

CAMPBELLTOWN CITY COUNCIL BOUNDARIES INQUIRY: STAKEHOLDER ENGAGEMENT PLAN

Approved by the South Australian Local Government Boundaries Commission

27 March 2025

Background

The South Australian Local Government Boundaries Commission (the Commission) was established in 2019 under the *Local Government Act 1999* (the Act). The Commission is an independent body that investigates and assesses council boundary change proposals and makes recommendations to the Minister.

In December 2019, the Campbelltown City Council made a proposal to the Commission to alter its boundary to include an area currently within the Adelaide Hills Council. The Campbelltown City Council submitted its Stage 2 Proposal in April 2022.

The Commission has considered the proposal and consulted with the Adelaide Hills Council. It has decided that the proposal will proceed to an inquiry as a ‘general proposal’ in accordance with the Act.

Under the Act, the Commission may appoint one or more investigators for a general proposal.

BDO has been appointed as the Investigator for the proposal. Following the investigation, BDO will provide a report to the Commission to enable it to make a report and recommendations to the Minister for Local Government on whether the council boundary change should proceed as proposed, should proceed with variations, or should not proceed.

The Commission is also required to undertake consultation for all proposals for which an Inquiry is undertaken, in accordance with both the Act and the Commission’s Guideline 9, ‘Engagement and Consultation’. Guideline 9 requires the Commission to design a specific engagement plan in consultation with affected councils for every general proposal based on the four principles detailed in the Guideline. The Commission has engaged BDO, as the Investigator, to design and deliver this Engagement Plan for the Campbelltown City Council Boundary Change Inquiry (the Inquiry).

Stakeholder Engagement Duration

In this Engagement Plan, “stakeholders” are defined as those individuals (including residents and ratepayers of the affected areas), organisations and government departments listed in the table below titled “Stakeholders”.

BDO will engage with stakeholders as part of the Inquiry in accordance with the Stakeholder Engagement Plan. Engagement will take place over two stages. The anticipated timing for each stage is set out below.

- ▶ Stage 1: May 2025
- ▶ Stage 2: May-June 2025

Further information about each stage of engagement is outlined below.

The timing of engagement is subject to change as it is dependent on various factors, including the availability of information from the affected councils and government agencies to inform the engagement process and the nature of the issues that emerge. The Commission may consider further engagement beyond the planned stages, if it deems it necessary.

Purpose of Engagement

- ▶ Inform identified stakeholders about the Campbelltown City Council's proposal. Initially identified stakeholders are outlined in the table below and may be reviewed as the Inquiry progresses, including through information received from councils or other stakeholders.
- ▶ Obtain objective information from councils and stakeholders about the impacts of the proposal across five streams of the Inquiry Plan:
 1. Financial Matters
 2. Land use and planning matters
 3. Council employee matters
 4. Representation matters
 5. Community and service matters
- ▶ Obtain and consider stakeholders' perspectives about the proposal and its elements.

High-Level Approach

The engagement approach will be conducted in two stages:

1. Detailed Engagement:
 - BDO will engage with Elected Members from the affected councils.
 - BDO will conduct community forums, provide a survey, conduct interviews and hold focus groups (as appropriate, for the identified stakeholder groups).
 - Affected stakeholders and community members will be provided with an opportunity to provide feedback on the proposal via the YourSAy website survey, and via written submissions by email or post. All written submissions, with personal details removed, may be published at the sole discretion of the Commission in its Final Inquiry Report unless the party providing the submission expressly requests that their submission not be published. Individual surveys submitted via the YourSAy Web Site will not be published in full. Responses to surveys will be summarised for the Commission's Final Inquiry Report.
2. Validation: BDO will confirm its understanding and use of information received from stakeholders where BDO considers there is any ambiguity or lack of clarity.

Scope of Influence

In line with the first engagement principle in the Commission's Guideline No. 9, 'Engagement and Consultation', this Engagement Plan has been developed to be fit for purpose to the scope of the Campbelltown City Council's proposal and enable consideration of the Commission's previous engagement with the affected councils.

The Engagement Plan meets the Commission's requirements under Guideline 9 to ensure an Engagement Plan is developed for every General Proposal, based on the Commission's four principles.

On the Public Participation Spectrum developed by the International Association for Public Participation (IAP2)¹, stakeholders will be engaged at the "Inform" and "Consult" levels.

- ▶ **Inform:** Stakeholders will be informed by being provided with objective information so they can understand the proposal. This will include through information being made publicly available on the Commission's website and YourSAy, and through stakeholders being provided with information about the proposal when they are invited to engage with the Investigators.

¹ See [IAP2 Public Participation Spectrum - IAP2 Australasia](#).

- ▶ **Consult:** Stakeholders will be consulted to obtain information from them and their feedback on the proposal.

This consultation will be genuine, inclusive and respectful, consistent with the Commission's second and third engagement principles. BDO will support the engagement of the affected councils and communities in the Inquiry through two stages and multiple methodologies of engagement. Stakeholders' feedback will be acknowledged where possible. BDO will include information about how stakeholder feedback has influenced its report and recommendations.

Together, the actions to Inform and Consult align with the Commission's fourth engagement principle that engagement is to be informed and transparent.

Not Determined:

The outcomes of the Inquiry into the proposal are currently not determined, including whether the council boundary changes should proceed as proposed, should proceed with variations, or should not proceed.

The timing of engagement within each of the two stages may be negotiated between stakeholders and BDO as the Investigator, subject to meeting overall engagement timeframes.

Determined:

The Commission has determined that the Inquiry will proceed, and it is therefore not negotiable whether or not the proposal will be investigated.

The scope of the Inquiry has been determined by the Commission (the Inquiry Plan) in consultation with the affected councils and may only be changed if agreed by the Commission. The cost of the Inquiry will be recovered from Campbelltown City Council, however, time and contribution by others to the engagement process will not be remunerated or reimbursed.

While stakeholder engagement is critical to the Inquiry, and will inform the Investigator's Report, the final report, including its findings and recommendations, will be that of the independent Investigator.

The Commission will receive and consider the report of the Investigator to inform its report and recommendations to the Minister. The Commission's findings and recommendations will be those of the Commission. In line with its engagement principle that engagement is informed and transparent, the Commission will publish its report as required by the Act.

Following receipt of the Commission's recommendations, the Minister for Local Government will make the final decision on whether the proposal will proceed or not proceed.

Key Messages

Foundation Messages:

- ▶ Under the *Local Government Act 1999*, the South Australian Local Government Boundaries Commission (the Commission) is responsible for receiving and investigating council boundary change proposals. The Commission is an independent body and makes recommendations to the Minister for Local Government. The Commission commenced this role in January 2019.
- ▶ In December 2019, the Campbelltown City Council proposed to include in its boundaries an area currently in the Adelaide Hills Council. [Map to be provided]
- ▶ The Campbelltown City Council's proposal is to change a council boundary with the Adelaide Hills Council, not to amalgamate (merge) the councils.
- ▶ The Commission has commenced an inquiry into the Campbelltown City Council's proposal. Under the *Local Government Act 1999*, the Commission may recover reasonable costs of the Inquiry from the Campbelltown City Council. The Campbelltown City Council has agreed to pay the costs of the Inquiry.
- ▶ The scope of the Inquiry is set under:
 - the *Local Government Act 1999*,

- the Inquiry Plan (on which the affected councils were consulted), and
 - the Commission's Guidelines, in particular 'Guideline 4 - Investigation of General Proposals Initiated by Councils' and 'Guideline 9 - Engagement and Consultation.'
- ▶ BDO has been engaged by the Commission as the Investigator for the proposal. BDO will seek information about the potential implications of the proposal, inform and consult with stakeholders, and report on its findings and recommendations to the Commission.
 - ▶ The Commission will consider the report from BDO, then make a report with recommendations to the Minister for Local Government. The Commission's report will be published on its website when it is provided to the Minister.
 - ▶ The Minister for Local Government will receive the Commission's final report and recommendations. The Minister will make the final decision as to whether the proposal will proceed in its current form, an amended form, or not proceed.
 - ▶ No decision has been made yet about whether the proposal will proceed. The outcomes of the Inquiry may include that the Commission recommends to the Minister for Local Government that changes to the council boundary with the Adelaide Hills Council proceed as proposed, that the proposal proceed with variations, or that no changes be made to the existing council boundaries. The final decision will be the Minister's.
 - ▶ While stakeholder engagement is planned to take place between May 2025 and June 2025, the Commission cannot guarantee that the timeframes for completion of the engagement outlined in this Engagement Plan will be met. The Commission must ensure that it has all of the information required to make a report and recommendations to the Minister. Preliminary information about the potential impacts of any boundary change will be provided to stakeholders where appropriate, however, this preliminary information may not have been fully validated and is subject to change until BDO provides its final report to the Commission.
 - ▶ Although BDO may be able to provide indicative information about the potential financial impacts of the proposal, the financial situation of councils and the rates they collect from ratepayers are influenced by many factors. Future changes in council rates cannot be accurately predicted or be controlled by the Inquiry process. However, should the Minister agree to any recommendations made by the Commission that the proposal proceed, were rates to increase under the boundary change, provisions could be made for a progressive introduction of any rate changes.
 - ▶ Throughout the Inquiry process, BDO will seek factual information to inform the Inquiry and welcomes input about the Campbelltown City Council's proposal from affected and wider communities and the affected councils, including the rationales and evidence for those views.
 - ▶ Information provided will inform BDO's findings and recommendations to the Commission. BDO's findings will be independent.
 - ▶ The Inquiry will be informed by two principal sources of information:
 - Factual information relating to five areas of the Inquiry, which are:
 - Financial Matters
 - Land use and planning matters
 - Council employee matters
 - Representation matters
 - Community and service matters
 - Information and views (including the rationales for those views) from councils and other stakeholders, gained through engagement with councils and wider community and stakeholder engagement.

- ▶ To ensure that the Inquiry is fully informed across these two areas, BDO will have sought information from the affected councils prior to implementation of the Engagement Plan. The councils will have been requested to provide any information already collected about the potential impacts of the proposal on each council and wider community across the five areas of the Inquiry, as well as to nominate a lead staff member with whom BDO can ask follow-up questions, particularly the following:
 - Planning
 - Financial
 - Community services (including libraries, recreation and leisure services)
 - Infrastructure (including Town Services, Roads and Environment)
 - Governance (re Representation Matters).
- ▶ BDO will have also sought information from the affected councils about stakeholders who should be given an opportunity to provide input, including contact details for community, sporting, business, and other groups.
- ▶ Engagement will have two stages:
 - Stage 1, when BDO informs and engages with stakeholders through: providing information about the inquiry through traditional and social media; conducting targeted interviews; conducting community forums; inviting written submissions and conducting a survey; and conducting focus groups if appropriate; and
 - Stage 2, when BDO confirms its understanding and use of information received from individuals or organisations where BDO considers there is any ambiguity or lack of clarity.

Stakeholders

Where a stakeholder cannot participate in an interview/focus group or wishes to provide additional information following an interview, they will be invited to provide feedback in writing. Secondary interviews or focus groups may be conducted when circumstances warrant.

Stakeholder	Interest in Review	Engagement Method
Elected members at Campbelltown City Council and Adelaide Hills Council	Elected to act on behalf of communities potentially impacted by proposal	Invitation to provide written feedback and any additional documents and information. Engagement through two separate sessions of up to two hours each covering the Inquiry, its process and, where available, any preliminary, indicative findings.
CEO/Leadership team at Campbelltown City Council	Key role in providing information about the proposal from the Campbelltown City Council's perspective May provide information specific to the matters investigated oversight of staff with information	Requests for information, as required, by email, with follow up phone calls/meetings as required. Written engagement for Stage 2 (validation)
CEO/Leadership team at Adelaide Hills Council	Key roles in area impacted by Campbelltown City Council's proposal May provide information specific to the matters investigated and	Requests for information, as required, by email, with follow up phone calls/meetings as required. Written engagement for Stage 2 (validation)

Stakeholder	Interest in Review	Engagement Method
	oversight of staff with information	
Industrial bodies	Represent staff who may be impacted by the proposal (if any)	Email informing of Inquiry and engagement process. Offer an interview if required.
Local Government Bodies: LGA, Southern & Hills LGA; Greater Adelaide Region Organisation of Councils	Potential impact to councils as members of the organisations	Letter with invitation to provide written feedback. Offer an interview (or seek one, depending on information received)
State and Commonwealth elected members	Represent residents who may be impacted by the proposal	Letter informing of Inquiry and engagement process, inviting them to share information about engagement with others, and inviting to provide written feedback
Heads of relevant Government Agencies, utilities and emergency services	Potential implications for government services; may have information relevant to inquiry	Letter with invitation to provide written feedback. Offer an interview.
Rate Payers and Residents in potentially affected areas (those in the proposed realignment areas)	Potential impact to council rates, access to services, representation, and general interest	<p>Commission to undertake a letter drop to potentially affected residents inviting them to participate in the engagement process and how to do so.</p> <p>Invitation on Commission website and councils' websites (<i>if they permit</i>) and notice in local newspaper seeking written feedback via email or hardcopy via post.</p> <p>Commission media release that BDO will seek input from the community.</p> <p>Information about proposal available on YourSay.sa.gov.au. Survey and call for submissions on YourSay.</p> <p>Two, two-hour community forums, covering the Inquiry, its process and seeking input. One session to be held in person, location to be confirmed) (with a second session if deemed to be required) and one session to be conducted online. Invitations to attend forums via Commission website, the letter drop, councils' websites and through councils' existing communication methods with rate payers (<i>if they permit</i>).</p>
Other community members who are not Rate Payers or Residents within the potentially affected areas but reside or pay rates in the impacted councils of Adelaide	Potential impact to council rates, access to services and general interest	Invitation on Commission website and councils' websites (<i>if they permit</i>) and notice in local newspaper seeking written feedback via email or hardcopy via post.

Stakeholder	Interest in Review	Engagement Method
Hills Council or Campbelltown City Council		<p>Commission media release that BDO will seek input from the community.</p> <p>Information about proposal available on YourSAy.sa.gov.au. Survey and call for submissions on YourSAy.</p> <p>Two, two-hour community forums, covering the Inquiry, its process and seeking input. One session to be held in person, (location to be confirmed; with a second session if deemed to be required) and one session to be conducted online. Invitations to attend forums via Commission website, councils' websites and through councils' existing communication methods with rate payers (<i>if they permit</i>).</p>
Local community services, sporting community groups, businesses across impacted councils	Potential impact to services received, grants, and general interest	<p>Commission media release about the Inquiry and engagement process, and that BDO will seek input from the community. Invitation seeking written feedback on Commission website and councils' websites (<i>if councils permit</i>), through council email lists/groups (<i>if councils permit</i>), and direct email to identified groups and businesses.</p> <p>Targeted stakeholder engagement through focus groups or interviews, if appropriate depending on information received</p>
Electoral Commissioner of South Australia	Potential changes in representative structures	<p>Invitation to provide written feedback on the potential impacts on representation. Offer an interview or seek one as appropriate.</p> <p>Validate information about representation review</p>
Any key groups where collaboration already exists between the councils as identified by councils	Have existing relationships with councils; potential impact from change in relevant arrangements, policies and contracts	Invitation to provide written feedback. Offer an interview (or seek one) if required

Communications and Engagement Contacts

Stakeholder engagement contact

- ▶ BDO: CampbelltownBoundaryReview@bdo.com.au

Media contact

- ▶ Local Government Boundaries Commission: boundaries.commission@sa.gov.au, 08 7133 1311.

Approval

Approval of Engagement Plan

- ▶ Local Government Boundaries Commission

City of Campbelltown Boundary Change Inquiry - Approved Stakeholder Engagement Plan		
Version	Comments	Date
1.0	SA Local Government Boundaries Commission Approved	27/03/2025