and supplementary elections
COMMUNITY & DEVELOPMENT						
CORPORATE MANGT DRS: Policy Planning: Contractors	50,000	40,000	10,000	One-off	40,000	A portion of the vacancy savings identified at BR1 were set aside for contractor costs to cover the vacancies. These were not utilised (and won't be) as staff will be undertaking the work
CUSTOMER SERV MANGT: Operations: Salaries Office	774,000	5,000	769,000	One-off	5,000	Expected savings in Library casual cost to the end of the year
CUSTOMER EXPERIENCE: Operations: Contractors	18,500	10,000	8,500	One-off		Certain portions of the CRM upgrade work packages are unlikely to be delivered with the current resourcing in the current year. The need to deliver these packages in next year will be undertaken as part of the 2026-27 budget process
CUSTOMER EXPERIENCE: Customer Experience Capability: Contractors	10,000	10,000	0	One-off		
CUSTOMER EXPERIENCE: CRM: Contractors	174,000	20,000	154,000	One-off		
Subtotal:					40,000	
COMMY - YOUTH DEV: Youth Leadership Workshop: Contractors	11,500	11,500	0	One-off		Minor adjustments to Community operating budgets
COMMY - MANGT: Disability Planning: Materials	21,000	8,500	12,500	One-off		Minor adjustments to Community operating budgets
Community Resilience Operating Costs	30,000	5,000	25,000	One-off		Minor adjustments to Community operating budgets
Subtotal:					25,000	
LAWS AND ENFORCEMENT: GI - Dog & Cat: Legal Fees	5,000	-15,000	20,000	One-off		Additional cost for By-law review and implementation
LAWS AND ENFORCEMENT: GI - Parking: Legal Fees	1,100	-7,000	8,100	On-going		Additional cost due to increased parking enforcement
LAWS AND ENFORCEMENT: GI - Parking: Impounding Expense	4,000	-9,000	13,000	On-going		Additional cost due to increased parking enforcement - Registration searches
ENVIRONMENTAL HEALTH: Litigation: Legal Fees	0	-50,000	50,000	One-off		On-going legal matter. Costs forecast to end of the year
Subtotal:					-81,000	
CORPORATE MANGT C&D: Operations: Legal Fees	1,100	-15,000	16,100	On-going	-15,000	Aligning budget to actual costs year to dated. Provision for additional expenditure of \$1k.
DEVELOPMENT SERVICES: Litigation: Legal Fees	30,600	-20,000	50,600	One-off	-20,000	Increased litigation fees arising from increased and more complex development applications
DEVELOPMENT SERVICES: Arboriculture: Contractors	23,700	10,000	13,700	One-off	10,000	Reduction in forecast expenses with inhouse technical arborist providing planning support

Account Description	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget: Exp / (Inc)	Status One-off or Ongoing	Subtotals: FAV / (UNFAV)	Comments
CORPORATE SERVICES						
ERP Transition to SaaS ERP solution	400,000	150,000	250,000	One-off	150,000	A full Council meeting and workshop presentation early in the new calendar year has resulted in a potential deferral of pre-procurement processes by up to 2 months. Thus, a portion of these costs may not be incurred in FY 2025-26, and will be deferred into a future year. The amount and timing impacts will become clearer over time, with an update to be provided at BR3.
FINANCIAL MANGT: FBT: Vehicles - Light	220,000	75,000	145,000	One-off	75,000	Initial indications are that the FBT charge for the year will decrease significantly with the transition to electric vehicles, and different contracting arrangement with Managers and Directors. This will be confirmed later in the year once the FBT return is prepared. It should also be noted that the exemption relating to electric vehicles is subject to review by the Federal Government
RATES - PROCESSING: Operations: Legal Fees	6,800	-3,200	10,000	On-going	-3,200	Non-recoverable legal fees increase arising from increase in number of disputes
FINANCIAL MANGT: Financial Reporting: LGFA - Bonus	-15,000	5,515	-20,515	One-off		Bonus interest income is received once a year, for the full year. This is therefore the total which will be received for FY 2025-26
ROADS : SEALED: Revenue: Grant - Supplementary Local Roads	-381,700	-38,000	-343,700	On-going		The budget for the Supplementary Local Roads Grant was higher than the actual grant received, by \$38k. The budget is an estimate of the amount expected to be received.
Subtotal:					-32,485	
PEOPLE & CULTURE: Litigation: Legal Fees	10,000	-60,000	70,000	On-going	-60,000	During the year, there have been a number confidential HR matters which have occurred and for which legal guidance and assistance has been received. The adjustment takes into account costs to date and makes provision for costs to the end of the year, at a lower frequency.

Account Description	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget: Exp / (Inc)	Status One-off or Ongoing	Subtotals: FAV / (UNFAV)	Comments
ENVIRONMENT & INFRASTRUCTURE						
Bore Infrastructure Investigations of Future Works	100,000	75,000	25,000	One-off	75,000	This project has been deferred into a future year - Please refer Appendix 6 for details
Building Maintenance and Operational Investment	50,000	50,000	0	One-off	50,000	This project has been deferred into a future year - Please refer Appendix 6 for details
SUSTAINABILITY: Community Energy Reduction Program: Contractors	120,000	120,000	0	One-off		This project has been deferred into a future year - Please refer Appendix 6 for details
SUSTAINABILITY: Climate Change Adaptation: Contractors	30,000	30,000	0	One-off		This project has been deferred into a future year - Please refer Appendix 6 for details
Subtotal:					150,000	
BUILDINGS: General Property: Legal Fees	20,000	-50,000	70,000	One-off		There are a number of complex lease and property matters, the resolution of which is going to require legal advice.
COMMERCIAL ACT - AHBTC: Lease: Legal Fees	0	-10,000	10,000	One-off		Aligning budget to actual costs year to dated. No provision for additional expenditure required at this stage.
CIVIL SERVICES: Litigation: Contractors	0	-3,100	3,100	One-off		Aligning budget to actual costs year to dated. No provision for additional expenditure required at this stage.
Subtotal:					-63,100	
COMMERCIAL ACT - AHBTC: Operations: Reimbursements	-40,600	200,000	-240,600	One-off	200,000	Forecast recovery of costs from tenant relating to works being undertaken by Council
BUILDINGS: AHBTC Wall Remediation: Contractors	100,000	30,000	70,000	One-off		A review of the works to be undertaken has resulted in a change in approach with the resulting works being capital in nature. The \$70k is required for temporary wall propping works until the works are complete
AHBTC Driveway Remediation: Contractors	0	-150,000	150,000	One-off		Remediation costs associated with the driveway at AHBTC
SPORT & RECREATION PLANNING: Woodside Pool: Contribution Expense	95,300	10,000	85,300	On-going		The budget for the Woodside Pool contribution expense was higher than was actually required to be paid. Therefore, this has been adjusted downwards
Subtotal:					-110,000	

Account Description	Current Budget: Exp / (Inc)	Change: FAV / (UNFAV)	Revised Budget: Exp / (Inc)	Status One-off or Ongoing	Subtotals: FAV / (UNFAV)	Comments
PARKS AND RESERVES: Maintenance: Contractors	49,600	-12,000	61,600	On-going	-12,000	Pest control of steadily increasing numbers of rabbits and other pests.
ROAD RESERVES: TDU Tree Safety Work: Contractors	31,800	-99,400	131,200	One-off	-99,400	Unbudgeted essential tree risk mitigation works required to host Tour Down Under 2026 event. This financial year, the Department of Infrastructure and Transport (DIT) have not committed to any financial contribution for the deliver of vegetation management works originating within Council verges that project over DIT carriageways.
ROAD RESERVES: Arboriculture Reports: Contractors	36,700	-39,000	75,700	One-off		Arboriculture Consultancy Services required to backfill vacant Arboriculture Technical Officers
Subtotal:					-39,000	
PLANT, EQUIPMENT AND STORES: Registration: Vehicles - Heavy	50,000	3,000	47,000	One-off		Decrease in the budget to match the actual registration costs which have been fully incurred for the year
PLANT, EQUIPMENT AND STORES: Registration: Vehicles - Light	48,100	17,000	31,100	One-off		Decrease in the budget to match the actual registration costs which have been fully incurred for the year
PLANT, EQUIPMENT AND STORES: Registration: Vehicles - Other	6,500	2,000	4,500	One-off		Decrease in the budget to match the actual registration costs which have been fully incurred for the year
Subtotal:					22,000	
BIODIVERSITY: Operations: Contractors	164,880	-25,000	189,880	On-going	-25,000	To engage a consultant to facilitate consultation for the revision of the Biodiversity Strategy (currently expired) and funding required to facilitate habitat management and ensure long term survival of the Cryptic Sun-moth which is a nominated endangered listed species under the EPBC Act.
BIODIVERSITY: NV Heritage Agreement: Grant	0	10,890	-10,890	One-off		Unbudgeted final payment of the Native Vegetation Heritage Program
BIODIVERSITY: NV Heritage Agreement: Grant Expenses	0	-10,890	10,890	One-off		Offsetting expenses for the above grant
WASTE ASHTON: Landfill: Legal Fees	0	-5,500	5,500	One-off	-5,500	Matching budget to actual costs incurred
WASTE MANGT: Multiple And Sundry Bins: Other Income	-165,000	23,000	-188,000	One-off	23,000	Unbudgetted increase in Multiple and Sundry Bins income.
VACANCY MANAGEMENT	25,656,400	100,000	25,556,400	One-off	100,000	During quarter 2, vacancy savings of \$400k have been identified. These cover the vacancy provision in the budget and as such no adjustment of eh budget will occur as a result of them. It is forecast that there might be further vacancy savings of up to \$100k across Council, for the latter half of the year
Total		-5,685			-5,685	

Appendix 3

*2025-26 Operating Budget Review 2
Risks and Opportunities*

Budget Review 2 2025/26

Risks and Opportunities

Account Description	Current Budget: Exp / (Inc)	Change: OPP / (RISK)	Revised forecast	Ref	Comments
CORPORATE SERVICES					
FINANCIAL MANGT: FBT: Vehicles - Light	145,000	75,000	70,000		Initial indications are that the FBT charge for the year will decrease significantly with the transition to electric vehicles, and different contracting arrangement with Managers and Directors. This will be confirmed later in the year once the FBT return is prepared. It should also be noted that the exemption relating to electric vehicles is subject to review by the Federal Government
COMMUNITY AND DEVELOPMENT					
ENVIRONMENTAL HEALTH: Revenue: Other Revenue	200	50,000	50,200		There is an on-going legal matter, the resolution of which might result in a recovery of Council's costs. The timing and likelihood of this recovery is not clear at this time and therefore, this is being included as an opportunity
DEPRECIATION					
All asset categories	13,776,900	Unknown	Unknown		A review of the year-end process and the commencement of year-end activities earlier in the year has allowed for an estimated depreciation charge to be calculated. An initial review of the proposed charge has been undertaken and the outcomes of this review are being considered and worked through. It is unclear at this time what changes will be required to the depreciation charge for the year.
Council wide					
Salaries - Capitalisation	1,385,000	300,000	1,085,000		Project staff who were budgetted to spend time on capital projects have been re-allocated and are now spending time working on operating projects. These include Amy Gillet and AHBTC works. Additionally, there are roles which are budgetted to deliver capital works which are now vacant

Appendix 4

*2025-26 Capital Budget Review 2
Proposed Changes*

2025-26 CAPITAL BUDGET REVIEW 2

Project Description	Asset Classification	Asset Category	Current Budget	Change INCREASE / (DECREASE)	Revised Budget	Comment
RENEWAL						
Elizabeth Street, Oakbank	Various	Renewal	\$60,000	\$13,590	\$73,590	A package of works was delivered in Elizabeth street, Oakbank, which included the renewal and upgrade of certain portions of the footpath, as well as renewal of the kerbing. The cost of works was \$13.6k more than was initially budgetted. However, by doing the works together, cost savings were achieved over doing them as separate packages of work.
General ICT renewals	ICT	Renewal	\$260,000	\$81,000	\$341,000	Included within the General ICT renewals, was a project to upgrade the servers and storage. This has been procured and the costs are \$81k greater than the budget of \$189k.
Network infrastructure	ICT	Renewal	\$478,000	\$43,000	\$521,000	Following a review of the network architecture in FY2024-25, this project is to replace some of the network infrastructure. The project was originally budgetted to only include hardware. However, an extended warranty and support agreement has been included which will provide better long term functionality. This has resulted in an increased initial cost but will result in savings in the longer term.
Birdwood Institute	Buildings	Renewal	\$120,628	\$143,000	\$263,628	Whilst undertaking initial investigative works, additional remediation works have been identified as required. This increase in scope has an associated increase in cost. However, a more complete and longer term fix of the building can now occur
Nairne Road Offices - Building renewal	Buildings	Renewal	\$117,000	-\$117,000	\$0	As part of the operational workplace review, a condition assessment of the building is being undertaken. Once completed, and in conjunction with the operational workplace review requirements assessment, a decision will be made around the need (or otherwise) to undertake works on the building.
Gumeracha depot renewal works	Buildings	Renewal	\$259,000	-\$259,000	\$0	A review of operational needs at each depot is to be undertaken. This work has not been completed yet, and is unlikely to be completed in FY 2025-26. Therefore, this cost is not going to be incurred in the current year, and as such, this budget is no longer required.
Heathfield Depot Renewals	Buildings	Renewal / New	\$0	\$245,000	\$245,000	Renewal of one existing office transportable building and installation of second transportable building to provide appropriate office accommodation for operational office based staff in one central location is being proposed. The cost of this is offset by the savings on the Gumeracha depot renewal works
AHBTC Wall remediation	Buildings	Renewal	\$0	\$204,000	\$204,000	Following detailed investigative works, a more comprehensive rebuild (rather than a repair) is required. This has resulted in an increase in the capital budget. However, there is an operational cost saving.
Plant Replacement Program	Fleet	Renewal	\$3,164,050	\$280,921	\$3,444,971	Transfer of budget from light fleet to heavy fleet. A number of utilities are to be replaced by plant which is classified as heavy fleet
Light Fleet Replacement Program	Fleet	Renewal	\$1,602,246	-\$280,921	\$1,321,325	Transfer of budget from light fleet to heavy fleet. A number of utilities are to be replaced by plant which is classified as heavy fleet
Houghton Square Post and Chain Renewal	Other	Renewal	\$0	\$27,000	\$27,000	Removal of rotten timber bollards and chain around perimeter of Houghton Square and replacement with steel or composite plastic bollards
Fence Renewal Program	Other	Renewal	\$0	\$42,000	\$42,000	Installation and replacement of fencing in two locations to enable effective fire mitigation and waterway management outcomes.
Gumeracha depot renewal works - retaining walls	Other	Renewal	\$25,000	-\$25,000	\$0	A review of operational needs at each depot is to be undertaken. This work has not been completed yet, and is unlikely to be completed in FY 2025-26. Therefore, this cost is not going to be incurred in the current year, and as such, this budget is no longer required.
Roads Renewal REGIONWIDE	Roads	Renewal	\$3,790,000	\$118,000	\$3,908,000	Contractors costs for pruning of the road envelope in advance of the Road Renewal Program
Sires Road East bridge	Bridges	Renewal	\$48,000	-\$48,000	\$0	A review of the bridge in preparation for undertaking the works has identified that only minor repair works are required. This will be undertaken through the bridge repair program. This budget will be repurposed to fund works on the Spoehr Road bridge
Spoehr Road Bridge Balhannah	Bridges	Renewal	\$47,000	\$48,000	\$95,000	A review of the bridge in preparation for undertaking the works has identified that additional works are required. This will be funded through savings on the Sires Road bridge.
CONFIDENTIAL	CONFIDENTIAL	Renewal	\$1,561,000	-\$1,500,000	\$61,000	

2025-26 CAPITAL BUDGET REVIEW 2

Project Description	Asset Classification	Asset Category	Current Budget	Change INCREASE / (DECREASE)	Revised Budget	Comment
NEW						
CONFIDENTIAL	CONFIDENTIAL	New/Upgrade	\$1,500,000	-\$1,500,000	\$0	
Uraidla playspace	Sport and Rec	New/Upgrade	\$433,000	-\$200,000	\$233,000	The budget for the project is being adjusted to more closely align with the expected costs. There is the potential that further savings will eventuate. This will become clearer once the project has been delivered
Control Cabinet Birdwood(SCADA)	CWMS	New/Upgrade	\$0	\$36,810	\$36,810	A portion of this work was delivered in late FY 2024-25, with the remainder in early 2025-26. The amount was budgetted in full in FY 2024-25, with an adjustment at BR3 for FY 2024-25 to carry the budget over into FY 2025-26. This adjustment carries this budget forward into FY 2025-26.
Stirling library - replacement of external cladding	Buildings	New/Upgrade	\$80,000	-\$50,000	\$30,000	It is proposed that the cladding project be undertaken as a single project, rather than staged over a number of years. The allocation in the current year will allow for planning, design and procurement, with the project to be delivered in full in FY 2026-27
Operational workplace review	Buildings	New/Upgrade	\$267,200	-\$200,000	\$67,200	The operational workplace review continues, with detailed planning, costings and staff engagement to be undertaken during the remainder of the financial year. Therefore these costs are to be deferred into future periods.
Norton summit Public toilet - New septic system	Buildings	New/Upgrade	\$80,000	-\$60,000	\$20,000	This project is being considered, from a need and technical feasibility perspective.
Norton Summit CFS - Parking and landscaping	Other	New/Upgrade	\$0	\$20,000	\$20,000	This project is being considered, from a need and technical feasibility perspective.
Gumeracha depot - Tree structure stabilisation	Other	New/Upgrade	\$8,000	\$3,670	\$11,670	This work has been completed, at a cost which is slightly higher than budgetted.
Hamilton Hill - New BBQ area	Other	New/Upgrade	\$40,000	-\$40,000	\$0	This project is to be deferred into FY 2026-27
Road Safety Lobethal - Lobethal Primary emu crossing	Other	New/Upgrade	\$42,000	-\$42,000	\$0	It has been identified that there may be insufficient storm water capacity in this area. This is being further investigated and understood. Until this investigative work has been completed, this project will be put on hold. If the project is completed and then additional stormwater capacity is required, this work may need to be altered or redone. Once the stormwater assessment is complete, a decision around the delivery method for this project will be made.
Fire Track Gates	Other	New	\$0	\$60,000	\$60,000	Installation of 12 x boom gates across high profile essential fire tracks to eliminate unauthorised four wheel drive access during winter. This will significantly reduce annual surface maintenance prior to fire danger season when critical CFS access is required
Monomeith Road	Roads	New/Upgrade	\$0	\$35,000	\$35,000	Road widening to create greater separation between trees and vehicles. This road is to be used as a detour whilst the Department of Infrastructure and Transport (DIT) undertakes roadworks in the area. The road therefore needs to accommodate larger vehicles than it currently does
Street Furniture Renewals/Upgrades	Furniture	New	\$20,000	\$12,000	\$32,000	Upgrade/New bike racks in Mt Torrens (2) and Birdwood (4) to support Amy Gillett.
Total Expenditure Change				-\$2,908,930		

Capital Expenditure Changes

Split as follows:

Renewal		-\$984,410
New/Upgrade		-\$1,924,520
PM Costs		\$0
Total		-\$2,908,930

Appendix 5

*2025-26 Capital Budget Review 2
Risks and Opportunities*

2025-2026 CAPITAL BUDGET REVIEW 2 - Risks and Opportunities

Project Description	Asset Classification	Asset Category	Current Budget	Change OPP / (RISK)	Forecast	Comment
Project Management costs	Renewal	Project Management costs	\$1,385,000	-\$300,000	\$1,085,000	Project staff who were budgetted to spend time on capital projects have been re-allocated and are now spending time working on operating projects. These include Amy Gillet and AHBTC works. Additionally, there are roles which are budgetted to deliver capital works which are now vacant.
Truck mounted EWP	Renewal	Fleet	\$473,000	-\$473,000	\$0	Budget is required to commence the procurement of a truck based, small elevated work platform(EWP). This will replaced 3 items of plant which are currently used but are no longer suitable for Council's needs. The EWP has a circa 30 month lead time and to ensure that sufficient budget is available at the time of contracting, it is required to be included in the current year's budget. The budget will then be carried over until the EWP is delivered to Council. and there is therefore a risk that this will not be spent in the current year. This renewal was budgtted to occur in FY 2027-28.
Uraidla playspace	New/upgrade	Sport and rec	\$233,000	-\$33,000	\$200,000	There are potential further savings on the Uraidla playspace. This will be confirmed once the project has been delivered.
				-\$806,000		

Appendix 6

2025-26 Budget Review 2

Adjustments – Strategic initiatives

Proposed adjustments - Strategic initiatives					
Division	Project	Amount	Comment		
1	Governance	Agenda and minute	\$	9,000	The focus of the team this year has been the transition to Sharepoint online and the bedding down of these changes. Early investigations have indicated that there will be a different cost profile. This has been included as a project bid for the FY 2026/27 budget.
2	E and I	Bore Infrastructure Investigations of Future Works	\$	75,000	It is proposed that a portion of this project is deferred into next financial year. The role which would lead this work (Water Management Technical Officer) has been appointed and following an initial familiarisation process, will lead the work next year. This has been included as a project bid for the FY 2026/27 budget.
3	E and I	Building Maintenance and Operational Investment	\$	50,000	Work which would be undertake under the guise of this project has been undertaken using BAU budgets. This project can therefore be removed without impacting service delivery.
4	E and I	Climate change adaptation: Contractors	\$	30,000	It is proposed that these projects be delivered on a regional basis and through a collection of Councils, rather than simply AHC. Discussions are on-going with regards to this and therefore, although this project is being advanced, the funding for the current year is likely not required.
5	E and I	SUSTAINABILITY: Community Energy Reduction Program: Contractors	\$	120,000	
		Total:	\$	284,000	

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 12.6

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: Long Term Financial Plan 2026- 2035

For: Decision

SUMMARY

The Long Term Financial Plan (LTFP) provides a strong basis on which to prepare the Annual Business Plan and budget. As we start the planning process for financial year 2026/27 the LTFP will give clear guidance on the opportunities and challenges that Council must address to ensure Councils ongoing financial sustainability.

The LTFP provides recommended levels for expenditure for both operating and capital works and the required level of rates income to support them.

RECOMMENDATION

Council resolves:

- 1. That the Long Term Financial Plan report be received and noted.**
 - 2. To recommend that Council endorse the Long Term Financial Plan as contained in Appendix 1.**
 - 3. To note that the Chief Executive Officer may make minor changes to the Long Term Financial Plan arising from the Councils consideration of the matter prior to publication.**
-

1. BACKGROUND

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

The key objective of Council's LTFP is to demonstrate financial sustainability in the medium to long term, while still achieving Council's corporate objectives as specified in its Strategic Management Plans. At the same time the LTFP ensures that there is an understanding of the

impact of decisions made today on future sustainability. This means ensuring the cost effective delivery of works and services, and the appropriate maintenance and renewal of our asset base in a financially sustainable manner.

Prior to the commencement of the development of the Annual Business Plan (ABP) and budget it is beneficial for Council to review and update its Long Term Financial Plan (LTFP). In recent years this has been deferred whilst Council considered its new strategic direction.

A review of the LTFP was conducted in conjunction with the Annual Business Plan 2025/26 and the LTFP was included in the consultation process.

The purpose of this plan is not to provide specific detail about individual works or services. It does however provide a decision-making tool that allows various assumptions and sensitivity analysis to be carried out that will indicate the ability of Council to deliver cost effective services to our community in the future in a financially sustainable manner.

Updates to the assumptions on which the LTFP are based have been completed with the latest information available to Council, considering inflation and interest rates and the appreciation in construction costs. The latest information from Council's asset management systems on the expected renewal costs of its assets has also been incorporated.

The Audit and Risk Committee considered the LTFP at their meeting on the 16th of February and resolved as follows:

8.9 Long Term Financial Plan

Moved Natalie Simmons
S/- Cr Richard Gladigau

ARC11/26

The Audit and Risk Committee resolves:

1. That the Long Term Financial Plan report be received and noted (item 8.9, 16 February 2026, Audit and Risk Committee meeting)
2. To recommend that Council endorse the Long Term Financial Plan as contained in Appendix 1 (item 8.9, 16 February 2026, Audit and Risk Committee meeting)
3. To note that the Chief Executive Officer may make minor changes to the Long Term Financial Plan arising from the Committee's consideration of the matter prior to it being provided to Council (item 8.9, 16 February 2026, Audit and Risk Committee meeting)

Carried

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective O5 Evolve Council's functions and services to meet the current and future needs and aspirations of our community.

Priority O5.2 Demonstrate financial sustainability through long term financial planning and annual budget setting which aligns with adopted targets.

The Long Term Financial Plan has been developed in alignment with Council's strategic management plans.

➤ **Legal Implications**

The LTFP is prepared as a part of the suite of Strategic Management Plans and in accordance with Section 122(1)(a) of the Local Government Act 1999 (the Act) and Regulation 5 of the Local Government (Financial Management) Regulations 2011.

➤ **Risk Management Implications**

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

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

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

It ensures that financial resources are deployed in areas that align with Council's Strategic Management Plans, are affordable and support Council's Long Term Financial Plan.

➤ **Financial and Resource Implications**

The LTFP is a financial model that aims to achieve long term financial sustainability, using the key financial indicators and benchmarks for guidance, projected over ten years using inputs from the Strategic Management Plan, Asset Management Plan and other key Strategies.

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

The LTFP is based on continuing existing service levels including infrastructure renewal and upgrade and is regularly updated to account for any changes.

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

The community has an expectation that Council will have a long-term plan for financial sustainability.

➤ **Sustainability Implications**

The key objective of Council's LTFP is financial sustainability in the medium to long term, while still achieving Council's corporate objectives as specified in its Your Place Your Space, 2024 Strategic Plan.

Council has specific functional strategies that address environmental and economic sustainability goals, objectives and priorities. At the same time the LTFP ensures that there is an understanding of the impact of decisions made today on future sustainability. This means ensuring the cost effective delivery of works and services, and the appropriate maintenance and renewal of our asset base in a financially sustainable manner.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Nil
<i>Council Workshops:</i>	2 February 2026 and 22 March 2025.
<i>Advisory Groups:</i>	Nil
<i>External Agencies:</i>	Nil
<i>Community:</i>	Consultation was conducted from 21 May to 11 June 2025.

➤ **Additional Analysis**

The foundation of the LTFP is the budget required to deliver the current service level, the best indicator of this is the most current budget. This has been informed by the budget review currently being considered along with any other relevant information.

The financial indicators in the LTFP are summarised as follows.

Operating result

For financial year 2026/27 there is a forecast of a 2.6% deficit, with a steadily improving result achieving a surplus by 2028/29. The improvement is driven by a combination of the completion of major projects, reducing cost of debt and rate rises 1.5% above inflation. It should be noted that the LTFP consulted on considered a rate rise of 1% above CPI.

Average operating result over the ten years of the plan is 1.2% which is within the recommended range.

Renewals capital expenditure

The total capital expenditure on asset renewal is \$127m, which is an average of \$12.7m per annum. This is the full amount of the required expenditure indicated by Council's asset management systems.

Asset renewal ratio

As the LTFP expenditure matches the recommended amount from the asset management systems this is a flat 100% throughout the plan.

New and upgrade capital expenditure

The total capital expenditure on new and upgraded assets is \$30.222m, which is an average of \$3.0m per annum. This amount is based on the outcomes from workshops conducted with the elected member body in preparation of the plan.

Net financial liabilities

The starting point for Council's net financial liabilities is forecast to be \$35m at the end of 2025/26. It is forecast to increase over the first three years of the plan to a peak of \$43m whilst key projects are completed and then fall consistently as the projects reach completion and Council moves into surplus.

Net financial liabilities ratio

The ratio rises from 41% to a peak of 61% before falling to 23% over the ten years.

Assumptions

Rates

The income generated from rates is expected to increase by more than inflation, this is required to expedite the return to surplus. The average rate rise in the model is 1.5% above the Consumer Price Index for years 2026/27 to 2028/29, after which the average rate rise is assumed to be 0.5% above CPI and remain so for the remainder of the plan.

These increases are higher than the figures consulted on which were 1% above CPI for two years dropping to 0.5% above CPI for the remainder of the plan. This increment is a result of higher depreciation costs.

A moderate amount of growth in rateable properties is assumed to occur, initially 0.7% dropping to 0.4%.

Inflation

Inflation (CPI) is assumed to drop from 3% over three years to 2.5% and remain at that level for the remainder of the plan. This is the midpoint of the Reserve Bank of Australia target range.

Interest rates

Interest rates are held constant through the plan.

Payroll

Payroll costs are assumed to increase from current levels across the whole of the plan in accordance with current Enterprise Bargain Agreements.

Consultation

It should be noted that the consultation that was conducted was on a draft Long Term Financial Plan 2026-40, which included 15 years of information which is more than the minimum required under the Act. This was done as it gives greater visibility of the asset renewal costs and the impacts on the net financial liabilities. It considered relevant due to the significant changes that were being recommended to the plan. The version that is recommended for adoption has been reduced to the normal ten years to focus on the implementation of the current strategy and the move into surplus.

Review

If adopted the next Long Term Financial Plan review will be included in the development of the ABP and budget for 2026/27. As such the proposed LTFP may have a short life, however, it will offer significant support to the development for both the ABP & Budget for 2026/27 and the revised LTFP for 2027 to 2036.

3. OPTIONS

Council has the following options:

- I. For Council to approve the proposed Long Term Financial Plan as prepared (Recommended).
- II. To make additional comments or suggestions to the Administration to consider prior to finalising the Long Term Financial Plan for adoption to Council.

4. APPENDICES

- (1) Long Term Financial Plan 2026-2035

Appendix 1

Long Term Financial Plan 2026-2035



Long Term Financial Plan



Welcome

The Long Term Financial Plan is an element of the strategic framework that considers the financial implications over the next 10 years.

Contents

Purpose	3
CEO Financial Sustainability Statement and Summary	4
Basis of preparation & assumptions	5
Financial Indicators	6
Financial Statements & indices - in summary	7
What this means for the community	8
Risks and Sensitivities	9
Financial Statements	10

Purpose

- The long term financial plan (LTFP) integrates the financial implications all of Councils plans, including
- Strategic Plan – Your Place your space
- Infrastructure Asset Management Plans
- Annual Business Plans
- The Plan demonstrates Councils Financial commitment to sustainability, its strengths and weaknesses and its proposed path forwards.
- This report is the key tool to communicate financial sustainability and the associated challenges in achieving ongoing sustainability,

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

Our vision is to preserve and celebrate the Hills' unique character and environment, with sustainable practices in rural landscapes. We aspire to cultivate a safe, resilient and welcoming community that honours our heritage, and encourages creativity and innovation.

Financial Sustainability Statement

Throughout the 2024/25 financial year Council has conducted a comprehensive review of the assumptions and methodologies used in its financial planning and reporting. It has also considered core assumptions used in its asset management planning processes in depth.

These reviews have led to a reassessment of Council's financial sustainability, with Council reporting material deficits 2023/24 and 2024/25 while forecasting more to come.

This Long Term Financial Plan sets out the path to a more financially sustainable Council. A reduction in expenditure especially around the development of new assets and infrastructure was required to avoid higher rate increases.

Maintaining the investment in existing assets, ensuring that they are maintained appropriately while reducing expenditure on building new assets is fundamental to improving Councils financial strength.

The initial years of the plan include rates rises that are higher than those proposed in the past. This is necessary to put Council back on a financially sustainable path. Council expects to be back in surplus by 2029 and be able to fund the asset renewal programs which have become significantly more expensive following the significant increases in construction costs in recent years.

This new LTFP sets demonstrates Councils commitment to being financially sustainable and able to support the Community in the long term.

Basis of preparation

The Long Term Financial Plan allows for the effects of inflation in future years. Therefore, future costs are assumed to be higher than current costs due to inflation decreasing the purchasing power of money.

The Long Term Financial Plan is prepared in conjunction with Councils Strategic Framework which includes the Strategic Plan ‘Your Place, Your Space’, and Councils Infrastructure Asset Management Plans (IAMP’s) and associated Frameworks.

Alignment with Councils existing IAMPS and other asset management practices means that the funding requirements established in those plans are incorporated into the financial planning.

Forecasting income and expenditure over a ten year period requires assumptions to be made, and the accuracy of the forecasts are dependent on these assumptions.

The first assumption is that the business of Council will substantially continue in an unchanged manner except where Council determines to make changes.

Unforeseen changes in the statutory environment could change these forecasts.

A number of financial and economic assumptions are also required. These include the level of population growth and the increase in the level of rates.

Councils’ costs are assumed to follow the Consumer Price index, and this forecast is based on the Reserve Bank of Australia and its targets.

Asset Management	Annual increase in asset values over the next ten years is set at 4%. This has been derived from the average increase over the previous 20 years.
Service levels	No increase beyond projects listed, no reductions currently identified. A review process is being prepared with any proposed changes to be consulted on.
Rates	An increase above CPI in financial year 2025/26 of 4%, 1.5% in the following three years and reducing again to an annual increase of 0.5% above CPI.
Interest expense	There is an assumption of small decrease in interest rates being charges (0.25%) but no return to the historical low rates is assumed to occur.
Growth	The plan assume that growth initially continues at 0.8% but slows over the first few years to a long term level of 0.4%.
Inflation	The March quarter CPI released by the Australian Bureau of Statistics is 2.2%. Significant contributors to this are electricity costs and tertiary education.
Payroll costs	Increases in payroll costs are expected to closely follow CPI, depending on the relevant agreement.

Financial Indicators

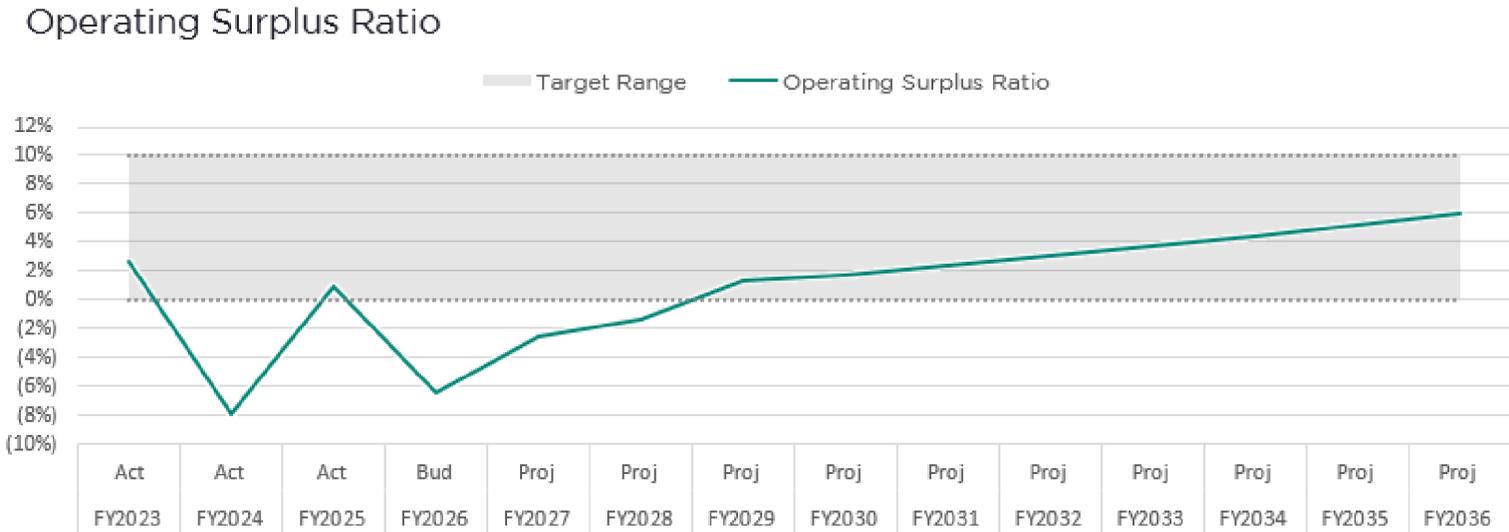
Operating Surplus

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

The ratio is the operating surplus as a percentage of total operating income. A negative ratio means operating expenses are greater than income.

Proposed target: 1-10% surplus over 10 years.

The plan achieves an average deficit of 1.2%.



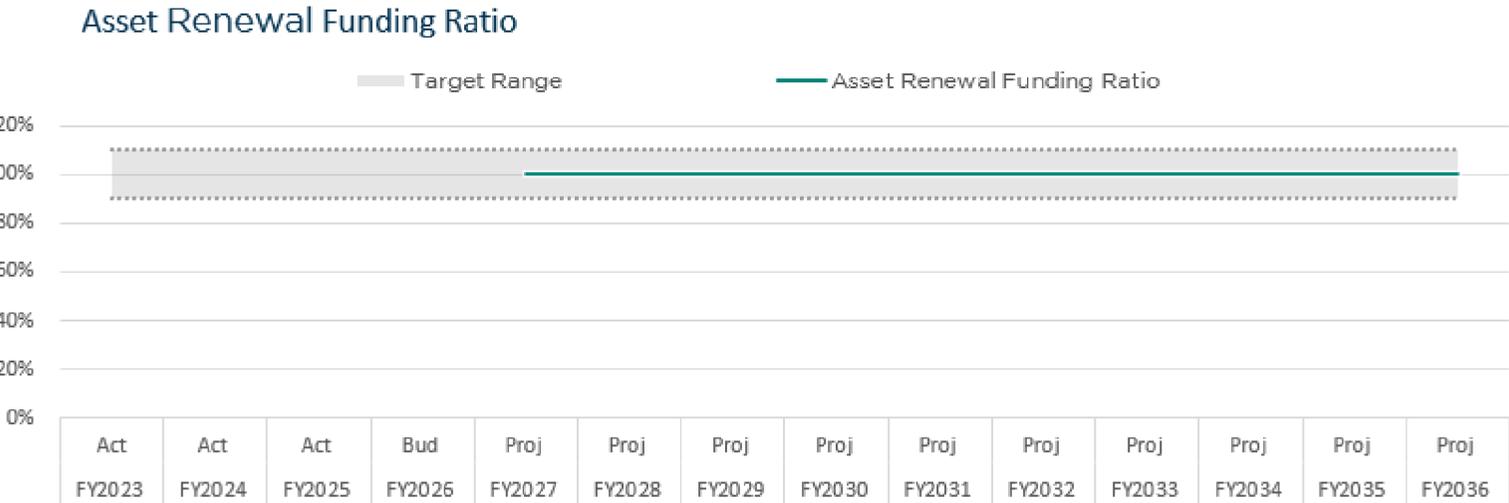
Asset Renewal

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

The ratio is the total financial liabilities as a percentage of total operating income.

Proposed target: 90-110% every year.

The plan achieves 100% every year.

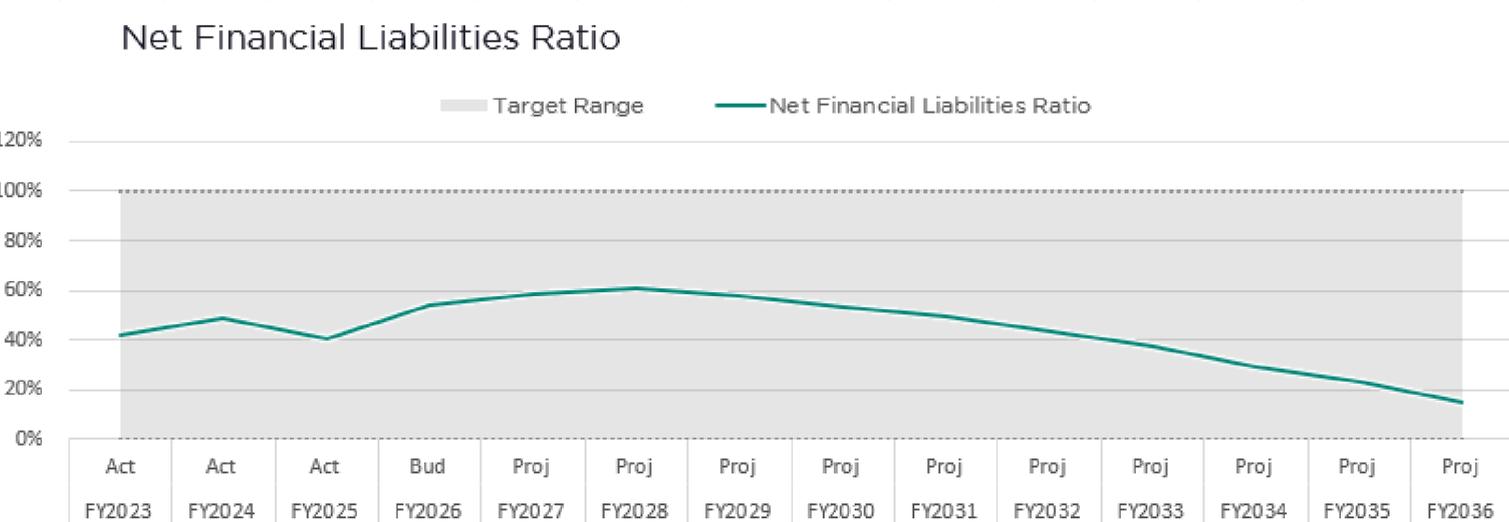


Net Financial Liabilities

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

The ratio is the total financial liabilities as a percentage of total operating income.

Proposed target: <100%.



Financial Statements

Statement of Comprehensive Income

This Statement provides a 10 year projection of the state of Council's annual operating result (ie. the surplus or deficit between its annual spending and revenue. As this statement outlines the intended sources of total operating income (such as rates, grants and other fees and charges) for the period to which the LTFP relates, it provides details of council's funding approach to the funding of services and infrastructure of the council. It can be seen that Council has a heavy reliance on rates and to a lesser extent grants with rates constituting over 85% of Operating Income.

Statement of Financial Position

This Statement provides a 10 year projection of Council's assets and liabilities using the projected 2025-26 Budget as the base year. The projections result from proposed capital expenditure emanating from the Asset Management Plans and adopted strategies, together with borrowings necessary to meet those capital requirements, and net funding generated by operations.

Uniform Presentation of Finances

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

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

- A summary of all operating income and expenditure to highlight the Operating Surplus/(Deficit)
- Net outlays on existing assets after providing for depreciation and proceeds from any replacement asset sales
- Net outlays on new and upgraded assets after providing for grants received and proceeds from any surplus asset sales
- Details of the financial transactions relating to Council's Net Lending/borrowing Position to highlight Council's approach to funding services & infrastructure
- Key indexation forecasts and interest rate projections for borrowings and investments

What this means for the community

Rates

Increases above inflation are required to bring the Council into a financially sustainable position. The most material driver for these are the increases in construction costs which has impacted the costs of asset maintenance.

The proposed increase above CPI are 4% in 2025/26, 1.5% in the following three years and then a continuing level of increase of 0.5% for the remainder of the plan.

Services

This plan assumes that service levels across Council are generally maintained at their current level with some increases associated with new and upgraded capital works. Council may choose to review the service level and make changes. Any changes will most likely lead to changes in financial forecasts.

Asset management

The management of Councils portfolio of assets will continue in accordance with Councils adopted Infrastructure Asset Management Plans.

Planning ahead

Looking further into the future other key projects included in the plan include,

- i) Gumeracha Oval irrigation
- ii) Town and Precinct planning & beautification framework.
- iii) Replacement of external cladding at Coventry Library
- iv) Development and implementation of renewal frameworks for,
 - a. Play Spaces
 - b. Toilets
- v) Development and implementation of a New and upgrade Footpath plan.

Unallocated funds

In the later years of the plan (years 5 to-10) there is allowance for funding of over \$1.5m in unallocated operating budget per year and an average of \$2.8m in capital budget. This budget could be forgone to reduce rate rises.

Risks & sensitivities

Underpinning the long term plan are multiple assumptions. Significant changes in interest rates, asset valuations, inflation amongst others can all change the financial forecasts.

Sensitivities to these assumptions can demonstrate the risks inherent in this plan.

The current LTFP forecast an average operating surplus of 1% over the first ten years.

If interest rates on Councils debt increases at 1% the additional cost in the early years is around \$200k, but over the life of the plan it only decreases the surplus by 0.1%. Council's financial position is not highly sensitive to interest rates.

However, the value of Councils assets is assumed to increase on average 4% per year in the plan, this in turn increases the cost of renewing and replacing assets.

If these values increase on average 5% for ten years then Councils surplus is reduced to an average of 0.4%, and if revaluations reach an average of 6% then Councils surplus will become a small deficit. This demonstrates how sensitive Councils financial position is to the costs of asset management.

Major local, national and international events can impact significantly. Bushfires and the COVID Pandemic are obvious examples of this. Added to this is the ongoing review of Councils boundaries.

In recent years Council has had to invest heavily following major bushfires, but the financial impacts have been offset through State and Federal grants. However, if Council had to meet these costs itself there would be significant impact on its financial sustainability.

The impact on an additional \$3m cost being incurred in year 5 of the plan would be to reduce Council forecast average surplus from 1% to 0.5% and increase its Net Financial Liabilities ratio in 2035 from 7% to 11%. These are significant but manageable.

It is important that Council acts so as to be in a strong financial position and takes a realistic and robust approach to developing all of its strategic plans.

Financial Statements 2026 - 2035

Income Statement

Adelaide Hills Council LTFP

\$'000	Jun-23 Act	Jun-24 Act	Jun-25 Act	Jun-26 Bud	Jun-27 Proj	Jun-28 Proj	Jun-29 Proj	Jun-30 Proj	Jun-31 Proj	Jun-32 Proj	Jun-33 Proj	Jun-34 Proj	Jun-35 Proj
Income													
Rates	44,401	48,389	51,484	55,087	57,786	60,502	63,285	65,437	67,662	69,962	72,341	74,801	77,344
Statutory Charges	1,428	1,520	1,612	1,671	1,716	1,761	1,807	1,852	1,898	1,945	1,994	2,044	2,095
User Charges	901	934	1,048	1,105	1,135	1,164	1,195	1,224	1,255	1,286	1,319	1,352	1,385
Grants, Subsidies and Contributions - Capital	292	544	901	-	-	-	-	-	-	-	-	-	-
Grants, Subsidies and Contributions - Operating	6,090	4,081	7,790	5,801	6,168	6,398	6,564	6,728	6,897	7,069	7,246	7,427	7,613
Investment Income	37	35	34	25	26	26	27	28	28	29	30	31	31
Reimbursements	306	398	324	313	321	330	338	347	356	364	374	383	392
Other Income	821	512	524	651	669	686	704	721	739	758	777	796	816
Net Gain - Equity Accounted Council Businesses	169	142	55	105	108	110	113	116	119	122	125	128	131
Total Income	54,445	56,555	63,772	64,758	67,928	70,978	74,033	76,454	78,954	81,537	84,205	86,961	89,808
Expenses													
Employee Costs	20,693	21,915	22,651	25,584	27,089	27,861	28,655	29,443	30,252	31,084	31,939	32,818	33,720
Materials, Contracts & Other Expenses	21,273	25,886	25,345	28,335	28,426	29,072	28,853	29,725	30,543	31,383	32,246	33,132	34,044
Depreciation, Amortisation & Impairment	10,479	12,345	14,237	13,777	13,181	13,689	14,190	14,698	15,223	15,776	16,354	16,946	17,575
Finance Costs	551	758	921	1,228	994	1,285	1,330	1,226	1,043	833	538	196	(222)
Net Loss - Equity Accounted Council Businesses	19	79	26	-	-	-	-	-	-	-	-	-	-
Total Expenses	53,015	60,983	63,180	68,924	69,689	71,907	73,028	75,092	77,061	79,076	81,077	83,092	85,117
Operating Surplus / (Deficit)	1,430	(4,428)	592	(4,166)	(1,761)	(929)	1,006	1,361	1,893	2,460	3,128	3,869	4,691
Asset Disposal & Fair Value Adjustments	(1,300)	(2,307)	(2,651)	1,075	-	-	-	-	-	-	-	-	-
Amounts Received Specifically for New or Upgraded Assets	2,283	3,277	2,236	-	-	-	-	-	-	-	-	-	-
Physical Resources Received Free of Charge	551	1,106	1,486	-	-	-	-	-	-	-	-	-	-
Operating Result from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Surplus / (Deficit)	2,964	(2,352)	1,663	(3,091)	(1,761)	(929)	1,006	1,361	1,893	2,460	3,128	3,869	4,691
Other Comprehensive Income													
Changes in Revaluation Surplus - I,PP&E	47,645	76,020	37,460	23,600	28,348	26,380	27,504	28,624	29,713	30,900	32,052	33,296	34,507
Share of Other Comprehensive Income - Equity Accounted Council Businesses	23	1,197	12	-	-	-	-	-	-	-	-	-	-
Movements in Other Reserves	43	(176)	(146)	-	-	-	-	-	-	-	-	-	-
Total Other Comprehensive Income	47,711	77,041	37,326	23,600	28,348	26,380	27,504	28,624	29,713	30,900	32,052	33,296	34,507
Total Comprehensive Income	50,675	74,689	38,989	20,509	26,587	25,451	28,509	29,986	31,606	33,361	35,180	37,165	39,198

Cash Flow Statement

Adelaide Hills Council LTFP

\$'000	Jun-26 Bud	Jun-27 Proj	Jun-28 Proj	Jun-29 Proj	Jun-30 Proj	Jun-31 Proj	Jun-32 Proj	Jun-33 Proj	Jun-34 Proj	Jun-35 Proj
Cash Flow from Operating Activities										
Receipts										
Rates	55,087	57,873	60,271	63,049	65,253	67,471	69,765	72,137	74,590	77,126
Statutory Charges	1,671	1,716	1,761	1,807	1,852	1,898	1,945	1,994	2,044	2,095
User Charges	1,105	1,135	1,164	1,195	1,224	1,255	1,286	1,319	1,352	1,385
Grants, Subsidies and Contributions - Operating	5,801	6,168	6,398	6,564	6,728	6,897	7,069	7,246	7,427	7,613
Investment Income	25	26	26	27	28	28	29	30	31	31
Reimbursements	313	321	330	338	347	356	364	374	383	392
Other Income	651	669	686	704	721	739	758	777	796	816
Payments										
Payments for Employees	(25,584)	(27,089)	(27,861)	(28,655)	(29,443)	(30,252)	(31,084)	(31,939)	(32,818)	(33,720)
Payments for Materials, Contracts & Other Expenses	(28,335)	(31,537)	(29,071)	(28,916)	(29,778)	(30,312)	(31,440)	(32,029)	(33,187)	(33,718)
Finance Payments	(1,228)	(994)	(1,285)	(1,330)	(1,226)	(1,043)	(833)	(538)	(196)	222
Net Cash Provided By (or Used In) Operating Activities	9,505	8,288	12,420	14,783	15,707	17,037	17,860	19,370	20,421	22,243
Cash Flow from Investing Activities										
Receipts										
Amounts Received Specifically for New / Upgraded Asset	-	-	-	-	-	-	-	-	-	-
Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-
Sale of Replaced Assets	1,075	-	-	-	-	-	-	-	-	-
Sale of Surplus Assets	-	-	-	-	-	-	-	-	-	-
Payments										
Expenditure on Renewal / Replacement of Assets	(17,152)	(13,453)	(11,862)	(12,213)	(10,421)	(12,631)	(11,455)	(12,775)	(11,417)	(14,008)
Expenditure on New / Upgraded Assets	(2,583)	(2,846)	(3,809)	(2,912)	(3,192)	(2,977)	(2,619)	(3,072)	(2,874)	(3,337)
Net Cash Provided By (or Used In) Investing Activities	(18,661)	(16,299)	(15,671)	(15,125)	(13,614)	(15,608)	(14,074)	(15,847)	(14,292)	(17,345)
Cash Flow from Financing Activities										
Receipts										
Proceeds from Borrowings	9,051	78,349	80,011	84,593	89,478	97,900	103,824	112,927	119,751	131,040
Proceeds from Bonds and Deposits	-	-	-	-	-	-	-	-	-	-
Payments										
Repayment of Borrowings	-	(69,982)	(76,760)	(84,251)	(91,571)	(99,329)	(107,611)	(116,450)	(125,880)	(135,938)
Repayment of Lease Liabilities	-	-	-	-	-	-	-	-	-	-
Net Cash Provided By (or Used In) Financing Activities	9,051	8,367	3,251	342	(2,093)	(1,429)	(3,786)	(3,523)	(6,129)	(4,898)
Net Increase (Decrease) in Cash Held	(105)	356	0							
Cash & Cash Equivalents at the Beginning of Period	249	144	500	500	500	500	500	500	500	500
Cash & Cash Equivalents at the End of Period	144	500	500	500	500	500	500	500	500	500

Balance Sheet

Adelaide Hills Council LTFP

\$'000	Jun-26 Bud	Jun-27 Proj	Jun-28 Proj	Jun-29 Proj	Jun-30 Proj	Jun-31 Proj	Jun-32 Proj	Jun-33 Proj	Jun-34 Proj	Jun-35 Proj
Current Assets										
Cash and Cash Equivalents	144	500	500	500	500	500	500	500	500	500
Trade and Other Receivables	5,126	5,039	5,270	5,506	5,691	5,881	6,078	6,282	6,493	6,710
Inventories	18	18	18	18	18	18	18	18	18	18
Total Current Assets	5,288	5,557	5,788	6,024	6,209	6,399	6,596	6,800	7,011	7,228
Non-Current Assets										
Equity Accounted Investments in Council Businesses	4,346	4,454	4,564	4,677	4,793	4,913	5,035	5,160	5,288	5,419
Infrastructure, Property, Plant & Equipment	636,321	667,787	696,149	724,588	752,128	782,226	811,425	842,970	873,612	907,888
Other Non-Current Assets	247	247	247	247	247	247	247	247	247	247
Total Non-Current Assets	640,914	672,488	700,960	729,512	757,168	787,386	816,706	848,376	879,147	913,554
Total Assets	646,202	678,045	706,748	735,536	763,377	793,785	823,302	855,176	886,157	920,782
Current Liabilities										
Trade & Other Payables	6,787	3,676	3,678	3,615	3,562	3,793	3,736	3,953	3,898	4,224
Borrowings	10,281	-	-	-	-	-	-	-	-	-
Provisions	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529
Other Current Liabilities	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	21,597	8,205	8,206	8,143	8,091	8,322	8,265	8,481	8,426	8,752
Non-Current Liabilities										
Borrowings	18,070	36,718	39,968	40,311	38,218	36,789	33,003	29,480	23,350	18,452
Provisions	607	607	607	607	607	607	607	607	607	607
Liability - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	18,677	37,325	40,575	40,918	38,825	37,396	33,610	30,087	23,957	19,059
Total Liabilities	40,273	45,529	48,781	49,061	46,915	45,718	41,874	38,568	32,384	27,811
Net Assets	605,929	632,516	657,966	686,476	716,461	748,067	781,428	816,608	853,773	892,971
Equity										
Accumulated Surplus	145,326	143,565	142,636	143,641	145,002	146,896	149,356	152,484	156,353	161,044
Asset Revaluation Reserves	460,506	488,854	515,234	542,738	571,362	601,075	631,975	664,027	697,323	731,830
Other Reserves	97	97	97	97	97	97	97	97	97	97
Total Equity	605,929	632,516	657,966	686,476	716,462	748,068	781,428	816,608	853,773	892,971

Uniform Presentation of Finances

Adelaide Hills Council LTFP

\$'000	Jun-26 Bud	Jun-27 Proj	Jun-28 Proj	Jun-29 Proj	Jun-30 Proj	Jun-31 Proj	Jun-32 Proj	Jun-33 Proj	Jun-34 Proj	Jun-35 Proj
Income										
Rates	55,087	57,786	60,502	63,285	65,437	67,662	69,962	72,341	74,801	77,344
Statutory Charges	1,671	1,716	1,761	1,807	1,852	1,898	1,945	1,994	2,044	2,095
User Charges	1,105	1,135	1,164	1,195	1,224	1,255	1,286	1,319	1,352	1,385
Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-
Grants, Subsidies and Contributions - Operating	5,801	6,168	6,398	6,564	6,728	6,897	7,069	7,246	7,427	7,613
Investment Income	25	26	26	27	28	28	29	30	31	31
Reimbursements	313	321	330	338	347	356	364	374	383	392
Other Income	651	669	686	704	721	739	758	777	796	816
Net Gain - Equity Accounted Council Businesses	105	108	110	113	116	119	122	125	128	131
Total Income	64,758	67,928	70,978	74,033	76,454	78,954	81,537	84,205	86,961	89,808
Expenses										
Employee Costs	25,584	27,089	27,861	28,655	29,443	30,252	31,084	31,939	32,818	33,720
Materials, Contracts & Other Expenses	28,335	28,426	29,072	28,853	29,725	30,543	31,383	32,246	33,132	34,044
Depreciation, Amortisation & Impairment	13,777	13,181	13,689	14,190	14,698	15,223	15,776	16,354	16,946	17,575
Finance Costs	1,228	994	1,285	1,330	1,226	1,043	833	538	196	(222)
Net Loss - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-
Total Expenses	68,924	69,689	71,907	73,028	75,092	77,061	79,076	81,077	83,092	85,117
Operating Surplus / (Deficit)	(4,166)	(1,761)	(929)	1,006	1,361	1,893	2,460	3,128	3,869	4,691
Less: Grants, Subsidies and Contributions - Capital	-	-	-	-	-	-	-	-	-	-
Adjusted Operating Surplus / (Deficit)	(4,166)	(1,761)	(929)	1,006	1,361	1,893	2,460	3,128	3,869	4,691
Net Outlays on Existing Assets										
Capital Expenditure on renewal and replacement of Existing Assets	(17,152)	(13,453)	(11,862)	(12,213)	(10,421)	(12,631)	(11,455)	(12,775)	(11,417)	(14,008)
Depreciation, Amortisation and Impairment	13,777	13,181	13,689	14,190	14,698	15,223	15,776	16,354	16,946	17,575
Grants, Subsidies and Contributions - Capital Renewal	-	-	-	-	-	-	-	-	-	-
Proceeds from Sale of Replaced Assets	1,075	-	-	-	-	-	-	-	-	-
	(2,300)	(272)	1,827	1,976	4,277	2,591	4,321	3,579	5,528	3,568
Net Outlays on New and Upgraded Assets										
Capital Expenditure on New and Upgraded Assets	(2,583)	-	-	-	-	-	-	-	-	-
Grants, Subsidies and Contributions - Capital New / Upgraded	-	-	-	-	-	-	-	-	-	-
Amounts Received Specifically for New and Upgraded Assets	-	-	-	-	-	-	-	-	-	-
	(2,583)	-								
Net Lending / (Borrowing) for Financial Year	(9,049)	(2,033)	898	2,982	5,638	4,484	6,781	6,707	9,397	8,259

Statement of Changes in Equity

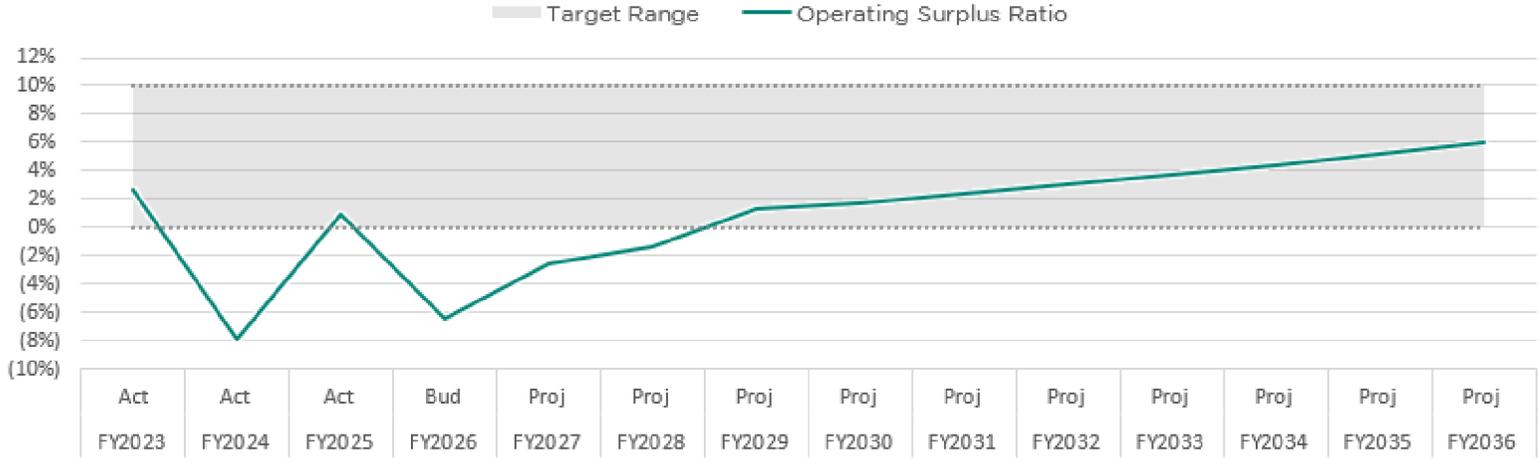
Adelaide Hills Council LTFP

\$'000	Jun-27 Proj	Jun-28 Proj	Jun-29 Proj	Jun-30 Proj	Jun-31 Proj	Jun-32 Proj	Jun-33 Proj	Jun-34 Proj	Jun-35 Proj
Accumulated Surplus									
Balance at the end of previous reporting period	145,326	143,565	142,636	143,641	145,002	146,896	149,356	152,484	156,353
Net result for the year	(1,761)	(929)	1,006	1,361	1,893	2,460	3,128	3,869	4,691
Transfers from other reserves	-	-	-	-	-	-	-	-	-
Balance at the end of the period	143,565	142,636	143,641	145,002	146,896	149,356	152,484	156,353	161,044
Asset Revaluation Reserve									
Balance at the end of previous reporting period	460,506	488,854	515,234	542,738	571,362	601,075	631,975	664,027	697,323
Gain (Loss) on Revaluation of I, PP&E	28,348	26,380	27,504	28,624	29,713	30,900	32,052	33,296	34,507
Balance at the end of period	488,854	515,234	542,738	571,362	601,075	631,975	664,027	697,323	731,830
Other Reserves									
Balance at the end of previous reporting period	97	97	97	97	97	97	97	97	97
Transfers from Accumulated Surplus	-	-	-	-	-	-	-	-	-
Balance at the end of period	97								
Total Equity at end of reporting period	632,516	657,966	686,476	716,462	748,068	781,428	816,608	853,773	892,971

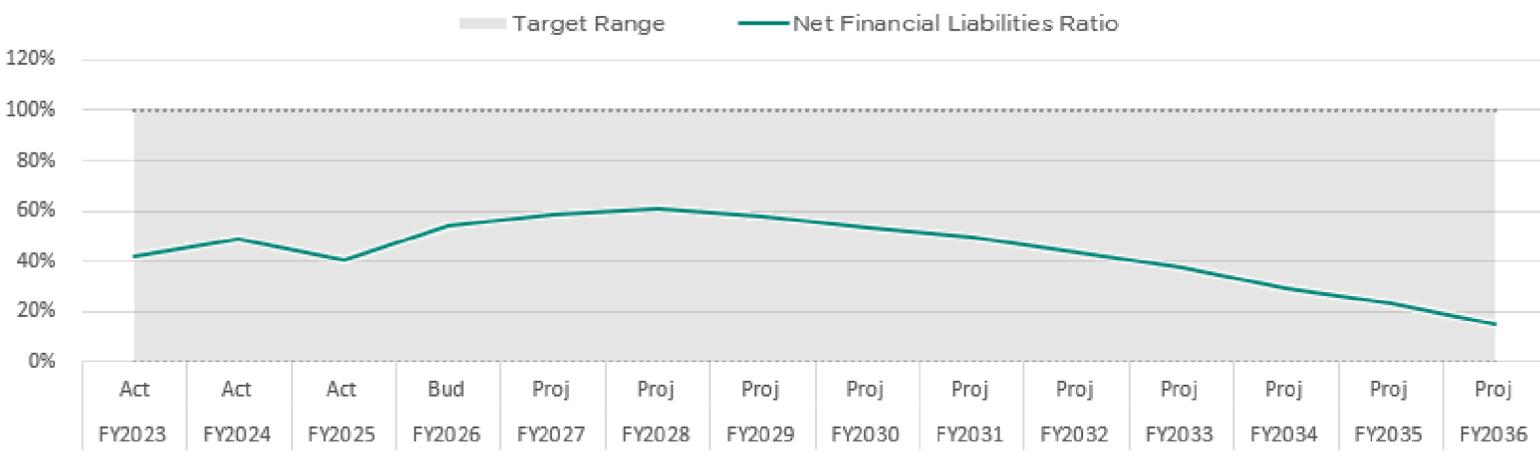
Financial Indicators

Adelaide Hills Council LTFP

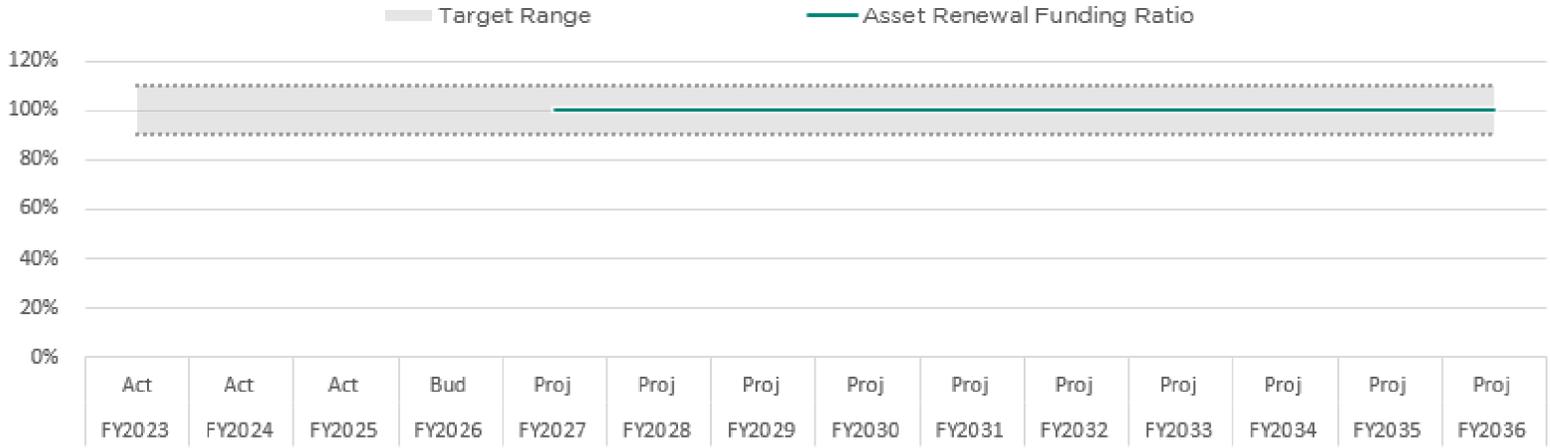
Operating Surplus Ratio



Net Financial Liabilities Ratio



Asset Renewal Funding Ratio



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Administration Reports Information Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
AGENDA BUSINESS ITEM**

Item: 13.1

Responsible Officer: Gary Lewis
Director
Corporate Services

Subject: Council Quarterly Performance Report – Q2 2025-26

For: Information

SUMMARY

As a local government entity, Council has a number of legislative obligations regarding the preparation and distribution of corporate planning and reporting information to the elected body and the community. In addition to these mandated requirements, Council has over time created a number of additional elements to improve the integration, transparency and accountability of its activities. The Quarterly Council Performance Report is just one of these elements.

The Council Performance Report for Q2 2025-26 (**Appendix 1**) covers the period 1 October to 31 December 2025.

The purpose of this report is to provide Council a summary of progress in delivering on its strategic objectives, and its Annual Business Plan 2025-26 initiatives and performance indicators. It highlights significant achievements, outlines service delivery, and tracks the advancement of major projects and capital works. This supports informed decision-making and helps assess the effectiveness of Council's financial management, reporting, risk management, and governance processes.

RECOMMENDATION

Council resolves:

- 1. That the Council Quarterly Performance Report – Q2 2025-26 be received and noted.**
-

1. BACKGROUND

At its 19 June 2018 meeting, Council adopted (Res 128/18) the Corporate Planning & Performance Framework, of which a key element was the establishment of a suite of corporate business indicators which are aligned with Adelaide Hills Council's Strategic Plan goals and will enable the tracking of performance over time.

At its Ordinary Meeting of 30 June 2025, Council adopted its Annual Business Plan 2025-26:

Relevant excerpt from the resolution included below:

12.1 Annual Business Plan 2025-2026 for Adoption

Moved Cr Mark Osterstock

S/- Cr Kirsty Parkin

221/25

Council resolves:

1. That the report be received and noted

1.1 Pursuant to and in accordance with section 123(6) of the Local Government Act 1999 (the “Act”) and Regulation 6 of the Local Government (Financial Management) Regulations 2011 and having considered all submissions and consultation feedback received, the Annual Business Plan (Appendix 1) as laid before Council for the financial year ending 30 June 2026, be adopted.

.....

Carried Unanimously

Annexure C of the Annual Business Plan 2025-26 provides updated Corporate Performance Indicators. These were developed in consultation with Elected Members, the Executive Leadership Team and relevant managers as part of the *2025-26 Annual Business Plan* process. They are aligned to Council’s *Your Place Your Space Strategic Plan 2024*.

The Audit and Risk Committee received and noted the Council Quarterly Performance Report – Q2 at its meeting on 16 February 2025.

8.5 Council Quarterly Performance Report – Q2

Moved Natalie Simmons

S/- Cr Richard Gladigau

ARC7/26

The Audit and Risk Committee resolves:

1. That the Council Quarterly Performance Report – Q2 2025-26 be received and noted (item 8.5, 16 February 2026, Audit and Risk Committee meeting).

Carried

2. ANALYSIS

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

Strategic Plan 2024 – Your Place, Your Space

Goal 4 Organisation

Objective O5 Evolve Council’s functions and services to meet the current and future needs and aspirations of our community

Priority O5.2 Demonstrate financial sustainability through long term financial planning and annual budget setting and aligns with adopted targets.

The Quarterly Council Performance Report is part of the performance reporting suite contained in the Corporate Planning and Performance Framework.

➤ **Legal Implications**

Chapter 8 - Administrative and financial accountability of the *Local Government Act 1999* sets out the key legislative obligations regarding corporate planning and reporting obligations, as follows:

- S122 – Strategic management plans – development, content requirements, consultation, review and availability of strategic plan, asset management plan and long-term financial plan;
- S123 – Annual business plans and budgets - development, content requirements, consultation, review and availability of annual business plan and budget
- S127 – Financial statements – preparation, content, auditing and availability of the financial statements;
- S131 – Annual reports – preparation, content, distribution and availability of the annual report

Additional requirements are contained in the *Local Government (General) Regulations 2013* and the *Local Government (Financial Management) Regulations*.

➤ **Risk Management Implications**

Quarterly Council Performance Reporting will assist in mitigating the risk of:

Ineffective performance management and reporting processes leading to poor performance and/or loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Low (3E)	Low (3E)

Note that there are many other controls that assist in mitigating this risk. The quarterly performance reports are part of the current control suite and therefore there is no additional mitigating impact of this report.

➤ **Financial and Resource Implications**

Quarterly Council Performance Reporting assists in demonstrating the financial and resource performance to plan as per the targets, initiatives and activities outlined in the Annual Business Plan 2025-26.

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

Providing integrated, consultative corporate planning and effective and transparent performance reporting to the Council and community has the potential to increase the level of trust and confidence in Council.

➤ **Sustainability Implications**

Quarterly Council Performance Reporting assists in demonstrating the outcomes related to Council’s economic, social and environmental initiatives.

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

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Audit and Risk Committee
<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 performance report aligns with the four pillars of the Strategic Plan 2024: Natural Environment, Community Wellbeing, Built Form and Economy, and Organisation.

In addition to business performance indicators and targets, a selection of service metrics aligned to each goal have also been incorporated into the report to reflect ongoing operational activity and service delivery.

In preparing the document, consideration has been given to ensuring it is accessible and meaningful to the broader community. The performance report will be made available on the Adelaide Hills Council website and promoted via Council’s social media channels to support transparency and community awareness.

An evolution of the report format may be considered in the second half of the financial year, subject to identified need or opportunities for improvement.

3. OPTIONS

Not applicable.

4. APPENDICES

- (1) Council Performance Report – Q2 2025-26

Appendix 1

Council Performance Report – Q2 2025-26

Council Performance Report

Delivering our Annual Business Plan 2025-26
Quarter Two | 1 October - 31 December 2025



Adelaide Hills
COUNCIL

Overview

The Performance Report provides a summary of Council's progress in delivering on its strategic objectives, business plan initiatives, and performance indicators. It highlights significant achievements, outlines service delivery, and tracks the advancement of major projects and capital works.

Highlights | Quarter 2



Food Organics Green Organics (FOGO) Extended Trial

- The extended FOGO trial rolled out weekly collections in November and achieved just over 70% diversion from landfill in Q2, with opt-out rates lower than anticipated (see pgs. 4 and 7).



CRM Delivery of Advanced Build

- The CRM Advanced Build went live in Q2, introducing 20+ online application/permit forms, a refreshed customer portal, and deeper integration with field operations via Confirm (see pg. 19).



Community Wastewater Management System (CWMS)

- Council completed installation of the SCADA Remote Management Monitoring System for CWMS, meeting the target during Q2 (see pg. 17).

Risks/Challenges



Fire Track Maintenance

- Critical fire track remediation works have been delayed due to extensive late 2025 rainfall, which left many tracks inaccessible, creating a risk of ongoing limited access for essential maintenance.

Financial Performance

September 2025 YTD	YTD Actual \$'000	YTD Budget \$'000	Variance fav/ (unfav) \$'000	Annual Budget fav/ (unfav) \$'000
Total Income	31,533	31,436	96	64,518
Total Expenses	31,809	32,002	193	67,648
Operating Surplus/ (Deficit)	(276)	(566)	290	(3,130)

Our Goals

Council's 'Your Place, Your Space' Strategic Plan 2024 sets a bold and community-driven vision for our region, built on the priorities and aspirations of our residents. This progress report reflects Council's commitment to its strategic priorities, demonstrating how the initiatives, projects, and decisions align with the long-term objectives of the Strategic Plan.



1



2



3



4

Natural Environment

Community Wellbeing

Built Form and Economy

Organisation

NE 1: Pursue our adopted pathway to achieve net zero carbon emissions.

CW 1: Promote and support reconciliation.

BFE 1: Guide development that fosters vibrant and resilient communities, promotes appropriate design and enhances livability.

O1: Embrace technology solutions and digital transformation to enhance our organisation and the community experience.

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

CW 2: Enrich, empower and support connected communities.

BFE 2: Nurture a distinctive sense of place, support activation activities and recognise and celebrate our rich heritage.

O2: Operate with integrity using best practice governance processes.

NE 3: Protect, improve, expand and connect habitat.

CW 3: Embrace diversity in our community and build on community strengths.

BFE 3: Develop and maintain infrastructure to support livability and sustainable economic activity.

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

NE 4: Build resilience in the natural environment to adapt to climate and other environmental changes.

CW 4: Build community resilience for the future.

BFE 4: Improve the utilisation of Council and community facilities.

O4: Engage and advocate for our communities.

NE 5: Improve landscape character and amenity value on Council managed land.

CW 5: Foster cultural identity and connection to place.

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

O5: Evolve Council's functions and services to meet the current and future needs and aspirations of our community.

CW 6: Promote physical, mental and social wellbeing.



Natural Environment

Responsible custodians of our natural environment

Major Projects 2025-26

Cox Creek Bridgewater Restoration Project



The project is funded by the Australian Government's Natural Heritage Trust under the Urban Rivers and Catchments Program, with the support of Adelaide Hills Council to deliver restoration works along 6km of Cox Creek, from Mount George Conservation Park to Engelbrook Reserve.

The project focuses on targeted weed removal, including Willow, Ash, Gorse, Broom, Blackberry and Watsonia, and revegetation with native riparian species to improve habitat and waterway health.

Supported by a range of community and government stakeholders, the grant enables Council to engage contractors for weed management, revegetation, and creek bank stabilisation.

As required under the Grant Agreement, an Australian Government Monitoring, Evaluation, Reporting and Improvement (MERI) Framework has been developed and implemented for the project. In Quarter 2, Council submitted the six-monthly ecological progress report covering Quarters 1 and 2. The report confirms the project is progressing in line with approved scope and milestones.

Highlights include:

- baseline monitoring of habitat condition undertaken
- 9.5 hectares of initial weed control completed
- 6 hectares of initial willow and ash control completed
- 93 metres of creekbank stabilised



Restoration works progressing along Cox Creek



Natural Environment

Responsible custodians of our natural environment

Major Projects 2025-26

Food Organics Green Organics (FOGO) Extended Trial



The expanded Food Organics and Garden Organics (FOGO) trial commenced in Quarter 1, on 4 November 2025, across the townships of Balhannah, Charleston, Lobethal, Oakbank, and Woodside. The initiative aims to reduce waste sent to landfill, lower greenhouse gas emissions, and support South Australia’s circular economy by converting food and garden organics into nutrient-rich compost.

As part of the extended trial, all properties within the Tuesday collection townships now receive a weekly FOGO collection, while landfill and recycling collections continue on a fortnightly schedule. Community engagement has been positive, with opt-out rates lower than anticipated (see page 7 for diversion rate data).

Council is also working closely with residents and businesses that generate more than 140 litres of waste per fortnight, providing tailored service adjustments where required.

Evaluation of the trial will occur from Quarter 3 2026, assessing both performance and financial implications, with consideration given to expanding the service further. Data on resourcing requirements is also being collected for review during the second half of the 2025–26 financial year.





Natural Environment

Responsible custodians of our natural environment

Strategic Initiatives 2025-26

Key Project	Grants & incentives to support the community in reducing emissions	Approval of solar battery purchase and installation for the South Australian Pistol and Shooting Club, and upgrade of LED lights for the Kersbrook Football Club.
Project Type	Operating initiative	
% Complete	35%	
Status	● On Track	
Key Project	Develop & implement a community energy reduction program incl. energy & transport	Not yet commenced. Progress update to be provided in future performance reports.
Project Type	Operating initiative	
% Complete	0%	
Status	● Not Started	
Key Project	Local climate adaptations for landscape conservation	Not yet commenced. Progress update to be provided in future performance reports.
Project Type	Operating initiative	
% Complete	0%	
Status	● Not Started	





Natural Environment

Responsible custodians of our natural environment

Key Project	Bore infrastructure investigations and compliance works	Inspections have been completed on 13 bores to date, with pump infrastructure assessed and minor remediation works undertaken.
Project Type	Operating initiative	
% Complete	40%	
Status	● On track	
Key Project	Council facilities energy efficiency improvement program	Following Q1 progress on lighting upgrades for the Council Chamber and Coventry Library canopy, the library lighting system was fully installed in Q2. Procurement of a heavy-fleet fuel system (to reduce bulk fuel distribution) and solar infrastructure (to lower electricity usage and improve resilience) also progressed during the quarter.
Project Type	Capital initiative	
% Complete	50%	
Status	● On track	
Key Project	Installation of water efficient infrastructure - Houghton, Lobethal & Kersbrook	Contractors have been engaged to renew and install water-efficient irrigation infrastructure at Houghton and Kersbrook Cemetery. Further investigation confirmed that Lobethal main irrigation improvements are not feasible due to existing utility infrastructure constraints.
Project Type	Capital initiative	
% Complete	25%	
Status	● On track	
Key Project	Safety Improvements for access to Woorabinda Bushland Reserve	Design and scoping work is complete and construction is due to commence in February 2026.
Project Type	Capital initiative	
% Complete	50%	
Status	● On track	



Natural Environment

Responsible custodians of our natural environment

Performance Metrics

Indicator	Target	Progress	Status	Comment
Reduction in carbon usage (metric tonnes) by transitioning existing internal combustion powered light fleet to electric vehicles	> 20 tonnes carbon dioxide reduction	50%	On target Annual target	Council has procured 4 new electric vehicles this quarter, replacing petrol-powered models. On track to replace 8 internal combustion vehicles with EVs in 2025/26.
Community decarbonisation & sustainable lifestyle awareness & education sessions including customer satisfaction measurement	5 sessions	80%	On target Annual target	AHC supported stalls, workshops and a textile collection day across key community events in November.
Reduced community derived waste to landfill from kerbside collections by undertaking an extended trial to measure the diversion rate of waste to landfill	70% diversion rate for trial		Target not yet assessable Annual target	Weekly FOGO collections were introduced for Tuesday township properties in November. The properties diversion rate for the remainder of Q2 averaged just over 70%. Waste audit results will be posted in Q3.
Establish baseline of overall vegetation profile within Adelaide Hills Council region	100% completion of region mapping	75%	On target Annual target	Council engaged Aerometrex to undertake district-wide LIDAR surveying, with aerial capture completed in late Nov 25. Data processing is scheduled for Q3 2026.
Number of fire tracks requiring essential maintenance actions	37 fire tracks	25%	Behind target Annual target	Critical fire track remediation works have been costed and contractors engaged, but extensive late-2025 rainfall left many tracks inaccessible. Essential works are delayed until conditions allow safe access.

Service Metrics



180 tonnes

green organics collected from 3625 vehicles on free organic drop off days



57,000 kWhs

of solar energy consumed at Council facilities



567 tonnes

recycling waste collected



91 permits

issued for burning on private property



352 actions

completed in relation to tree works



1297 native flora

planted across the Adelaide Hills Council region



Community Wellbeing

A thriving, safe and welcoming community

Major Projects 2025-26

Reconciliation Action Plan Implementation

On 31 May 2025, Council celebrated a significant milestone in its Reconciliation journey with the launch of the Innovate Reconciliation Action Plan (RAP). Developed with input from the Adelaide Hills Reconciliation Working Group and internal staff, the Plan outlines Council's enduring commitment to Reconciliation, and sets out clear, measurable actions aligned with Council's Your Place Your Space Strategic Plan 2024.

During Quarter 2, the establishment of the Council RAP Working Group progressed, with the selection process underway and membership expected to be finalised in the coming months. The Working Group will support coordinated delivery and oversight of RAP actions across the organisation.

Council is also developing a simpler and more transparent way to track progress on RAP actions, using a central online system that staff can update as work is completed. This will help ensure Council's reconciliation efforts remain on track and visible across the organisation.

Planning also advanced for Aboriginal Heritage Act training, scheduled for Q3. The training will be delivered by the Department of Aboriginal Affairs and Reconciliation and aims to build organisational understanding of Aboriginal heritage, recent legislative changes, and related compliance responsibilities. Key topics include the forms of Aboriginal heritage, the role of statutory bodies, legal obligations under the Act, heritage management in project planning, and steps to follow when encountering or managing Aboriginal heritage.





Community Wellbeing

A thriving, safe and welcoming community

Major Projects 2025-26

Uraidla Play Space



Recent cost assessments confirmed that the initial landscape architect design exceeded the available project budget. In response, Council staff have worked diligently with the landscape architect, cost consultants, and several play equipment suppliers to refine the design.

The revised concept maintains the community's aspirations for the playspace while ensuring it remains deliverable within the project budget and site constraints. This work has been detailed and comprehensive, helping to strengthen the project's long-term feasibility.

Procurement processes have now been completed, and a contractor has been formally appointed to deliver the upgrade works. Updated designs, both for construction and for community viewing, are scheduled to be released during Quarter 3.



Image of the current Uraidla Play Space to be redeveloped



Community Wellbeing

A thriving, safe and welcoming community

Strategic Initiatives 2025-26

Key Project	Amenity lighting - Woodside Recreation Ground	Staff are working with community representatives to finalise the project scope.
Project Type	Capital initiative	
% Complete	15%	
Status	● On track	
Key Project	Sports court upgrades	Upgrades to the Lobethal Community sports courts have been finalised. Tendering has commenced to progress the upgrade of the Summertown tennis courts.
Project Type	Capital initiative	
% Complete	50%	
Status	● On track	
Key Project	Disability Discrimination Act access upgrades - regionwide	Disability Discrimination Act access upgrade requirements for Council facilities will be re-scoped and integrated into the development of a future building upgrade strategy.
Project Type	Capital initiative	
% Complete	0%	
Status	● Deferred	





Community Wellbeing

A thriving, safe and welcoming community

Performance Metrics

Indicator	Target	Progress	Status	Comment
Positive ageing wellbeing score (0-10)	7 Average	100%	Target exceeded <i>Quarterly target</i>	The Q2 overall wellbeing score was 7.1. Clients with lower wellbeing scores most often identified grief & pain as key factors.
Customer satisfaction with library services	90% Customer satisfaction	100%	Target exceeded <i>Annual target</i>	Council achieved a 91% customer satisfaction rating through the Library Customer Satisfaction Survey. The results for 2024/25 are received in August 25.
Number of volunteer hours contributed to Adelaide Hills Council programs	3000 Hours	100%	Target exceeded <i>Quarterly target</i>	Council volunteers contributed 3,366 hours in Q2, demonstrating the commitment of our community to supporting local programs and services.
Number of events and programs celebrating cultural diversity	8 Events/programs	100%	Target exceeded <i>Annual target</i>	10 events and programs were delivered in Q1. A comprehensive program schedule is planned for Q3, with a particular focus on Harmony Week.

Service Metrics



140,550 library borrowings

100,663 physical books & resources
39,887 digital books & resources



7,673 hours of support

provided to eligible community members via Hills Home Support or the Positive Ageing Program



436 immunisations

administered across the Adelaide Hills Council region



69 inspections

conducted relating to food hygiene and public health



68 community events

supported by Council



100% pets

lost or wandering animals reunited with owners



Community Wellbeing

A thriving, safe and welcoming community

FABRIK Arts + Heritage

Fabrik Arts + Heritage continues to grow as a vibrant cultural hub, offering dynamic spaces and programs that celebrate creativity, heritage, and community connection. Having completed its first year of operation, Fabrik is establishing itself as a regional arts destination, supporting Council's strategic goals to foster cultural development, increase visitation, and deliver lasting social and economic benefits to the Adelaide Hills.

 <p>Programs Update</p>	<p>FABRIK's program delivery remained strong in Q2, with continued participation across textile and art workshops, and regular engagement in community-led special-interest groups. Planning progressed for two upcoming exhibitions: TIES - The art and process of knotting, a Fringe Festival community exhibition, and Hills Hollow, showcasing works from four local primary schools.</p>
 <p>Initiatives and Partnerships</p>	<p>FABRIK enjoyed strong local engagement in the Handmade Christmas Artist Market, where 22 of 39 stallholders were Adelaide Hills based, and through retail partnerships with 40% local suppliers. Visual branding incorporating historic Onkaparinga blanket patterns and mill objects continued to strengthen connection to the Mill, while retail demand grew for products made from repurposed vintage blankets and Onkaparinga blanket-patterned items.</p>

Performance Metrics

 <p>Indicator</p>	 <p>Target</p>	 <p>Progress</p>	 <p>Status</p>	 <p>Comment</p>
<p>Develop income streams to ensure budget is met via venue hire income and retail sales profits</p>	<p>Target against business plan and budgets</p>	<p>86%</p>	<p>Behind target <i>Quarterly target</i></p>	<p>December retail income was the year's highest (\$15,343), though overall revenue is below budget. Retail reporting and metrics have been improved following a cultural commerce review to better support sales performance.</p>
<p>Increase visitation and spend in the region: number of intra/interstate and international visitors</p>	<p>30% of total visitation from outside the region</p>	<p>100%</p>	<p>Target exceeded <i>Quarterly target</i></p>	<p>In Q2, 34% of visitors came from outside the Adelaide Hills. Additional marketing during the festive period was undertaken to attract intrastate visitors.</p>
<p>Increase participation in the arts: number of visitors</p>	<p>13,200 visitors (Yr 1)</p>	<p>55%</p>	<p>On target <i>Annual target</i></p>	<p>Quarterly peak visitation occurred during the Handmade Christmas Market, attracting 3,000 visitors. Year-to-date visitation is 7,320, representing 55% of the annual target.</p>
<p>Number of participants in business development opportunities</p>	<p>30 participants (Yr 1)</p>	<p>100%</p>	<p>Target exceeded <i>Annual target</i></p>	<p>This quarter provided 43 artist development opportunities (32 market stalls, 5 studio artists and 6 workshops) contributing to a year-to-date total of 58, exceeding the annual target of 30.</p>
<p>Increased wellbeing through creative initiatives</p>	<p>85% positive participant responses</p>	<p>78%</p>	<p>Behind target <i>Quarterly target</i></p>	<p>Participant surveys for the public program commenced in Q2, with 78% of respondents reporting increased wellbeing. Not all participants completed the survey.</p>



Built Form and Economy

Building foundations for the future

Major Projects 2025-26

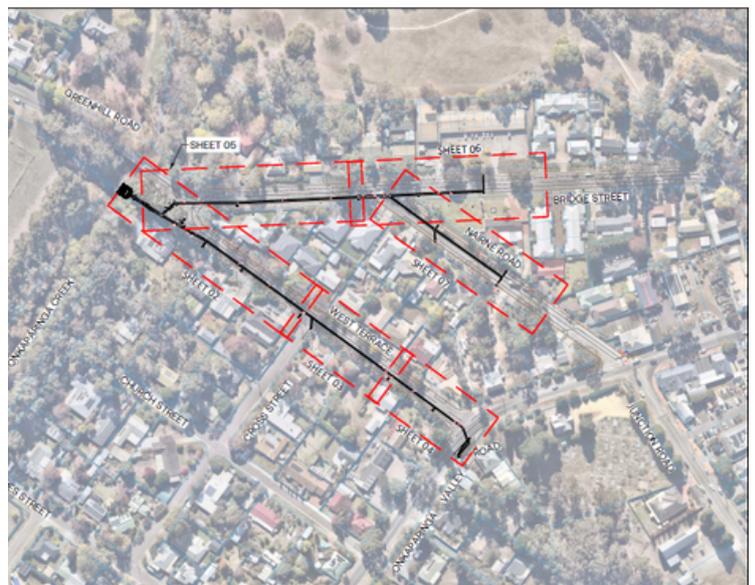
Stormwater Infrastructure Junction Road, Balhannah

Council is progressing two major stormwater projects in Balhannah to address long-standing flooding issues and improve community safety.

The Junction Road project, jointly funded with the State Government and the Federal Local Roads and Community Infrastructure Program, will upgrade drainage to prevent road overtopping and protect properties between Kurla Road and the railway crossing, resolving a persistent issue affecting the area for more than a decade.

A second project will improve drainage along West Terrace, Nairne Road and Bridge Street to reduce flood risk to nearby properties.

During Quarter 2, the project was tendered to market, with concrete supply and related infrastructure identified as key considerations for scheduling. Council is now working with potential contractors to confirm availability and minimise the risk of delays as the project progresses.



Stormwater and flood mitigation works to be undertaken at Junction Road, Balhannah

Housing Strategy



Project scoping is scheduled to begin in January 2026, following the commencement of the new Manager, Region and Place, in Quarter 1 and the subsequent appointment of the Region and Place Team.

Council is also anticipating the release of guidance materials from the Department of Housing and Urban Development (DHUD) and the Local Government Association in January 2026.

Updates against this major project will commence from Quarter 3.



Built Form and Economy

Building foundations for the future

Strategic Initiatives 2025-26

Key Project	Adelaide Hills Subzone Code amendment	<p>Project scoping is being finalised in line with the agreed strategic direction and preliminary community engagement, drafting of the Proposal to Initiate has commenced to clarify technical requirements, and recruitment of the Strategic and Policy Planner is complete with onboarding underway.</p>
Project Type	Operating initiative	
% Complete	5%	
Status	● Behind schedule	
Key Project	Bike track maintenance	<p>Council has received the bike track audit commissioned during 2025, with recommended defect remediation and scheduled maintenance to commence early in 2026.</p>
Project Type	Operating initiative	
% Complete	50%	
Status	● On track	
Key Project	Tour Down Under	<p>Planning is in the final stages with a focus on informing our community of the road closure information and promoting activities and other relevant information to the public.</p>
Project Type	Operating initiative	
% Complete	60%	
Status	● On track	





3

Built Form and Economy

Building foundations for the future

Key Project	Town & Precinct Planning Strategic Framework	Project scoping has commenced ahead of a Council workshop in Q3, where governance, approach and the overarching concept will be considered. Recruitment for the Project Owner and two SME roles is complete, with onboarding underway.
Project Type	Operating initiative	
% Complete	5%	
Status	● Attention needed	
Key Project	Public toilet septic system upgrade, Norton Summit	Wastewater investigations are complete, providing a clear definition of the scope of works. Construction activities are scheduled for completion in Q3, subject to event programming and favourable weather conditions.
Project Type	Capital initiative	
% Complete	40%	
Status	● On track	
Key Project	Replacement of non-compliant external cladding - Stirling Coventry Library	Investigations into non-combustible cladding, energy efficiency improvements & ESD integration are underway. Tendering will occur upon Scope of Works approval. Construction is expected to commence in Sept 26, scheduled around weather & school holiday constraints.
Project Type	Capital initiative	
% Complete	25%	
Status	● On track	
Key Project	Road Safety Program (including co-contribution to road Black Spots Program)	Council is awaiting an announcement from the government regarding the Black Spot Program funding round. An application has been submitted for Torrens Hill Road, Paracombe.
Project Type	Capital initiative	
% Complete	25%	
Status	● On track	



Built Form and Economy

Building foundations for the future

Key Project	Barbeque and shelter - Hamilton Hill, Woodforde	<p>Community engagement was undertaken to inform the proposed relocation of a BBQ and shelter.</p> <p>As no clear community preference emerged, the project has been placed on hold pending further consultation.</p>
Project Type	Capital initiative	
% Complete	0%	
Status	● On hold	
Key Project	Work, Health and Safety security upgrades at Council Depot, Heathfield	<p>A new fuel system for the heavy vehicle fleet has been ordered to save on bulk fuel distribution and to reduce electricity usage. Additional works will be progressed following the installation of the new fuel system.</p>
Project Type	Capital initiative	
% Complete	25%	
Status	● On track	
Key Project	Lighting improvements, Lewis Walk Hamilton Hill, Woodforde	<p>The project has been completed with low wattage solar lighting installed to enhance safety.</p>
Project Type	Capital initiative	
% Complete	100%	
Status	● Complete	
Key Project	Road safety: traffic control & calming, and Emu crossing, Lobethal	<p>The design phase has been completed in collaboration with Lobethal Primary School.</p>
Project Type	Capital initiative	
% Complete	25%	
Status	● On track	





Built Form and Economy

Building foundations for the future

Performance Metrics

Indicator	Target	Progress	Status	Comment
Number of dwellings built per year to 2031 per Greater Adelaide Regional Plan target	165 dwellings	36%	Behind target <i>Annual target</i>	The cumulative total in Q1 & Q2 of applications received for new dwellings totals 60.
Percentage of Building Consents completed within statutory timeframes	85% completed	76%	Behind target <i>Quarterly target</i>	The Q2 target was missed by 9% due to confusion caused by recent PlanSA dashboard changes removing clock-day visibility.
Percentage of Planning Consents completed within statutory timeframes	85% completed	100%	Target exceeded <i>Quarterly target</i>	The target was met in Q2 with 55% of planning decisions issued within statutory timeframes.
Visitor numbers (visitor domestic day trips)	1.2m visitors	0%	Target not yet assessable <i>Annual target</i>	Data will be reported once available.
Complete resilience to existing CWMS by implementing SCADA Remote Management Monitoring Systems	100% complete	100%	Target met <i>Annual target</i>	SCADA Remote Management Monitoring System was installed and completed during Q2.

Service Metrics



252 development applications granted

270 development applications received



20 community markets

supported by Council across the Adelaide Hills Council region



1041 hours allocated

to upgrading and maintaining community facilities



2350 sq meters

of road ways reconstructed across the Council region



49 inspections

related to new and existing wastewater applications



739 maintenance tasks

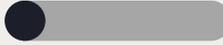
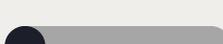
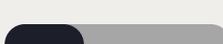
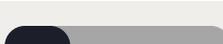
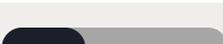
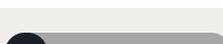
completed region-wide by Adelaide Hills Council Civil Services



Built Form and Economy

Building foundations for the future

2025-26 Capital Works Program

Asset category	Revised Annual Budget	% spent to budget
 Bridges	\$349k	 1%
 Buildings	\$1,705k	 25%
 Cemeteries	\$40k	 18%
 CWMS	\$913k	 1%
 Footpaths	\$528k	 43%
 Kerbing & Road Shoulders	\$315k	 7%
 Sport & Recreation	\$571k	 4%
 Stormwater	\$2,954k	 32%
 Road Seal & Pavement	\$4,754	 35%
 Roads Unsealed	\$783k	 29%
 Plant & Fleet	\$4,766k	 37%
 ICT Equipment	\$1,175k	 31%
 Other	\$2,608k	 2%
 Project Management	\$1,385k	 19%





4

Organisation

An accessible, accountable and representative organisation

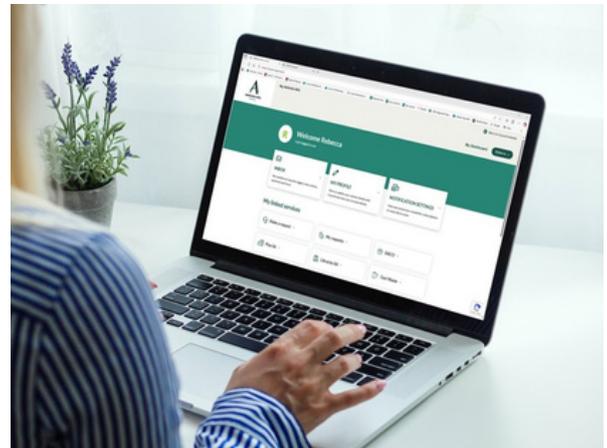
Major Project 2025-26

Customer Relationship Management (CRM) System Advanced Build

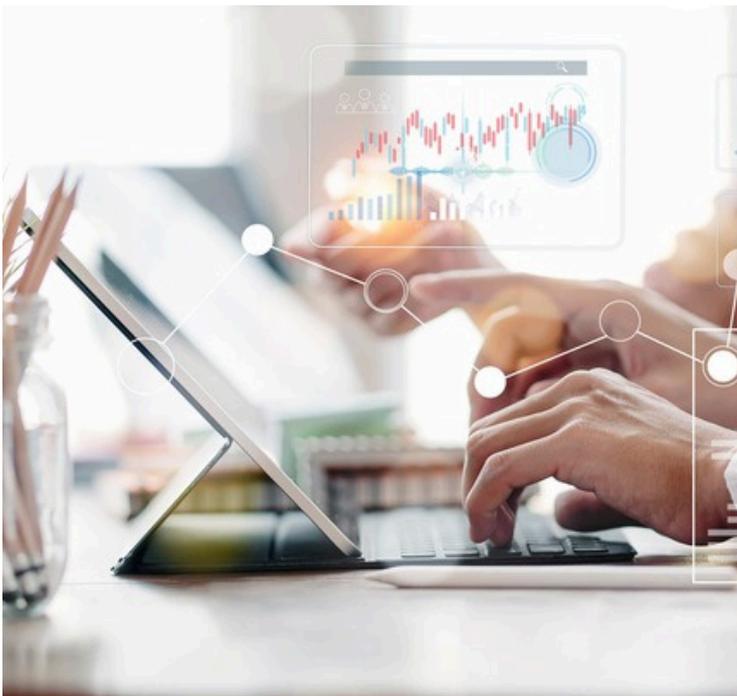
CRM Advanced Build successfully went live to the community during Quarter 2, on Sunday October 26th, 2025.

Key inclusions were the introduction of over 20 online application and permit forms to replace legacy PDFs, a refreshed customer portal featuring an inbox to improve transparency and two-way communication, and enhanced integration with Confirm to provide better visibility of job details and field officer notes directly within Salesforce.

The Advanced Build also delivers improved case categorisation and status options to support clearer customer communication.



Digital Transformation Project



Progress continues across several sub-projects within the broader program. The cybersecurity stream remains on track, with Purview approximately 55% complete, SharePoint Online at 75%, and digital literacy initiatives at 25%.

Council has now completed the full set of ERP system requirements, and preparations are underway to approach the market by the end of Quarter 3.





Organisation

An accessible, accountable and representative organisation

4

Performance Metrics

Indicator	Target	Progress	Status	Comment
Increase in No. of customers interactions from digital channels	30% of interactions	25%	Non-reporting period <i>Bi-annual target</i>	Progress remains unchanged from Q1 (25% achievement). As this is a bi-annual target, the next update will be provided in Q3.
Train 100% of staff in Digital Literacy by Q3 2025/26	100%	25%	On target <i>Quarterly target</i>	Initial cybersecurity training commenced during Q2. Digital Literacy Framework is in draft.
Deploy cloud-delivered IT services (SaaS), mobile devices, and wireless networks to 80% of staff by Q3 2025/26	100%	50%	On target <i>Quarterly target</i>	Following the finalisation of the network tender in Q1, implementation planning progressed significantly during Q2.
Decisions (Council resolutions) considered in open Ordinary and Special Council meetings	90%	100%	Target exceeded <i>Quarterly target</i>	94% of Council decisions (Council resolutions) were considered in open Ordinary meetings in Q2.
Council member attendance at Ordinary and Special Meetings	90%	100%	Target exceeded <i>Quarterly target</i>	95% attendance recorded in Q2. Elected Members recorded 1 apology and 2 leave of absences.
Freedom of Information requests received, in progress, and completed within legislated timeframe	100%	100%	Target met <i>Quarterly target</i>	In Q2, Council received 9 FOI applications, 8 were completed, and 3 remain in progress. No applications were lodged with the Ombudsman or Tribunal.
Number of lost time injuries	0	0%	Behind target <i>Quarterly target</i>	2 lost time injuries were incurred in Q1 and reported retrospectively, due to timing of the Scheme Claims Report. The equipment involved has since been re-engineered to remove the risk of recurrence.
Deliver Community Engagement Framework	100%	50%	On target <i>Annual target</i>	Council will receive a report seeking approval of the draft Community Engagement Framework in Q3. Pending approval, community engagement will then occur.
Number of Community Forums at different locations in district	4	50%	On target <i>Annual target</i>	In addition to the Q1 sessions, one community forum was held in Q2 at the Aldgate Village Well to gather input on creating a more accessible and welcoming region.
Percentage increase of Adelaide Hills Engagement Hub membership	5%	100%	Target exceeded <i>Annual target</i>	A total of 101 new community member subscriptions were added across Q1 and Q2, bringing active membership to 2,677 - a 9% increase since the start of FY 2025/26.



4

Organisation

An accessible, accountable and representative organisation

Performance Metrics

Indicator	Target	Progress	Status	Comment
Overall customer satisfaction	75%	68%	Behind target <i>Bi-annual target</i>	The result is based on 788 customer experience surveys received in Q1 and Q2. The advanced Salesforce CRM build deployed in Q2 delivered major service improvements. Survey data insights will inform improvement opportunities.
Operating Deficit Ratio	3.8%		Target not yet Assessable <i>Annual target</i>	Reporting against this target will occur in Quarter 4 when the result is known.
Net Financial Liabilities Ratio	63%		Target not yet Assessable <i>Annual target</i>	Reporting against this target will occur in Quarter 4 when the result is known.
Asset Sustainability Ratio	116%		Target not yet Assessable <i>Annual target</i>	Reporting against this target will occur in Quarter 4 when the result is known.

Service Metrics



119,653 web users

interacted with the Adelaide Hills Council website



3 Section 41 meetings

including Audit Committee, CEO Performance Review Panel, and Boundary Change Committee



9 Freedom of Information

applications received and processed



4648 cases

Created in the Customer Relationship Management System
4158 cases completed



10 council meetings & information/briefing sessions

5 ordinary meetings; 0 special meeting; 5 information or briefing sessions



3 community engagements

Conducted on the Adelaide Hills Engagement Hub platform



08 8408 0400
mail@ahc.sa.gov.au
ahc.sa.gov.au



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
TUESDAY 24 February 2026
AGENDA BUSINESS ITEM**

Item: 13.2

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: Legal fees – 2025-26

For: Noting

SUMMARY

The purpose of this report is to respond to the resolution of Council on 28 October 2025. This resolution required the CEO to provide 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.

This report aims to enhance transparency and accountability by presenting a breakdown of legal expenditure by department and subject matter, in line with Council's commitment to best practice governance and financial discipline.

RECOMMENDATION

Council resolves:

1. That the report on Legal Fees 2025-26 be received and noted.
-

1. BACKGROUND

At the Ordinary Meeting of 28 October 2025 Council resolved as follows:

12.6 Legal Fees Analysis 2024/25

Moved Cr Leith Mudge
S/- Cr Chris Grant

366/25

Council resolves:

1. That the Legal Fees Analysis 2024/25 report be received and noted.
2. That Council notes the detailed breakdown of legal expenditure by department and matter, as set out in this report.
3. That Council notes that legal expenses have risen by 66% or \$332k from FY 2024 to FY 2025.
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.

Carried Unanimously

At the Audit and Risk Committee meeting on the 16th of February, the Audit and Risk Committee resolved as follows:

8.7 Legal Fees

Moved Cr Malcolm Herrmann
S/- Natalie Simmons

ARC9/26

The Audit and Risk Committee resolves:

1. That the report on Legal Fees 2025-26 be received and noted, and referred to Council for information (item 8.7, 16 February 2026, Audit and Risk Committee meeting)

Carried

Legal fees in Council can fluctuate due to the ad-hoc and complex nature of certain matters. While many issues are routine, some require specialist advice to meet governance obligations and statutory requirements. Costs typically peak when multiple complex matters arise simultaneously. Provisions are made to cover these costs, with some potentially recoverable in future periods.

Legal fees are an essential component of Council operations, supporting compliance, risk management, and the resolution of complex matters. This report provides a detailed analysis to uphold Council's commitment to transparency and informed decision-making.

2. ANALYSIS

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

Strategic Plan 2024 – Your Place Your Space

Goal	Organisation
Objective O2	Operate with integrity using best practice governance processes
Priority O2.1	Demonstrate accountable and transparent decision making.

Council has identified both Organisational Priorities and guiding principles (Governance) that are supported by open and transparent decision making with regards the allocation of resources.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

Failing to explain significant and unusual costs may lead to reputational damage to Council.

The analysis of the expenses will assist in mitigating the risk of:

Increasing concerns in the community with regards how Council uses community resources leading to a loss of confidence in Local Government.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2E)	Low (2E)

➤ **Financial and Resource Implications**

Analysis is consolidated below in the further analysis section.

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

Not applicable.

➤ **Sustainability Implications**

Not applicable.

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

Not applicable.

➤ **Additional Analysis**

Presented in **Appendix 1** is a summary of the legal fees to 31 December 2025, by department. This includes the key matters on which legal advice has been sought, as well as the firms which have provided this advice.

Budget analysis

Further detailed analysis of these costs is presented below, including:

1. Costs for the first 6 months of the year;
2. A suggestion of additional budget required to meet the forecast costs to the end of the year; and
3. Forecast full year costs

Department	Costs to December 2025	Full year budget	BR2 adjustment	Revised full year budget and forecast
Governance	\$ 94,540	\$ 100,000	\$ 50,000	\$ 150,000
P and C	\$ 37,676	\$ 10,000	\$ 60,000	\$ 70,000
Rates - Recoverable	\$ 52,608	\$ 89,000	\$ -	\$ 89,000
Rates - Non recoverable	\$ 5,319	\$ 6,800	\$ 3,200	\$ 10,000
Information Management	\$ -	\$ 1,500	\$ -	\$ 1,500
C and D - Corporate	\$ 14,228	\$ 1,100	\$ 15,000	\$ 16,100
Development Services - Court Fees	\$ 36,761	\$ 78,100	\$ -	\$ 78,100
Development Services - Legal Fees	\$ 23,799	\$ 30,600	\$ 20,000	\$ 50,600
Environmental Health	\$ 9,977	\$ -	\$ 50,000	\$ 50,000
Dogs and Cats	\$ 19,627	\$ 5,000	\$ 15,000	\$ 20,000
Parking	\$ 4,363	\$ 1,100	\$ 16,000	\$ 17,100
Buildings	\$ 9,147	\$ 20,000	\$ 50,000	\$ 70,000
Land	\$ 3,722	\$ 2,700	\$ -	\$ 2,700
Civil Services	\$ 3,022	\$ -	\$ 3,100	\$ 3,100
AHBTC	\$ 9,893	\$ -	\$ 10,000	\$ 10,000
Waste	\$ 5,500	\$ -	\$ 5,500	\$ 5,500
Total:	\$ 330,181	\$ 345,900	\$ 297,800	\$ 643,700

A matter by matter break down is shown in **Appendix 1** with a summary of the most significant drivers below.

1. Governance - \$50,000

Elected member behavioural matters and employee grievance matters, both of an exceptional nature and including ongoing investigations, have been the two largest contributors to legal fees year to date. Other costs relate to elected member obligations, membership of the GRFMA, and an ongoing legal matter affecting all Councils (TTEG). The remaining forecast provides only a conservative allowance for the resolution of these matters.

2. People and Culture - \$60,000

Three sensitive and confidential human resource related matters have occurred year to date, these include ongoing investigations. The remaining forecast caters for the closing of these matters.

3. Development Services – Court fees – no additional budget sought at this time

Seven matters have occurred in which planning decisions have either been appealed or Council has undertaken prosecutions. Not all of these matters have been finalised. The remaining forecast provides for the closing out of these matters and includes capacity to undertake additional work if required.

4. Development Services – Legal fees - \$20,000

Legal advice has been sought on a range of development-related matters. With increasing development activity, a higher volume of development applications is being submitted, many of which require interpretation of the existing legal frameworks within which development can occur. In some cases, this interpretation is complex, and legal advice is therefore required.

5. Environmental Health - \$50,000

A complex legal matter relating to wastewater is currently being progressed. Costs include legal fees and associated Council-required expenditures. Provision has been made to cover expected costs to year end. While partial cost recovery may be possible, any recovery is anticipated to occur in the following financial year.

6. Dogs and Cats - \$20,000

Legal fees were incurred to assist in undertaking the by-law review. This expense is therefore unlikely to be repeated until the next by-law review in seven years' time. Limited further costs are likely to be incurred during the remainder of the year.

7. Buildings - \$35,000

Several complex leasing matters have been identified that will require legal advice to resolve. These matters are of a one-off nature and, once concluded, are not expected to recur.

On-going costs

This full year forecast has been further analysed, between on-going costs and one-off or abnormal costs which are not expected to recur.

Department	Revised full year budget and forecast	One-off	On-going
Governance	\$ 150,000	\$ 50,000	\$ 100,000
P and C	\$ 70,000	\$ 30,000	\$ 40,000
Rates - Recoverable	\$ 89,000	\$ -	\$ 89,000
Rates - Non recoverable	\$ 10,000	\$ -	\$ 10,000
Information Management	\$ 1,500	\$ -	\$ 1,500
C and D - Corporate	\$ 16,100	\$ 11,100	\$ 5,000
Development Services - Court Fees	\$ 78,100	\$ -	\$ 78,100
Development Services - Legal Fees	\$ 50,600	\$ -	\$ 50,600
Environmental Health	\$ 50,000	\$ 45,000	\$ 5,000
Dogs and Cats	\$ 20,000	\$ 20,000	\$ -
Parking	\$ 17,100	\$ 12,100	\$ 5,000
Buildings	\$ 70,000	\$ 35,000	\$ 35,000
Land	\$ 2,700	\$ -	\$ 5,000
Civil Services	\$ 3,100	\$ -	\$ 5,000
AHBTC	\$ 10,000	\$ 5,000	\$ 5,000
Waste	\$ 5,500	\$ 5,500	\$ -
Total * :	\$ 643,700	\$ 213,700	\$ 434,200

* Note that the totals do not add horizontally as the table contemplates that Land and Civil Services will require legal fees on an on-going basis in excess of the current year budget

3. OPTIONS

Council is limited to receiving the report.

4. APPENDICES

- (1) Summary of legal fees to 31 December 2025.

Appendix 1

Summary of legals fees to 31 December 2025

Appendix 1 - Summary of legal fees to 31 December 2025

Department	Cost (\$)	Key matters	Firm
Governance	\$ 34,378	Behavioural matter	EMA Legal, Kelledy Jones, Minter Ellison,
Governance	\$ 9,449	QIP, CEO Remuneration	Kelledy Jones
Governance	\$ 29,655	Employee Grievance matter	Minter Ellison
Governance	\$ 5,335	GRFMA Membership	Kelledy Jones
Governance	\$ 9,311	TTEG Management Agreement	LGA
CEO/Governance	\$ 6,412	Various other small matters	Kelledy Jones
P and C	\$ 37,676	Confidential HR advice	Mellor Ollson, Kelledy Jones, Birss Legal
Rates	\$ 52,608	Recoverable legal fees in relation to debt recovery	Scott Lawyers
Rates	\$ 5,319	Non-recoverable fees in relation to debt recovery	Scott Lawyers
C and D - Corporate	\$ 9,870	Asset transfer agreement and heritage considerations - OWMMI	Norman Waterhouse
C and D - Corporate	\$ 1,060	General planning and building advice	Kelledy Jones
C and D - Corporate	\$ 2,450	Professional development - EM session - Planning system and Code Amendments	Kelledy Jones
C and D - Corporate	\$ 848	Confidential Policy matter	Kelledy Jones
Development Services - Court Fees	\$ 36,761	Appeals - Planning decisions, enforcement notices	Norman Waterhouse
Development Services - Legal Fees	\$ 23,799	General advice (building fire safety, enforcement, planning)	Norman Waterhouse
Environmental Health	\$ 9,977	Advice, notices and other enforcement	Norman Waterhouse
Dogs and Cats	\$ 19,627	General advice and by-law preparation, and General Notice publishing	Norman Waterhouse, News Pty Ltd
Parking	\$ 1,134	Legal services for prosecution	Norman Waterhouse
Parking	\$ 3,229	Lodgement fees for recovery of expiation fees by Department of Treasury and Finance	DTF
Buildings	\$ 9,147	Various leasing and land acquisition matters, general property related advice	Mellor Ollson, Kelledy Jones, Norman Waterhouse
Land	\$ 3,722	Land acquisition settlement, general advice - E and I	Kelledy Jones, Eckermann Lawyers
Civil Services	\$ 3,022	Legal matter - Counterparty redacted	Norman Waterhouse
AHBTC	\$ 9,893	Deed of extension and variation - Tenant	Mellor Ollson
Waste	\$ 5,500	Landfill management	Kelledy Jones
Total:	\$ 330,181		

Correspondence for Noting

16 February 2026

Greg Georgopoulos
Chief Executive Officer
Adelaide Hills Council

Level 6, 60 Light Square
Adelaide SA 5000
GPO Box 646
Adelaide SA 5001
T +61 8 7424 7400
W ecsa.sa.gov.au
ABN 99 891 752 468

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

Dear Mr Georgopoulos

Re: Adelaide Hills Council Supplementary Election of Mayor

The council election was conducted by post (and telephone assisted voting for blind and low vision electors, and electors who were interstate or overseas). Voting material comprising of ballot papers, candidate profiles, a postal voting guide, a ballot paper envelope containing the elector's declaration and return envelope were sent to electors, bodies corporate and groups whose names appeared on the certified voters roll.

Voting closed at 12 noon, Monday 9 February 2026 with the scrutiny and count commencing at 9:30am on Tuesday 10 February 2026 at 60 Light Square, Adelaide. Provisional declaration of the results occurred at 4:24pm, Tuesday 10 February 2026.

In accordance with section 50 of the *Local Government (Elections) Act 1999* (the Act), I, Mick Sherry, Returning Officer, confirm the provisional declaration and certify the results for the election, and declare Nathan Daniell elected to the position of Mayor for the Adelaide Hills Council.

All candidates will be notified in writing of the results of the election, and the full scrutiny and count details are available on the ECSA website.

Public notice of the election results will be placed in the South Australian Government Gazette and the Mount Barker Courier.

If you have any questions, please contact my office via Electoral.Commissioner@sa.gov.au or on 08 7424 7400.

Yours sincerely



Mick Sherry
RETURNING OFFICER

Acting Mayor Nathan Daniell
Adelaide Hills Council
PO Box 44
Woodside SA 5244
By email: mail@ahc.sa.gov.au

Dear Mayor Daniell

Local government elected member conflicts of interest

I am writing to you due to my concern regarding elected member conflicts of interest across the local government sector.

I have recently published a [statement](#) on my website, noting that in the first half of the 2025-2026 financial year, I have completed and published a number of investigation reports involving contravention of the conflict-of-interest provisions in the *Local Government Act 1999* by elected members. This continues a trend I observed last year and causes me great concern. A copy of my statement is **enclosed**.

I wish to particularly note that I have published two investigation reports and a summary statement on a formal resolution, specifically in relation to members failing to declare material conflicts of interest for their attendance at the 2025 Australian Local Government Association (ALGA) National General Assembly held in Canberra. This is in the context of members' travel and other costs being approved and paid for by the council. In a number of these matters, it appears members may have failed to recognise the conflict because the travel was connected to their role as a council member.

I reiterate that conflicts of interest, as defined in the Local Government Act, may arise where even when the interest is related to an elected member's public position as a councillor, including their attendance at a conference or other event. It is important to observe the provisions of the Act, and ensure such conflicts are properly declared and managed.

I also draw your attention to the view expressed in my 2024-2025 Annual Report, that breaches of material conflict of interest provisions will be investigated by my Office unless there are exceptional circumstances that warrant a resolution approach.¹

I request that you share this letter with the elected members, and that it be tabled at a public meeting of the council.

On 27 February 2026, I will be presenting to Mayors and CEOs at the LGA President's webinar, providing an overview of the work of Ombudsman SA, complaints about integrity breaches, and recent investigations into alleged breaches of conflict-of-interest provisions. I encourage you to register for the webinar at www.lga.sa.gov.au/forms/events-and-registrations/upcoming-lga-workshops-forums/lga-president-webinar-ombudsman-sa-briefing.

¹ *Ombudsman SA Annual Report 2024-2025*, p.29.

If you wish to discuss the report or the conflict-of-interest webinar, please contact Evlynn Hayes, Manager, Corporate, Intake & Engagement in the first instance on (08) 7322 7020 or hayes.evlynn@ombudsman.sa.gov.au. I hope that this information is useful to you.

Yours sincerely



Emily Strickland
SA OMBUDSMAN

12 February 2026

Cc Mr Greg Georgopoulos, Chief Executive Officer
Encl Conflict of interest statement



Public Statement – 11 February 2026

The South Australian Ombudsman issues a reminder to local government council elected members on their conflicts of interest obligations

Elected members play a vital role in representing their communities and shaping council decisions that affect those communities. Given the nature of community representation, elected members will have personal, professional or financial interests and connections within their local area. From time to time in the course of contributing to council decision-making, these interests will conflict with the interests of the community. There is nothing inherently wrong with having a conflict of interest, but it is vital that public officials declare and manage conflicts appropriately; failing to do so undermines trust in government decisions, compromises the integrity of decisions and can escalate to more serious issues including corruption.

The *Local Government Act 1999*¹ is clear about what constitutes a conflict of interest for elected members and the steps elected members must take to ensure such matters are managed transparently and effectively. Alleged breaches of these provisions may be the subject of complaints and reports to my Office.

In my most recent Annual Report, I raised concern that there had been an increase in allegations of integrity breaches by elected members including an increase in alleged breaches of the conflict-of-interest provisions. In the first half of this financial year, I have investigated and made findings in seven matters involving contraventions of the conflict-of-interest provisions in the Local Government Act. These trends are cause for concern.

I reiterate the following regarding my approach to such matters:

... While the Ombudsman considers it may be appropriate to resolve first-instance breaches of general conflicts of interest through agreement, breaches of material conflict of interest provisions will be investigated unless there are exceptional circumstances that warrant a resolution approach.²

I remind members that, at the conclusion of an investigation, I can make recommendations under the Local Government Act including requiring the council to suspend a member from any office under the Act or ensure a complaint is lodged against the member with SACAT. It is incumbent on elected members, as public officials, to understand their obligations to declare and appropriately manage conflicts of interest in accordance with the law. Where there is doubt as to whether there is a conflict or the nature of the conflict (material or general), I encourage members to consider erring on the side of caution.

¹ [Local Government Act 1999](#)

² *Ombudsman SA Annual Report 2024-2025*, p.29.



An Australian Government Initiative



Regional
Development
Australia

ADELAIDE HILLS, FLEURIEU AND KANGAROO ISLAND

Quarterly Council Report

Q2 2025-26

Investment Attraction

Understanding Early Childhood Education and Care Need in Adelaide's Peri-Urban Ring

In conjunction with RDA Barossa, Gawler, Light, Adelaide Plains we have contracted Community Early Learning Australia (CELA) to complete a childcare supply-demand study for the peri-urban ring around Adelaide. In addition, we have contracted CELA to cover Kangaroo Island. This work is made possible through a grant from the Office for Early Childhood Development and is targeting identification of opportunities to address childcare supply issues.

The study will investigate early childhood education and care in anticipation of the South Australian Government's commitment to 'universal 3-year-old preschool is a significant contribution to this mission, ensuring that all 3-year-olds across South Australia have access to 15 hours of quality, teacher-led preschool by 2032'. In addition to the need for childcare options for children from birth.

CELA are preparing to undertake a community survey and regional workshops in Q3.

Hills & Coast Grant Finder

At the end of the quarter there were 1,893 registered users, 68% of which had an active alerts that sent them 282,240 grants for the 2025 calendar year. A total of 6,463 grants were viewed by registered users. These were the most common search words for 2025:



Innovation Collaborative

RDA AHFKI is facilitating a conversation on development of an Innovation Collaborative on the South Coast. The concept includes incorporation of a co-working hub with activations supporting entrepreneurial activity including a platform to co-ordinate mentoring between regional leaders and upcoming talent and entrepreneurs. Working group members include:

- David Ridley: RDA AHFKI
- Ben Colley: GM of Stone and Chalk, manager of Lot 14 in Adelaide.



- Mike Horton: South Coast Commons, a co-working space concept.
- Sasha Dragovelic: Polaris Business Centre
- Travis Bates: NBN Co

Current activity is centred on finalising the business model, seeking interest in sub-lets, and identifying a suitable site.

Business support

Our **Business Fundamentals – Drought Mentoring** service has provided mentoring to 12 businesses. The program aims to support eligible participants to build their fundamental knowledge and capability in areas critical to long term business sustainability and growth in a drought affected context. An important aspect of the program is referring business-owners to a range of support services and programs where required, such as Rural Financial Counselling Service, the Drought Hub, the Drought Relief Rebate, AgBiz Drought Loan and others.

We continued our **Manufacturing Network** with events at Hahndorf and Victor Harbor. Our interviews with manufacturers are well received and the level of networking is excellent.

Following the collaboration of RDA and councils, we held **Industry Forums** at Mount Barker and Mount Compass. The intent of the forums was for industry and business organisations to connect, share and learn. This was the first time many of the organisations had met each other and the feedback was excellent. Participants were keen to repeat the forums in 2026.

In this quarter we ran our first **Grant Writing Masterclasses** with three sold out classes – two in the Adelaide Hills at Hahndorf and one on the Fleurieu at Middleton. These classes are part of our Regional Leadership program which is funded under the state's Regional Leadership Development Program. Additional masterclasses will be held in early 2026 including on Kangaroo Island.

RDA AHFKI contributed to the **tourism sector** with a presentation to Strathalbyn Tourism Association and attendance of three consultations on the new Adelaide Hills Destination Management Zone.



An Australian Government Initiative



Connecting the Region

State Election Advocacy

We ramped up our state election advocacy with Members of Parliament, Ministers and election candidates. Our focus is on Funding for Fast Growth Areas and Strategic Projects that we have prioritised to grow the region's economy and liveability. The full document is available at

[RDA AHFKI 2026 State Election Priorities](#)

Small Business Commissioner

RDA AHFKI hosted a regional visit by Small Business Commissioner, Dan van Holst Pellekaan in November. After a meeting at the RDA offices we visited several businesses including:

- SpaceCraft Joinery, Strathalbyn
- Wistow on High (café), Wistow
- Harris Smokehouse, Mt Barker
- Steriline Racing, Mt Barker

It was opportune for RDA to learn more about the commissioner's services and also to educate the commissioner about our region and get him in front of several business owners.

Regional University Study Hubs Milestones

In this quarter the Fleurieu Study Hub at Victor Harbor celebrated its first birthday on the 21st of October and the Kangaroo Island Study Hub at Kingscote opened on the 13th of November. Both sites are experiencing strong demand, enabling hundreds of locals to study in place in their own communities.



Political Meetings

Company Name	First Name	Last Name	Meeting description
Member for Hammond	Adrian	Pederick	I spoke of the need for southern freight route, cape Jervis to Callington. He completely agrees but the challenge will be to get it funded.
Centre Alliance	Rebekha	Sharkie MP	Meeting in Canberra at Parliament House to discuss; <ul style="list-style-type: none"> - Discussed in detail the Inverbrackie situation and possible opportunities. - CLLMM funding Rebekha alerted us to the 'Creating sustainable economic growth in rural and regional Australia enquiry she sits on as part of the Joint Standing Committee on Trade & Investment. request our consideration to make a submission.
South Australian Labor Party	Clare	Scriven	Re algal bloom, I took the opportunity to point out that my direct experience is that many people in Adelaide just think the beaches cant be visited or it was too risky. Despite state advertising and promotion (vouchers) there is an opportunity going begging where for \$20k each, the RTO's could do amazing things with their social media channels. Clare liked this and said she would speak to Minister Bettison (Molly, advisor, took notes).
SA Liberal Party	Ben	Hood	Discussed RDA priorities for election including; <ul style="list-style-type: none"> - public transport - employment lands - wastewater - freeway climbing lanes and interchanges



Region-relevant Meetings

Company Name	First Name	Last Name	Primary Industry
Discovery Parks	Ben	Simons	Accommodation
Barossa Hills Fleurieu Local Health Network	Daniel	Panic	Health, Community & Social Services
Fleurieu Peninsula Tourism	Sondra	Stewart	Industry/Business Group
NBN Co	Travis	Bates	Government
Polaris Centre	Sasha	Dragovelic	Professional Services
Stone and Chalk	Ben	Colley	Professional Services
Aware Super	Thomas	Morrison	Professional Services
Meeting Place McLaren Vale	Mark	Potter	Professional Services
Primary Industries & Regions SA	Trevor	Bennett	Government
Rural Business Support	Michelle	Lo	Health, Community & Social Services
Discovery Parks	Rob	Brooks	Accommodation
South Australian Tourism Commission	Angela	Breeding	Tourism
Tender Strategist	Victoria	Kardasis	Professional Services
AusIndustry	Ben	Samy	Government
Department for Industry, Innovation and Science	Maria	Waters	Government
Department for Industry, Innovation and Science	Leah	Rusby	Government
Department for Industry, Innovation and Science	Amanda	Hunt	Government
Fleurieu Peninsula Tourism	Sondra	Stewart	Industry/Business Group
Green Industries SA	Aubrey	Thomas	Government
Green Industries SA	Nicole	Gschwind	Government
Polaris Centre	Sasha	Dragovelic	Professional Services
Rural Business Support	Andrew	Carver	Health, Community & Social Services
Rural Business Support	Chris	Clark	Health, Community & Social Services
Stone and Chalk	Ben	Colley	Professional Services
TAFE SA	Dean	Pratt	Education
Office of the SA Small Business Commissioner	Dan	van Holst Pellekaan	Government
Community Early Learning Australia	Michele	Carnegie	Health, Community & Social Services
Invest South Australia	Chris	Wood	Government
Primary Industries & Regions SA	Angela	Ruddenklau	Government
South Australian Tourism Commission	Nick	Jones	Tourism
Hills & Fleurieu Landscape Board	Nicole	Bennett	Government
Steam Ranger Heritage Railway	Steve	Richardson	Tourism
Australian Asian Chamber of Commerce & Industry Inc.	Ralph	Day	Trades
Distillers SA	Chloe	Reschke-Maguire	Wine/Beverage
MBL	Jamie	Higgins	Food
Department for Industry, Innovation and Science	Maria	Waters	Government
Kangarilla Abattoir	Kaaren	Haywood	Food
NBN Co	Travis	Bates	Government
AusIndustry	Ben	Samy	Government
Department for Industry, Innovation and Science	Amanda	Hunt	Government
Department for Trade and Investment	Olga	Kostic	Government
Fleurieu Peninsula Tourism	Holly	Wyatt	Industry/Business Group
Green Industries SA	Aubrey	Thomas	Government
Green Industries SA	Nicole	Gschwind	Government
Polaris Centre	Sasha	Dragovelic	Professional Services
Polaris Centre	Sasha	Dragovelic	Professional Services
Community Bank Fleurieu (Bendigo Bank)	Tom	Haywood	Professional Services
Smile Marketing	Alex	Gibbs	Professional Services
Office and Image	Kate	Fleming	Manufacturing
Cabn	Michael	Lamprell	Accommodation
Department for Environment and Water	Meg	Barker	Government
Fleurieu Food	Melanie	Hollick	Industry/Business Group
Workforce Australia	Leanne	Hill	(No value)



Regional Supports & Outcomes

Company Name	First Name	Activity Category	Activity & Outcome name	Activity Sub-Category	Activity Tertiary Category
Think ST Solutions	Andrew	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Hills & Fleurieu Landscape Board	Hayley	Support Provided	2025 Inspired Leadership Program	Other	Other
Fleurieu Peninsula Tourism	Chloe	Support Provided	2025 Inspired Leadership Program	Other	Other
Resilient Hills & Coast	Jen	Support Provided	2025 Inspired Leadership Program	Other	Other
Olga Adamyan	Olya	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Luisa Stocco	Luisa	Support Provided	Grant Writing Masterclass #3 - Fleurieu	Other	Other
Elyse Adams	Elyse	Support Provided	Grant Writing Masterclass #3 - Fleurieu	Other	Other
Rural Business Support	Paula	Support Provided	Referral to Business Mentoring Drought Program	RDA Service	Referral
Department of Infrastructure, Transport, Regional Developn	Olivia	Support Provided	Harmful Algal bloom advocacy	Advocacy	Meeting with Government
SA Liberal Party	Ben	Support Provided	Election Advocacy	Advocacy	Meeting with Member of Parliament
Centre Alliance	Rebekha	Support Provided	Inverbrackie future	Advocacy	Meeting with Member of Parliament
South Australian Labor Party	Clare	Support Provided	Algal bloom influence on summer visitation	Advocacy	Meeting with Minister
Seasons for Life Initiative, MacKillop Family Services	Heidi	Support Provided	2025 Inspired Leadership Program	Other	Other
Department for Education	Hayley	Support Provided	2025 Inspired Leadership Program	Other	Other
TAFE SA	Dean	Support Provided	2025 Inspired Leadership Program	Other	Other
History trust of South Australia	Dane	Support Provided	2025 Inspired Leadership Program	Other	Other
TAFE SA	Tatiana	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
TAFE SA	Lyndal	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Adelaide Model Aerosport	Paul	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
TAFE SA	Rowan	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
TAFE SA	Tatiana	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
The National Trust of South Australia	Pauline	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
The National Trust of South Australia	Leanne	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Department for Industry, Innovation and Science	Sarah	Support Provided	Referrals	RDA Service	Referral
Aware Super	Thomas	Support Provided	Essential worker housing	RDA Service	Referral



LGA-Specific Report

AHC

Meetings

Company Name	First Name	Last Name	Primary Industry
Regional Business Advisors	Robin	Moyer	Professional Services
Melba's Chocolates	Tom	Foristal	Manufacturing
Henstock Technologies Pty Ltd	Jeff	Pitt	Manufacturing
Woodside Cheese Wrights	Kris	Lloyd	Manufacturing
Woodside Provideore	Tremaine	Kerber	Hospitality
Udder Delights	Gen	Nakamura	Manufacturing
Fend for the Flora	Robert	Brooks	Trades

Support + Outcomes

Company Name	First Name	Activity Category	Activity & Outcome name	Activity Sub-Category	Activity Tertiary Category
Spring Water Beverages	Stuart	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Scouts SA Camps & Adventure Parks	Nicole	Support Provided	Economic Modelling	RDA Service	Economic Model
Pavillions at Lenswood	Aaron	Support Provided	Economic Modelling for Ondara Wellness Spa Proj	RDA Service	Economic Model
Woodside Cheese Wrights	Kris	Support Provided	Cheese Fest Advice	Advice	General
Pavillions at Lenswood	Aaron	Support Provided	Letter of support for Ondara Wellness Spa Projec	RDA Service	Letter of Support
Regional Business Advisors	Robin	Support Provided	2025 Inspired Leadership Program	Other	Other
A Taste of the Hills Festival	Holly	Support Provided	2025 Inspired Leadership Program	Other	Other
Red Cocoa	Marcus	Support Provided	2025 Inspired Leadership Program	Other	Other
Uraidla Business Group	Paul	Support Provided	Grant Writing Masterclass #1 - Hills	Other	Other
Roaming Zen	Jyah	Support Provided	Grant Writing Masterclass #2 - Hills	Other	Other
Adelaide Hills Council	Stephanie	Support Provided	Grant Writing Masterclass #2 - Hills	Other	Other
Lobethal Cricket Club	Bronwyn	Support Provided	Grant Writing Masterclass #2 - Hills	Other	Other

9 February 2026

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

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

Dear Mr Georgopoulos

Campbelltown City Council Boundary Change Inquiry – Clarification on the Updated Process

I refer to your letter dated 20 January 2026 regarding the SA Local Government Boundaries Commission's (the Commission) appointment of a local government specialist to review the Draft Investigator's Report on the Campbelltown City Council Boundary Change Proposal (the Draft Report).

The Commission has appointed Mr John Comrie to review and provide local government specialist advice to the Commission in relation to the Draft Report. We expect this advice to assist the Commission in the preparation of its Inquiry Report and recommendations to the Minister. Mr Comrie is qualified and widely experienced to review and advise on the Draft Report.

If you have further questions, please feel free to contact the Commission's Executive Officer, Mr Peter Ilee, on 7133 1311 or by email to boundaries.commission@sa.gov.au

Yours sincerely



Rob Donaldson
PRESIDING MEMBER
SOUTH AUSTRALIAN LOCAL GOVERNMENT BOUNDARIES COMMISSION

Minutes of Committees

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 JANUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 February 2026]

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
Jess Tonkin	ICT Support Officer

1. Commencement

The meeting commenced at 6:30pm

2. Opening Statement

“Council acknowledges that we meet on the traditional Country of the Peramangk and Kurna 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
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 JANUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 February 2026]

4. Previous Minutes

4.1 Meeting held 10 December 2025.

The minutes were adopted by consensus of all members (1)

That the minutes of the meeting held on 10 December 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
WEDNESDAY 14 JANUARY 2026
63 MOUNT BARKER ROAD, STIRLING
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[Please Note: These minutes are unconfirmed until 11 February 2026]

8. Development Assessment Applications – Planning, Development and Infrastructure Act

8.1 Development Application Number 25018399 by Pink Acacia Pty Ltd for Change of use to include tourist accommodation & construction of two (2) tourist accommodation units & associated water storage tank at 165 Prairie Road, Cudlee Creek

8.1.1 Representations

Name of Representor	Nominated Speaker
Edi Kanberg	James Hilditch
J and M Radford	Did not attend
Judith Fox	Judith Fox

The applicant's representative John Stimson, and landowner Belinda and Josh Noble, addressed the Panel and answered questions from the Panel.

8.1.2 Decision of Panel

The following was adopted by consensus of all members (2)

The Council Assessment Panel resolved to Defer consideration of Development Application Number 25018399 by Pink Acacia Pty Ltd for Change of use to include tourist accommodation & construction of two (2) tourist accommodation units & associated water storage tank at 165 Prairie Road, Cudlee Creek to allow the applicant to provide the following further information:

- 1) Demonstrate the extent of primary production use on the subject land and adjoining allotments in the same ownership.**
- 2) Details of tourist experiences or value adding linkages**
- 3) Details of current, planned and ongoing works in the orchard**

9. Development Assessment Applications – Development Act

Nil

10. Development Assessment Applications – Review of Decisions of Assessment Manager

Nil

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 14 JANUARY 2026
63 MOUNT BARKER ROAD, STIRLING
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[Please Note: These minutes are unconfirmed until 11 February 2026]

11. ERD Court Appeals

The Assessment Manager provided a verbal update on a new appeal of a CAP decision.

12. Policy Issues for Advice to Council

Nil

13. Other Business

13.1 Revised CAP Operating and Meeting Procedures

The following was adopted by consensus of all members (3)

- 1. That the Council Assessment Panel revokes the Operating and Meeting Procedures dated 10 December 2025 and adopts the revised Operating and Meeting Procedures as detailed in Attachment 1 of this report, as the version dated 14 January 2026.**
- 2. Delegation is provided to the Assessment Manager to make any legislative, formatting or nomenclature changes to the Operating and Meeting Procedures.**

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 11 February 2026.

17. Close meeting

The meeting closed at 8:30 pm.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

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
Doug Samardzija	Senior Statutory Planner
Alex Bohorquez	Statutory Planner
Chandhini Kumar	Statutory Planner
Sarah Kimber	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 Kurna 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
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

4. Previous Minutes

4.1 Meeting held 14 January 2026.

The minutes were adopted by consensus of all members (4)

That the minutes of the meeting held on 14 January 2026 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

7.2.1 Development Application 25018399 by Pink Acacia Pty Ltd for Change of use to include tourist accommodation & construction of two (2) tourist accommodation units & associated water storage tank at 165 Prairie Road, Cudlee Creek

Deferred from meeting 14 January 2026.

"That a decision on the matter be deferred to enable the applicant to provide the following:

- 1) Demonstrate the extent of primary production use on the subject land and adjoining allotments in the same ownership.**
- 2) Details of tourist experiences or value adding linkages**
- 3) Details of current, planned and ongoing works in the orchard"**

Refer to Item 8.3 of the Agenda.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

8. Development Assessment Applications – Planning, Development and Infrastructure Act

8.1 Development Application Number 25028606 by Development Holdings Pty Ltd for Variation to DA 23020199 including reduction in capacity, reduction in building height from two levels to single level, reconfigurations of the areas and the floor layout, changes to the external materials, change to the site levels including retaining walls and fencing and addition of shade sail, freestanding advertising sign at 52 Pomona Road Stirling

8.1.1 Representations
None to be heard

The applicant's representative Ryan Moyle (Ekistics Planning & Design) answered questions from the Panel.

8.1.2 Decision of Panel

The following was adopted by consensus of all members (5)

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**

- 1) Development Application Number 25028606 by Development Holdings Pty Ltd for Variation to DA 23020199 including reduction in capacity, reduction in building height from two levels to single level, reconfigurations of the areas and the floor layout, changes to the external materials, change to the site levels including retaining walls and fencing and addition of shade sail, freestanding advertising sign and tree-damaging activity at 52 Pomona Rd Stirling SA 5152 is granted Planning Consent subject to the following conditions:**

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
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RESERVED MATTERS

- 1) Pursuant to section 102 (3) of the Planning, Development and Infrastructure Act of 2016, the following matters shall be reserved for further assessment prior to the granting of Development Approval. The Assessment Manager is delegated to undertake this further assessment:

The applicant is to provide a detailed Soil, Erosion and Drainage Management Plan (SEDMP) containing a site plan, sketches and details of the proposed erosion control methods and sediment collection devices to prevent soil and silt moving off site during construction and to prevent soil transfer onto roadways by vehicles and machinery during construction.

Pursuant to Section 127(1) of the *Planning, Development and Infrastructure Act 2016*, the power to impose further conditions of consent in respect of the reserved matter above is delegated to the Assessment Manager.

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) The maximum capacity of the childcare facility shall be 106 children at any one time.
- 3) The hours of operation of the childcare facility, including deliveries (but excluding waste collection) shall be 6:30am to 6:30pm, Monday to Friday.
- 4) All solid waste shall be stored in closed containers with close fitting lids in the enclosed bin area shown on the approved site plan (drawing DA.03, Rev. A last dated 11/09/2025) prepared by Gardiner Architects. External contractors accessing the site for waste collection shall be provided with access to the enclosed bin area to ensure waste is not stored in the car park area for collection.
- 5) The collection of waste shall not occur before 9:00am or after 7:00pm on Saturday, or before 7:00am or after 7:00pm Monday to Friday. Waste shall not be collected on Sundays or public holidays
- 6) All mechanical plant and equipment associated with the childcare facility shall be located outdoors adjacent to the laundry, in accordance with the acoustic report prepared by Sonus, dated (September 2025).

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
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- 7) External lighting shall be shielded if necessary, in such a manner so as to not cause unreasonable nuisance to adjoining and adjacent residential properties.
- 8) External lighting shall not be switched on before 6:30am Monday to Friday; and all external lighting shall be switched off no later than 6:30pm Monday to Friday, with the exception of low level bollard style lighting for pedestrian paths.
- 9) The cross-over, kerb and footpath alterations, shall be constructed in accordance with Council Standard Detail Drawing SD15 and in accordance with the approved site plan (drawing DA.03 Rev. A last dated 11/09/2025) prepared by Gardiner Architects and the approved stormwater management plan (drawing 230049-C-SK02, Rev. H dated 11/09/2025) prepared by CPR Engineers prior to the occupation of the childcare facility.
- 10) All car parking spaces, driveways and manoeuvring areas shall be designed, constructed and line-marked in accordance with Australian Standard AS2890.1:2004. Line marking and directional arrows shall be clearly visible and maintained in good condition at all times. Driveways, vehicle manoeuvring and parking areas shall be constructed of concrete or bitumen prior to operation of the facility and maintained in good condition at all times to the reasonable satisfaction of the Adelaide Hills Council.
- 11) Any existing cross-over not providing vehicle access shall be considered redundant and shall be closed off prior to occupation of the childcare facility.
- 12) The proposed noise attenuation measures in the Stirling Childcare Centre Environmental Noise Assessment S7765C12 September 2025 prepared by Sonus Pty Ltd, for the outdoor play areas, car park area and mechanical plant of the childcare facility shall be implemented prior to operation of the facility and to the reasonable satisfaction of the Assessment Manager.
- 13) Materials and goods shall not be stored on the land in areas delineated for use as vehicle parking.
- 14) The external finishes to the childcare facility shall be as follows:
 - a. Walls: Cement sheet cladding in 'Pale Eucalypt', masonry blockwork in 'Limestone Grey', Rendered walls in 'Pale Eucalypt'
 - b. Roof: Lysaght trimdeck in 'Pale Eucalypt';
 - c. Fencing: Colorbond fence in 'Woodland Grey', Timber picket fence in 'White'.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
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- 15) All stormwater run-off from the roof of the building and from the outdoor play areas and car park shall be managed in accordance with the approved stormwater management plan (drawing 23049-C-SK02, Rev.H dated 11/09/2025) prepared by CPR Engineers. All roof run-off generated by the development shall be directed to the stormwater management system within one (1) month of the roof cladding being installed. All surface water from carparking or hardstand areas shall be directed to a gross pollutant trap (GPT) capable of removing oils, silts, greases, and gross pollutants to the Adelaide Hills Council and EPA satisfaction prior to discharge to Council's stormwater system or street water table.
- 16) Landscaping detailed in the landscaping plans prepared by LAUD Ink shall be planted within the next available planting season following construction of the childcare facility. Such landscaping shall be maintained in good health and condition at all times, including through the installation of irrigation and mulching. Any such landscaping shall be replaced in the next planting season if and/or when it dies or becomes seriously diseased.
- 17) The works in relation to the tree(s), outlined in the Arborist's Report prepared by Project Green Pty Ltd and submitted as part of this application as a strategy for management of the tree(s) are to be undertaken simultaneously with any building works on the site.
- 18) The tree protection measures specified by Council's Arborist, Adelaide Arb Consultants, as detailed in Drawing No. TPP-Const.-1 dated 11/11/2025 (included in the stamped plans set), must be implemented simultaneously with any building works on the site to ensure the protection of the street trees.

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.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
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[Please Note: These minutes are unconfirmed until 11 March 2026]

- 2) 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.
- 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.
- 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-andconstruction/authorisation-to-alter-a-public-road>.
- 6) The applicant is advised that any proposal to clear, remove limbs or trim native vegetation on the land, unless the proposed clearance is subject to an exemption under the Regulations of the Native Vegetation Act 1991, requires the approval of the Native Vegetation Council. For further information please refer to the Native Vegetation Council website.

Any queries regarding the clearance of native vegetation should be directed to the Native Vegetation Council on 8303 9777.

- 7) It is recommended that the operator of the childcare facility prepare and display a Bushfire Survival Plan (BSP) designed specifically for the purpose of staff, children or visitors that may be present during a bushfire event, especially during the Fire Danger Season.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

The SA CFS 'Bushfire Safety Guide for Business' document should be utilised as a basis for information and the drafting of the BSP, along with industry body guidelines and recommendations.

8.2 Development Application Number 25029312 by Ashton Cooperative Society Ltd for Filling of land (retrospective) at 201 Woods Hill Road, Ashton

8.2.1 Representations

Name of Representer	Nominated Speaker
Angela Noack	Angela Noack

The applicant's representative Phillip Brunning, addressed the Panel and answered questions from the Panel.

8.2.2 Decision of Panel

The following was adopted by consensus of all members (6)

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 25029312 by Ashton Cooperative Society Ltd for Filling of land (retrospective) at 201 Woods Hill Road, Ashton is granted Planning Consent subject to the following conditions:**

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

RESERVED MATTER

Pursuant to section 102 (3) of the Planning, Development and Infrastructure Act of 2016, the following matter(s) shall be reserved for further assessment prior to the granting of Development Approval. The Assessment Manager is delegated to undertake this further assessment:

A detailed landscaping plan, by a suitably qualified person which documents topsoil, the type and species of plants, locations of plantings, number of plants, plant spacings and maturity of plants at the time of planting and, irrigation.

Plant species detailed in the landscaping plan shall be selected from the Council's Native Habitat Landscaping and Gardening Guide or Native Habitat Gardening Guide for Low Flammability Gardens. The guides can be downloaded from the Council website: Native Gardens at Home • Adelaide Hills Council (ahc.sa.gov.au).

Pursuant to Section 127(1) of the Planning, Development and Infrastructure Act 2016, the power to impose further conditions of consent in respect of the reserved matter above is delegated to the Assessment Manager.

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 stormwater including hard surface runoff shall be managed on site with no stormwater to trespass onto adjoining properties. Stormwater shall be managed per the report supplied by FMG Engineering dated 30 October 2025.

ADVISORY NOTES

General Notes

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

- 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).

8.3 **Development Application Number 25018399 by Pink Acacia Pty Ltd for Change of use to include tourist accommodation & construction of two (2) tourist accommodation units & associated water storage tanks at 165 Prairie Road, Cudlee Creek**

8.3.1 Representations were heard previously at meeting held on 14 January 2026

8.3.2 **Decision of Panel**

Moved Leith Mudge
S/- Ross Bateup

Carried
(7)

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

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 25018399 by Pink Acacia Pty Ltd for Change of use to include tourist accommodation & construction of two (2) tourist accommodation units & associated water storage tanks at 165 Prairie Road, Cudlee Creek is granted Planning Consent subject to the following conditions:

RESERVED MATTERS

Pursuant to section 102 (3) (c) of the Planning, Development and Infrastructure Act of 2016, the following matters shall be reserved for further assessment prior to the granting of Development Approval:

The applicant must obtain authorisation under Section 221 of the Local Government Act 1993 for the alterations to the Council road verge, which include creation of the new driveway and crossover.

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) The car parking and the driveway areas shall be maintained in good condition at all times to provide safe vehicle navigation, to the reasonable satisfaction of Council.

- 3) Landscaping, detailed in the site plan prepared by Stimson Consulting shall be planted in the planting season following commencement of the use 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.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

- 4) Prior to occupation, each tourist accommodation unit shall be provided with a 10,000-litre water tank for water supply purposes.

- 5) The person(s) having the benefit of this consent shall refrain from permitting the use of the building (or any part thereof) for provision of long term accommodation or as a separate dwelling. The tourist accommodation shall be used and operated on a short-term rental arrangement with a maximum of a fourteen (14) day stay per occupancy.

A logbook shall be kept of all occupancies for each calendar year and made available for inspection by the Council upon request.

- 6) The maximum combined capacity of the tourist accommodation shall be six (6) persons at any one time.

- 7) 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.

- 8) Stormwater management shall be undertaken in accordance with the civil plan prepared by TMK, drawing number 2504 126-C1/PF dated 01.12.2025. 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.

Stormwater overflow management shall be designed to not permit trespass into the effluent disposal area.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

Conditions imposed by South Australian Country Fire Service under Section 122 of the Act

10) SITING (ANCILLARY STRUCTURES)

The 'Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Outcome 3.2) details the mandatory requirements for extensions to buildings, outbuildings and other ancillary structures are sited and constructed using materials to minimise the threat of fire spread to residential and tourist accommodation (including boarding houses, hostels, dormitory style accommodation, student accommodation and workers' accommodation) in the event of bushfire.

- Outbuildings and other ancillary structures shall be sited no closer than 6m from each habitable building, unless built to relevant building standards for associated structures in Bushfire Prone Areas. This includes existing and future structures which may or may not require planning and/or building consent including (but not limited to) garden sheds, animal shelters and cubby houses.

10) ACCESS TO HABITABLE BUILDING

The 'Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Outcome 6.2) details the mandatory requirements for 'Private' roads and driveways to facilitate safe and effective use, operation and evacuation for firefighting and emergency personnel and evacuation of residents, occupants and visitors where required. These requirements apply when the furthest point of the building is more than 60m from the nearest public road.

- A clear and unobstructed vehicle or pedestrian pathway shall be provided; no greater than 60 metres in length between the most distant part of each habitable building and the nearest part of the formed public access way.

11) WATER SUPPLY & ACCESS (to dedicated water supply)

Ministerial Building Standard MBS008 "Designated bushfire prone areas - additional requirements" 2020, as published under the Planning, Development and Infrastructure Act 2016, provides the technical details of the dedicated water supply for bushfire fighting for the bushfire zone. The dedicated bushfire fighting water supply shall also incorporate the installation of a pumping system, pipe-work and fire-fighting hose(s) in accordance with MBS008.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

Please note that where the water supply is an above-ground water tank, the tank (including any support structure) should be constructed of non-combustible material, such as concrete or metal.

The 'Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Outcome 4.3) details the mandatory requirements for the site to provide a dedicated hardstand area in a location that allows fire fighting vehicles to safely access the dedicated water supply.

SA CFS has no objection to the proposed location for the dedicated water supply as detailed on drawing named SITE PLAN dated at last revision 28/11/25 providing the outlet is positioned to comply with the following conditions:

- The water supply outlet shall be easily accessible and clearly identifiable from the access way and is no greater than 60m path of travel to the furthest point of each building, to enable fire services to reach all parts of each building with no more than two lengths of hose from the hardstand area.
- The dedicated water supply and its location should be identified with suitable signage (i.e. blue sign with white lettering "FIRE WATER").
- Access to the dedicated water supply shall be of all-weather construction, with a minimum formed road surface width of 3 metres.
- Provision shall be made adjacent the water supply for a nominally level hardstand area (capable of supporting fire-fighting vehicles with a gross vehicle mass (GVM) of 21 tonnes) that is a distance equal to or less than 6 metres from the water supply outlet.
- SA CFS appliance's inlet is rear mounted; therefore the outlet/water storage shall be positioned so that the SA CFS appliance can easily connect to it rear facing.
- A gravity fed water supply outlet may be remotely located from the above ground tank to provide adequate access.
- All non-metal water supply pipes for bushfire fighting purposes (other than flexible connections and hoses for fire-fighting) shall be buried below ground to a minimum depth of 300mm with no non-metal parts above ground level.
- All water supply pipes for draughting purposes shall be capable of withstanding the required pressure for draughting.
- Access to the outlet shall:
 1. be connected to a formed, all-weather public road; and

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

2. have a gradient of not more than 16 degrees (1-in-3.5) at any point; and
3. provide overhead clearance of not less than 4.0m horizontally and vertically between the driveway surface and overhanging branches or other obstructions, including building and/or structures; and
4. the transition area between the road and the driveway / hardstand shall have a gradient of not more than 7 degrees (1-in-8).

12) MAINTAIN AN ASSET PROTECTION ZONE (APZ) - VEGETATION MANAGEMENT

The 'Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Outcome 4.2) details the mandatory requirements to establish and maintain an asset protection zone. As such, landscaping shall include bushfire protection features that will prevent or inhibit the spread of bushfires and minimise the risk to life and/or damage to buildings and property and maintain a fuel reduced zone for safe movement of occupants and fire fighters.

An APZ shall be implemented and maintained for each habitable building in line with the vegetation management conditions below:

- Vegetation management shall be established and maintained within 20 metres of each habitable building (or to the property boundaries – whichever comes first) as follows:
 1. The number of trees and understorey plants existing and to be established within the APZ shall be reduced and maintained such that when considered overall a maximum coverage of 30% is attained, and so that the leaf area of shrubs is not continuous and not within 5 metres of surrounding hazardous vegetation. Careful selection of the vegetation will permit the 'clumping' of shrubs where desirable, for diversity, and privacy and yet achieve the 'overall maximum coverage of 30%'. SA CFS notes that coverage of vegetation within 20m, to the North, North-East and East of the proposed habitable building (Tourist Acc. 01) AND to the North-East, East and South-East of the proposed habitable building (Tourist Acc. 02) is currently greater than 30%.
 2. Reduction of vegetation shall be in accordance with SA Native Vegetation Act 1991 and SA Native Vegetation Regulations 2017.
 3. Trees and shrubs shall not be planted closer to the building(s) than the distance equivalent to their mature height.
 4. Trees and shrubs must not overhang the roofline of the building(s), touch walls, windows or other elements of the building(s).

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

5. Shrubs must not be planted under trees or must be separated by at least 1.5 times their mature height from the trees' lowest branches.
 6. Grasses within the zone shall be reduced to a maximum height of 10cm during the Fire Danger Season.
 7. No understorey vegetation shall be established within 2 metres of each habitable building (understorey is defined as plants and bushes up to 2 metres in height).
 8. Flammable objects such as plants, mulches and fences must not be located adjacent to vulnerable parts of the building(s) such as windows, decks and eaves
 9. The APZ shall be maintained to be free of accumulated dead vegetation.
- A single row of trees or shrubs are permitted closer to the building(s) than their mature height for screening purposes, providing they are not connected to other hazardous vegetation, are not within close proximity of timber building elements, windows and doors and do not touch or overhang any part of the building(s). Screening plants should have low flammability characteristics, be kept in optimum health, pruned regularly and any dead vegetation removed.

Conditions imposed by Environment Protection Authority under Section 122 of the Act

- 13) The on-site wastewater system must be installed in accordance with that proposed in the Onsite Wastewater Assessment and Design - addendum, prepared by Waterscope, dated 5 September 2025, and must include:
- a. the installation of an Ozzi Kleen RP10A+ system
 - b. the establishment of a 300m² irrigation area, to be located more than 50m from the nearest watercourse, dam or bore, more than 1.2m from the seasonal groundwater table, on a slope less than 20% and not in the 10% AEP flood zone
 - c. vegetating the irrigation area with a mixture of shrubs and trees, which will be pruned and harvested at least annually with all clippings to be removed from site
 - d. bunding to direct surface runoff away from the irrigation area and creating a bund downhill to prevent any runoff, from over-irrigation, moving off site.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

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).
- 5) A separate development application is required for any signs or advertisements (including flags and bunting) associated with the development herein approved.

Advisory Notes imposed by South Australian Country Fire Service under Section 122 of the Act

6) BUILDING CONSIDERATIONS

Ministerial Building Standard MBS008 “Designated bushfire prone areas - additional requirements” 2020, as published under the Planning, Development and Infrastructure Act 2016 applies to this site.

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

Please refer to the National Construction Code (NCC), relevant standards and state provisions for construction requirements and performance provisions.

A site Bushfire Attack Level (BAL) assessment was conducted in accordance with the NCC and Australian Standard™3959 (AS3959) “Construction of Buildings in Bushfire Prone Areas”.

Category of Bushfire Attack Level:

Tourist Acc. 01 - BAL 12.5

Tourist Acc. 02 - BAL 12.5

This BAL rating is conditional upon the establishment and maintenance of a 20 metre Asset Protection Zone (or to the property boundaries – whichever comes first), in accordance with the Asset Protection Zone – Vegetation Management condition of consent placed on the planning consent with the same application reference.

This result is considered relevant at the date of assessment with respect to the elevations detailed on proposed SITE PLAN, dated 28/11/25 and shall not be considered as SA CFS endorsement of any subsequent development.

Advisory Notes imposed by Environment Protection Authority under Section 122 of the Act

- 7) The applicant/owner/operator are reminded of its general environmental duty, as required by section 25 of the Environment Protection Act 1993, to take all reasonable and practicable measures to ensure that activities on the site and associated with the site (including during construction) do not pollute the environment in a way which causes or may cause environmental harm.**
- 8) More information about the Environment Protection Authority and the Environment Protection Act and policies can be found at: www.epa.sa.gov.au**

9. Development Assessment Applications – Development Act
Nil

10. Development Assessment Applications – Review of Decisions of Assessment Manager
Nil

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 11 FEBRUARY 2026
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

[Please Note: These minutes are unconfirmed until 11 March 2026]

- 11. ERD Court Appeals**
The Assessment Manager provided a verbal update on the appeal of a CAP decision for 15 Highlands Court, Woodforde.
- 12. Policy Issues for Advice to Council**
Nil
- 13. Other Business**
Nil
- 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 11 March 2026.
- 17. Close meeting**
The meeting closed at 7:47 pm.

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

In Attendance**Members:**

Pamela Lee	Presiding Member
Cr Malcolm Herrmann	Councillor
Cr Richard Gladigau	Councillor
Natalie Simmons	Independent Member

In Attendance:

Greg Georgopoulos	Chief Executive Officer
Gary Lewis	Director Corporate Services
Zoë Gill	Executive Governance Officer
Bruce Smith	Manager Financial Services
Lauren Jak	Minute Secretary

Guests:

Lino Di Lerna	GRFMA, Chairman
David Hitchcock	GRFMA, Executive Officer

1. COMMENCEMENT

The meeting commenced at 6:00pm.

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. APOLOGIES/LEAVE OF ABSENCE**2.1 Apology**

David Moffatt

2.2 Leave of Absence

Nil

2.3 Absent

Nil

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1 Audit and Risk Committee Meeting – 17 November 2025

Moved Cr Malcolm Herrmann
S/- Natalie Simmons

ARC1/26

That the minutes of the Audit and Risk Committee meeting held on Monday 17 November 2025, as supplied, be confirmed as an accurate record of the proceedings of that meeting.

Carried

4. PRESIDING MEMBER'S OPENING REMARKS

4.1 The Presiding Member made the following opening remarks:

- Welcomed members for the first Committee meeting of the year, especially new members
- Acknowledged this is her first meeting as presiding member
- Acknowledged Cr Herrmann's long tenure as Presiding Member of the Committee, and thanked him for his service
- Noted that the minutes from the November 2025 Committee meeting were presented and approved by Council

4.2 Council Update – verbal update

Council update is covered under item 8.1.

5. DELEGATION OF AUTHORITY

The Audit and Risk Committee operates in accordance with the relevant sections of the Local Government Act 1999, and its Terms of Reference.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF AUDIT AND RISK COMMITTEE

Nil

7. PRESENTATIONS, ACTION REPORT & WORKPLAN

7.1 GRFMA Attendance

Cr Malcolm Herrmann disclosed to the Committee that he is Adelaide Hills Council's nominee as member on the GRFMA board. He did not have a conflict of interest for the item and would remain in the meeting.

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

7.2 Action Report and Work Plan Update

Moved Natalie Simmons
S/- Cr Richard Gladigau

The Audit and Risk Committee resolves: ARC2/26

1. To receive and note the Action Report and Work Plan Update Report (item 7.2, 16 February 2026, Audit and Risk Committee meeting).
2. To note the 2026 Action Report, February 2026, in Appendix 1 (item 7.2, 16 February 2026, Audit and Risk Committee meeting).
3. To adopt the 2026 Work Plan and Reporting Schedule in Appendix 2 (item 7.2, 16 February 2026, Audit and Risk Committee meeting).

Carried

8. REPORTS – DECISION ITEMS

8.1 Governance Update

Moved Cr Malcolm Herrmann
S/- Natalie Simmons

ARC3/26

The Audit and Risk Committee resolves:

1. That the report be received and noted (item 8.1, 16 February 2026, Audit and Risk Committee meeting).

Carried

8.2 Risk Management Report

Moved Cr Richard Gladigau
S/- Cr Malcolm Herrmann

ARC4/26

The Audit and Risk Committee resolves:

1. To receive and note the Risk Management Report (item 8.2, 16 February 2026, Audit and Risk committee meeting).
2. After discussion, to endorse the Risk Management Report (item 8.2, 16 February, 2026, Audit and Risk committee meeting).
3. To note the Strategic Risk Register Report in Appendix 1 (item 8.2, 16 February 2026, Audit and Risk committee meeting).

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

4. To note the Risk Control Amendments in Appendix 2 (item 8.2, 16 February 2026, Audit and Risk committee meeting).

Carried

8.3 Internal Audit Quarterly Update

Moved Cr Malcolm Herrmann
S/- Natalie Simmons

ARC5/26

The Audit and Risk Committee resolves:

1. To receive, discuss and note the Internal Audit Quarterly Report (item 8.3, 16 February 2026, Audit and Risk Committee meeting).
2. To note the 3-Year Internal Audit Plan in Appendix 1 (item 8.3, 16 February 2026, Audit and Risk Committee meeting).
3. To receive and note the LGAAMF Fleet Risk Management Audit Report in Appendix 2 and Administrations response to recommendations in Appendix 3 (item 8.3, 16 February 2026, Audit and Risk Committee meeting).
4. To receive and note the EV Charging Audit Report in Appendix 4 and Administrations response to recommendations in Appendix 5 (item 8.3, 16 February 2026, Audit and Risk Committee meeting).
5. To receive and note the Cemetery Compliance Audit Report in Appendix 6 and Administrations response to recommendations in Appendix 7 (item 8.3, 16 February 2026, Audit and Risk Committee meeting).
6. To note the Audit Actions Progress Report – February 2026 in Appendix 8 (item 8.3, 16 February 2026, Audit and Risk Committee meeting).

Carried

8.4 Director Corporate Services Update

Moved Natalie Simmons
S/- Cr Richard Gladigau

ARC6/26

The Audit and Risk Committee resolves:

1. That the Director Corporate Services Update report be received and noted (8.4, 16 February 2026, Audit and Risk committee meeting).

Carried

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

8.5 Council Quarterly Performance Report – Q2

Moved Natalie Simmons
S/- Cr Richard Gladigau

ARC7/26

The Audit and Risk Committee resolves:

1. That the Council Quarterly Performance Report – Q2 2025-26 be received and noted (item 8.5, 16 February 2026, Audit and Risk Committee meeting).

Carried

8.6 Budget Review 2

Moved Natalie Simmons
S/- Pamela Lee

ARC8/26

The Audit and Risk Committee resolves:

1. That the report on Budget Review 2 2025-26 be received and noted (item 8.6, 16 February 2026, Audit and Risk Committee meeting).
2. To recommend to Council to adopt the proposed budget adjustments presented in Budget Review 2 (item 8.6, 16 February 2026, Audit and Risk Committee meeting) which result in:
 - a. An increase in the Operating Deficit from \$3.130m to \$3.136m for the 2025-26 financial year.
 - b. A reduction to the capital expenditure budget for 2025-26 of \$3.027m bringing the total budget to \$19.819m
 - c. proposed financial sustainability indicators relative to Council's agreed targets of the following:
 - i. Operating Ratio -4.8% (Target 0% to 10%)
 - ii. Net Financial Liabilities Ratio 52% (Target 0% to 100%)
 - iii. Asset Renewal Funding Ratio 144% (Target 90% to 110%)

Carried

8.7 Legal Fees

Moved Cr Malcolm Herrmann
S/- Natalie Simmons

ARC9/26

The Audit and Risk Committee resolves:

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

1. That the report on Legal Fees 2025-26 be received and noted, and referred to Council for information (item 8.7, 16 February 2026, Audit and Risk Committee meeting)

Carried

8.8 Debtors Report

Moved Cr Richard Gladigau
S/- Natalie Simmons

ARC10/26

The Audit and Risk Committee resolves:

1. That the Debtors Report be received and noted (8.8, 16 February 2026, Audit and Risk Committee meeting).

Carried

8.9 Long Term Financial Plan

Moved Natalie Simmons
S/- Cr Richard Gladigau

ARC11/26

The Audit and Risk Committee resolves:

1. That the Long Term Financial Plan report be received and noted (item 8.9, 16 February 2026, Audit and Risk Committee meeting)
2. To recommend that Council endorse the Long Term Financial Plan as contained in Appendix 1 (item 8.9, 16 February 2026, Audit and Risk Committee meeting)
3. To note that the Chief Executive Officer may make minor changes to the Long Term Financial Plan arising from the Committee's consideration of the matter prior to it being provided to Council (item 8.9, 16 February 2026, Audit and Risk Committee meeting)

Carried

9. QUESTIONS WITHOUT NOTICE

Nil

10. CONFIDENTIAL ITEMS

Nil

**ADELAIDE HILLS COUNCIL AUDIT AND RISK COMMITTEE
MINUTES OF MEETING
MONDAY 16 FEBRUARY 2026
63 MT BARKER ROAD STIRLING**

11. NEXT MEETING

The next ordinary meeting of the Audit and Risk Committee will be held on Monday 20 April 2026 from 6.00pm at 63 Mt Barker Road, Stirling.

12. CLOSE MEETING

The meeting closed at 8:08pm.

Confidential Items

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.1

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

Subject: AHRWMA Audit & Risk Committee Member Appointments

For: Decision

1. AHRWMA Audit & Risk Committee Member Appointments – 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, Zoe Gill
- Minute Secretary, Skye Ludzay

be excluded from attendance at the meeting for Agenda Item 19.1: (AHRWMA Audit & Risk Committee Member Appointments) in confidence.

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

Section 90(3)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is:

Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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. AHRWMA Audit & Risk Committee Member Appointments – Confidential Item

3. AHRWMA Audit & Risk Committee Member Appointments – 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	Nil
Minutes	Until Further Order
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 24 February 2026
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.2

Responsible Officer: Gary Lewis
Director Corporate Services
Corporate Services

Subject: ERP Replacement Project

For: Decision

1. ERP Replacement Project – 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
- Manager Information Services, Lynette Paltridge

be excluded from attendance at the meeting for Agenda Item 19.2: (ERP Replacement Program) 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)(e) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person the disclosure of which could reasonably be expected to increase risk knowledge of cybersecurity risks.

Section 90(3)(k) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to affect proposed tender responses.

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. ERP Replacement Project – Confidential Item

3. ERP Replacement Project – Duration of Confidentiality

Subject to the CEO, or his delegate, disclosing information or any document (in whole or in part) for the purpose of implementing Council’s decision(s) in this matter in the performance of the duties and responsibilities of office, Council, having considered Agenda Item 19.2 in confidence under sections 90(2) and 90(3)(e and 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	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.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 24 February 2026
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 19.3

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

Subject: Correspondence: TTEG Update

For: Information

1. Correspondence TTEG Update – 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, Zoe Gill
- Minute Secretary, Skye Ludzay

be excluded from attendance at the meeting for Agenda Item 19.3: (Correspondence: TTEG Update) in confidence.

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

Section 90(3)(h) and (i) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is:

- legal advice;
- information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;

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

2. Correspondence: TTEG Update – Confidential Item

RECOMMENDATION

Council resolves:

- 1. That the correspondence be received and noted.**
-

1. APPENDICES

- (1) Correspondence: TTEG Update

3. Correspondence TTEG Update– 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 19.3 in confidence under sections 90(2) and 90(3)(h) and (i) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	NA
Related Attachments	Until Further Order
Minutes	NIL
Other (presentation, documents, or similar)	NA

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.
