

Council Meeting Minutes

5 May 2025

Our Vision

*A City which values its heritage, cultural diversity,
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable
and socially cohesive, with a strong community spirit.*

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City of
Norwood
Payneham
& St Peters

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VENUE Council Chambers, Norwood Town Hall

HOUR 7.00pm

PRESENT

Council Members Mayor Robert Bria
Cr Kester Moorhouse
Cr Garry Knoblauch
Cr Hugh Holfeld
Cr Josh Robinson
Cr Kevin Duke
Cr Connie Granozio
Cr Victoria McFarlane
Cr Scott Sims
Cr Grant Piggott
Cr Sue Whittington
Cr John Callisto
Cr Christel Mex

Staff Mario Barone (Chief Executive Officer)
Carlos Buzzetti (General Manager, Urban Planning & Environment)
Jared Barnes (Acting General Manager, Infrastructure & Major Projects)
Andrew Hamilton (General Manager, Community Development)
Lisa Mara (General Manager, Governance & Civic Affairs)
Jenny McFeat (Manager, Governance)
Natalia Axenova (Chief Financial Officer)
Allison Kane (Manager, Strategic Communications & Advocacy)
Marina Fischetti (Governance Officer)

APOLOGIES Nil

LEAVE OF ABSENCE Cr Claire Clutterham

ABSENT Nil

1. KAURNA ACKNOWLEDGEMENT

2. OPENING PRAYER

The Opening Prayer was read by Cr Scott Sims.

3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 28 APRIL 2025

Cr McFarlane moved that the Minutes of the Special Council Meeting held on 28 April 2025 be taken as read and confirmed. Seconded by Cr Sims and carried unanimously.

4. MAYOR'S COMMUNICATION

Monday, 7 April	• Presided over a Council meeting, Council Chamber, Norwood Town Hall.
Tuesday, 8 April	• Presided over a meeting of the Business & Economic Development Advisory Committee, Mayor's Parlour, Norwood Town Hall.
Thursday, 9 April	• Attended the Adelaide versus Geelong football match, Adelaide Oval.

Thursday, 9 April	<ul style="list-style-type: none"> Radio interview with Tim Ginever, Fiveaa.
Friday, 11 April	<ul style="list-style-type: none"> Radio interview with MMM.
Friday, 11 April	<ul style="list-style-type: none"> Attended the AFL Gather Round Business Lunch, Adelaide Convention Centre, Adelaide.
Saturday, 12 April	<ul style="list-style-type: none"> Radio interview with Deb Tribe, ACB 891.
Saturday, 12 April	<ul style="list-style-type: none"> Attended the AFL Gather Round Rivals Long Lunch, Osmond Terrace, Norwood.
Saturday, 12 April	<ul style="list-style-type: none"> Attended the Brisbane versus Western Bulldogs football match, Norwood Oval.
Sunday, 13 April	<ul style="list-style-type: none"> Attended the St Kilda versus GWS football match, Norwood Oval.
Sunday, 13 April	<ul style="list-style-type: none"> Attended the Norwood Food & Wine Festival, The Parade, Norwood.
Monday, 14 April	<ul style="list-style-type: none"> Radio interview with Jules Schiller and Sonya Feldhoff, ABC 891.
Monday, 14 April	<ul style="list-style-type: none"> Meeting with Cr Victoria McFarlane, Norwood.
Monday, 14 April	<ul style="list-style-type: none"> Meeting with resident, Mayor's Office, Norwood Town Hall.
Monday, 14 April	<ul style="list-style-type: none"> Attended the Audit & Risk Committee, Norwood Town Hall.
Wednesday, 16 April	<ul style="list-style-type: none"> Participated in a meeting of the Mainstreet SA Committee (via Zoom)
Thursday, 17 April	<ul style="list-style-type: none"> Attended the pre-match function followed by the Norwood versus Sturt football match, Norwood Oval.
Friday, 25 April	<ul style="list-style-type: none"> Attended the 2025 ANZAC Day Dawn Service, Soldier's Memorial, Osmond Terrace, Norwood.
Friday, 25 April	<ul style="list-style-type: none"> Attended the Italian Liberation Day commemoration service followed by Luncheon at the Fogular Furlan Club, Felixstow.
Saturday, 26 April	<ul style="list-style-type: none"> Attended a reception to welcome the Evzones (Hellenic Presidential Guard), St Basil's Homes, St Peters.
Monday, 28 April	<ul style="list-style-type: none"> Presided over the Presentation of Years of Service Awards, Mayor's Parlour, Norwood Town Hall.
Monday, 28 April	<ul style="list-style-type: none"> Presided over a Special Council meeting, Council Chamber, Norwood Town Hall.
Tuesday, 29 April	<ul style="list-style-type: none"> Attended a meeting with the Chief Executive Officer and the Manager, Chief Executive's Office, Mayor's Office, Norwood Town Hall.
Wednesday, 30 April	<ul style="list-style-type: none"> Attended the Eastside Business Awards, Norwood Concert Hall.
Friday, 2 May	<ul style="list-style-type: none"> Attended the 'Messages from the Grave' Exhibition (SA History Week), The Gallery, St Peters Town Hall.

• **2025 Gather Round**

Mayor Bria thanked all staff and businesses involved in the organisation, implementation and support of events and activities in Norwood associated with 2025 AFL Gather Round.

Mayor Bria also extended his sincere thanks to:

- Hon Peter Malinauskas MP, Premier of South Australia, for his support of Gather Round matches being played at Norwood Oval and the Norwood Food & Wine Festival;
- South Australian Government, in particular the South Australian Tourism Commission for organising and hosting the Norwood Food & Wine Festival on The Parade;

- Mr Andrew Dillion, Chief Executive Officer, Australian Football League for his support of Gather Round matches being played at Norwood Oval;
- Norwood Football Club for its support and involvement with the two 2025 AFL Gather Round matches played at Norwood Oval;
- Ms Jane Reily for acting as MC of the Rivals Long Lunch; and
- The City of Norwood Payneham & St Peters business community for their involvement in Council initiated events and activities and the Norwood Food & Wine Festival as part of 2025 Gather Round.

- **ANZAC Day Dawn Services – 25 April 2025**

Mayor Bria thanked all Elected Members who attended the various Dawn Services, in particular, Cr Duke, Cr Whittington and Cr Moorhouse, who laid wreaths on behalf of the Council at various locations across the City.

- **Eastside Business Awards – 30 April 2025**

Mayor Bria thanked all staff involved in the organisation and implementation of the 2025 Eastside Business Awards that was held on 30 April 2025. He congratulated all of the ten (10) Category winners, as well as the Hall of Fame inductee. He also thanked Solstice Media for their support and sponsorship of the Awards.

5. DELEGATES COMMUNICATION

Nil

6. ELECTED MEMBER DECLARATION OF INTEREST

Nil

7. ADJOURNED ITEMS

Nil

8. QUESTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITH NOTICE

9.1 QUESTIONS WITH NOTICE – TRANSPORT AND RAT RUNNING - SUBMITTED BY CR SCOTT SIMS

QUESTION WITH NOTICE: Transport and Rat Running
SUBMITTED BY: Cr Scott Sims
FILE REFERENCE: qA1040
ATTACHMENTS: Nil

BACKGROUND

Cr Sims has submitted the following Questions with Notice:

1. Could the Administration provide a detailed account of the Historical Context and evolution of the Transport Plan since 2006 – outlining the consultation processes undertaken, the balance struck between accommodating cars and promoting active transport, and the key policy directions that have emerged over this period?
2. Beyond the introduction of a 40 km/h speed limit, what additional initiatives and interventions has the Council implemented to mitigate rat running and the excessive speeding observed on our local streets, particularly in areas adjacent to major roads where residents report these issues on a daily basis?
3. What avenues or mechanisms exist for residents to actively contribute to or influence efforts aimed at curbing excessive vehicle speeds beyond the current Council speed limits?

REASONS IN SUPPORT OF QUESTIONS

Nil.

RESPONSE TO QUESTIONS

PREPARED BY GENERAL MANAGER, URBAN PLANNING & ENVIRONMENT

1. *Could the Administration provide a detailed account of the Historical Context and evolution of the Transport Plan since 2006 – outlining the consultation processes undertaken, the balance struck between accommodating cars and promoting active transport, and the key policy directions that have emerged over this period?*

The Council's aim in respect to traffic management, is to improve safety for all road and path users, enhance Community Well-being and encourage the adoption of active and sustainable transport modes, where possible.

The Council does not have, nor has it commissioned, an overarching Transport Plan. Traffic management and road safety matters in this City, have historically been considered, where practicable, on a Council-wide or precinct-wide basis, having regard to the Council's *Local Area Traffic Management Policy*. When Council infrastructure and assets are being renewed, or upgraded, staff work to implement 'best practice' solutions, rather than simply reinstating "like-for-like" conditions. On the ground, this often involves improvements such as enhanced roundabout geometry, better pedestrian and cyclist crossing points, and more effective speed management at intersections, including strategic narrowing of the road pavement.

Since 2006, Local Area Traffic Management Plans have been completed with various recommendations being progressed and implemented through projects that have been endorsed by the Council at the time for Kent Town, Norwood, St Peters, College Park, Maylands and Evandale. In 2013, the Council prepared and implemented a *City-wide Cycling Plan*. In 2016, the Council prepared and implemented a *City-wide Schools Traffic Management Review*, which progressively improved safety, traffic and on-street parking arrangements adjacent to Schools. In 2022, Traffic Management Studies were prepared for Marden, Royston Park, Glynde, Payneham, Payneham South, Firle, Trinity Gardens and St Morris. A 'heavy vehicle' traffic study is currently being progressed for Glynde.

Community consultation for the most recently completed Traffic Management Studies, has involved two phases. Firstly, citizens were invited to document their traffic-related concerns to help inform the development draft Traffic Management Plans. The second phase of consultation sought citizen feedback on the consultation summary report and the on draft Traffic Management Concept Plans.

Following community consultation, the Council's *Traffic Management & Road Safety Committee*, provided advice to the Council regarding the implementation of the draft Traffic Management Plans and then the Council made a final determination, regarding the implementation and funding of the Traffic Management Plans.

The Council's response to the traffic issues raised is dependent on and influenced by a range of factors, including, but not limited to:

- citizen submissions and feedback;
- alignment with Council, State and Commonwealth Government legislative framework, policies, guidelines and standards;
- street typology;
- traffic speed and traffic volume data;
- through traffic and 'rat running' issues;
- crash history;
- vulnerable road users;
- the nature of surrounding land uses; and
- other relevant factors.

Key Policy directions that influence the way in which the Council manages traffic include, but are not limited to:

- South Australia's Road Safety Strategy to 2031;
- Cycling Strategy for South Australia 2022-2032;
- The South Australian Walking Strategy 2022-2032;
- The Council's On-Street Parking Policy;
- The Council's Smart City Plan;
- The Council's City-Wide Cycling Plan;
- The Council's Infrastructure and Asset Management Plans;
- The Council's Capital Works Program; and
- The Council's Access & Inclusion Strategy.

In addition, emerging trends and policy directions with respect to micro-mobility and sustainable and active modes of transport, influence the Council's approach to traffic management. The Council plays an important role in environmental leadership and encourages active and sustainable forms of transport. Its focus to date has been on providing incentives rather than disincentives, to influence travel behaviours. Some of the Council's recent initiatives include:

- The provision of six (6) electric vehicle recharging stations, with ten (10) additional stations planned over the next ten (10) years, as demand for electric vehicles increases.
- Partnering with 'Flexi-car' to provide 'share vehicles' for local citizens. At present, there are four share cars available across the City, in Kent Town and Norwood.
- Authorising commercially operated share ride e-scooter businesses to operate in the City.
- Implementation of the *Norwood-Magill bikeway*, through Norwood and Kent Town, including a Bicycle Boulevard on Beulah Road, Norwood.

2. *Beyond the introduction of a 40 km/h speed limit, what additional initiatives and interventions has the Council implemented to mitigate rat running and the excessive speeding observed on our local streets, particularly in areas adjacent to major roads where residents report these issues on a daily basis?*

In addition to progressing the implementation of 40km/h speed limits in residential streets in the City, the Council has progressed and/or has advocated for a range of traffic management initiatives and traffic control devices to address 'rat running' and traffic speeds. The range of measures that have been implemented include:

- Emu crossings;
- Koala crossings;
- Threshold treatments;
- Roundabouts (and round-about upgrades);
- Speed humps;
- Partial road closures;
- Kerb Extensions;
- Distinctive pavement treatments;
- Median Islands;
- One Lane Slow Points
- Deployment of trailer mounted mobile vehicle speed safety signage
- Pedestrian Actuated Crossings; and
- Advocating for signalised intersections to enhance the capacity of the DIT network to alleviate traffic volumes in the local street network.

The Council has recently completed or is currently progressing, the following traffic management initiatives to address 'rat running', safety and traffic speeds.

- installation of Pedestrian Actuated Crossing on Magill Road, Payneham;
- safety upgrade of roundabouts on William Street, Norwood;
- installation of an Emu Crossing on Tarcoma Avenue, Evandale;
- installation of a Zebra Crossing on Ann Street, Stepney;
- Traffic Calming concept designs for Richmond Street, Hackney;
- Blackspot safety upgrade of the intersection of Kensington Road and George Street, Norwood;
- installation of a median island in Battams Road, at the Payneham Road entry point;
- preparation of detailed design documentation for the St Morris Bikeway;
- installation of speed humps on Langman Grove, Felixstow;
- minor traffic safety improvements concept designs for Hereford Avenue, Trinity Gardens;
- Traffic management concept designs for select streets in Payneham, Payneham South, Firle, Trinity Gardens, Glynde and St Morris;
- installation of Pedestrian Warning signs on Little Rundle Street, Kent Town;
- School Pedestrian and Road Safety Improvement Action Plan for Queen Street and William Street, Norwood;
- reviewing options for threshold treatments at the intersections of Lower Portrush Road with River Street and Beasley Street (eg. concrete medians, with refuges for pedestrians and cyclists);
- installation of a new pedestrian facility and improved signage for the schools zone adjacent Felixstow Primary School on Briar Road, Felixstow; and
- advocacy for reduced speed limit on Stephen Terrace and a request for the Department for Infrastructure & Transport (DIT) to undertake a Traffic Efficiency Review of the intersection of Sixth Avenue and Stephen Terrace, St Peters.

In addition, Council staff have advocated to DIT for an extension of the median island on Lower Portrush Road across the junctions of River Street and Beasley Street, to reduce non-local through traffic in Marden and Royston Park, by restriction of direct right turn movements into and out of River Street and Beasley Street. To date, the Department has not supported the Council's request.

3. *What avenues or mechanisms exist for residents to actively contribute to or influence efforts aimed at curbing excessive vehicle speeds beyond the current Council speed limits?*

Citizens can contribute towards efforts aimed at curbing excessive vehicle speeds by referring issues and concerns directly to the Council's traffic engineering staff. The Council's *Local Area Traffic Management Policy* sets out the process for responding to citizen requests, concerns and petitions. In short, traffic related issues are investigated using the process set out in the Policy.

The investigation will result in one of the following outcomes:

- no action being required;
- no action being required, but the issue will continue to be monitored, including monitoring with the trailer mounted speed detector;
- minor traffic management measure/s being implemented;
- major traffic management measures being warranted at an isolated location, street or broad area and further investigations may be undertaken.

Further investigation may include one or more of the following; concept design, community consultation, referral to the Council's Traffic Management & Road Safety Committee, Council consideration, a funding submission to the Council or DIT and integration into the Council's Capital Works Program.

If the issue justifies action that can be addressed in the short-term, with minor traffic management measures that meet relevant standards and guidelines, the works will be implemented in a timely manner depending on competing demands and staff capacity. Major traffic management measures will require funding consideration by the Council.

Citizens are also encouraged to report incidents of speeding and 'hoon driving' to SAPOL, as enforcement of speeding and inattentive driving rests with SAPOL and not the Council.

10. DEPUTATIONS
Nil

11. PETITIONS
Nil

12. WRITTEN NOTICES OF MOTION
Nil

13. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

[No Items listed under this Section]

Section 2 – Corporate & Finance

Reports

13.1 FINANCIAL REPORT – MARCH QUARTER 2025

REPORT AUTHOR: Finance Business Partner
GENERAL MANAGER: Chief Financial Officer
CONTACT NUMBER: 8366 4541
FILE REFERENCE:
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding financial performance for the period ended March 2025.

BACKGROUND

Section 59 of the *Local Government Act 1999* (the Act), requires the Council to keep its resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review. To assist the Council in complying with these legislative requirements and the principles of good corporate financial governance, the Council is provided with monthly financial reports detailing its financial performance compared to its Budget.

RELEVANT STRATEGIC DIRECTIONS AND POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Financial sustainability is as an ongoing high priority for the Council. The Adopted Budget forecasted an Operating Surplus of \$229,418 for the 2024-2025 Financial Year. Over the course of two (2) Budget Reviews subsequent to its original adoption, the financial trajectory has undergone some changes, such as inclusion of Carry Forwards from the previous financial year (2023-2024) of \$610,747. Following the Second Budget Review, the Council approved additional projects and reductions in budgets where the projects and activities were not foreseen to be completed in 2024-2025 of \$2,121,389. As a result of these reviews during the course of the financial year, an Operating Surplus forecast of \$1,740,061 is now projected.

DISCUSSION

As at the reporting period ended March 2025, a strong Operating Surplus of \$3,632,708 is reported, significantly ahead of the Year to Date revised budget surplus of \$1,178,787, resulting in a favourable variance of \$2,453,921. This performance is attributed to both stronger-than-expected revenue and underspending in key expenditure categories such as Employee costs and Finance costs. The YTD financial results demonstrate strong fiscal performance, with a significant Operating Surplus. The favourable variances in both revenue and expenditure, highlight effective budget management with realistic reassessment of financial expectations to follow in the Third Budget Review.

These details outlined in Table 1 below.

TABLE 1 – OVERVIEW OF FINANCIAL PERFORMANCE

Financial Performance for the period ended 31 March 2025					
LYTD Actual		YTD Actual	YTD Revised Budget	Var	Var %
\$'000		\$'000	\$'000	\$'000	
	Revenue				
32,749	Rates Revenue	35,504	35,388	116	0%
1,568	Statutory Charges	1,884	1,638	246	15%
2,940	User Charges	3,091	3,033	58	2%
1,463	Grants, Subsidies and Contributions	2,835	2,823	13	0%
59	Investment Income	9	58	(50)	(85%)
83	Reimbursements	78	-	78	
399	Other	545	364	181	50%
39,260	Total Revenue	43,946	43,304	641	1%
	Expenses				
13,505	Employee Expenses	12,714	14,326	1,612	11%
10,359	Contracted Services	10,784	10,656	(128)	(1%)
1,203	Government Levies	1,255	1,258	3	0%
880	Parts, Accessories and Consumables	889	983	94	10%
956	Utilities	948	930	(18)	(2%)
711	Insurance	747	742	(5)	(1%)
542	Subscriptions, Memberships & Licences	658	610	(48)	(8%)
491	Legal Expenses	204	138	(66)	(48%)
1,316	Other Expenses	1,245	1,181	(63)	(5%)
9,346	Depreciation, amortisation & impairment	9,809	9,809	-	-
381	Finance Costs	1,060	1,493	434	29%
-	Net Loss - Joint Ventures & Associates	0	-	(0)	
39,690	Total Expenses	40,313	42,126	1,813	4%
(430)	Operating Surplus/(Deficit)	3,633	1,179	2,454	208%

Summary of Income Variances

Statutory Charges: The increase in Statutory Charges compared to the Budget is primarily driven by higher Development Assessment fees, resulting from an increase in both the number and value of Development Applications that have been lodged. In addition, the approval of more hoarding licences reflects the increase in major development projects currently underway within the City and, reflect 38% of the total Revenue variance.

Investment Income: Decrease in Investment income is primarily due to the lower interest that is yearly earned on Council's cash deposits with the Local Government Financial Authority of South Australia.

Reimbursements: There was an increase in reimbursement income mainly relating to Council's insurance claims, which is set off against the unplanned repair costs, incurred by Council reported as part of Expenses.

Other Income: There is an increase in Other Income mainly due to the variance in budgeted versus actual insurance rebates. These rebates set by Local Government Risk Services (LGRS) as part of insurance renewal program.

Summary of Expenses Variances

Employee Costs: \$1,612,007 favourable, primarily due to vacancies, which have proven difficult to fill in the current market. The employment market remains tight, and recruitment efforts have significantly increased and filling positions has been impacted by limited candidate availability. This has been recognised in the Third Budget Review, where employee cost projections were revised down to better reflect recruitment delays and market conditions.

Contracted Services: an expected increase in costs by \$128,338 over budget due to critical services fulfilled by contractors while vacant positions are being filled.

Utilities: The unfavourable variance relates to the timing of the water charges for grass maintenance in May and June 2024 that was invoiced to the Council in July 2024 and higher demand due to drier summer season December to February 2025.

Subscription, Memberships & Licences: The unfavourable variance of \$48,044 is mainly relating to the overspend on Information Services subscriptions due to the prepayment of smaller value annual subscriptions in the first half of the year and increases in some subscriptions by more than CPI (such as increase in the annual subscription for Microsoft 365 & MapInfo Access Program) and also, the expense on expert advice (Tonkin Consulting).

Legal Fees: The unfavourable variance of \$66,067 is attributed to the costs incurred in respect to legal advice on compliance and regulatory matters.

Other Expenses: The unfavourable variance of \$63,305, is mainly due to the unplanned maintenance and timing of actual expenditure and budget. This gap is expected to reduce or close at the end of Financial Year, as spending increases to align with budgeted expenditure.

Finance Expenses: Finance costs are \$433,547 lower than budgeted, primarily due to a lower-than-expected level of borrowings. This is mainly attributed to the timing of in the Trinity Valley Stormwater Upgrade Project and the rephasing of the Payneham Memorial Swimming Centre contract payment plan. These adjustments were also reflected in the Third Budget Review to align with updated project delivery schedules.

PROJECTS OVERVIEW

The Council's financial performance is influenced by recurring expenses and progress of Operating and Capital Projects. Table 2 below, provides an overview of both Operating and Capital projects, including those Carried Forward from the previous budget year (2024-2025) and new projects initiated as part of the 2024-2025 Adopted Budget. At the start of this financial year, significant focus has been placed on completing carried forward projects from the previous budget year.

TABLE 2: PROJECTED EXPENDITURE SUMMARY

Project Expenditure Summary for period ended 31 March 2025				
	YTD Actual Spend \$'000	YTD Budget \$'000	Variance \$'000	Remaining 2025 Budget \$'000
OPERATING PROJECTS EXPENDITURE (incl. Carry Forwards)				
Corporate Management	90	115	25	145
Economic Prosperity	44	25	(19)	40
Cultural Vitality	103	219	116	237
Environmental Sustainability	46	130	84	20
Social Equity	240	282	42	133
Net Cost of Operating Projects	524	771	247	575
CAPITAL PROJECTS EXPENDITURE (incl. Carry Forwards)				
Corporate Management	4	92	88	50
Economic Prosperity	102	572	470	500
Cultural Vitality	-	8	8	2
Environmental Sustainability	469	9,295	8,826	5,934
Social Equity	23,416	35,723	12,307	26,599
Net Cost of Capital Projects	23,991	45,690	21,699	33,084

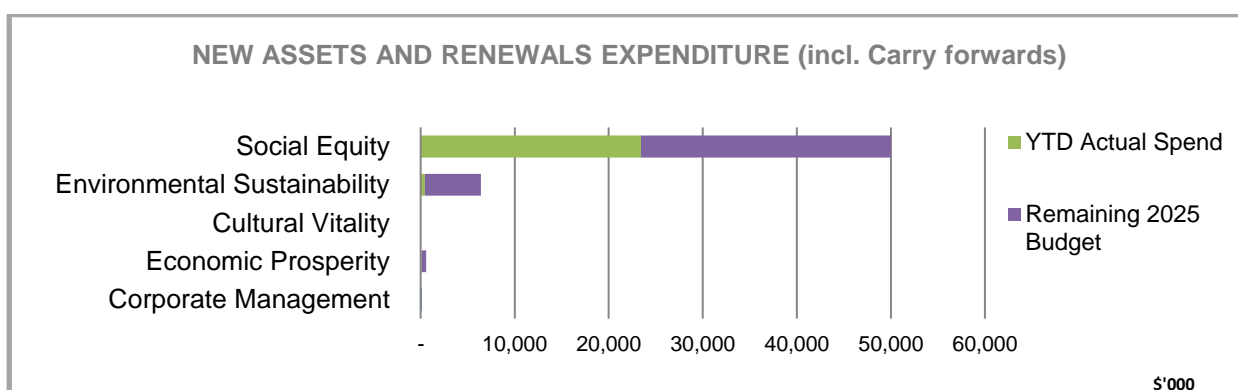
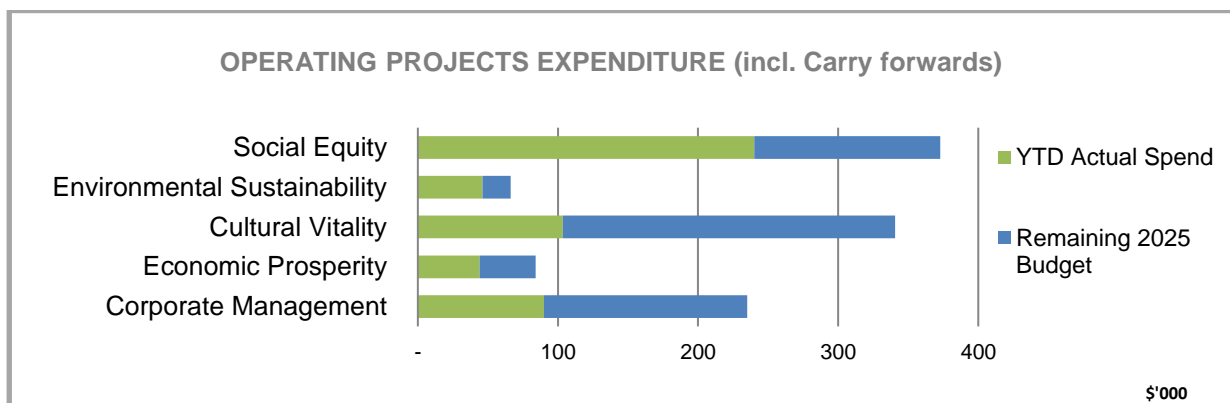
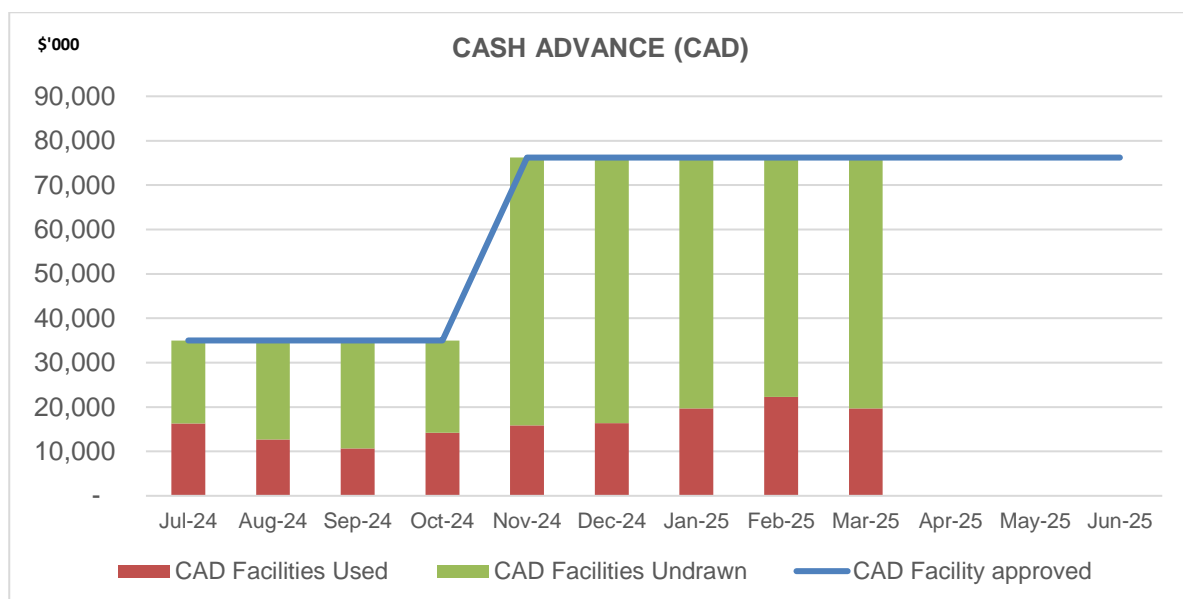
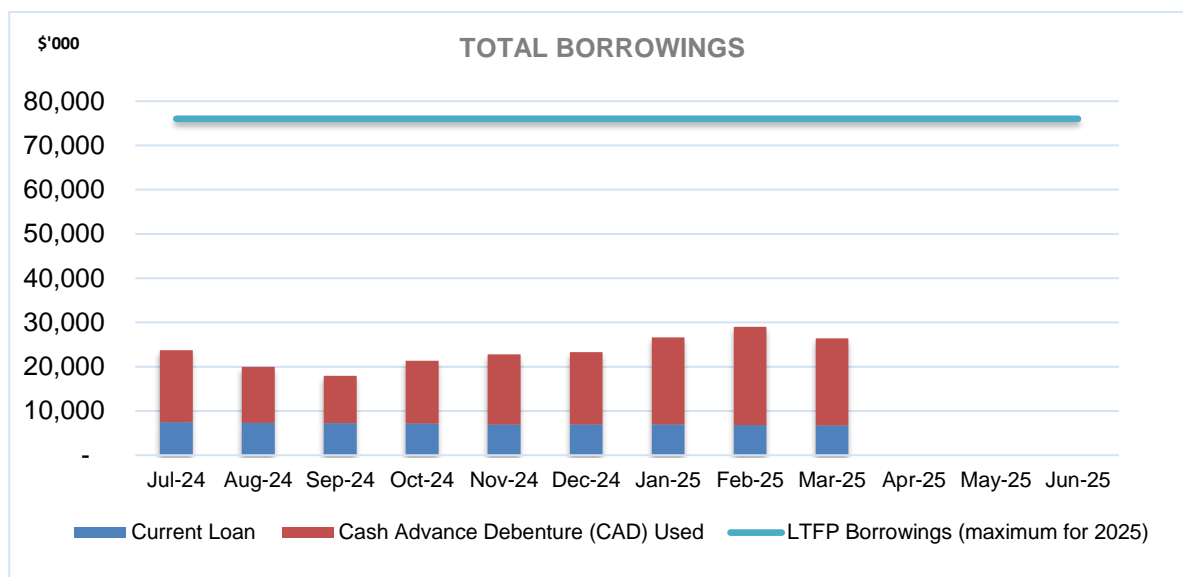
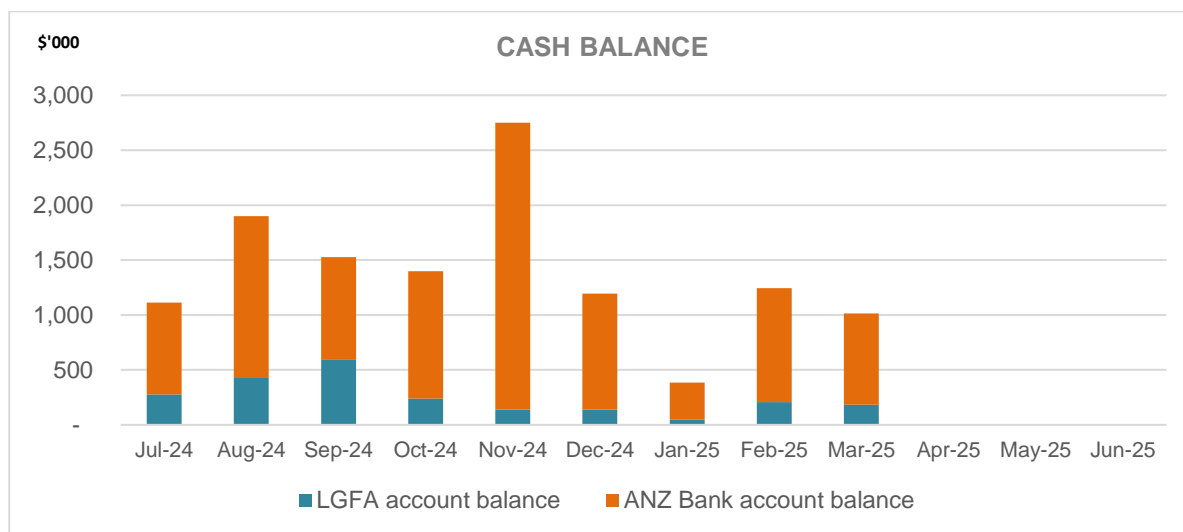


TABLE 3: STATEMENT OF FINANCIAL POSITION

Statement of Financial position as at 31 March 2025				
	30 June 2024	31 March 2025	Movement	
	Draft	Actual		
	\$'000	\$'000	\$'000	%
ASSETS				
Current Assets				
Bank and Cash	997	1,022	(25)	-2%
Accounts receivables	4,106	3,059	1,047	25%
Less : Provision for Bad Debts	(386)	(385)	(1)	0%
Total Current Assets	4,717	3,697	1,021	22%
Non-current Assets				
Financial Assets	111	111	0	0%
Investments in Joint Ventures	3,175	3,255	(80)	-3%
Infrastructure, Property, Plant and Equipment	645,596	657,116	(11,520)	-2%
Other Non-current Assets	8,873	8,873	(0)	0%
Total Non-current Assets	657,755	669,355	(11,600)	-2%
Total Assets	662,472	673,051	(10,579)	-2%
LIABILITIES				
Current Liabilities				
Trade and Other Payables	8,828	9,719	(891)	-10%
Borrowings	1,136	1,279	(143)	-13%
Provisions	3,624	3,238	386	11%
Total Current Liabilities	13,588	14,236	(648)	-5%
Non-current Liabilities				
Borrowings	19,020	25,348	(6,327)	-33%
Provisions	460	460	(0)	0%
Investments in Joint Ventures	970	941	29	3%
Total Non-current Liabilities	20,450	26,748	(6,298)	-31%
Total Liabilities	34,038	40,984	(6,946)	-20%
NET ASSETS	628,434	632,067	(3,633)	-1%
EQUITY				
Accumulated Surplus	66,480	66,480	(0)	
Profit/(Loss) for the year-to-date	-	3,633	(3,633)	
Asset Revaluation Reserves	561,954	561,954	(0)	
TOTAL EQUITY	628,434	632,067	(3,633)	-1%

TREASURY



CONCLUSION

Not Applicable.

COMMENTS

Nil.

RECOMMENDATION

That the March Quarter 2025 Financial Report be received and noted.

Cr Sims moved:

That the March Quarter 2025 Financial Report be received and noted.

Seconded by Cr Robinson and carried unanimously.

13.2 2025-2026 DRAFT ANNUAL BUSINESS PLAN AND BUDGET

REPORT AUTHOR:	Senior Finance Business Partner
GENERAL MANAGER:	Chief Financial Officer
CONTACT NUMBER:	8366 4548
FILE REFERENCE:	
ATTACHMENTS:	A - B

PURPOSE OF REPORT

The purpose of this report is to provide for the Council's consideration and "*in principle*" endorsement, the Draft 2025-2026 Annual Business Plan, the Draft 2025-2026 Budget and the Draft *Rating Policy*, prior to being released for public consultation.

BACKGROUND

Pursuant to the provisions contained in Chapters 8, 9 and 10 of the *Local Government Act 1999* (the Act), the Council is required to adopt for each Financial Year, an Annual Business Plan (ABP) and Budget (Draft Budget) after 31 May and except in a case involving extraordinary administrative difficulties, before 31 August.

Part 2 of the Act, "*Annual Business Plans and Budgets*" requires the Council to consider its budget in conjunction with the Council's Annual Business Plan and adopt the Budget following adoption of the Annual Business Plan.

Pursuant to Section 123 (3) of the Act, before the Council adopts an Annual Business Plan, the Council must prepare a Draft ABP and make it available for public consultation.

At the Council meeting held on 7 April 2025, the Council considered the Draft 2025-2026 Recurrent Budget, the Draft 2025-2026 Operating and Capital Projects Budget (the Draft 2025-2026 Budget), which projected an Operating Surplus \$906,006 on a full accrual basis, based on a rate increase of 8%.

At the Special Council meeting held on 28 April 2025, the Council endorsed '*in principle*' the inclusion of an additional \$390,000 as part of the pre-opening costs for the Payneham Memorial Swimming Centre. The inclusion of this additional cost as part of the Recurrent Budget, based on a Rate Revenue increase of 8%, results in an **Operating Surplus \$516,006**.

RELEVANT POLICIES & STRATEGIC DIRECTIONS

The Council's Long-Term Strategic directions are outlined in the Council's Strategic Management Plan, *City Plan 2030 – Shaping our Future*. The Draft 2025-2026 Annual Business Plan and supporting Draft Budget, set out the proposed services, programs, and initiatives for the 2025-2026 financial year and explains how the Council intends to finance its continuing services, programs, and initiatives which are undertaken during the financial year.

The Council's Long-Term Financial Plan (LTFP) is a key component of the Council's planning framework. It serves as the primary financial management tool which links the Council's Strategic Plan, *City Plan 2030 – Shaping Our Future*, the Whole-of-Life Asset Management Plans, the Annual Business Plan and Budget.

Financial sustainability is a cornerstone of the Council's financial goals and outcomes, as set out in the Long-Term Financial Plan. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long-term service and infrastructure needs of the community, without any sharp increases in rate revenue or cuts to service provision and standards.

The Draft 2025-2026 Annual Business Plan and Budget have been developed on the basis of ensuring that it will assist in delivering on the Council's Long Term Strategic direction set in the Council's Strategic Plan, *City Plan 2030 – Shaping our Future*, delivery of the Council's Asset Management principles set out in the respective *Infrastructure and Asset Management Plans* and the financial objectives set out in the *Long-Term Financial Plan*.

FINANCIAL AND BUDGET IMPLICATIONS

The '*in-principle*' adoption of the Draft 2025-2026 Budget, as presented (based on a Rate Revenue increase of 8%), will result in an Operating Surplus of \$516,006 and a Net Surplus (after Capital Income) of \$6.476 million.

It should be noted that the Draft 2025-2026 Budget does not include the Carry Forwards from the 2024-2025 Operating Projects which are anticipated not to be completed by 30 June 2025. The Carry Forward amounts will be presented to the Council as part of the First Budget review in 2025-2026 following the finalisation of the June 2025 results.

SOCIAL ISSUES

Nil.

CULTURAL ISSUES

Nil.

ENVIRONMENTAL ISSUES

Nil.

RESOURCE ISSUES

Nil.

RISK MANAGEMENT

The Draft 2025-2026 Budget will be impacted upon by the decisions that are made by the Federal Government and State Government in their respective budgets. No information regarding these budgets is available at the time of preparation of this report.

As a result, the Draft 2025-2026 Budget presented in this report, has been developed on the following assumptions:

The Recurrent Operating Budget is and has for the Draft 2025-2026 Budget, been prepared on a "*business as usual*" basis. This means:

- no new services are proposed to be introduced as part of Draft Budget;
- includes increases to the services that are currently provided as approved by the Council during 2024-2025;
- incorporates revisions to the existing budgets to identify any savings, including indexation not being applied to some budget lines to reflect the pattern of actual costs incurred in the past couple of years;
- includes expected savings, in line with process changes where relevant (for e.g. \$130k reduction in electricity cost for the sites that were included in Long Term Procurement Project for renewable energy; \$30k reduction in printing, postage and bank charges in relation to rates paid via 'Payble' platform);
- the Payneham Memorial Swimming Centre will not be operational during the 2025-2026 financial year however the relevant recurring costs for the period between construction completion and the expected opening of the centre have been factored into the draft Budget. This period is anticipated to be from April 2026 to June 2026. The assumed costs are water, electricity, insurance, security and maintenance charges for the aforementioned three (3) month period. In addition, \$390,000 for the promotion and pre-opening of the Payneham Memorial Swimming Centre is included in the Draft Budget;
- does not include any additional costs that may be required as a result of Service Reviews that took place during the current financial year 2024-2025 (such as the Libraries Review or the Information Technology Strategy. Noting that the Council IT system, The Authority system, proposed to be upgraded during 2025-2026 and \$516,000 has been factored into the draft Budget as an Operating Project).

Any adjustments to the Draft Budget arising from the State Budget will be incorporated into the Council's 2025-2026 Budget when this information becomes available.

Notwithstanding this, the preparation of the Draft 2025-2026 Annual Business Plan and Budget has been prepared to ensure the Council meets its legislative responsibility in accordance with the requirements of the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011*.

CONSULTATION

- **Elected Members**

Elected Members have been involved throughout the Budget preparation process and have considered the various components of the Draft Annual Business Plan & Budget and made decisions as appropriate at meetings and workshops held on 3 February 2025, 11 March 2025 and 7 April 2025.

- **Audit & Risk Committee**

The Council's Audit & Risk Committee has considered the Draft 2025-2026 Recurrent Budget and the Draft 2025-2026 Operating and Capital Projects Budget. At its meeting held on 14 April 2025.

- **Community**

Citizens will be provided the opportunity to have input into the Draft 2025-2026 Budget through public consultation on the Draft Annual Business Plan, which is scheduled to commence on 26 May 2025.

- **Staff**

The preparation of the Draft 2025-2026 Budget has been completed with the involvement of the Chief Executive Officer, General Managers and staff responsible for management of the Budget.

- **Other Agencies**

Not Applicable.

DISCUSSION

The Draft 2025-2026 Budget is based on the continuation of existing services and priorities, as determined by the Council, being appropriately resourced to do so and ensures that the Council can maintain the service standards for its existing services to support the delivery of the Strategic Objectives contained in *CityPlan 2030: Shaping our Future*.

The key objective therefore is to develop a Budget that not only contributes to the Council's broader strategic objectives of achieving *Community Well-being*, but also ensures that the Council is managing its financial resources in a sustainable, prudent and equitable manner and to ensure that future financial impacts can either be avoided or managed in a measured way, so that the funding requirements are balanced with ensuring that the community does not face unreasonable increases in their annual rates contribution.

At the Council meeting held on 7 April 2025, the Council considered the Draft 2025-2026 Budget and endorsed in "*principle*" the Draft 2025-2026 Recurrent Budget and the Draft 2025-2026 Operating and Capital Projects Budget.

The Council's Audit & Risk Committee considered the Draft 2025-2026 Budget at its meeting held on 14 April 2025 and has provided comments for the Council's consideration prior to the Council's endorsement of the Draft 2025-2026 Budget for the purpose of community consultation. To this end, the Audit & Risk Committee recommended to the Council, *that it notes the projected Operating Surplus for the Draft 2025-2026 Budget is lower than the figure identified in the current Council's Long-Term Financial Plan and that the Operating Costs associated with the Payneham Memorial Swimming Centre, expected to be incurred between April 2026 and June 2026, have yet to be quantified and may further impact on the draft 2025-2026 Adopted Budget.*

Elected Members may recall that for the 2025-2026 Financial Year, the 2025-2035 Long-Term Financial Plan estimates an Operating Surplus of \$1,647,355, based on a Rate Revenue increase of 8%. The current estimated Operating Surplus for 2025-2026 is \$516,006.

Budget Overview

Table 1 below sets out the proposed Operating Surplus of \$516,006, based on a Recurrent Operating Surplus of \$1,835,306, an Operating Deficit relating to Operating Projects (excluding 2024-2025 Carry Forwards) of \$1,319,300 which results in an Operating Surplus of \$516,006.

TABLE 1: 2025-2026 PROPOSED STATEMENT OF COMPREHENSIVE INCOME

	Recurrent Budget	Operating Projects	Proposed Budget
	2024-2025	2024-2025	2024-2025
	\$	\$	\$
INCOME			
Rates	50,904,915	-	50,904,915
Statutory Charges	2,239,311	-	2,239,311
User Charges	4,370,061	-	4,370,061
Grant Subsidies, Contributions	2,653,958	-	2,653,958
Grants, Subsidies and Contributions - capital	1,050,669	-	1,050,669
Investment Income	55,000	-	55,000
Other Income	521,676	-	521,676
Net gain - equity accounted Council businesses	-	-	-
Total Income	61,795,590	-	61,795,590
EXPENSES			
Employee Expenses	20,330,052	10,000	20,340,052
Materials, Contracts & Other Expenses	22,284,405	1,309,300	23,593,705
Depreciation, Amortisation & Impairment	13,696,916	-	13,696,916
Finance Costs	3,386,245	-	3,386,245
Net Loss - Joint Ventures & Associates	262,666	-	262,666
Total Expenses	59,960,284	1,319,300	61,279,584
OPERATING SURPLUS / (DEFICIT)	1,835,306	(1,319,300)	516,006
Net gain (loss) on disposal or revaluation of assets	36,000		36,000
Amounts specifically for new or upgraded assets	5,924,000		5,924,000
NET SURPLUS (DEFICIT)	7,795,306	(1,319,300)	6,476,006

The Council is required to report its share of the Regional Subsidiaries' Operating Results and while this will have an impact on the Council's reported Operating Result, this is a non-cash transaction that does not have an impact on the Council's cash position. The Operating Surplus is currently estimated at \$262,666 and, if material, will be adjusted to the Regional Subsidiaries proposed budgets once available.

Financial sustainability underpins the Council's Financial Goals and Outcomes, are set out in the Council's Long Term Financial Plan. In general terms, financial sustainability is based on ensuring that the Council has the financial resources and capacity to meet the long-term service and infrastructure needs of the community, without any large rate revenue increases or cuts in service provision and/or standards.

From an operational perspective, financial sustainability is being able to manage the balance between keeping rate revenue increases to a minimum, maintaining existing service standards and expenditure on appropriate new services and necessary major capital investments and initiatives.

To be truly financial sustainable, the Council must generate sufficient cash flow from its recurrent operations to meet existing principal loan repayments, spending on renewal works, while having the future financial capacity (i.e. cash reserves to meet future loan servicing) to undertake new investments in the Councils infrastructure, services and activities.

Pursuant to Section 123 (10)(b) of the *Local Government Act 1999*, Part 2 Financial Accountability Regulation 7 of the *Local Government (Financial Management) Regulations 2011*, sets out that the budget must:

- (a) include budgeted financial statements, which must be presented, other than notes and other explanatory documentation, in a manner consistent with the Model Financial Statements; and
- (b) state whether projected operating income is sufficient to meet projected operating expenses for the relevant financial year; and
- (c) include a summary of operating and capital investment activities presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances; and
- (d) include estimates with respect to the council's operating surplus ratio, net financial liabilities ratio and asset renewal funding ratio presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

The Financial Statements contained in **Attachment A**, are presented as prescribed in the Model Financial Statements and are based on 8% increase in Rate Revenue. The Financial Statements also provide comparisons with the 2024-2025 Forecast and the Audited Financial Statements for the past three (3) years. Together, these Statements provide a complete picture of the Council's budgeted financial position for the 2025-2026 Financial year.

The Financial Statements will be updated following the Council's decision on the various components of the Draft 2025-2026 Budget.

Budgeted Capital Projects

At its meeting held on 7 April 2025, the Council considered the Draft 2025-2026 Capital Budget ("Draft Capital Budget") and resolved to endorse, "*in principle*," a Draft Capital Budget that incorporates Capital Projects valued at \$25.967 million. This amount excludes expenditure required to finalize the 2024-2025 capital projects that are not expected to be completed by 30 June 2025. The total value of the capital projects also includes staff costs of \$1.109 million, which are capitalized (i.e., staff involved in delivering projects involving physical assets). The Draft 2025-2026 Capital Budget expenditure is offset by grant funding of \$2.80 million, resulting in a net cost to the Council of \$23.167 million. This amount will be funded through cash borrowings and depreciation (via Rate Revenue).

The endorsed Capital Projects for 2025-2026 have been broken down into a number of categories as detailed in Table 2 below.

It should be noted that the Total Capital Projects Expenditure as set out in Table 2 is based on the proposed scheduling of major projects (i.e. the Payneham Memorial Swimming Centre Project).

TABLE 2: CAPITAL PROJECT CATEGORIES

Capital Expenditure Project	\$
Whole-of-Life Capital Works Program	
* Road Resealing	3,511,262
* Footpath Reconstruction	1,214,561
* Kerb Reconstruction	1,495,505
* Stormwater Drainage Program	2,100,000
* Building	2,590,000
* Other Infrastructure Asset Renewal	1,975,688
Payneham Memorial Swimming Centre – Year 3	11,071,956
Sail Shades (Adey Reserve & St Peters Child Care Centre)	120,000
Quadrennial Art Project	279,000
Kent Town Public Realm Upgrade	400,000
Building Accessibility Improvements	100,000
Capitalisation of Salaries (existing staff)	1,108,999
Total Capital Projects Expenditure	25,966,971
Grant Funding	2,800,000
Net Cost	23,166,971

On a full accrual basis, the Capital Expenditure will not affect the Operating Result before Capital Revenues, except through future years' depreciation and financing costs associated with any loan borrowings. Grant income which has been received and which is associated with Capital Projects, will however, be included as Capital Income within the Budgeted Income Statement, after the Operating Surplus/(Deficit), as required by the Model Financial Statements prescribed by the *Local Government Act 1999*.

Details of the Capital and Operating Projects which have been endorsed by the Council as part of the Draft 2025-2026 Annual Business Plan and Budget are contained in *Appendix One: Key Initiatives & Projects of Attachment B*.

Borrowings

In respect to the Proposed Capital Expenditure, as detailed in **Attachment B**, \$25.967 million is proposed to be funded as shown in Table 3 below:

TABLE 3: CAPITAL PROJECTS FUNDING

Use of depreciation recovered through Rate Revenue	\$13,996,015
Grant Funding	\$2,800,000
Borrowings	\$9,170,956
TOTAL	\$25,966,971

In determining the timing and the level of borrowings that are required to fund the proposed Capital Program, consideration has been given to the cash flow requirements and to intergenerational equity between current and future users (that is, an asset is funded from loan borrowings which is paid off over the life of the asset rather than raising rate revenue from current rate payers to pay for the asset). Whilst these considerations have formed part of the budget model, they will be reviewed and reconsidered before the decision to commit to any borrowings.

As Elected Members will recall, in adopting the 2024-2025 Budget, the Council approved Loan Borrowings up to a maximum of \$41,200,000. Given the timing of payments for the Payneham Memorial Swimming Centre, whilst approval has been granted the maximum amount has not been borrowed. So, for the 225-2026 Budget the Council will be required to borrow an additional \$9.171 million.

Rates Modelling

The Council's draft Long Term-Financial Plan is based on a series of financial outcomes, with one being Rate Stability, with the overall objective being that *"annual rate collections are fair and equitable for our residents and ratepayers with the aim to keep rate revenue increases stable over the medium term"*. The LTFP has set the target of Rate Revenue increases ranging between 4% and 8% each year.

Whilst Rate Stability is a key objective which requires annual rate collections to be fair and equitable, it also requires increases in Rate Revenue to be stable over the medium term. To ensure that this objective is met, the Council must make decisions in respect to Rate Revenue (or decreases in expenditure) with the future in mind, as any significant decrease in Rate Revenue in one year may result in sharp Rate Revenue increases in the future.

Increases in Rate Revenue need to be reflective of increases in service levels, to ensure that the Council remains financially sustainable. In considering increases in service levels, the Council needs to take into account not only the increase in operating programs and services, but also the increase in service levels that emanate from past and proposed capital investment.

Preliminary rates modelling, based on valuations provided by the SA Valuer-General for the **week ended 26 April 2025**, has been undertaken. The impact of the respective strategies on the Councils Operating result are set out in Table 4 below. It should be noted that the valuation information for the week ended 21 June 2025, will be used to determine the final average rate increase at the Council meeting to be held on 7 July 2025.

TABLE 4: RATING STRATEGY

	2024/ 2025	2025/ 2026	2025/ 2026	2025/ 2026	2025/ 2026	2025/ 2026
<i>Proposed Rate Revenue Increases</i>	8.50%	7.50%	7.75%	8.00%	8.50%	9.00%
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
General Rate Revenue (Gross)	\$46,589	\$50,083	\$50,200	\$50,317	\$50,549	\$50,782
Increase on 2024-2025	\$3,650	\$3,494	\$3,610	\$3,728	\$3,960	\$4,193
Operating Surplus/(Deficit) after rate revenue increases *	\$229	\$282	\$399	\$516	\$748	\$981

The Average Rate

The Average Rate is calculated by dividing the total rates value by the number of properties in each Land Use Code.

The increase in the average residential rate is affected by three (3) items:

- growth associated with new property development;
- the change in the residential proportion of the overall total valuation amount; and
- the proposed increase in Rate Revenue.

It should be noted that the average rate increase may change once more accurate valuation data becomes available and will be based on valuation data for the week ended 21 June 2025, when adopting the Annual Business Plan and Budget.

Table 5 below details the impact of the proposed rating strategy options on the Residential and Commercial Rates.

TABLE 5: IMPACT OF RATING STRATEGY ON RESIDENTIAL AND COMMERCIAL RATES

<i>Proposed Rate Revenue Increases</i>	8.50%	7.50%	7.75%	8.00%	8.50%	9.00%
Residential Rate						
Average Rate	\$2,044	\$2,217	\$2,223	\$2,228	\$2,238	\$2,248
Average Rate Difference \$	\$149	\$173	\$179	\$184	\$194	\$204
Increase from previous year %	7.01%	8.49%	8.74%	8.99%	9.49%	10.00%
Rate-in-Dollar	0.0018746	0.0018193	0.0018236	0.0018279	0.0018361	0.0018447
Rate-in-Dollar Change	2.52%	-2.95%	-2.72%	-2.49%	-2.05%	-1.60%
Commercial Rate						
Average Rate	\$3,430	\$3,430	\$3,438	\$3,446	\$3,461	\$3,477
Average Rate Difference \$	\$267	-\$1	\$7	\$15	\$31	\$47
Increase from previous year %	7.21%	-0.02%	0.22%	0.45%	0.91%	1.38%
Rate-in-Dollar	0.0022495	0.0021832	0.0021883	0.0021935	0.0022033	0.0022136
Rate-in-Dollar Change	2.52%	-2.95%	-2.72%	-2.49%	-2.05%	-1.60%

The Minimum Rate

Table 6 below details the impact of the proposed rating strategy options in respect to the Minimum Rate. It must be noted however, aligning the increase in the Minimum Rate to the proposed Rate Revenue increase, will result in 32.16% of assessments receiving the Minimum Rate. This figure aligns with the maximum threshold set in Section 158 (2)(d) of the *Local Government Act 1999*, Part 1 Rates and Charges on Land of 35%.

TABLE 6: IMPACT OF RATING STRATEGY ON MINIMUM RATES

	2024/2025	2025/2026	2025/2026	2025/2026	2025/2026	2025/2026
<i>Proposed Minimum Rate Increases</i>	4.00%	7.50%	7.75%	8.00%	8.50%	9.00%
Minimum Rate	\$1,277	\$1,373	\$1,376	\$1,379	\$1,386	\$1,392
\$ Difference from prior year	\$49	\$96	\$99	\$102	\$109	\$115
No. of assessments	6,825	6,650	6,650	6,650	6,650	6,650
% of assessments on Minimum Rate	32.82%	32.16%	32.16%	32.16%	32.16%	32.16%

Table 7 sets out the Capital Value, by land use, for all property classes as advised by the Valuer-General.

TABLE 7: CAPITAL VALUES BY LAND USE

Land Use	Capital Value	Capital Value	Capital Value	Capital Value	No of Assessments	Average Value
	2024/2025	2025/2026	Increase/ (Decrease)	Increase/ (Decrease)		
	\$'000	\$'000	\$'000	%	#	\$'000
Residential	\$ 18,232,335	\$ 20,677,373	\$ 2,445,037	13.41%	18,028	\$ 1,147
Commercial	\$ 3,317,687	\$ 3,385,329	\$ 67,641	2.04%	2,230	\$ 1,518
Industrial	\$ 169,597	\$ 180,851	\$ 11,255	6.64%	137	\$ 1,320
Vacant Land	\$ 185,297	\$ 215,128	\$ 29,831	16.10%	191	\$ 1,126
Other	\$ 496,712	\$ 509,274	\$ 12,562	2.53%	93	\$ 5,476
Primary Production	\$ 1,008	\$ 1,008	\$ -	0.00%	1	\$ 1,008
Total Rateable Value	\$ 22,402,636	\$ 24,968,962	\$ 2,566,326	11.46%	20,680	\$ 1,207
Non Rateable	\$ 442,308	\$ 490,119	\$ 47,811	10.81%	258	\$ 1,900
Total	\$ 22,844,944	\$ 25,459,081	\$ 2,614,137	11.44%	20,938	\$ 1,216

Rating Policy

A review of the Council's *Rating Policy* has been undertaken, to include the new direct debit payment option available to ratepayers via the Paybles platform.

Residential Properties

Pursuant to Section 166(1)(l)(ii) of the Act, the Council grants a rebate of General Rates, subject to certain eligibility criteria, to the principal ratepayer of a residential assessment, where that property is the principal place of residence and that the increase in the rates levied is a result of a rapid change in the property value.

For eligible residential ratepayers, the increase in general rates (excluding the Regional Landscape Levy) will be capped at two (2) times the rate revenue increase, subject to certain conditions.

The current eligibility criteria for the automatic rebate is any such increase in property value, in whole or part is not result of:

- (a) development greater than \$30,000 undertaken on the property, or
- (b) a change in land use for rating purposes on the date the Council declared its general rates; or
- (c) a change in the zoning of the land; or
- (d) a change in the ownership of the property since 1 January 2024.

For 2025-2026, the Capital Values increased (as advised by the Valuer-General), across the City by 11.44%, which was predominately driven by the increase in the Capital Value of vacant land of 16.10% and residential properties of 13.41%.

Commercial Properties

Section 166(1)(l)(ii) of the Act also applies to Commercial properties and therefore, the Council can grant a rebate of General Rates for all properties on a specified land use basis.

As set out in Table 7 above and as advised by the Valuer-General, valuations for Commercial properties have increased by 2.04%.

Whilst a General Rate Rebate can be applied to Commercial properties, the Council has not previously applied a General Rate Rebate for Commercial properties.

Draft Annual Business Plan

To fulfill the requirements of the Act and provide citizens with the opportunity to review and comment on the Council's proposed activities for the 2025-26 financial year, as well as the proposed funding for those activities, the Draft Annual Business Plan has been prepared and is included in **Attachment B**.

The *Draft 2025-2026 Annual Business Plan* incorporates all the assumptions detailed in this report and for consultation purposes only, includes an 8% increase in rate revenue. Upon the finalisation of the Draft 2025-2026 Budget through its "endorsement in principle," the Draft 2025-2026 Annual Business Plan will be made available to citizens in May 2025. Submissions will be invited, allowing interested citizens to provide comments either prior to or at the Public Meeting scheduled for 26 May 2025.

Following consideration of the submissions by the Council on 10 June 2025, the final 2025-2026 Annual Business Plan and Budget will be presented to the Council for adoption at the Council Meeting to be held on 7 July 2025.

OPTIONS

The Council can endorse the 2025-2026 Draft Annual Business Plan and Budget as presented in this report or can choose to amend the 2025-2026 Draft Annual Business Plan and Budget by either:

- increasing or reducing Operating Projects; and/or
- increasing or decreasing rate revenue: and/or
- revisiting recurrent operating expenditure; or
- increasing or reducing the Capital Projects.

CONCLUSION

The Council's Draft Long-Term Financial Plan outlines the Council's commitment to achieving and maintaining financial sustainability. By developing the Annual Budget with reference to the financial targets and outcomes set out in the LTFP, will ensure that the Council continues to move in the right direction to achieve its ultimate goal of Financial Sustainability.

The '*in-principle*' adoption of the Draft 2025-2026 Annual Business Plan and Budget as presented in **Attachment B**, will deliver an Operating Surplus of \$516,006 based on an 8% increase in Rate Revenue.

Decisions regarding Rate Revenue will have future impacts on the Council's ability to deliver on the financial objectives and targets set out in its Long-Term Financial Plan and while the Draft Budget as presented in this report, is forecasting an Operating Surplus, the draft Budget, as presented is forecast to deliver a cash surplus of \$500,000 after taking into account borrowings of \$45 million.

Notwithstanding this, the 'in-principle' adoption of the Draft 2025-2026 Annual Business Plan and Budget will contribute to the Council achieving its goals and objectives as set out in the suite of Strategic Planning documents.

COMMENTS

If Elected Members have any questions or require clarification in relation to specific budget items, and/or any issues raised in this report, please contact the Chief Financial Officer, Natalia Axenova, prior to the meeting.

RECOMMENDATION

That subject to further consideration of the Draft 2025-2026 Budget by the Council following the receipt and consideration of any public submissions in respect to the 2025-2026 Annual Business Plan:

- (a) That a Rate Revenue increase, of _____%, be endorsed '*in principle*', subject to further consideration of the Budget by the Council following receipt and consideration of any submissions in respect of to the Annual Business Plan.
 - (b) That an average residential rate increase of _____% be endorsed '*in principle*'.
 - (c) That an average commercial rate increase of _____% be endorsed '*in principle*'.
 - (d) That a rate cap on residential properties of two (2) times the rate revenue increase of 8% be adopted '*in principle*' for the 2025-2026 Financial Year and be applied to all eligible assessments without the requirement for an application to be made and approved by the Council for the rebate as per the Council resolution made at its meeting held on 10 October 2005.
 - (e) That the Council endorses '*in principle*' Loan Borrowings for the 2025-2026 Financial Year up to a maximum of \$9.171 million in addition to the existing borrowings and Cash Advance Facilities for the purposes of funding Capital Expenditure.
 - (f) That the Draft 2025-2026 Annual Business Plan, as contained within Attachment B, be approved for release for public consultation subject to incorporation of any amendments which may be determined by the Council.
 - (g) That the Chief Executive Officer be authorised to make editorial changes to the Draft 2025-2026 Annual Business Plan, as contained within Attachment B, prior to it being released for public consultation.
-

Cr Duke moved:

1. *The Council notes the advice from the Audit & Risk Committee that the projected Operating Surplus for the draft 2025-2026 Budget is lower than the figure identified in the Council's Long-Term Financial Plan and that the Operating Costs associated with the Payneham Memorial Swimming Centre, expected to be incurred between April 2026 and June 2026, have yet to be quantified and may further impact on the draft 2025-2026 Adopted Budget.*
2. *That subject to further consideration of the Draft 2025-2026 Budget by the Council following the receipt and consideration of any public submissions in respect to the 2025-2026 Annual Business Plan:*
 - (a) *That a Rate Revenue increase, of 8.5%, be endorsed 'in principle', subject to further consideration of the Budget by the Council following receipt and consideration of any submissions in respect of to the Annual Business Plan.*

Seconded by Cr Sims and carried.

Cr Sims moved:

That subject to further consideration of the Draft 2025-2026 Budget by the Council following the receipt and consideration of any public submissions in respect to the 2025-2026 Annual Business Plan:

- (a) *That an average residential rate increase of 9.49% be endorsed 'in principle'.*
- (b) *That an average commercial rate increase of 0.91% be endorsed 'in principle'.*
- (c) *That the minimum rate be set at \$1,386.00, be endorsed 'in principle'.*
- (d) *That a rate cap on residential properties of two (2) times the rate revenue increase of 8.5% be adopted 'in principle' for the 2025-2026 Financial Year and be applied to all eligible assessments without the requirement for an application to be made and approved by the Council for the rebate as per the Council resolution made at its meeting held on 10 October 2005.*
- (e) *That the Council endorses 'in principle' Loan Borrowings for the 2025-2026 Financial Year up to a maximum of \$9.171 million in addition to the existing borrowings and Cash Advance Facilities for the purposes of funding Capital Expenditure.*
- (f) *That the Draft 2025-2026 Annual Business Plan, as contained within Attachment B, be approved for release for public consultation subject to incorporation of any amendments which may be determined by the Council.*
- (g) *That the Chief Executive Officer be authorised to make editorial changes to the Draft 2025-2026 Annual Business Plan, as contained within Attachment B, prior to it being released for public consultation.*

Seconded by Cr Piggott and carried.

Division

Cr Sims called for a division and the decision was set aside.

Those in favour:

Cr Piggott, Cr Whittington, Cr Holfeld, Cr Duke, Cr Robinson, Cr Sims, Cr Granozio, Cr McFarlane and Cr Callisto.

Those against:

Cr Knoblauch, Cr Mex and Cr Moorhouse.

The Mayor declared the motion carried.

13.3 EASTERN HEALTH AUTHORITY DRAFT 2025-2026 ANNUAL BUSINESS PLAN AND BUDGET

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA88432
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present to the Council, the Eastern Health Authority (EHA) Draft 2025-2026 Annual Business Plan and Budget for endorsement.

BACKGROUND

The Eastern Health Authority (EHA) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of providing environmental health services to the Constituent Councils. The other Constituent Councils are the Cities of Burnside, Campbelltown and Prospect and the Town of Walkerville.

Pursuant to Clause 8 of the Eastern Health Authority Charter (the Charter), EHA must prepare an Annual Business Plan which informs and supports the Authority's Annual Budget.

Upon completion of the draft Annual Business Plan and Budget, pursuant to Clause 8.1 (c) of the Charter, EHA must provide the draft Annual Plan to Constituent Councils for the purposes of obtaining consent from the Constituent Councils.

The Annual Business Plan and Budget can only be adopted by the EHA Board, with absolute majority approval of the Constituent Councils.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

As a Constituent Council, there are financial implications for the Council's Budget, emanating from the EHA Draft 2025-2026 Annual Business Plan and Budget.

As a receiver of services from EHA, the Council's Draft 2025-2026 Budget includes an annual fee of \$667,700 for the provision of the environmental health services which are provided by EHA. In addition, the Council must also account for its share of EHA's operating result.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

- **Elected Members**
Councillors Granozio and Moorhouse are the Council appointed Members to the Eastern Health Authority Board.
- **Community**
Not Applicable.
- **Staff**
Chief Financial Officer.
- **Other Agencies**
Not Applicable.

DISCUSSION

EHA's Draft 2025-2026 Annual Business Plan is based on the four (4) focus issues set out in the *Regional Public Health and Wellbeing Plan*, 'Better Living, Better Health', which encompass:

- Public and environmental health services;
- Immunisation;
- Food safety; and.
- Governance and organisational development.

EHA's main source of income to fund its operations is from contributions (ie fees for service), from its Constituent Councils. To deliver the 2025-2026 Annual Business Plan, EHA requires contributions of \$2,201,000 to fund its proposed operational expenditure.

The key assumptions that have been used to prepare EHA's Draft 2025-2026 Annual Business Plan, include the following:

- Enterprise Agreement increase of 4% and 0.5% increase for the Superannuation Guarantee; and
- no changes to the 2025-2026 School Immunisation Program.

The Council's Draft 2025-2026 Budget includes a funding allocation for the provision of environmental health services of \$667,000, compared to \$641,814 in 2024-2025.

EHA are forecasting a "break even" Operating Result for 2025-2026.

A copy of the Eastern Health Authority's Draft Annual Business Plan and Budget is contained in **Attachment A**.

OPTIONS

The Council can choose not to endorse the Environmental Health Authority's Draft 2025-2026 Annual Business Plan and Budget, however, there are no specific issues or activities which present a financial or risk management issue for this Council to take this course of action.

CONCLUSION

EHA's Annual Business Plan is consistent with its previous Annual Business Plans and is in-line with the objectives which are set out in its Charter. Whilst the Authority's Charter does not require the Constituent Councils to endorse the Draft Budget, by virtue of the endorsement of the Annual Business Plan, the Council is also ostensibly endorsing the EHA Draft Budget. The Draft Annual Business Plan, as contained in **Attachment A** does not present any specific issues or activities which would create a financial or risk management issue for this Council.

COMMENTS

Nil.

RECOMMENDATION

That the Eastern Health Authority be advised that pursuant to Clause 8 of the Charter, the Council has considered and hereby approves the Eastern Health Authority Draft 2025-2026 Annual Business Plan and Budget.

Cr Sims moved:

That the Eastern Health Authority be advised that pursuant to Clause 8 of the Charter, the Council has considered and hereby approves the Eastern Health Authority Draft 2025-2026 Annual Business Plan and Budget.

Seconded by Cr Moorhouse and carried unanimously.

13.4 EAST WASTE DRAFT 2025-2026 ANNUAL BUSINESS PLAN AND BUDGET

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA87860
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present to the Council the East Waste Draft 2025-2026 Annual Business Plan and Budget, for endorsement.

BACKGROUND

East Waste (the Authority) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of providing waste management services to Constituent Councils. The City of Norwood Payneham & St Peters, together with the Adelaide Hills Council, the City of Burnside, the City of Campbelltown, the City of Mitcham, the City of Prospect, the City of Unley and the Town of Walkerville, make up the Constituent Councils of East Waste.

Pursuant to Clause 51 of the East Waste Charter (the Charter), East Waste must prepare an Annual Business Plan which informs and supports the Authority's Annual Budget.

Upon completion of the Draft Annual Business Plan and Budget, pursuant to Clause 52.3 of the Charter, the Authority must provide the draft Plan to Constituent Councils for the purposes of obtaining approval from the Constituent Council's on or before 31 May.

The Annual Business Plan can only be adopted by the East Waste Board, with absolute majority approval of the Constituent Councils.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable

FINANCIAL AND BUDGET IMPLICATIONS

As a Constituent Council, there are financial implications for the Council's budget, emanating from the East Waste Draft Annual Business Plan (the Plan) and Budget and while Constituent Councils are not required, pursuant to the East Waste Charter, to approve the East Waste Budget, by virtue of the endorsement of the Plan, the Constituent Councils ostensibly endorse the Authority's Draft Budget.

The Authority's Draft Budget is based on a Common Fleet Costing methodology, with Common Fleet Costs, which predominately relate to collection costs, being charged to Constituent Councils based on the cost to undertake the collection of each Constituent Council's waste streams. The allocation of the Common Fleet Costs is based on the East Waste's GPS System.

In addition, where Constituent Councils utilise East Waste for other services such as Contract Management Services (Disposal and Resource processing) and Waste Bin Maintenance, these services are on-charged to the respective Councils at cost. That is, each Council bears the cost of these additional services that are requested from East Waste.

The Authority's Draft Budget has been prepared in accordance with East Waste's existing Budget Framework Policy, which includes a 1% Operating Surplus. As a result, the proposed 2025-2026 Common Fleet Cost charge, reflects an overall increase of 4.33% compared to the current financial year.

The Council's Draft Waste Management Budget, reflects that \$2,533.917 million (\$2,456.804 million in 2024-2025) will be charged for the collection of this Council's waste streams, which include Domestic waste, Green Organics, Recyclables, Reserve Litter Bins, Illegal Dumping and pre-booked Hard Rubbish Collection.

There are a number of factors which have influenced East Waste's Draft Annual Business Plan and Budget, which are highlighted in the Discussion Section of this report.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

- **Elected Members**
Cr Claire Clutterham is a Member of the East Waste Board.
- **Community**
Not Applicable.
- **Staff**
The Council's Chief Executive Officer is the Deputy Board Member.
- **Other Agencies**
Not Applicable.

DISCUSSION

The *East Waste 2030 Strategic Plan* is based on the following objectives:

- deliver cost-effective and efficient services facilities;
- maximise source separation and recycling;
- provide leading and innovative behaviour change and education;
- help develop a local circular economy; and
- provide leadership.

The 2025-2026 Draft Plan and Budget is based on progress the objectives of the *East Waste 2030 Strategic Plan*.

As stated previously, a number of factors have influenced the draft Plan and Budget, including the following:

- growth in collection services due to increases in population as a result of urban infill development;
- contractual and award-mandated increases in wages and associated costs;
- increases in the costs associated with fuel, tyres, and vehicle maintenance; and
- Consumer Price Index (CPI) adjustments applied to key contractual obligations.

A copy of the Draft 2025-2026 Annual Business Plan & Budget is contained in **Attachment A**.

For the 2025-2026 financial year, the City of Norwood Payneham & St Peters' Common Fleet Percentage has been set at 13.81%, representing a 0.16% decrease from the current financial year.

This reduction is a positive outcome and reflects East Waste's ongoing focus on improving efficiencies, particularly considering:

- East Waste recorded a 1.72% increase in the number of kerbside bins collected from 2023 to 2024; and
- there were 712 additional Hard Waste Collections in 2024 compared to 2023.

OPTIONS

The Council can choose not to endorse the draft 2025-2026 Annual Business Plan, however, there are no specific issues or activities which present a financial or risk management issue for this Council to take this course of action.

CONCLUSION

In line with the East Waste Charter, Constituent Councils are not required to endorse the draft Budget however by virtue of the endorsement of the Annual Plan, the Council is also ostensibly endorsing the East Waste Budget.

COMMENTS

Nil

RECOMMENDATION

That the Eastern Waste Management Authority Incorporated be advised that pursuant to Clause 52 of the Charter, the Council has considered and hereby approves the Authority's Draft 2025-2026 Annual Business Plan.

Cr Robinson moved:

That the Eastern Waste Management Authority Incorporated be advised that pursuant to Clause 52 of the Charter, the Council has considered and hereby approves the Authority's Draft 2025-2026 Annual Business Plan.

Seconded by Cr Duke and carried unanimously.

13.5 ERA WATER DRAFT 2025-2026 ANNUAL BUSINESS PLAN AND BUDGET

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA87866
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present to the Council, the ERA Water Draft 2025-2026 Annual Business Plan and Budget for endorsement.

BACKGROUND

ERA Water is a Regional Subsidiary which has been established pursuant to Section 43 of the *Local Government Act 1999*, for the primary purpose of implementing the Waterproofing Eastern Adelaide Project (the Scheme), which involves the establishment of wetland bio-filters, aquifer recharge and recovery, pipeline installations and water storage facilities. ERA Water manage the Scheme on behalf of the Constituent Councils and provide recycled stormwater for the irrigation of parks and reserves to Constituent Councils. The City of Norwood Payneham & St Peters, together with the City of Burnside and the Town of Walkerville make up the Constituent Councils of ERA Water.

Pursuant to Clause 5.1.1 of the ERA Water Charter (the Charter), ERA Water must prepare and submit the ERA Water Draft Annual Business Plan and Budget to the Constituent Councils for approval.

The Draft Budget can only be adopted by the ERA Water Board, following unanimous approval of the Constituent Councils.

Upon completion of the Draft Budget, pursuant to Clause 6.1 of the Charter, ERA Water must prepare and provide the draft Annual Business Plan to Constituent Councils. The Annual Business Plan can only be adopted by the ERA Water Board, once absolute majority is provided by the Constituent Councils.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

The Draft 2025-2026 Budget is forecasting an Operating Deficit of \$659,180. This Council's share of the Operating Deficit, which will be required to be included in the Council's 2025-2026 Budget is \$219,704.

The Draft Budget includes water sales to this Council of \$233,973, which is based on water consumption of 76.7ML. The Council's Draft 2024-2025 Budget includes \$267,700, which includes water sourced from SA Water and ERA Water for the purposes of irrigating the City's reserves, parks, median streetscapes and sporting grounds and the ERA Water water security charge of \$95,000.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

- **Elected Members**
Cr Grant Piggott is a member of the ERA Water Board.
- **Community**
Not Applicable.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

The three (3) Constituent Councils have agreed to water supply arrangements based on a total of 204.7ML. This Council has agreed to a total of 76.7ML for 2025-2026, which is in line with the 2024-2025 arrangements.

The draft ERA Water Draft 2025-2026 Budget maintains its pricing policy for water that is sold to Constituent Councils at 90% of the SA Water price. The other water sales which are sold to third parties and Constituent Councils, (in excess of the take or pay allocation that is, whether Council uses its full allocation of water, it will still be required to pay for the set allocation), are assumed to also be sold at 90% of the SA Water price.

As Elected Members are aware, ERA Water has applied for grant funding as part of the Department Environment and Water's *Alternative Water Supply Efficiency Measure (AWSEM) Program* to improve water pressure and volume which will improve the delivery of harvested stormwater for irrigation purposes in the network for existing sites and to ensure additional sites can be connected to the network.

On this basis, no provision has been made as part of the ERA Water Draft 2025-2026 Budget for connections to new sites at this stage. However, if the funding application is successful, significant capital expenditure will be required. The ERA Water Board has resolved to undertake a Special Budget review when the outcome of the funding application is known.

Operating costs are forecast to be \$634,000 which includes mechanical and electrical operations and maintenance support provided by an external contractor, licence fees, water testing, utilities costs and administration costs such as insurances, audit fees and general administrative costs.

Depreciation costs have been based on the recent asset revaluation undertaken by Tonkin during 2024-2025.

A copy of the Draft 2025-2026 Annual Business Plan and Budget is contained in **Attachment A**.

OPTIONS

The Council can choose not to endorse the Draft 2024-2025 Annual Business Plan and Budget, however, there are no specific issues or activities which present a financial or risk management issue for the Council to take this course of action.

CONCLUSION

As with any forecast, the financial projections contained within the Budget are meant to provide an indication of the Scheme direction and financial capacity based on a set of assumptions. The achievement of the financial forecast is dependent on the assumptions holding true. The key assumption, in which ERA Water has limited influence on, is the level of rainfall which is received.

COMMENTS

Nil

RECOMMENDATION

The Council advises ERA Water that pursuant to Clause 5.1.1 of the ERA Water Charter, the Council has considered and hereby approves the Draft 2024-2025 Annual Business Plan and Budget, as contained in **Attachment A**.

Cr Mex moved:

The Council advises ERA Water that pursuant to Clause 5.1.1 of the ERA Water Charter, the Council has considered and hereby approves the Draft 2024-2025 Annual Business Plan and Budget, as contained in Attachment A.

Seconded by Cr Sims and carried unanimously.

Section 3 – Governance & General Reports

13.6 ERA WATER DRAFT STRATEGIC BUSINESS PLAN 2025-2028

REPORT AUTHOR: General Manager, Governance & Civic Affair
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA87866
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present ERA Water's draft *2022-2025 Strategic Plan* to the Council, for consideration and comment.

BACKGROUND

ERA Water is a Regional Subsidiary established under Section 43 of the *Local Government Act 1999*.

The Constituent Councils of ERA Water are the City of Burnside, the City of Norwood Payneham & St Peters and the Town of Walkerville.

The primary focus of the Constituent Councils in establishing ERA Water, is to construct and operate a stormwater harvesting and re-use system. The stormwater is treated to a standard that is suitable for the irrigation of open spaces and streetscapes.

Schedule 2 of the *Local Government Act 1999* (the Act), requires Regional Subsidiaries, in consultation with the Constituent Councils, to prepare and adopt a business plan (strategic plan).

The strategic plan must set out or include the performance targets that the Subsidiary will pursue, a statement of the financial and other resources, and internal processes, that will be required to achieve the subsidiary's performance targets, and the performance measures that are to be used to monitor and assess performance against targets.

In accordance with the Act, ERA Water has prepared a draft Strategic Plan to guide its activities over the next three (3) years.

The draft Strategic Plan reflects the directions which have been discussed by the Board and with the three (3) Constituent Councils over the last 12 months.

A copy of the draft ERA Water Strategic Business Plan 2025-2028 is contained in **Attachment A**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

The draft *2025-2028 Strategic Business Plan* has been prepared to ensure ERA Water meets its legislative requirements in accordance with the *Local Government Act 1999*.

CONSULTATION

- **Elected Members**
Cr Piggott is a Member of the ERA Water Board.
- **Community**
Not Applicable.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

The draft Strategic Plan is structured in the following sections:

- purpose;
- the focus of ERA Water over the three (3) year period;
- performance targets and measures;
- resource requirements; and
- three (3) priority objectives and how these will be achieved through various priority actions.

The draft *2025-2028 Strategic Business Plan* has been prepared having regard to the *ERA Water Sustainability Review* report which was commissioned by the Town of Walkerville and City of Burnside.

The focus therefore of the draft *2025-2028 Strategic Business Plan*, is on improving supply capacity and pressure in the distribution network to assist in facilitating additional sales to improve financial sustainability, optimising administrative and business processes to allow an increased focus on business development and enhancing future supply of water.

At its meeting held in March 2025, following consideration of the draft *2025-2028 Strategic Business Plan*, the ERA Water Audit & Risk Committee recommended that as part of the draft *2025-2028 Strategic Business Plan*, consideration should be given to determining whether the ERA Water Scheme should be viewed as an ongoing infrastructure asset, similar to a road network, or as a transitional project towards a more integrated model of water management.

In addition, the ERA Water Audit & Risk Committee recommended that over the life of the *2025-2028 Strategic Business Plan*, it would be helpful to identify the value to the Constituent Councils of having greater control over irrigation water through ERA Water in times of drought.

In response to the ERA Water Audit & Risk Committee recommendations, the Board of ERA Water have advised that consideration regarding the classification of the ERA Water Scheme as an “asset” can be included as part of the preparation of an Asset Management Plan which is scheduled to commence in 2025-2026.

In respect to the second recommendation of the ERA Water Audit & Risk Committee, regarding the identification of the value to the Constituent Councils of having greater control over irrigation water through ERA Water in times of drought, ERA Water have included this as part of Priority Action 3 as set out in the draft *2025-2028 Strategic Business Plan*.

OPTIONS

The Council can either endorse the draft *2025-2028 Strategic Business Plan* as submitted or suggest any recommended changes which it believes are appropriate.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

That the Board of ERA Water be advised that the Council endorses the draft *2025-2028 Strategic Business Plan*.

Cr Mex moved:

1. *That the Board of ERA Water be advised that the Council endorses the draft 2025-2028 Strategic Business Plan.*
2. *That the Board give consideration to the inclusion of:*
 - *a statement regarding the purpose of ERA Water in respect to environmental sustainability; and*
 - *Key Performance Indicators.*

Seconded by Cr Piggott and carried unanimously.

13.7 2025 KENT TOWN ACTIVATION

REPORT AUTHOR:	Coordinator, Place Activation & Economy
GENERAL MANAGER:	Chief Executive Officer
CONTACT NUMBER:	8366 4542
FILE REFERENCE:	
ATTACHMENTS:	Nil

PURPOSE OF REPORT

The purpose of this report is to advise the Council of an opportunity to activate Kent Town by partnering with local businesses to conduct a street activation.

BACKGROUND

At its meeting held on Tuesday 8 April 2024, the Council's Business & Economic Development Committee considered a report on a proposed street activation for Kent Town and resolved to recommend to the Council that the proposal be endorsed.

Situated on the edge of the Adelaide Central Business District and adjacent to the Adelaide Park Lands, Kent Town's reputation as a great place to live and do business continues to grow. Kent Town is home to approximately 13% of the City's businesses and continues to attract new developments, which add to the cosmopolitan lifestyle of the precinct and City.

With new hospitality businesses establishing and adding to the business mix, there is a growing desire to establish Kent Town as a destination during the day and evening. *The Kent Town Economic Growth Strategy 2020-2025* sets out the strategic framework to ensure Kent Town is a connected neighbourhood that offers a unique lifestyle.

Activations are a way of creating a shared identity for an area, building community and pride for where you live and work. With new, proactive businesses moving into Kent Town, an opportunity for street activation has been identified. Through engagement with businesses in King William Street, Kent Town, there is a desire for businesses to come together to activate the street on a Saturday afternoon in Spring. The key outcomes are to:

- promote the profile of Kent Town;
- bring businesses together to work towards a common goal;
- connect the community through a shared space with inclusive activities for all ages;
- showcase the local businesses – strengthening Kent Town's cultural appeal;
- introduce Kent Town to potential investors for the growth strategy outcomes; and
- potentially act as a pilot for ongoing future activations of the Kent Town area.

The proposed street activation would be a partnership between the Council and local Kent Town businesses. It would be a strategic initiative to elevate Kent Town's reputation as a vibrant business and cultural area and will help lay the foundation for future investor growth. This activation can be facilitated through current resourcing and the proposed Economic Development Budget for 2025-2026.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Objectives and Strategies contained in *CityPlan2030* are outlined below:

Outcome 3: Economic Prosperity

A dynamic and thriving centre for business and services.

- **Objective 3.1 A diverse range of businesses and services.**
 - *Strategy 3.1.1*
Support and encourage local small, specialty, independent and family-owned businesses.

- **Objective 3.2 Cosmopolitan business precincts contributing to the prosperity of the City.**
 - Strategy 3.2.1
Retain, enhance and promote the unique character of all our City's business precincts.
 - Strategy 3.2.3
Promote the City as a visitor destination.
- **Objective 3.5 A local economy supporting and supported by its community.**
 - Strategy 3.5.1
Support opportunities for people to collaborate and interact in business precincts.
 - Strategy 3.5.2
Retain accessible local shopping and services.

The relevant Strategies contained in the 2021-2026 Economic Development Strategy are outlined below:

Dynamic & Diverse City

A City with thriving and resilient business sectors that drive employment and deliver growth.

- **Objective: Support the growth and viability of the City's business sectors that drive employment and deliver growth.**
 - Strategy 1.3
Identify emerging trends and support opportunities for economic growth.
 - Strategy 1.4
Promote opportunity and collaboration across the sectors.
 - Strategy 1.5
Identify and promote local competitive advantage.

Destination City

A destination with dynamic, cultural, vibrant and attractive precincts.

- **Objective: Increase the number of people who live, work and visit the City and enhance the community well-being of existing residents, workers and visitors.**
 - Strategy 2.1
Showcase and promote the City's attractions and events to facilitate growth and visitation.
 - Strategy 2.3
Facilitate the activation of key spaces and precinct in the City.
 - Strategy 2.4
Work with local business operators to strengthen the viability of precincts and enhance the customer experience.

Innovative City

An innovative City that supports business and attracts investment.

- **Objective: Attract and maintain competitive businesses with the capacity for resilience and ongoing sustainability, innovation and growth.**
 - Strategy 3.2
Recognise businesses and business sectors that make a significant contribution to the City.

Business Friendly City

A City that understands the needs of business.

- **Objective: Remove barriers and make it easy for business owner to start, run and grow a business.**
 - Strategy 1.3 - Foster a local evening/night-time economy

The relevant Strategies contained in the Kent Town Economic Growth Strategy 2020 -2025 are outlined below:

Attract Investment

- **Objective: Attract investment opportunities that build on the existing strengths of Kent Town and drive business and residential population growth**
 - Strategy 4.1
Ensure that Council processes are business friendly and contribute to a well-functioning City.

Support Growth

- **Objective: To facilitate growth and equip businesses to thrive by providing support and facilitating relationships and connections that are linked to the broader well-being of the community.**
 - Strategy 2.1
Promote local businesses
 - Strategy 2.3
Build an engaged business community

Create Prosperity

- **Objective: To maximise the economic potential of Kent Town by creating a supportive business environment and a vibrant and liveable community.**
 - Strategy 3.1
Build a 'sense of place'

FINANCIAL AND BUDGET IMPLICATIONS

The street activation is proposed to be a partnership between the Council and the businesses primarily located in King William Street, Kent Town. This partnership should result in costs being shared between both the Council and participating business which will reduce the impact on the Council's budget.

The estimated costs to the Council will be \$7,500, which is based on similar sized Council events and includes, road closure, liquor license and some marketing and infrastructure support.

The Council's contribution for this activation will be capped at \$7,500 and will be funded from the proposed budget allocation for 2025-2026. Should the proposed budget allocation not be endorsed as part of the 2025-2026 Draft Budget, then this initiative will not proceed.

SOCIAL ISSUES

The street activation would be held on a Saturday or Sunday to limit the impact on businesses within the closure zone and would not impact access to off-street residential parking.

RESOURCE ISSUES

The street activation can be delivered within existing Council resources with no impact on other projects or the delivery of events.

- **Elected Members**
Not Applicable.
- **Community**
Initial conversations have been held with three (3) King William Street businesses, to gauge interest and level of business investment, both from a time and financial perspective. All businesses have indicated a strong desire to be involved in the initiative and the value it would add to the Kent Town precinct and positioning.
- **Staff**
The Council's Events staff have been consulted on the feasibility of the street activation and no issues have been raised.
- **Other Agencies**
Not Applicable.

DISCUSSION

Following the Business & Economic Development Advisory Committee (BEDAC) meeting held 18 February 2025, the Council's Place Activation & Economy staff considered various options to position, promote and brand Kent Town.

Through discussions with three (3) Kent Town businesses including, new café, Henry's, and thriving wine bar, Khou, the opportunity to host a street activation in partnership with the local businesses was discussed.

The proposed street activation would:

- activate Kent Town and promote the businesses;
- celebrate the profile of Kent Town as a City-fringe destination;
- activate all businesses sectors including health, food and children's activities;
- bring food and beverage businesses from Kent Town together to create a 'sense of place';
- create a casual setting with food, drinks, music and friends;
- be held in Spring (likely September); and
- close the road to create a community area and have the businesses trade into the street. Neighbouring businesses would be invited to be part of the event.

Kent Town has been identified as a key growth area for the City. With its City-fringe location and ongoing private investment, it is an opportune time to start branding the 'sense of place' and foster better collaboration with the local business community.

Over the years, the Council has successfully worked with other areas within the City to establish well known destinations including The Parade, Magill Road, Glynde and Stepney.

The proposed street activation aligns with the Council's 2020-2025 Kent Town Economic Growth Strategy to:

- foster a local evening / night-time economy;
- promote local businesses;
- build an engaged business community; and
- build a 'sense of place'.

OPTIONS

The Council has the following options in respect to this initiative:

1. support the Kent Town street activation investment capped at \$7,500;
2. support the Kent Town street activation with an alternate financial investment; or
3. not support the Kent Town street activation.

On the basis that the proposed activation is an opportunity to work with local businesses and promote Kent Town as a key City-fringe destination in line with Council's 2020-2025 Kent Town Economic Growth Strategy, Option 1 is recommended.

CONCLUSION

The Kent Town street activation provides an excellent opportunity to bring together businesses in Kent Town, to promote Kent Town as a key City-fringe destination and create a 'sense of place' while also stimulating the Kent Town Economy by strengthening the areas commercial appeal.

COMMENTS

Nil

RECOMMENDATION

That the proposed Kent Town street activation, as set out in this report, be endorsed.

Cr McFarlane moved:

That the proposed Kent Town street activation, as set out in this report, be endorsed.

Cr Sims left the meeting at 7.49pm.

Cr Sims returned to the meeting at 7.51pm.

Seconded by Cr Sims and carried unanimously.

13.8 REPORT OF THE AUDIT & RISK COMMITTEE

REPORT AUTHOR: Manager Governance
GENERAL MANAGER: General Manager, Governance & Civic Affairs
CONTACT NUMBER: 8366 4593
FILE REFERENCE: qA162025
ATTACHMENTS: A - B

PURPOSE OF REPORT

The purpose of this report is to present the Council with the report and Minutes of the meeting of the Audit & Risk Committee held on 14 April 2025.

BACKGROUND

Section 126(8)(a) of the Act requires that a Council Audit & Risk Committee must:

‘provide a report to the council after each meeting summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting’.

To implement the above requirement and noting that the Council's Audit & Risk Committee (the Committee) undertakes its work during its meetings, the Committee has resolved that the Committee's Work Plan will form the basis for such reports to the Council.

In addition to the above, this report also presents the Committee Meeting Minutes to the Council for noting and provides the opportunity for Council decisions based on recommendations from the Committee, where the matter has not been dealt with by way of a separate report to the Council.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

The provision of this report to the Council ensures compliance with the Council's legislative obligations. Supporting the Committee to meet its legislated purpose, functions and activities will provide the required independent assurance and advice to the Council.

CONSULTATION

- **Elected Members**
Elected Members receive the Agenda and Minutes of the Audit & Risk Committee and consider recommendations made by the Audit & Risk Committee to the Council at Council meetings.
- **Community**
Not Applicable.
- **Staff**
The preparation of the Work Plan which informs this report and the Committee Meeting Agenda (with reports), is informed by collaboration between staff from across the organisation as required.
- **Other Agencies**
Not Applicable.

DISCUSSION

a. General Report

The current Work Plan of the Committee is contained within **Attachment A**.

A summary of items that were considered by the Committee at its meeting held on 14 April 2025, is provided below.

As it was the first meeting of the new Committee, following the appointment of all Members by the Council at the Council Meeting that was held on 3 March 2025, two presentations were provided to the Committee on the legislative framework for Local Government financial management and how these requirements are practically applied at the Council.

The first presentation was provided by Mr Mark Booth of BRM Advisory who provided a summary of Local Government Financial Management and the overall integrated strategic management planning. This high-level summary highlighted and confirmed how the Council's practices are in accordance with the requirements.

Mr Booth's presentation built on the general information that was received in the Induction Training held with Committee Members on 17 March 2025. The presentation provided an opportunity for general discussion on the practical application of the legislative requirements by the Council. Interesting points were raised in terms of the treatment of assets particularly with respect to those not always considered from an asset management perspective such as Information Technology and tree assets.

The second presentation was provided by the Council's Chief Financial Officer on the Council's Draft 2025-2026 Budget. This presentation provided Committee Members with a summary of the Budget components and the assumptions underpinning the development of the draft Budget. The presentation also served to provide Committee Members with a summary of the interrelationship of the Council's Annual Business Plan and Budget with the Council's Long Term Financial Plan (LTFP).

Both of the presentations were very well received by the Committee as the presentations provided an opportunity for a 'deeper dive' into the Council's Budget components, as well as an understanding of how the process the Council has in place when constructing and monitoring the budget assists to achieve the long-term goals that the Council is aiming to achieve. The Chief Financial Officer was also able to deal with specific queries raised by Committee Members on key projects including the Payneham Memorial Swimming Pool operational costs.

The Committee's Work Plan identified that an update on the Council's projects was scheduled to be provided to the Committee. Accordingly, a third presentation had been scheduled for the Meeting held on 14 April, however, due to unforeseen circumstances, the presentation could not be provided by the General Manager, Infrastructure & Major Projects and it has therefore been rescheduled to the Committee's next meeting to be held on 14 July 2025.

Both of the presentations that were provided, supported the Committee's consideration of a report on the Draft Annual Business Plan and Draft 2025-2026 Budget. The Committee's review of the Draft Annual Business Plan and 2025-2026 Budget is an important opportunity for the Committee to provide financial management assurance to the Council. In addition, Section 126(4)(b) of the Act requires the Committee propose, and provide information relevant to, a review of the Council's strategic management plans or annual business plan, and therefore this report had been scheduled as per the Committee's Work Plan.

The Committee considered the report on the Draft Annual Business Plan and Draft 2025-2026 Budget and following informed discussion resolved to receive and note the report and to recommend to the Council the following: *that it notes the projected Operating Surplus for the draft 2025-2026 Budget is lower than the figure identified in the Council's Long-Term Financial Plan and that the Operating Costs associated with the Payneham Memorial Swimming Centre, expected to be incurred between April 2026 and June 2026, have yet to be quantified and may further impact on the draft 2025-2026 Adopted Budget.*

The above recommendation has been included in the separate report to the Council on the Draft Annual Business Plan and Budget that is included in the Agenda for this meeting. During discussions, an undertaking was provided to distribute a copy of the Draft 2025-2026 Annual Business Plan and Budget to Committee Members once the Council has resolved to release for community consultation.

The Committee received a report which provided both an update on the Council's Internal Audit function and the opportunity for the Committee to endorse the Council's *Internal Audit Plan 2025-2027* (Internal Audit Plan). This report was provided to support compliance with Section 126(4)(g)(i) of the Act which requires the Committee to provide oversight of the planning and scoping of the Internal Audit Work Plan.

As advised to the Committee, the foundational work being done on the Council's Strategic and Operational Risk Management Framework, will influence the alignment of the Internal Audit Work Plan in the future. Noting this is a work in progress, the current Internal Audit Plan had been reviewed with a focus on fundamental aspects of the Council's operation and well recognised risks across Local Government (eg contractor management).

The Committee were also informed of the proposed approach to ensure that the Committee can meet its legislative function required by Section 126(4)(c) of the Act, which requires that the Committee monitor the Council's responsiveness to recommendations for improvement based on previous audits.

Following consideration of the Internal Audit Report, the Committee unanimously endorsed the *Internal Audit Plan 2025-2027*.

The final report to the Committee provided an update on Risk Management. The Committee received and noted a report which summarised the progress that has been made through participation in the Strategic Risk Services Program (the Program) being facilitated by Local Government Risk Services.

This report was presented to the Committee to support compliance with Section 126(4)(h) of the Act which requires that the Committee review and evaluate the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis. This requirement aligns with the other risk management function related changes to the Act for the Council and the Chief Executive Officer, which commenced on 30 November 2023.

The Committee was informed that the Program participation process to date, has provided an excellent opportunity for the Council's Executive Leadership Team and key staff, to collaborate and collectively consider strategic risk management in a practical and relevant way. An Enterprise Risk Management workshop based on that undertaken by staff, will be facilitated with Elected Members on 12 May 2025.

As reported to the Committee, in addition to participation in the Program and noting that Climate Change adaptation is a strategic risk, the Council will shortly be participating in the National Local Government Vulnerability Program (NLGVP), that is being provided through the Council's membership of the LGA Asset Mutual Fund, again with no additional cost to the Council.

The focus of the NLGVP is to measure the Council's vulnerability in respect to disaster risks which, as Members would be aware, are constantly evolving. From a risk management perspective, this exercise is important to assist the Council to understand the vulnerabilities based on the impact of disasters on the built, natural, social/community and financial environments.

The NLGVP information is being captured from across Australia to ensure a consistent approach for Local Government, in respect to identifying and quantifying disaster risks to support funding to assist in mitigation strategies. Specifically, for this Council, the information can be incorporated into the Risk Management Framework and inform strategic and operational planning and decisions.

During the 'Other Business' agenda item of the Committee Meeting, the value in the Committee receiving a presentation on Rate Modelling, the Council's Rating Policy and further detail on the LTFP was discussed. An undertaking was provided to deliver these to the October meeting of the Committee in preparation for the draft 2026-2027 Budget.

b. Minutes of the Audit & Risk Committee Meeting

The Minutes of the Committee Meeting held on 14 April 2025, including the reports presented are contained in **Attachment B**.

c. Recommendations to the Council

At the Meeting held on 14 April 2025, the Committee made a recommendation to the Council in relation to the Draft Annual Business plan and Draft 2025-2026 Budget, recommending to the Council the following: *that it notes the projected Operating Surplus for the draft 2025-2026 Budget is lower than the figure identified in the Council's Long-Term Financial Plan and that the Operating Costs associated with the Payneham Memorial Swimming Centre, expected to be incurred between April 2026 and June 2026, have yet to be quantified and may further impact on the draft 2025-2026 Adopted Budget.*

This recommendation has been included in the report on the Draft 2025-2026 Annual Business Plan and Budget which is contained in the Agenda for the Council Meeting being held on 5 May 2025.

RECOMMENDATION

That the report be received and noted.

Cr Sims moved:

That the report be received and noted.

Seconded by Cr Duke and carried unanimously.

14. ADOPTION OF COMMITTEE RECOMMENDATIONS

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: Not Applicable
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of the report is to present to the Council the Minutes of the following Committee Meetings for the Council's consideration and adoption of the recommendations contained within the Minutes:

- Business & Economic Development Advisory Committee – (8 April 2025)
(A copy of the Minutes of the Business & Economic Development Advisory Committee meeting is contained within **Attachment A**)

ADOPTION OF COMMITTEE RECOMMENDATIONS

- **Business & Economic Development Advisory Committee**

Cr Holfeld moved that the Minutes of the meeting of the Business & Economic Development Advisory Committee held on 8 April 2025 be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Knoblauch and carried unanimously.

15. OTHER BUSINESS
Nil

16. CONFIDENTIAL REPORTS

16.1 STAFF RELATED MATTER

RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999* the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Cr Duke moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer; General Manager, Governance & Civic Affairs; General Manager, Urban Planning & Environment; General Manager, Infrastructure & Major Projects; General Manager, Community Services, Chief Financial Officer; Governance Officer], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

Seconded by Cr Holfeld and carried unanimously.

Cr Sims moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Seconded by Cr Holfeld and carried unanimously.

16.2 CHIEF EXECUTIVE OFFICER'S KEY PERFORMANCE INDICATORS

RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider;

- (a) Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Cr Knoblauch moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Council orders that the public, with the exception of the Council staff present [General Manager, Governance & Civic Affairs; Governance Officer], be excluded from the meeting on the basis that the Council will receive, discuss and consider

- (a) Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the matter confidential.

Seconded by Cr Callisto and carried unanimously.

Cr Robinson moved:

Under Section 91(7) and (9) of the Local Government Act 1999, the Council orders that the report, discussion and minutes be kept confidential for a period of five (5) years and be reviewed every 12 months.

Seconded by Cr Holfeld and carried unanimously.

17. CLOSURE

There being no further business, the Mayor declared the meeting closed at 8.53pm.

Mayor Robert Bria

Minutes Confirmed on _____
(date)