

# Council Meeting Minutes

**3 February 2026**

## **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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The Mayor declared the meeting open at 7.00pm.

## PRESENT

### Council Members

Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Rita Excell  
Cr Garry Knoblauch  
Cr Hugh Holfeld  
Cr John Robinson  
Cr Kevin Duke  
Cr Connie Granozio  
Cr Victoria McFarlane  
Cr Scott Sims  
Cr Grant Piggott  
Cr Sandy Wilkinson  
Cr John Callisto  
Cr Christel Mex

### Staff

Mario Barone (Chief Executive Officer)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Civic Affairs)  
Andrew Hamilton (General Manager, Community Development)  
Nick Carr (Manager, Assets & Projects)  
Allison Kane (Manager, Strategic Communications & Advocacy)  
Rosanna Busolin (Manager, Community Services)  
Tina Zullo (Administration Assistant, Governance & Civic Affairs)

## APOLOGIES

Nil

## 1 KAURNA ACKNOWLEDGEMENT

## 2 OPENING PRAYER

The Opening Prayer was read by Cr Sandy Wilkinson.

## 3 CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON DATE

*Cr McFarlane moved that the Minutes of the Council Meeting held on 20 January 2026, be taken as read and confirmed. Seconded by Cr Sims and carried unanimously.*

## 4 MAYOR'S COMMUNICATION

Tuesday, 20 January	<ul style="list-style-type: none"><li>Presided over a Council meeting, Council Chamber, Norwood Town Hall.</li></ul>
Thursday 22 January	<ul style="list-style-type: none"><li>Attended the Men's race Stage of the 2025 Tour Down Under, The Parade, Norwood.</li></ul>
Thursday, 22 January	<ul style="list-style-type: none"><li>Television interview with Channel Seven.</li></ul>
Friday, 23 January	<ul style="list-style-type: none"><li>Attended the 2025 Tour Down Under Dinner, Adelaide Botanic Gardens.</li></ul>
Monday, 26 January	<ul style="list-style-type: none"><li>Presided over the 2026 Australia Day celebration and Citizenship Ceremony, Payneham Library &amp; Community Facilities Complex, Felixstow.</li></ul>

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Wednesday, 28 January

- Attended the official opening of 'Sognare' Restaurant, Magill Road, Maylands.

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Thursday, 29 January

- Attended a meeting with Manager, Strategic Communications & Advocacy, Mayor's Office, Norwood Town Hall.
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• **Australia Day Celebration and Citizenship Ceremony – 26 January 2026**

Mayor Bria congratulated the following winners of the Local Australia Day Awards:

- Ms Margaret McGregor (Local Citizen of the Year);
- Mr Ishaan Chaudhuri (Local Young Citizen of the Year); and
- Indian Bengali Cultural Association of Adelaide (Community Event of the Year).

Mayor Bria also thanked the following people:

- Uncle Tamaru (Welcome to Country);
- Mr Noel Mifsud (Australia Day Ambassador);
- Australian Girls Choir; and
- Mr Lou Pisaniello (National Anthem).

Mayor Bria also thanked and congratulated all Council staff involved in the coordination and delivery of the Australia Day Celebration and Citizenship Ceremony and particularly commended staff on being able to organise the shift in venue from St Peters Street, St Peters to the Payneham Library & Community Facilities Complex at short notice due to the extreme heat.

**5 DELEGATES COMMUNICATION**

Nil

**6 ELECTED MEMBER DECLARATION OF INTEREST**

Cr McFarlane declared an interest in Item 14.

**7 ADJOURNED ITEMS**

Nil

**8 QUESTIONS WITHOUT NOTICE**

Nil

**9 QUESTIONS WITH NOTICE**

Nil

**10 DEPUTATIONS**

## **10.1 2026-2027 FEES AND CHARGES**

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### **SPEAKER/S**

Ms Rosemary Cadden

### **ORGANISATION/GROUP REPRESENTED BY SPEAKER/S**

Not Applicable.

### **COMMENTS**

Ms Rosemary Cadden has written to the Council requesting that she be permitted to address the Council in relation to the 2026-2027 Fees and Charges.

In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, Ms Rosemary Cadden has been given approval to address the Council.

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Ms Rosemary Cadden addressed the Council on this matter.

## **10.2 ON-STREET PARKING POLICY – KENSINGTON IMPLEMENTATION**

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### **SPEAKER/S**

Ms Katie Rizk

### **ORGANISATION/GROUP REPRESENTED BY SPEAKER/S**

OTR Group.

### **COMMENTS**

Ms Katie Rizk has written to the Council requesting that she be permitted to address the Council in relation to the On-Street Parking Policy – Kensington implementation.

In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, Ms Katie Rizk has been given approval to address the Council.

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Ms Katie Rizk addressed the Council on this matter.

### **10.3 ON-STREET PARKING POLICY – KENSINGTON IMPLEMENTATION**

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#### **SPEAKER/S**

Mr Nick Humzy-Hancock

#### **ORGANISATION/GROUP REPRESENTED BY SPEAKER/S**

OTR Group.

#### **COMMENTS**

Mr Nick Humzy-Hancock has written to the Council requesting that he be permitted to address the Council in relation to the On-Street Parking Policy – Kensington implementation.

In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, Mr Nick Humzy-Hancock has been given approval to address the Council.

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Mr Nick Humzy-Hancock addressed the Council on this matter.

**11 PETITIONS**

Nil

**12 NOTICES OF MOTION**



## **12.2 AUDIO RECORDINGS OF COUNCIL MEETINGS**

**SUBMITTED BY:** Cr Mex

**ATTACHMENTS:**

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Pursuant to Regulation 12(1) of the *Local Government (Procedures at Meetings) Regulations 2013*, the following Notice of Motion has been submitted by Cr Mex.

### **NOTICE OF MOTION**

1. That a report be prepared regarding the potential for making audio recordings of Ordinary and Special Council Meetings for the purpose of making the recordings available to the community via the Council's website within seven (7) days of each meeting, for the Council's consideration.
2. The report is to include the benefits and potential challenges associated with making recordings publicly available, with examples provided from other South Australian Councils.
3. That the report be presented to the Council Meeting to be held in April 2026.

### **REASONS IN SUPPORT OF MOTION**

Transparency and accountability are fundamental to meaningful community engagement, informed public participation, and trust in local decision-making. While the livestreaming of Council meetings in some jurisdictions has significantly improved access for residents who cannot attend in person, both livestreaming and physical attendance still require people to be available at the time meetings occur.

Neither option allows members of the public to listen back to proceedings after a meeting has concluded, including the questions asked, deputations, arguments put forward, and reasoning behind decisions made by Council. Providing access to audio recordings would enable the community and the wider public to hear Council deliberations firsthand and form their own views, rather than relying on summaries or secondary reporting.

A number of South Australian Councils already make recordings of their meetings publicly available following each meeting, including the Cities of Adelaide Unley, Victor Harbor, Onkaparinga, Mitcham, West Torrens, Prospect, Playford, Burnside, the Town of Gawler, Mt Barker District Council and Adelaide Hills Council. The practical experience of these Councils would be valuable in informing whether similar arrangements could be implemented by the City of Norwood Payneham & St Peters.

In New South Wales it is a legislative requirement for Councils to make a recording of meetings available to the public on the premise that it promotes transparency, inclusiveness and trust in decision-making processes.

Providing recordings of council meetings to the public will also help meet our obligations in CityPlan 2030; "Empowering people and fostering participation" (Sustainability Principle) and "An engaged and participating community" (Objective 1.3).

### **STAFF COMMENT**

A report as requested in the Motion can be prepared.

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*Cr Mex moved:*

- 1. That a report be prepared regarding the potential for making audio recordings of Ordinary and Special Council Meetings for the purpose of making the recordings available to the community via the Council's website within seven (7) days of each meeting, for the Council's consideration.*
- 2. The report is to include the benefits and potential challenges associated with making recordings publicly available, with examples provided from other South Australian Councils.*
- 3. That the report be presented to the Council Meeting to be held in April 2026.*

*Seconded by Cr Sims.*

#### Amendment

*Cr Piggott moved:*

- 1. That a report be prepared regarding the potential for making audio recordings of Ordinary and Special Council Meetings for the purpose of making the recordings available to the community via the Council's website within seven (7) days of each meeting, for the Council's consideration.*
- 2. That the report include the potential for live-streaming of Special and Ordinary Council Meetings.*
- 3. The report is to include the benefits and potential challenges associated with making recordings publicly available, with examples provided from other South Australian Councils.*
- 4. That the report be presented to the Council Meeting to be held in April 2026.*

*Cr Robinson left the meeting at 8.04pm.*

*Seconded by Cr Moorhouse.*

*Cr Robinson returned to the meeting at 8.06pm.*

*Cr McFarlane moved:*

*That the motion be put.*

*The motion lapsed for want of a seconder.*

*The amendment was put and carried.*

#### Variation

*Cr Piggott, as the mover of the amendment, with the consent of Cr Moorhouse as the seconder, sought leave of the meeting to vary point 3 of the amendment as follows:*

- 3. The report is to include the costs, benefits and potential challenges associated with making recordings publicly available, with examples provided from other South Australian Councils.*

*Mayor Bria put the request for leave to the meeting.*

*The meeting granted leave and the amendment was varied as set out above.*

*The amendment (with the inclusion of the variation) was put and carried.*

*The motion, as amended and varied, was put and carried.*

## **13 STAFF REPORTS**

### 13.1 2026-2027 ANNUAL BUSINESS PLAN AND BUDGET OBJECTIVES & PARAMETERS

**REPORT AUTHOR:** Senior Finance Business Partner  
**APPROVED BY:** Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### PURPOSE OF THE REPORT

The purpose of this report is to seek the Council's approval of the objectives and parameters which will apply in the development of the draft 2026-2027 Annual Business Plan and Annual Budget.

#### BACKGROUND

##### Legislative Requirements

Pursuant to Section 123 of the *Local Government Act 1999* (the Act), each financial year the Council is required to prepare an Annual Business Plan and Annual Budget. The Annual Business Plan and Annual Budget are required to be adopted by the Council after 31 May for the ensuing financial year and except in a case involving extraordinary administrative difficulty, before 31 August for the financial year.

Pursuant to Section 123(2) of the Act and in Regulation 6 of the *Local Government (Financial Management) Regulations 2011* (the Regulations), each Annual Business Plan of a Council must-

- (a) *include a summary of the Council's long-term objectives (as set out in its strategic management plans); and*
- (b) *include an outline of—*
  - (i) *the Council's objectives for the financial year; and*
  - (ii) *the activities that the Council intends to undertake to achieve those objectives; and*
  - (iii) *the measures (financial and non-financial) that the Council intends to use to assess the performance of the Council against its objectives over the financial year; and*
- (c) *assess the financial requirements of the Council for the financial year and, taking those requirements into account, set out a summary of its proposed operating expenditure, capital expenditure and sources of revenue; and*
- (d) *set out the rates structure and policies for the financial year; and*
- (e) *assess the impact of the rates structure and policies on the community based on modelling that has been undertaken or obtained by the Council; and*
- (f) *take into account the Council's Long-Term Financial Plan and relevant issues relating to the management and development of infrastructure and major assets by the Council; and*
- (g) *address or include any other matter prescribed by the Regulations.*

Pursuant to Section 123 (3) of the Act, prior to the adoption of the Annual Business Plan, the Council must undertake public consultation for a minimum period of twenty-one (21) days. At the conclusion of the public consultation period, a public meeting is to be held where members of the community can ask questions and make submissions regarding the draft Annual Business Plan. During the public consultation period, the Council must make available copies of the draft Annual Business Plan at its principal place of business.

## STRATEGIC DIRECTIONS

### *CityPlan 2030 Alignment*

#### **Outcome 1: Social Equity**

*An inclusive, connected, accessible and friendly community.*

#### **Outcome 2: Cultural Vitality**

*A culturally rich and diverse City, with a strong identity, history and sense of place.*

#### **Outcome 3: Economic Prosperity**

*A dynamic and thriving centre for business and services.*

#### **Outcome 4: Environmental Sustainability**

*A leader in environmental sustainability.*

The Council's Long-term Financial Plan and Whole-of-Life Asset and Infrastructure Management Plans also provide the basis and framework upon which the Council's Annual Business Plan and Budget is based.

## FINANCIAL AND BUDGET IMPLICATIONS

The Council's Long-Term Financial Plan sets out the Council's financial goal as, *"A City which delivers on our Strategic Outcomes by managing our financial resources in a sustainable and equitable manner"*, in short to be financially sustainable.

The Local Government Association of South Australia defines financial sustainability as:

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

*The key elements to the definition are:*

- *ensuring the maintenance of a Council's high priority expenditure programs, both operating and capital;*
- *ensuring a reasonable degree of stability and predictability in the overall rate burden; and,*
- *promoting a fair sharing in the distribution of Council resources and the attendant taxation between current and future ratepayers.*

In simple terms, financial sustainability means positioning the Council so that it can continue to provide quality services, programs and facilities and maintain the Council's infrastructure to a defined service standard, with stable rate increases (removal of sudden increases) and ensuring inter-generational equity.

The Council will need to ensure that its Annual Business Plan and Budget, contain objectives and financial parameters that will deliver a responsible budget and meet the reasonable needs and expectations of the community on an equitable and "value for money" basis. For the 2026-2027 Financial year, the Council's *2024-2034 Long-Term Financial Plan*, projects an Operating Surplus of \$1,048,775 based on a Rate Revenue increase of 8%.

It should be noted that the target Operating Surplus includes Grant Income of \$637,647 which is expected to be received in the 2026-2027 Financial Year under the Roads-to-Recovery program which is required to be spent on a Capital Road Project(s).

## **RISK MANAGEMENT**

The Financial Management and Annual Business Plan preparation processes are governed by the *Local Government Act 1999* and *Regulation 6 of the Local Government (Financial Management) Regulations 2011*. All budget documentation will need to be prepared in accordance with the relevant statutory requirements.

## **CONSULTATION**

### **Elected Members**

Not Applicable in respect to the preparation of this report. However, Elected Members are involved throughout the process of preparing the Budget.

### **Community**

Not Applicable.

### **Staff**

Not Applicable.

### **Other Agencies**

Not Applicable.

## **DISCUSSION**

### **2026-2027 Annual Business Plan**

The Annual Business Plan is the Council's statement of the intended services, programs, facilities and objectives set by the Council for a given financial year. It is based upon the objectives and strategies set out in the Council's Strategic Plan *CityPlan 2030: Shaping Our Future*, the *2024-2034 Long-term Financial Plan* and the *Whole-of-Life Infrastructure and Asset Management Plans*.

The Council's Strategic Plan, *CityPlan 2030: Shaping Our Future*, sets out the Council's Outcomes in respect to Social Equity, Cultural Vitality, Economic Prosperity and Environmental Sustainability, together with objectives and strategies for each Outcome.

Pursuant to Section 123(2) (b) (i) of the Act, the Annual Business Plan must contain a series of objectives for the financial year. To be effective the annual objectives should be in line with the outcomes contained in the *City Plan 2030: Shaping Our Future* and assist the Council in delivering on the financial outcomes set out in the *Long-Term Financial Plan*.

The following objectives are proposed to be incorporated into the 2026-2027 Annual Business Plan.

### **Social Equity**

#### **An inclusive, connected, accessible and friendly community**

- Our cost-effective services are welcoming, inclusive, and socially connected all ages and abilities.
- Our infrastructure assets are maintained and renewed in line with the Council's Whole of Life Infrastructure framework.
- Deliver programs and activities which result in an engaged and participating community.
- Engage disabled, aged, youth and varied cultures in the life of the City through a variety of events and programs.
- Rates are fair and equitable for our residents and ratepayers.

### ***Cultural Vitality***

#### **A culturally rich and diverse City, with a strong identity, history and 'sense of place'**

- Promote a healthy cultural life and creative expression through the use of public art and events that complement the City's cultural heritage.
- Provide opportunities for the community to contribute to the social and creative life of the City through events, activities, arts and cultural initiatives.

### ***Economic Prosperity***

#### **A dynamic and thriving centre for business and services**

- Support the development of a prosperous local economy.

### ***Environmental Sustainability***

#### **A leader in environmental sustainability**

- Ensure urban development undertaken enhances the environmental, social and cultural character of our City.
- Maximise the use of the City's open space by providing a range of active and passive open space recreation opportunities.
- Promote recycling and environmentally sustainable practices throughout the City.
- Consider innovative infrastructure solutions which minimise the impact on the environment.

### ***Organisational Excellence***

- Ensure best use of Council resources by innovative, efficient and effective service provision.
- Demonstrate Business Excellence Principles.
- Financially sound organisation.

The assessment of new projects, services, programs and activities will be assessed against both the Annual Business Plan objectives and *City Plan 2030* objectives and strategies.

To ensure that the Council delivers its financial objectives and in accordance with the Council's standard practice, the draft 2026-2027 Annual Budget should be developed with reference to and within the framework of the Long-Term Financial Plan, which, based on the components of the rate revenue increase set out in the Budget and Financial Implications above, sets out a target Operating Surplus of \$1,048,775 for the 2026-2027 Financial Year.

To ensure the Council's financial targets are achieved, the Annual Budget must be set with reference to similar key influences and assumptions. The influences and assumptions relating to external economic conditions and internal policy decisions are set out below.

### **Key Influences**

- maintenance and renewal program for existing infrastructure assets, including roads, footpaths, Council owned properties and open spaces, are consistent with the *Whole-of Life Infrastructure and Asset Management Plans*;
- commitment to major projects which span more than one (1) financial year;
- initiatives and major projects which are undertaken need to contribute to the Vision, strategic direction and the wellbeing of our City as set out in the *CityPlan 2030: Shaping Our Future*;
- previously recognised ongoing operational savings are to be maintained;
- to continue to implement the principles and practices of the Business Excellence Framework (i.e. Continuous Improvement of the organisations procedures and process to ensure the "best value" is achieved);
- prudent financial management to ensure ongoing financial sustainability; and
- decisions will be informed and based on the best available evidence and information at the time.

## Key Assumptions

The Annual Budget incorporates three (3) components of the Council Operations, these being:

- Recurrent Income and Expenditure (Recurrent Budget);
- Operating Projects (Operating Projects Budget); and
- Capital Projects (Capital Budget).

## Rate Revenue Increases

For the initial review of the draft Recurrent Budget, at this stage, no increase in rate revenue will be taken into account in the analysis. Notwithstanding this, it should be noted, that the financial projections set out in the Council's *2024-2034 Long-Term Financial Plan* are based on a Rate Revenue increase of 7.0%.

## Maintaining Existing Services at Current Service Standards

The draft Recurrent Budget is proposed to be based on a “*business as usual*” assumption, which means that the Council will continue to provide the existing services, programs and facilities at the current service levels, unless otherwise determined by the Council. This is not to say that the existing services, programs and facilities will be continued to be delivered in the same way. It should be noted that service levels, and the associated budget will be adjusted to reflect ongoing operating cost adjustments resulting from Operating & Capital projects completed during the 2025-2026 Financial year.

The “*business as usual*” assumption does not take into account any change in direction or service levels in response to community expectations, legislative requirements, changing economic conditions or any changes which the Council may wish to make. Such changes will be accounted for in the Council's Operating & Capital Projects Budget.

## Cost Escalation

### Materials, Contracts and Other Expenses

The Adelaide CPI for the June 2025 Quarter and September 2025 Quarter, was 1.8% and 2.4% respectively. An alternative measure for cost escalation is the Local Government Price Index (LGPI). As the nature of the price movement associated with goods and services consumed by Local Government is different to the goods and services consumed by the 'average household', the LGPI is a reliable and independent measure of the inflationary effect on price changes in the South Australian Local Government sector. The LGPI is similar in nature to the CPI, however it represents the movements of prices associated with the goods and services used by Local Government in South Australia (to deliver services to its community) as opposed to the goods and services consumed by the 'average metropolitan household'. The LGPI considers both recurrent and capital expenditure. The change in the recurrent component from the previous year of the LGPI for South Australia to June 2025, is 2.3% and as at September 2025, is 2.5%.

The Government of South Australia recently released their 2025-2026 Mid-year Budget Review, which notes that inflation had recently risen to be 3.7% through the year to October 2025, largely reflecting the cessation of electricity rebates. The forecast for CPI growth in 2025-2026, remains unchanged at 3%, as growth in CPI is forecast to decline to 2.5% by 2027-2028, the midpoint of the Reserve Bank of Australia's (RBA) target range. The State Government's forecasts and projections for South Australia, take into consideration the expected performance of the national economy over the medium term and relative population growth rates.

Following consideration of both the LGPI and the community's expectation that increases should only move by the forecast CPI, it is recommended that the **maximum** expenditure increase for 2026-2027 across the Materials, Contracts and Other Expenses component of the Budget, be set at 3%, which has been determined with reference to the current movements in the Adelaide CPI and the LGPI Index for recurrent expenditure and in line with the CPI set in the *2024-2034 Long-Term Financial Plan*. It should be noted that this may change as the Budget process progresses.



It should also be noted that in some circumstances, there may be cost increases in excess of the 3% target (i.e. Solid Waste Levy, fuel charges, contractors & consultant costs and some materials costs) and in other circumstances, there will be no or minimal cost increases or cost increases below 3%.

### **Wages and Salaries**

Wages and Salaries and other associated employee on-costs will be indexed in line with the current Enterprise Agreements. The *Municipal Officers Enterprise Agreement* (staff covered by the South Australian Municipal Salaried Officers Award) which is currently under review and renegotiation of a new Agreement and is forecast at 5.0%, while *The Local Government Workers Enterprise Agreement* (Field and Swimming Centre casual staff) is set at 3%.

It should be noted that in-line with the *Superannuation Guarantee (Administration) Act 1992*, superannuation guarantee payments will remain at 12% of eligible earnings for 1 July 2026 to 30 June 2027.

### **Fees and Charges**

Fees and Charges which are not set by legislation, are proposed to be increased by 3.0% or market levels as determined by the review of the 2026-2027 Schedule of Fees and Charges. The 2026-2027 Schedule of Fees and Charges are included within the Agenda for this Council Meeting for the Council's consideration.

The proposed increase is the weighted average of the recommended increase in Material & Contracts and the Wages and Salaries Indexation.

### **Capital Expenditure**

Capital Expenditure relates to the purchasing, building, upgrading and renewing of the Council's assets. Capital Expenditure is funded from depreciation, borrowings and grant funding (where available). For asset renewals the main funding source is depreciation. For new assets and upgrades, the main funding source is borrowings and grant funding. The draft Annual Budget will assume that the Council will borrow to fund new assets and the upgrading of existing assets, with the renewal of assets being funded through depreciation.

In 2025, the Reserve Bank of Australia (RBA) implemented a trend of interest rate cuts, reducing the official cash rate target from a peak of 4.35% to its current level of 3.60%. However, further interest rate cuts seem unlikely for the remainder of the financial year, as annual inflation sits slightly above the RBA's target range of 2% and 3%. Headline inflation rose sharply over the year in the September Quarter to 3.2%, a large part of which was expected, given the cessation of electricity rebates in a number of states. However, if the RBA's inflation target is achieved, then there is a potential for a rate cut in early to mid 2026, with some analysts and bond markets even suggesting a possibility of a rate increase in 2026, if inflationary pressures persist.

Taking this into consideration, the interest rate on the Council's Cash Advance Borrowing is currently 5.25%. The LGFA has however advised that this will decrease to 5.10% in February 2026.

Interest rates for new borrowings are forecast to be between 5.58% per annum and 6.01% per annum, depending on the term of the borrowings. The interest rate on investment income is currently at 3.9% and forecast to increase to 4.10% per annum.

### **New Operating and Capital Projects**

The assessment of new projects, both Operating and Capital, which will be put forward for consideration, will be based on the objectives contained in *CityPlan 2030: Shaping Our Future*, the Council's Long Term Financial Plan and the approved Infrastructure & Asset Management Plans and the annual objectives set out above.

All new proposed Projects will be considered and should be approved within the constraints of the draft *2024-2034 Long-Term Financial Plan*. New services and "one-off" Operating Projects are funded through Rate Revenue increases, grant funding or by expenditure savings. New Capital Projects will be funded via Grant Funding (if secured), borrowings or cash reserves.

## **Carry Forward Projects**

When Operating Projects are not completed within budgeted scheduled timeframes, future deficits can eventuate, as the Rate Revenue is raised in the year that the project is initially approved. As part of the draft 2026-2027 Budget, the cost to complete the Operating Projects from prior financial years, will be carried forward to the 2026-2027 Financial Year, however the estimate of Carried Forward Projects will be excluded for rate modelling purposes. In this respect, estimates will be based on the 2025-2026 Third Quarter Budget Update, with the associated operational impacts being built into the determination of the 2025-2026 Operating Result.

The draft Recurrent Budget (prior to any increase in Rate Revenue being determined by the Council together with the Operating and Capital Projects will be presented to Elected Members at a Workshop which is scheduled for 10 March 2026. The draft Recurrent Budget and the Capital and Operating Projects are proposed to be considered by the Council at the Council Meeting which is scheduled for 7 April 2026.

## **Budget Management Principles**

As in previous years, the Council needs to exercise “*budget discipline*” if it is to achieve its financial outcomes that are set out in the Annual Business Plan and Budget and importantly, in the Long-Term Financial Plan and continue to achieve and maintain financial sustainability.

To date, the approach which has been taken by this Council, once the Annual Business Plan and Budget has been adopted, includes:

- no new recurrent operating expenditure or projects approved without being matched by an increase in operating revenue (i.e., Grants/Fee for Service) or a reduction in expenditure, elsewhere within the Council's operations;
- expenditure over-runs are offset by deferral of discretionary expenditure or expenditure savings elsewhere within the Council's operations;
- income shortfalls to be matched by operating expenditure savings; and
- no new capital expenditure that requires additional borrowings.

This discipline should continue.

Noting that there may be some urgent issues that require urgent attention however, once the Budget is adopted, these should be the exception rather than the rule.

## **Budget Timetable**

Pursuant to Section 123 of the Act and Regulation 6 of the Regulations, the Council is required to adopt the Annual Business Plan and Annual Budget after 31 May for the ensuing financial year and except in a case involving extraordinary administrative difficulty, before 31 August for the financial year.

As set out in Table 1 below, a proposed budget timetable has been developed to ensure that the Council is in a position to adopt the 2026-2027 Annual Business Plan and Annual Budget at the Council meeting to be held on 7 July 2026. It is important to note that these dates are subject to change if required.

**TABLE 1: KEY BUDGET PROCESS ACTIVITIES 2026-2027**

<b>Key Steps</b>	<b>Dates</b>
Budget process, parameters and objectives adopted	Tuesday, 20 January 2026 (Council Meeting)
Fees and charges adopted in principle by the Council	Tuesday, 03 February 2026 (Council Meeting)
Budget Workshop with Elected Members	Tuesday, 10 March 2026 (Council Workshop)
Budget Council Meeting <ul style="list-style-type: none"> <li>• <i>Recurrent Budget considered</i></li> <li>• <i>Operating and Capital Projects considered</i></li> </ul>	Tuesday, 7 April 2026 (Council Meeting)
Draft Annual Business Plan considered by the Audit & Risk Committee	Monday, 13 April 2026 (Audit & Risk Committee Meeting)
Draft Annual Business Plan, rating model, projects carried forward and Infrastructure Whole of Life endorsed for public consultation	Tuesday, 5 May 2026 (Council Meeting)
Draft Annual Business Plan available for viewing by the public	Saturday, 09 May 2026
Meeting to receive public submissions on the Annual Business Plan	Tuesday, 26 May 2025 (Public Meeting)
Consideration of public submissions	Tuesday, 09 June 2026 (Council Meeting)
Adoption of Annual Business Plan and Budget	Tuesday, 07 July 2026 (Council Meeting)

In respect to the community consultation on the Annual Business Plan, a Public Meeting is proposed to be held on Tuesday, 26 May 2026 to allow members of the community to present their comments and feedback to the Council on the content of the Annual Business Plan and Budget.

## OPTIONS

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

1. adopt the Annual Business Plan objectives, Annual Budget parameters and assumptions as recommended; or
2. amend any or all of the recommended Annual Business Plan objectives, Annual Budget parameters and assumptions.

The Annual Business Plan objectives, Annual Budget parameters and assumptions set out in this report, are consistent with the approach which the Council has set in previous years to the development of the Annual Business Plan and Budget. In addition, the proposed approach and timetable as presented, will ensure that the Council meets its legislative requirements as set out in the *Local Government Act 1999* and Regulation 6 of the *Local Government (Financial Management) Regulations 2011* therefore Option 1 is recommended.

## CONCLUSION

The development of the 2026-2027 Annual Business Plan and Budget, should form the platform to position the Council to achieve and maintain ongoing Financial Sustainability. Financial Sustainability is not a number on the Income Statement, it is a strategy. Therefore, strategies need to be developed that integrate into the Council's planning and are supported by longer term planning, with any future decisions made being consistent with and supporting the strategy.

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 General Manager, Governance & Civic Affairs, Lisa Mara on 8366 4549 or email [lmara@npsp.sa.gov.au](mailto:lmara@npsp.sa.gov.au) prior to the meeting.

## RECOMMENDATION

1. *That the Annual Business Plan objectives as set out in this report be adopted “in principle” for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget.*
2. *That the following budget parameters and assumptions be adopted ‘in principle’ for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget:*
  - *the Recurrent Operating Budget be prepared on a “business as usual” basis;*
  - *the continuation of previously recognised ongoing operational savings;*
  - *maximum Material, Contracts and Other Expenses cost escalation be set at 3%;*
    - *wages and salaries increases be set in line with the Council’s Enterprise Bargaining Agreements;*
    - *fees and charges not set by Legislation be increased by a minimum of 3.0%;*
    - *new Capital Projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council’s 2024-2034 Long Term Financial Plan;*
    - *new services and one-off projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council’s 2024-2034 Long Term Financial Plan be funded through Rate Revenue increases or by expenditure savings; and*
    - *new capital projects are funded through grant funding and or long-term borrowings.*

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*Cr Sims moved:*

1. *That the Annual Business Plan objectives as set out in this report be adopted “in principle” for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget.*
2. *That the following budget parameters and assumptions be adopted ‘in principle’ for the purposes of preparing the draft 2026-2027 Annual Business Plan and Budget:*
  - *the Recurrent Operating Budget be prepared on a “business as usual” basis;*
  - *the continuation of previously recognised ongoing operational savings;*
  - *maximum Material, Contracts and Other Expenses cost escalation be set at 3%;*
    - *wages and salaries increases be set in line with the Council’s Enterprise Bargaining Agreements;*
    - *fees and charges not set by Legislation be increased by a minimum of 3.0%;*
    - *new Capital Projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council’s 2024-2034 Long Term Financial Plan;*
    - *new services and one-off projects to be considered and approved within the context of the Annual Business Plan objectives, CityPlan 2030: Shaping Our Future, the Infrastructure and Asset Management Plan and the Council’s 2024-2034 Long Term Financial Plan be funded through Rate Revenue increases or by expenditure savings; and*
    - *new capital projects are funded through grant funding and or long-term borrowings.*

*Seconded by Cr Granozio and carried unanimously.*

## 13.2 2026-2027 FEES AND CHARGES

**REPORT AUTHOR:** Senior Finance Business Partner  
**APPROVED BY:** Chief Executive Officer  
**ATTACHMENTS:** A

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### PURPOSE OF THE REPORT

The purpose of this report is to provide the Council with the draft *2026-2027 Schedule of Fees and Charges*, which, following its adoption “in principle”, will be used as a basis for calculating the revenue components for the draft 2026-2027 Annual Budget.

### BACKGROUND

Section 188 of the *Local Government Act 1999* (the Act), states the following in respect to fees and charges:

- (1) *A council may impose fees and charges—*
- (a) *for the use of any property or facility owned, controlled, managed or maintained by the council;*
  - (b) *for services supplied to a person at his or her request;*
  - (c) *for carrying out work at a person's request;*
  - (d) *for providing information or materials, or copies of, or extracts from, council records;*
  - (e) *in respect of any application to the council;*
  - (f) *in respect of any authorisation, licence or permit granted by the council;*
  - (g) *in respect of any matter for which another Act provides that a fee fixed under this Act is to be payable;*
  - (h) *in relation to any other prescribed matter.*

The majority of fees and charges which are administered by the Council, are levied under various pieces of legislation (ie statutory charges), such as the *Planning Development & Infrastructure Act 2016* the *Dog and Cat Management Act 1995* and the *Local Government Act 1999*. Other fees and charges arise from various policies which have been adopted by the Council. For example, the *Outdoor Dining Policy* and *On-Street Parking Permit Policy*, are based on the user pays principle with respect to the provision of those particular services or permits on a commercial basis.

Pursuant to Section 188(6) of the Act, the Council must keep a list of the fees and charges on public display at the Principal Office of the Council. The Council publishes the Schedule of Fees and Charges on the Council's website.

As part of the annual budget preparation process, a review is undertaken of the fees and charges which are levied by the Council for the use of facilities and the provision of services. Any increases (or decrease) in fees and charges which are set by legislation are determined by the State Government and will be incorporated upon gazetting.

### STRATEGIC DIRECTIONS

Not Applicable.

### FINANCIAL AND BUDGET IMPLICATIONS

Where the Council has the power to set the fees and charges (discretionary fees and charges), as presented in the 2026-2027 Annual Business Plan and Budget Objectives & Parameters report, it is proposed that discretionary fees and charges are increased by 3% at a minimum or at market value.

Generally, the recommended increases in Fees & Charges are in line with the recommendations contained in the 2026-2027 Budget Parameters Report.

In the cases where the minimum increase has not been met, the reasons for the lower increase are:

- rounding, for ease of cash handling;
- the fee in question is rarely charged but required to be set pursuant to the *Local Government Act 1999*;
- the proposed increase would result in a minor increase. In these instances, the fee is increased on a cyclical basis of every three (3) to five (5) years; and
- determination that the market could not sustain an increase.

## **RISK MANAGEMENT**

The annual review and adoption of the Fees and Charges ensures that the Council meets its statutory obligations under the *Local Government Act 1999*.

## **CONSULTATION**

### **Elected Members**

Not Applicable.

### **Community**

Not Applicable.

### **Staff**

Not Applicable.

### **Other Agencies**

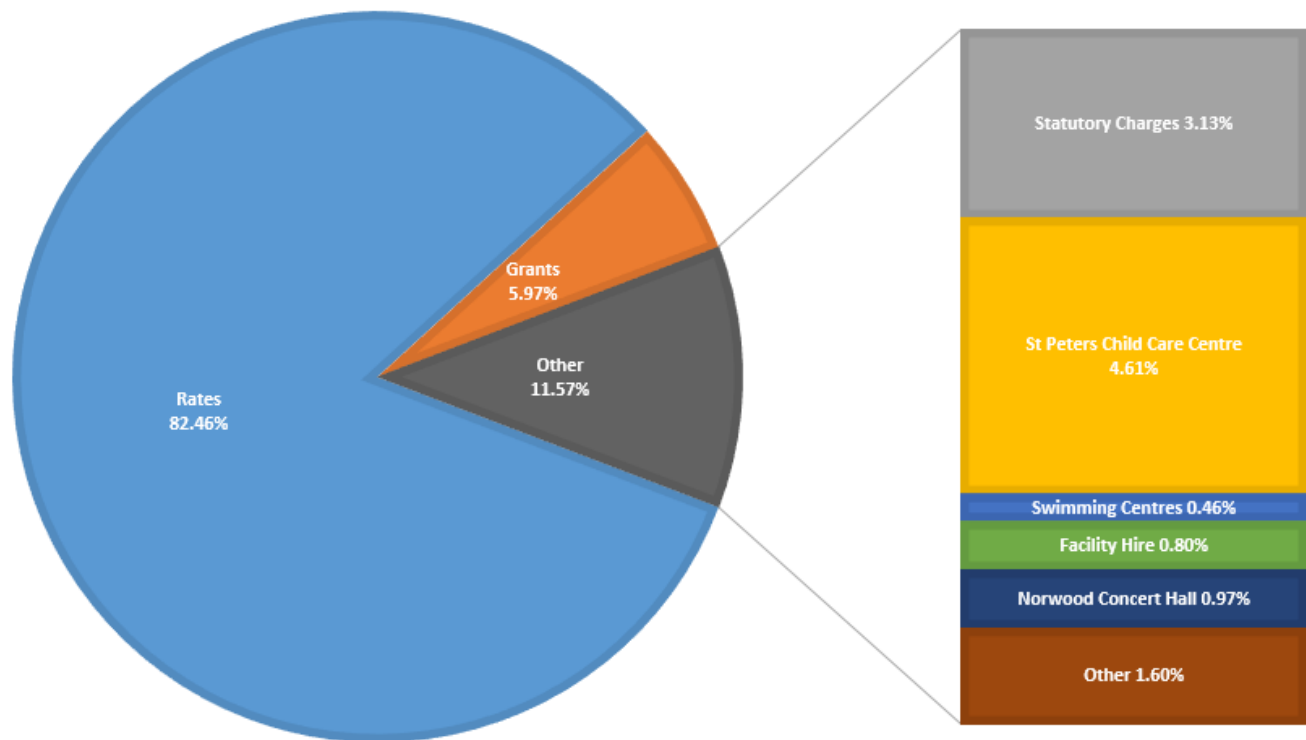
Not Applicable.

## **DISCUSSION**

In general, user fees and charges are reviewed taking into consideration the anticipated inflation rate and the cost which is incurred by the Council to provide the service or the facility, market rates for similar services and ease of cash handling, through rounding of any proposed increases or deferring increases. The proposed general increase in the draft 2026-2027 Fees & Charges is 3%. This increase was determined with reference to the anticipated combined impact of the inflation rate associated with goods and services and salaries and wages increase for the 2026-2027 Financial Year.

Fees and Charges incorporate statutory charges which are set by legislation or by Policies which are adopted by the Council and discretionary user fees and charges which are based on user pay principles. As detailed in Figure 1 below, for the 2025-2026 financial year, discretionary user charges represent 12% of the Council's total revenue, with the major portion of this revenue from the fees and charges set by the Council. User Fee income is mostly derived from user fees which are charged at the St Peters Child Care Centre & Pre-school. Given that income from the Council's Business Units (i.e. St Peters Child Care Centre & Pre-school, Norwood Concert Hall and the Swimming Centres) represents 6% of the total income that is generated from user charges, any increase or decrease in User Charges from other services or programs, will not have a significant impact on the Council's income.

**FIGURE 1 – USER CHARGES AS A PERCENTAGE OF REVENUE**



As set out above, for the most part, the recommended increases are in line with the Budget Parameters that have been recommended to the Council. The proposed increase in Fees & Charges that are not in line with the Budget parameter of 3%, (excluding rounding) are detailed below.

#### **Council Documents (Hard Copy)**

It is proposed to reintroduce a fee of \$4 per entry for requests for copies of assessment records. This fee reflects the administrative costs incurred by the Council in collating and preparing these records, ensuring appropriate cost recovery while maintaining service accessibility.

#### **Planning Development & Infrastructure Act 2016**

Under the *Planning, Development & Infrastructure Act 2016 (SA)*, the prescribed Public Notice on Land fee for placing a notification sign on a development site is set at \$230 per plan. This fee is proposed to remain unchanged for 2026-2027. The administrative and operational expenses associated with installing the signage required under the Act, have remained stable, therefore, the existing fee is sufficient to recover the Council expenses.

#### **Parking Permits – Resident & Visitor Permit (New/ Renewal)**

It is proposed that fees for Parking Permit be increased by \$5 per permit in the upcoming financial year. Following a comprehensive review, staff consider this adjustment to be reasonable and appropriate, noting that permit fees have remained unchanged for the past five years.

The current fees and the proposed fees for 2026-2027 are set out in Table 1 below:

**TABLE 1: PROPOSED CHANGES TO PARKING PERMIT FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Fee Name	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Resident Only Parking Areas</b>				
Residential Replacement Permit	\$ 10.00	\$ 15.00	50%	\$ 5.00
First Visitor Parking Permit - 1 Year Permit	\$ 25.00	\$ 30.00	20%	\$ 5.00
First Residential Parking Permit - 1 Year Permit	\$ 25.00	\$ 30.00	20%	\$ 5.00
Second Visitor Parking Permit – 1 Year Permit	\$ 50.00	\$ 55.00	10%	\$ 5.00
Second Residential Parking Permit - 1 Year Permit	\$ 50.00	\$ 55.00	10%	\$ 5.00
<b>Time Limited Parking Areas</b>				
Residential Replacement Permit	\$ 10.00	\$ 15.00	50%	\$ 5.00
Second Visitor Parking Permit – 1 Year Permit	\$ 25.00	\$ 30.00	20%	\$ 5.00
Second Residential Parking Permit – 1 Year Permit	\$ 25.00	\$ 30.00	20%	\$ 5.00

Table 2 sets out the new parking permit fees proposed to be introduced in the 2026-2027 financial year.

In this respect, based on 2 year permits, to improve efficiency and reduce administrative processes , it is proposed to introduce two (2) year permits for both Residential Parking and Visitor Parking in Resident-Only Parking areas and Time-Limited Parking areas. This initiative aims to streamline the application process for residents while reducing i ngdministrative processing.

**TABLE 2: NEW PROPOSED PARKING PERMIT FEES**

Fee Name	2026-2027 Fee
<b>Resident Ony Parking Areas</b>	
First Residential Parking Permit (2 years)	\$ 60.00 per permit
First Visitor Parking Permit (2 years)	\$ 60.00 per permit
Second Residential Parking Permit (2 years)	\$110.00 per permit
Second Visitor Parking Permit (2 years)	\$110.00 per permit
<b>Time Limited Parking Areas</b>	
Second Residential Parking Permit (2 years)	\$ 60.00 per permit
Second Visitor Parking Permit (2 years)	\$ 60.00 per permit

### Parking Permits – Trades Temporary Permit

Trades Temporary Permits were introduced during 2025-2026 for tradespeople who are working on major renovations or new builds valued over \$50,000. During 2025-2026, no fee has been charged as this permit system was set up as a trial. It is proposed that the fee for this Permit be set at \$50 per permit.

Since July 2025, 10 applications for Trades Temporary Permits have been approved with 5 applications meeting the eligibility criteria.



## Hall Hire

### ***Payneham Community Centre, Payneham Library, St Peters Town Hall Complex Banquet Hall, St Peters Youth Centre, the Don Pyatt Community Hall and Beulah Road Community Hall***

The venue hire fees for Community Facilities (excluding the Norwood Concert Hall) are currently based on a four (4) tiered structure (Tier 1 – Full Fee charged for Commercial & Business hirers located outside the Council area, Non-resident private functions and State Government functions; Tier 2 – 20% discounted fee for Commercial & Business hirers and Local Resident private functions; Tier 3 – 50% Not-for-profit organisations, schools, sport & recreation clubs and Tier 4 – 80% discounted fee for activities open to the community to attend and Not-for-Profit organisations or clubs not affiliated with a business). In operation, the current tier structure proves confusing for users and can create management challenges in ensuring consistency in the application of the tiered structure without onerous validation processes.

The existing Tiered structure in respect to past bookings and venue capacities has been reviewed and it is proposed that the Tiers be simplified and condensed to three (3) Tiers commencing 2026-2027 as follows:

Tier 1 - Full Fee.

Tier 2 – Norwood Payneham & St Peters Based Commercial.

Tier 3 – Not-for-Profit & Community Groups.

It is also proposed to adjust the day rate methodology to increase accessibility and attract a broader range of potential hirers. Under the current structure, the day rate is based on a 4-hour block (i.e. any booking for 4 hours or more is charged at the day rate), which effectively reserves the venue for an entire day or evening. Analysis of historical booking data indicates that hirers frequently choose this option for reservations exceeding four hours; however, full-day bookings remain uncommon. Therefore, by redefining the day rate to cover a 6-hour period, aims to create greater flexibility and encourage more efficient utilisation of the venues. This approach aligns with industry practices, noting that other venues such as the Unley Community Centre offer day rates for up to eight hours and then apply an hourly charge thereafter. The revised structure seeks to balance affordability for hirers with optimal venue availability.

In addition, staff have benchmarked the proposed fees against similar Councils' venue hire fees. Whilst direct comparisons are not always available, Table 3 sets out 2025-2026 community facility fees that are charged by some other Councils:

**TABLE 3: COMPARISON HIRE FEES**

<b>Centre Name</b>	<b>Hourly Rate</b>	<b>Daily Rate</b>	<b>Conditions</b>
Payneham Community Centre - Main Hall (seating 70 persons)	\$50	\$300	8.00am to midnight
Unley Community Centre - Main Hall (seating 100 persons, without kitchen)	\$40-\$58	\$256-\$330	Daily rate is up to 8 hours, then charged hourly after
Unley Community Centre - Main Hall (seating 100 persons, with kitchen)	\$47-\$70	\$290-\$360	Daily rate is up to 8 hours, then charged hourly after
Burnside Community Centre - Lounge (seating 70 persons)	\$37-\$57		
Payneham Community Centre - Small Hall (seating 40 persons)	\$40	\$240	8.00am to midnight
Unley Community Centre – Dining Room (seating 50 persons)	\$40	\$240	Daily rate is up to 8 hours, then charged hourly after
Hectorville Community Centre – Small Hall (seating 65 persons)	N/A	\$520	
Campbelltown – Lochend Community Hall (seating 60 persons)	\$60	\$460	

**TABLE 4: PROPOSED CHANGES TO PAYNEHAM COMMUNITY CENTRE HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Fee Name	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 1: Full Fee – Main Hall</b>				
Daily Rate	\$ 176.00	\$ 300.00	70.45%	\$124.00
Hourly Rate	\$ 44.00	\$ 50.00	13.64%	\$ 6.00
<b>Tier 1: Full Fee – Small Hall</b>				
Daily Rate	\$ 132.00	\$ 240.00	81.82%	\$ 108.00
Hourly Rate	\$ 33.00	\$ 40.00	21.21%	\$ 7.00
<b>Tier 1: Full Fee – Rooms</b>				
Daily Rate	\$ 88.00	\$ 180.00	104.55%	\$ 92.00
Hourly Rate	\$ 22.00	\$ 30.00	36.36%	\$ 8.00
<b>Tier 1: Full Fee – Meeting Room</b>				
Hourly Rate	\$ 11.00	\$ 22.00	100.00%	\$ 11.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Main Hall</b>				
Daily Rate	\$ 140.00	\$ 225.00	60.71%	\$ 85.00
Hourly Rate	\$ 36.00	\$ 37.50	4.17%	\$ 1.50
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Small Hall</b>				
Daily Rate	\$ 106.00	\$ 180.00	69.81%	\$ 74.00
Hourly Rate	\$ 26.00	\$ 30.00	15.38%	\$ 4.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Rooms</b>				
Daily Rate	\$ 70.00	\$ 135.00	92.86%	\$ 65.00
Hourly Rate	\$ 18.00	\$ 22.50	25.00%	\$ 4.50
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Meeting Room</b>				
Hourly Rate	\$ 9.00	\$ 16.50	83.33%	\$ 7.50
<b>Tier 3: Not-for-Profit &amp; Community Groups - Main Hall</b>				
Daily Rate	\$ 88.00	\$ 135.00	53.41%	\$ 47.00
Hourly Rate	\$ 22.00	\$ 25.00	13.64%	\$ 3.00
<b>Tier 3: Not-for-Profit &amp; Community Groups - Small Hall</b>				
Daily Rate	\$ 66.00	\$ 120.00	81.82%	\$ 54.00
Hourly Rate	\$ 16.40	\$ 20.00	21.95%	\$ 3.60
<b>Tier 3: Not-for-Profit &amp; Community Groups - Rooms</b>				
Daily Rate	\$ 44.00	\$ 90.00	104.55%	\$ 46.00
Hourly Rate	\$ 11.00	\$ 15.00	36.36%	\$ 4.00
<b>Tier 3: Not for Profit &amp; Community Groups - Meeting Room</b>				
Hourly Rate	\$ 5.50	\$ 11.00	100.00%	\$ 5.50

**TABLE 5: PROPOSED CHANGES TO PAYNEHAM LIBRARY COMPLEX HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Fee Name	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 1: Full Fee – Payneham Hall</b>				
Daily Rate	\$ 704.00	\$1,089.00	54.69%	\$ 385.00
<b>Tier 1: Full Fee – Torrens &amp; Trinity Room</b>				
Daily Rate	\$ 176.00	\$ 273.00	55.11%	\$ 97.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Payneham Hall</b>				
Daily Rate	\$ 562.00	\$ 816.00	45.20%	\$ 254.00
Hourly Rate	\$ 140.00	\$ 136.00	- 2.86%	-\$ 4.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial - Torrens &amp; Trinity Room</b>				
Daily Rate	\$ 140.00	\$ 205.00	46.43%	\$ 65.00
Hourly Rate	\$ 36.00	\$ 34.00	- 5.56%	-\$ 2.00
<b>Tier 3: Not-for-Profit &amp; Community Groups - Payneham Hall</b>				
Daily Rate	\$ 352.00	\$ 544.00	54.55%	\$192.00
<b>Tier 3: Not-for-Profit &amp; Community Groups - Torrens &amp; Trinity Room</b>				
Daily Rate	\$ 88.00	\$ 136.50	55.11%	\$ 48.50
Hourly Rate	\$ 22.00	\$ 23.00	4.55%	\$ 1.00

**TABLE 6: PROPOSED CHANGES TO ST PETERS TOWN HALL COMPLEX BANQUET HALL HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Fee Name	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial &amp; Private</b>				
Daily Rate	\$ 282.00	\$ 408.00	44.68%	\$ 126.00
Hourly Rate	\$ 70.00	\$ 68.00	- 2.86%	-\$ 2.00
<b>Tier 3: Not-for-Profit Organisations &amp; Community Groups</b>				
Daily Rate	\$ 176.00	\$ 273.00	55.11%	\$ 97.00

**TABLE 7: PROPOSED CHANGES TO ST PETERS YOUTH CENTRE HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Fee Name	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 1: Full Fee</b>				
Daily Rate	\$ 286.00	\$ 444.00	55.24%	\$ 158.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial &amp; Private</b>				
Daily Rate	\$ 228.00	\$ 333.00	46.05%	\$ 105.00
Hourly Rate	\$ 57.00	\$ 55.00	- 3.51%	-\$ 2.00
<b>Tier 3: Not-for-Profit &amp; Community Groups</b>				
Daily Rate	\$ 143.00	\$ 222.00	55.24%	\$ 79.00
Hourly Rate	\$ 36.50	\$ 37.00	1.37%	\$ 0.50

**TABLE 8: PROPOSED CHANGES TO DON PYATT COMMUNITY HALL HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Item	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial &amp; Private</b>				
Daily Hire	\$ 225.50	\$ 220.00	-2.44%	-\$ 5.50
Hire Hourly Rate	\$ 57.00	\$ 55.00	-3.51%	-\$ 2.00
<b>Tier 3: Not for Profit &amp; Community Groups</b>				
Daily Hire	\$ 141.00	\$ 147.00	4.26%	\$ 6.00
Hire Hourly Rate	\$ 36.00	\$ 37.00	2.78%	\$ 1.00

**TABLE 9: PROPOSED CHANGES TO BEULAH ROAD COMMUNITY HALL HIRE FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Item	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Tier 1: Full Fee</b>				
Daily Rate	\$ 320.00	\$ 480.00	50.00%	\$ 160.00
Hourly Rate	\$ 80.00	\$ 80.00	0.00%	\$ 0.00
<b>Tier 2: Norwood Payneham &amp; St Peters Based Commercial</b>				
Daily Hire	\$ 256.00	\$ 360.00	40.63%	\$ 104.00
Hire Hourly Rate	\$ 64.00	\$ 60.00	-6.25%	-\$ 4.00
<b>Tier 3: Not-for-Profit &amp; Community Groups</b>				
Daily Hire	\$ 160.00	\$ 240.00	50.00%	\$ 80.00
Hire Hourly Rate	\$ 40.00	\$ 40.00	0.00%	\$ 0.00

### Norwood Concert Hall

The Standard Daily Rate for Not-for-Profit Organisations is proposed to be reduced from \$2,830 to \$2,600. The reduction in this fee aims to encourage greater use of the venue space by school and similar organisations.

The Standard Daily Rate for Community Organisations which is currently set at \$2,410 is proposed to be removed, as the Norwood Concert Hall is currently not utilised by this group type due to the size and associated operating costs of the venue.

No increases are proposed for the Mayor's Parlour Hire fee (\$165 per day), use of Grand Piano fee (\$400 per event) and use of Projector fee (\$600 per event). These fees are considered appropriate given the specialised nature of these services and the costs associated with their provision.

The following new fees are proposed to be introduced and it is recommended that these fees be introduced to ensure that the costs incurred by the Council are recovered in the event of loss or damage to Council property by the hirer. This measure ensures cost recovery and promotes responsible use of facilities.

**TABLE 10: NEW PROPOSED FEES HALL HIRE FEES**

Item	2026-2027 Fee
Alarm Call Out	\$ 165.00 per call out
Cleaning	\$ 165.00 per clean
Damage/ Breakage (General)	Cost + 15% Admin fee + GST
Damaged Carpet Tile	\$ 55.00 per damaged tile
Emergency Services Call Out	\$ 700.00 per emergency service vehicle
Loss of Equipment	Cost + 15% Admin fee + GST
Missing / Lost Key (Replacement of barrel)	Cost + 15% Admin fee + GST
Missing / Lost Key or Fob	\$ 110.00 per key or fob

### Swimming Centres

A new fee is proposed to be introduced at the Norwood Swimming Centre following requests to conduct private swimming lessons within the existing swimming school framework. The proposed fee for Private Swimming lessons is \$55 per half hour. Staff have reviewed this fee and benchmarked it against similar swimming centres, including the Unley Swimming Centre and Pro- Swim Plympton, to ensure that the new fee is competitive and appropriate.

The current fees for the Payneham Memorial Swimming Centre, which is scheduled to open to the public and become operational in early 2026, have not been included in the 2026–2027 Schedule of Fees and Charges. These fees will be determined when the performance framework for the new Centre is completed.

### Community Services

Fees for the following programs are proposed to be introduced and made available to individuals who do not wish to register with, or are eligible for, the Federal Government's My Aged Care service. The introduction of these fees provides an alternative participation opportunity, providing accessible and flexible options for community members. Fees set for these programs have been benchmarked against other Councils (i.e. City of Prospect and City of Burnside).

**TABLE 11: NEW PROPOSED COMMUNITY SERVICES FEES**

Item	2026-2027 Fee
Come and Try Program	\$ 10.00 per session
Excursions	\$ 15.00 per person
Strength and Balance	\$ 10.00 per session

### Zest for Life Festival

The Council's Zest for Life Festival is an annual two-week program designed to celebrate active and positive ageing. The program offers a range of activities, which may include "come and try" sessions such as Tai Chi, Pilates and mindfulness; seminars on topics relevant to older residents, including cyber safety and health and wellbeing; as well as excursions, cooking classes and music activities.

The specific activities included in the Festival are determined annually by Community Services, Library and Events staff. Fees for activities will be set having regard to factors such as demand, delivery costs and the available budget. Approval is sought for the Manager, Community Services to determine and approve activity fees on an annual basis. It is anticipated that fees will range from free of charge to a maximum of \$20 per session.

## Community Bus

Two (2) new Community bus routes are proposed to be introduced in 2026-2027, one will be to the Burnside Shopping Centre at \$5 per return trip and one to the Tea Tree Plaza Shopping Centre at \$10 per return trip.

## Home Maintenance and Home Modifications (Commonwealth Home Support Programme)

The Fees for Services provided under the Council's Commonwealth Home Support Program have been reviewed for the new financial year. The services detailed in Table 12 are proposed to be increased by greater than the proposed budget parameter of 3% in line with increases in contractor and material costs directly related to providing these services.

To ensure Council fees are appropriate, competitive and compliant with the Council's obligations under competitive neutrality obligations, a benchmarking exercise has been undertaken. This involved comparing this Council's existing fees with those charged by selected Councils and aged care service providers offering similar programs and services (i.e. City of Burnside, City of Unley, City of Charles Sturt, ECH Independent Aged Care and ACH Group). When compared with other service providers, the majority of the proposed fees and charges remain lower than, or slightly higher than, those identified through the benchmarking process.

For other Councils, Escorted Shopping and Shopping List services, which support older residents to complete essential shopping tasks, fees were previously charged on a per-service basis. Due to ongoing increases in contractor costs, this pricing structure (charges per services) is no longer financially sustainable and impacts on the Council's ability to deliver cost effective services.

The proposed hourly rate reflects differences in service delivery models compared to other Councils. Other Councils utilise volunteers to deliver these services, whereas the Council, along with other aged care providers rely on contracted service providers.

**TABLE 12: PROPOSED CHANGES TO THE HOME MAINTENANCE & MODIFICATION FEES (NOT IN LINE WITH THE PROPOSED 3% INCREASE)**

Item	2025-2026 Fee	2026-2027 Fee	% Increase	\$ Increase
<b>Home Maintenance</b>				
Specialist Gutter Cleaning	\$ 24.00	\$ 30.00	25.00%	\$ 6.00
Labour	\$ 17.00	\$ 20.00	17.65%	\$ 3.00
Gutter cleans	\$ 17.00	\$ 20.00	17.65%	\$ 3.00
Window Cleaning	\$ 17.00	\$ 20.00	17.65%	\$ 3.00
Material removal	\$ 13.00	\$ 15.00	15.38%	\$ 2.00
<b>Home Modification</b>				
Domestic Assistance (CHSP) Cancellation fee	\$ 7.00	\$ 10.00	42.86%	\$ 3.00
Domestic Assistance (CHSP)	\$ 9.50	\$ 12.00	26.32%	\$ 2.50
Personal Care (CHSP)	\$ 9.50	\$ 12.00	26.32%	\$ 2.50
Personal Care (CHSP) Cancellation fee	\$ 8.00	\$ 10.00	25.00%	\$ 2.00
Community Transport Car (CHSP)	\$ 9.00	\$ 11.00	22.22%	\$ 2.00
Shopping List (CHSP)	\$ 10.00 per service	\$ 10.00 per hour		
Escorted Shopping (CHSP)	\$ 13.00 per service	\$ 13.00 per hour		
Excursions (CHSP)	\$ 9.00	\$ 10.00	11.11%	\$ 1.00

## Library Services

### Other Library Fees

It is proposed that the fee for earphones that are sold to the public be increased from \$6 to \$9 in 2026-2027. The increase in the proposed price reflects the purchase cost of the item (ie. \$9).

## Cultural Heritage

At its meeting held on 1 September 2025, the Council considered the findings of the Cultural Heritage Program Review and resolved that further investigation into the development of fee-based services would be undertaken, with a report to be presented in February 2026.

As part of this process, staff have reviewed and benchmarked the proposed fees against comparable institutions, including the City of Holdfast, Unley Museum, Mitcham Heritage Centre, Gawler Cultural Heritage Centre and Genealogy SA. It is important to note that these organisations do not maintain Rate Assessment records of the same historical depth as those held by this Council, making the scope and comprehensiveness of the Council's services unique.

The proposed fees have been structured to achieve a modest level of cost recovery for specialised services, while continuing to provide free access where possible for residents of the City of Norwood Payneham & St Peters.

This approach supports the Cultural Heritage Centre's core objectives, identified by the Review, which include, fostering a connection to place, enhancing the Council's historical reputation, supporting heritage property owners by providing guidance for sympathetic and informed restorations and empowering residents with knowledge by offering tools and resources for independent historic searches using the Centre's collection and online platforms.

**TABLE 13: NEW PROPOSED CULTURAL HERITAGE FEES**

Item	2026-2027 Fee
Programmed workshops & training sessions (for NPSP residents)	Free
Photographic Scanning and Reproduction (for Commercial use)	\$ 125.00 per image
Photographic Scanning and Reproduction (for Research & Private use)	\$ 20.00 per image
Research and information request (for Commercial and Non-residents)	\$ 40.00 per hour
Research & information requests up to 30 minutes (for NPSP residents)	Free
Research and information requests (for NPSP residents)	\$ 20.00 per hour
Research and information requests exceeding 5 hours	Price set by Library

A copy of the proposed 2026-2027 Schedule of Fees and Charges including are contained in **Attachment A**.

## OPTIONS

The Council has the option of adopting "*in principle*" the proposed fees and charges as contained in **Attachment A** or make amendments to the proposed fees as the Council sees fit.

## CONCLUSION

The recommended Fees and Charges for 2026-2027 have been set at an appropriate level for users and consumers and in consideration of the Council's adherence to competitive neutrality principles.

This report does not cover statutory fees that are charged under legislation as the Council cannot vary these fees and charges.

In relation to Statutory Fees and Charges, the actual fee increases imposed under Acts will remain unknown until the State Government has set its 2026-2027 Budget which is expected to be in May 2026.

## RECOMMENDATION

*That the Draft 2026-2027 Schedule of Fees and Charges (Attachment A) be adopted "in principle".*

---

Cr Sims left the meeting at 8.16pm.

Cr Sims returned to the meeting at 8.19pm.

*Cr Mex moved:*

*That the Draft 2026-2027 Schedule of Fees and Charges (Attachment A) as amended, with the inclusion of a Tier 4 category for all community room hire fees, offering a 75% discount for smaller community organisations and local community led programs to be adopted "in principle".*

*Seconded by Cr Sims.*

### Amendment

*Cr Moorhouse moved:*

*That the Draft 2026-2027 Schedule of Fees and Charges (Attachment A) as amended, with the inclusion of:*

- *a Tier 4 category for all community room hire fees, offering a 75% discount for smaller community organisations and local community led programs; and*
- *Table 13 - Research & information requests up to 2 hours (for NPSP residents) – Free,*

*be adopted "in principle".*

*Seconded by Cr Excell.*

*The amendment was put and carried.*

*The motion, as amended, was put and carried unanimously.*

Cr Wilkinson left the meeting at 8.50pm.

*Cr McFarlane moved:*

*That Item 14 be brought forward for consideration.*

*Seconded by Cr Duke and carried unanimously.*



## 14. COMMITTEE REPORTS & RECOMMENDATIONS

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### PURPOSE OF THE REPORT

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

- Traffic Management & Road Safety Committee – (27 January 2026)  
(A copy of the Minutes of the Traffic Management & Road Safety Committee meeting held on 27 January 2026 is included as **Attachment A.**)
- 

Cr McFarlane declared a general conflict of interest in this matter, as she is an employee of the OTR Group. Cr McFarlane advised that she would remain in the meeting and take part in the discussion but would not be voting in regard to this matter.

Cr Sims left the meeting at 8.51pm.  
Cr Sims returned to the meeting at 8.57pm.

### ADOPTION OF COMMITTEE RECOMMENDATIONS

- **Traffic Management & Road Safety Committee**

*Cr Duke moved that the Minutes of the meeting of the Traffic Management & Road Safety Committee held on 27 January 2026, 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.*

Cr McFarlane did not vote on this motion.

### **13.3 FINANCE REPORT - DECEMBER 2025**

**REPORT AUTHOR:** Senior Finance Business Partner  
**APPROVED BY:** Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **PURPOSE OF THE REPORT**

The purpose of this report is to provide the Council with information regarding its financial performance for the period ended 31 December 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 quarterly financial reports detailing its financial performance compared to its Budget.

#### **STRATEGIC DIRECTIONS**

Not Applicable.

#### **FINANCIAL AND BUDGET IMPLICATIONS**

Financial sustainability is as an ongoing high priority for the Council. The Adopted Budget forecast an Operating Surplus of \$754,356 for the 2025-2026 Financial Year. Following the First Budget Review where the Council approved the budget carry forward of Operating Projects from the previous financial year (2024-2025) of \$329,663, the Council has projected an Operating Surplus of \$424,693.

#### **RISK MANAGEMENT**

Not Applicable.

#### **CONSULTATION**

##### **Elected Members**

Not Applicable.

##### **Community**

Not Applicable.

##### **Staff**

Not Applicable.

##### **Other Agencies**

Not Applicable.

#### **DISCUSSION**

For the period ended December 2025, the Council's financial performance remained stable, with a year-to-date Operating Surplus of \$2,534,388 against a year-to-date Budgeted Operating Surplus of \$1,496,319 resulting in a favourable variance of \$1,038,069. There are number of variances across income and expense categories, impacting the overall performance. Details of the overall financial performance are set out in Table 1.

**TABLE 1: OVERVIEW OF FINANCIAL PERFORMANCE FOR THE PERIOD ENDED 31 DECEMBER 2025**

LYTD Actual		YTD Actual	YTD Revised Budget	Var	Var %
\$'000		\$'000	\$'000	\$'000	
	<b>Revenue</b>				
23,662	Rates Revenue	25,640	25,567	74	0%
1,406	Statutory Charges	1,469	1,298	171	13%
2,062	User Charges	2,360	2,195	165	7%
2,443	Grants, Subsidies and Contributions	2,140	1,815	325	18%
8	Investment Income	5	28	(22)	(80%)
52	Reimbursements	87	18	69	390%
374	Other	449	242	207	86%
<b>30,007</b>	<b>Total Revenue</b>	<b>32,150</b>	<b>31,162</b>	<b>988</b>	<b>3%</b>
	<b>Expenses</b>				
8,474	Employee Expenses	9,668	9,998	330	3%
7,262	Contracted Services	7,586	7,125	(461)	(6%)
856	Government Levies	806	865	59	7%
570	Parts, Accessories and Consumables	549	649	100	15%
591	Utilities	681	577	(103)	(18%)
502	Insurance	501	544	42	8%
419	Subscriptions, Memberships & Licences	492	584	92	16%
142	Legal Expenses	183	94	(89)	(94%)
887	Other Expenses	954	911	(42)	(5%)
6,539	Depreciation, amortisation & impairment	6,848	6,848	(0)	(0%)
676	Finance Costs	1,347	1,470	122	8%
0	Net Loss - Joint Ventures & Associates	-	-	-	
<b>26,919</b>	<b>Total Expenses</b>	<b>29,616</b>	<b>29,667</b>	<b>51</b>	<b>0%</b>
<b>3,088</b>	<b>Operating Surplus/(Deficit)</b>	<b>2,534</b>	<b>1,496</b>	<b>1,038</b>	<b>69%</b>

### Income Variances

**Statutory Charges:** The higher than budgeted statutory income is primarily due to higher than budgeted Development Assessment fees, due to a higher number of Development Applications being submitted and higher Hoarding licences income as a result of ongoing development projects being undertaken.

**User Charges:** The increase in User Income is primarily attributed to higher hall hire and other services revenue (i.e. fees for technicians and equipment), driven by increased bookings from commercial hirers and not-for-profit organisations, as well as increased bar sales income against budgeted revenue. The bar income is partially offset by associated bar purchases which is a part of expenses of the Council.

**Grants, Subsidies & Contributions:** The increase in grant income compared to the Adopted Budget is primarily due to the delay in receipt of the Local Roads & Community Infrastructure (LRCI) Program Grant which was due to be received in 2024-2025 and the Supplementary Local Roads Grant income being higher than what was budgeted for.

**Investment Income:** The decrease in investment income compared to the Adopted Budget is due to lower interest earnings on Council's deposits with the LGFA and ANZ bank in line with the reduced cash balance. Available cash is transferred to the LGFA Cash Advance Debenture (CAD) account to reduce finance costs on borrowings.

**Reimbursements:** An increase in reimbursements compared to the budget is mainly due to higher cost recovery recharges including reimbursements to the Council for insurance claims lodged during the year.

**Other Income:** The favourable variance in Other Income is mainly due to timing of insurance rebates and the receipt of the Workers Compensation Distribution for 2024/2025 of \$14,130 and the LGFA Special Distribution Payment of \$56,167.

## Expenses Variances

**Contracted Services:** The negative variance of \$460,801 is primarily attributed to higher than budgeted spend on tree maintenance (planting, pruning and removal), unscheduled street sweeping and unplanned building maintenance. Work schedules for future months will be re-assessed to work towards reducing the variance through-out the year.

**Government Levies:** The favourable variance in Government levies is due to the delay in receipt of the Council's Emergency Services Levy invoice. Therefore, the variance is only a timing variance and is expected to align to the budget once the invoice is processed.

**Parts, Accessories & Consumables:** The positive variance of \$100,076 is due to the timing of purchases for parts and consumables for the Depot compared to the Adopted Budget. It is anticipated that actual expenditure will align with the budget by year end.

**Utilities:** The unfavourable variance of \$103,255 primarily relates to electricity charges. Council recently entered into a new contract with energy retailer "Flow," which supplies environmentally friendly wind-generated energy. As this is the first year of the contract, annual expenditure was initially budgeted on a straight-line basis. However, it has become evident that costs fluctuate in line with wind generation cycles. Periods between May and September typically produce less wind, resulting in higher charges. However, the full-year expenditure is still expected to remain within budget and is being closely monitored.

**Insurance:** The positive variance in insurance is partially due to the non-renewal of the Council's events cancellation insurance due to the new limitations in the cover and partially due to the Council's asset insurance being slightly lower than budget.

**Subscriptions, Memberships & Licences:** The favourable variance of \$92,352 in Subscription and Licence expenses is primarily attributable to the Authority upgrade project that will be considered as part of the Council's Information Technology Strategy implementation plan.

**Legal Fees:** The unfavourable variance of \$88,665 in legal fees is primarily attributable to higher than budgeted costs associated with multiple lease reviews, title transfers, drafting of development agreements, and the legal advice across various operational and strategic matters.

**Other Expenses:** The unfavourable variance of \$42,361 is primarily driven by spend on marketing for the Magill Road, Payneham Road, Glynde and Kent Town precincts and marketing for Major Projects (i.e. Payneham Memorial Swimming Centre, Rosemont lane, St Morris Reserve). This is mainly due to timing of actuals spend and the budget cost spread assumptions. The variance expected to reduce by the end of the year.

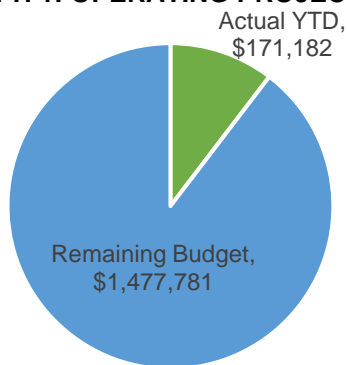
**Finance Costs:** Finance costs are \$122,252 below budget, primarily due to lower-than-forecast borrowings. This variance is driven by timing differences in the payment of capital invoices compared to the budget.

## Project Overview

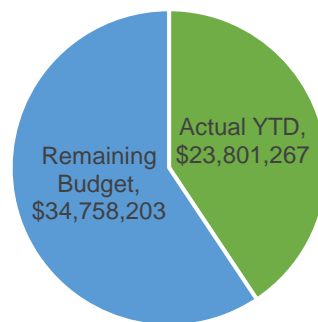
The Council's financial performance has been based not only on recurring expenses but also on the progress of Operating and Capital Projects.

Graph 1 and Graph 2 below provide an overview of actual year-to-date (YTD) expenditure on Operating and Capital Projects, respectively, as at 31 December 2025.

**GRAPH 1: OPERATING PROJECTS**



**GRAPH 2: CAPITAL PROJECTS**



Tables 1 and Table 2 below, provide a detailed breakdown of expenditure on both Operating and Capital projects, those carried forward from the previous financial year and new projects initiated as part of the 2025-2026 Adopted Budget. At the start of this financial year, significant focus has been placed on completing carried forward projects from the previous financial year.

**TABLE 2: OPERATING PROJECTS OVERVIEW AS AT 31 DECEMBER 2025**

Operating Project Name	Full Year Budget	YTD Actual	% Full Year Budget Utilised	Expected Completion Date
WILLIAM STREET LIGHTING UPGRADE	115,000	-	0%	Jun-26
STREET LIGHTING RENEWAL & UPGRADE	15,000	8,083	54%	Jun-26
VERGE UPGRADE	40,000	3,864	10%	Jun-26
AUTHORITY UPGRADE	516,000	-	0%	Jun-26
PUBLIC CONSULTATION FOR TRAFFIC MANAGEMENT CONCEPT DESIGNS	40,000	-	0%	Apr-26
ON-STREET PARKING POLICY IMPLEMENTATION IN NORWOOD & KENSINGTON	40,000	4,851	12%	Mar-26
TRAFFIC MANAGEMENT AT NINTH AVENUE CHRISTMAS LIGHTS DISPLAY	50,000	6,520	13%	Completed
URBAN GREENING PROGRAM	10,000	2,512	25%	Jun-26
URBAN TREE CANOPY REGIONAL MAPPING CONTRIBUTION	10,000	-	0%	Jan-26
DEVELOPMENT OF TREE INVENTORY	20,000	-	0%	Jan-26
40KMP/H SPEED LIMIT IMPEMETATION IN KENSINGTON & FELIXSTOW	45,000	2,500	6%	Apr-26
PUBLIC HEALTH PLAN	13,000	-	0%	Jun-26
LIBRARY SERVICES REVIEW	50,000	-	0%	Jun-26
FIRSTVAL FESTIVAL	4,000	4,654	100%	Completed
CULTURALLY DIVERSE EARLY LITERACY PROJECT	3,300	55	2%	Jan-26
ART & CULTURE PLAN YEAR 2 IMPLEMENTATION	45,000	-	0%	Mar-26
2026 AFL GATHER ROUND	200,000	16,725	8%	Apr-26
RAISING THE BAR ADELAIDE	38,000	20,198	53%	Completed
EASTSIDE BUSINESS AWARDS	50,000	240	0%	Apr-26
TOUR DOWN UNDER STAGE	55,000	8,825	16%	Jan-26
GLYNDE HEAVY VEHICLE TRAFFIC STUDY	25,000	6,000	24%	Mar-26
IT STRATEGY	107,415	54,350	51%	Jun-26
FOOD SECRETS OF GLYNDE	30,489	-	0%	Jun-26
DOG & CAT MANAGEMENT PLAN EDUCATION CAMPAIGN	7,248	-	0%	Jun-26
ST PETERS BILLABONG	50,615	-	0%	Completed
HERITAGE PROTECTION OPPORTUNITIES	49,691	12,600	25%	Jun-26
MARRYATVILLE PRECINCT MASTER PLAN	19,205	19,205	100%	Completed
<b>TOTAL</b>	<b>1,648,963</b>	<b>171,182</b>	<b>10%</b>	

**TABLE 3: CAPITAL PROJECTS OVERVIEW AS AT 31 DECEMBER 2025**

Capital Project Name	Full Year Budget	YTD Actual	% Full Year Budget Utilised	Expected Completion Date
RENEWAL PROGRAMM incl TRINITY VALLEY	28,518,243	8,764,234	31%	Jun-26
PAYNEHAM MEMORIAL SWIMMING CENTRE - YEAR 3	22,635,274	11,842,924	52%	Apr-26
ADEY RESERVE PLAYGROUND & ST PETERS CHILDCARE CENTRE & PRE-SCHOOL	120,000	95,731	80%	Jun-26
KENT TOWN PUBLIC REALM UPGRADE	400,000	16,627	4%	Feb-26
BUILDING ACCESSABILITY IMPROVEMENTS	100,000	-		Jun-26
QUADRENNIAL ART PROJECT	279,000	-		Jun-26
LANGMAN GROVE SPEED CUSIONS	143,840	127,659	89%	Completed
THE PARADE MASTER PLAN DETAILED DESIGN & CONSTRUCTION	970,226	25,852	3%	Jun-26
BLACK SPOT GRANT	1,112,793	84,797	8%	Jun-26
GEORGE STREET UPGRADE	2,869,671	1,866,911	65%	Jun-26
PRIVATE LANEWAY	97,874	422,031	100%	Completed
STANDBY POWER FOR ST PETERS LIBRARY	78,550	-		Jun-26
40KM SPEED LIMIT HACKNEY TO MARDEN	5,000	-		Jun-26
RICHMOND ST, HACKNEY & EIGHTH AVE, ST PETERS	50,000	-		Jun-26
TRAFFIC MGMT PAYNEHAM SOUTH, FIRLE & TRINITY GDNS	70,000	-		Jun-26
	<b>57,450,471</b>	<b>23,246,765</b>	<b>40%</b>	
*SALARY CAPITALISATION	\$ 1,108,999	\$ 554,502		
<b>TOTAL CAPITAL INVESTMENT AS REPORTED IN ABP</b>	<b>58,559,470</b>	<b>23,801,267</b>	<b>41%</b>	

**TABLE 4: STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2025**

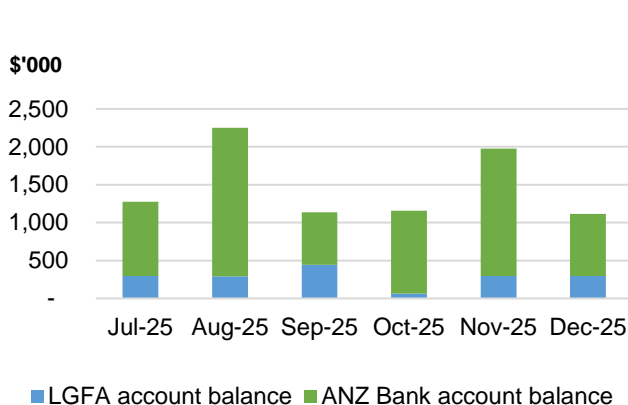
	<b>30 June 2025 Actual \$'000</b>	<b>31 December 2025 Actual \$'000</b>	<b>Movement \$'000</b>	
				<b>%</b>
<b>ASSETS</b>				
<b><u>Current Assets</u></b>				
Bank and Cash	1,986	1,453	533	27%
Accounts receivables	3,548	2,201	1,347	38%
Less: Provision for Bad Debts	(282)	(385)	103	-36%
<b>Total Current Assets</b>	<b>5,252</b>	<b>3,269</b>	<b>1,983</b>	<b>38%</b>
<b><u>Non-current Assets</u></b>				
Financial Assets	140	140	-	0%
Investments in Joint Ventures	3,110	3,160	(50)	-2%
Infrastructure, Property, Plant and Equipment	699,867	716,718	(16,851)	-2%
Other Non-current Assets	44,855	44,855	(0)	0%
<b>Total Non-current Assets</b>	<b>747,972</b>	<b>764,873</b>	<b>(16,901)</b>	<b>-2%</b>
<b>Total Assets</b>	<b>753,224</b>	<b>768,142</b>	<b>(14,918)</b>	<b>-2%</b>
<b>LIABILITIES</b>				
<b><u>Current Liabilities</u></b>				
Trade and Other Payables	13,153	9,967	3,186	24%
Borrowings	1,171	49,896	(48,725)	-4161%
Provisions	3,393	3,378	15	0%
<b>Total Current Liabilities</b>	<b>17,717</b>	<b>63,241</b>	<b>(45,524)</b>	<b>-257%</b>
<b><u>Non-current Liabilities</u></b>				
Borrowings	38,978	5,889	33,089	85%
Provisions	398	398	0	0%
Investments in Joint Ventures	741	690	51	7%
<b>Total Non-current Liabilities</b>	<b>40,117</b>	<b>6,976</b>	<b>33,141</b>	<b>83%</b>
<b>Total Liabilities</b>	<b>57,834</b>	<b>70,218</b>	<b>(12,384)</b>	<b>-21%</b>
<b>NET ASSETS</b>	<b>695,390</b>	<b>697,924</b>	<b>(2,534)</b>	<b>0%</b>
<b>EQUITY</b>				
Accumulated Surplus	70,622	70,622	0	
Profit/(Loss) for the year-to-date	-	2,534	(2,534)	
Asset Revaluation Reserves	624,768	624,768	(0)	
<b>TOTAL EQUITY</b>	<b>695,390</b>	<b>697,924</b>	<b>(2,534)</b>	<b>0%</b>

## Treasury

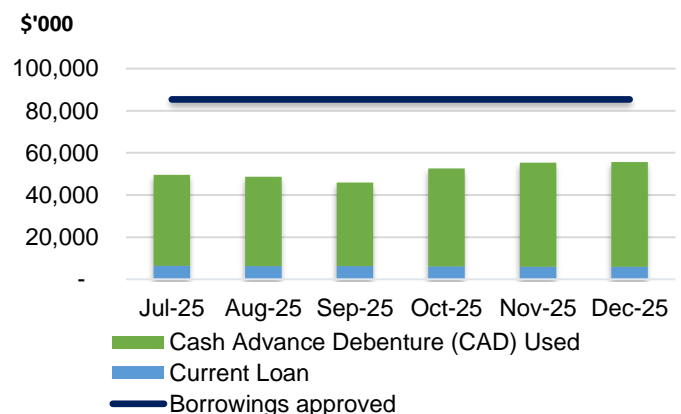
The Council's cash balance continues to be maintained at a minimum level, with all available funds transferred to offset the Cash Advance Debenture (CAD) facility to minimise interest and overall financing costs. This is illustrated in Graph 3, which presents the Council's monthly cash balances held in both the ANZ and LGFA bank accounts.

Borrowings remain below the anticipated level, as illustrated in Graph 4, consistent with the timing and progression of major projects (mainly due to the extended completion date for the Trinity Valley Stormwater Project and alignment of the payment schedule for the Payneham Memorial Swimming Centre). However, with several key activities now underway and project delivery accelerating, it is expected that borrowing levels will continue to increase over the coming months in line with planned funding requirements.

**GRAPH 3: CASH BALANCE**



**GRAPH 4: TOTAL BORROWINGS**



**TABLE 5: TOTAL BORROWINGS**

	Actuals as at 31 December 2025	Borrowings Expected as at 30 June 2026
<b>Fixed Rate Loans</b>	(5,888,652)	(50,341,895)
<b>Cash Advance Debenture (CAD)</b>	(49,896,009)	(28,183,105)
<b>TOTAL BORROWINGS</b>	<b>(55,784,661)</b>	<b>(78,525,000)</b>
Fixed %	10.6%	64.1%
Variable %	89.4%	35.9%

The Adopted Budget includes an assumption that \$45,000,000 of borrowings under the Cash Advance Debenture (variable loan) facility will be converted to a Fixed Rate loan by 30 June 2026. This assumption will be re-evaluated and confirmed later in the financial year, taking into consideration prevailing interest rate conditions and overall cash flow requirements.

## OPTIONS

Not Applicable. This report is provided for information purposes only.

## CONCLUSION

Not Applicable.

## RECOMMENDATION

*That the report be received and noted.*



*Cr Sims moved:*

*That the report be received and noted.*

*Seconded by Cr Granozio.*

Cr Robinson left the meeting at 9.43pm.  
Cr Granozio left the meeting at 9.45pm.  
Cr Robinson returned to the meeting at 9.46pm.  
Cr Granozio returned to the meeting at 9.48pm.  
Cr Callisto left the meeting at 9.50pm.  
Cr Holfeld left the meeting at 9.51pm.  
Cr Callisto returned to the meeting at 9.53pm.  
Cr Holfeld returned to the meeting at 9.54pm.  
Cr Sims left the meeting at 9.56pm.  
Cr Sims returned to the meeting at 9.57pm.

*The motion was put and carried unanimously.*

### 13.4 COMMONWEALTH HOME SUPPORT PROGRAM - PERSONAL CARE SERVICES

**REPORT AUTHOR:** Manager, Community Services  
**APPROVED BY:** General Manager, Community Development  
Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### PURPOSE OF THE REPORT

The purpose of this report is to seek the Council's approval to cease the provision of Personal Care Services as funded by the Federal Government's Home Support Program.

#### BACKGROUND

In response to the 2021 Royal Commission into Aged Care Quality and Safety, the Federal Government committed to comprehensive reform of the aged care system to ensure that the needs, rights and wellbeing of older Australians are central to service delivery.

A key component of these reforms is the introduction of the Australian *Aged Care Act (2024)* (the Act), together with strengthened *Aged Care Quality Standards*, which came into effect on 1 November 2025. These reforms significantly increase regulatory expectations and obligations for all aged care service providers.

The new regulatory framework introduces several major changes, including:

- a legislated Statement of Rights for Older People, requiring providers to uphold dignity, choice, safety and wellbeing in all aspects of care;
- stronger obligations relating to quality and safety, governance, workforce capability and risk management;
- expanded governance responsibilities, with senior management and elected members classified as responsible persons under the Act and subject to specific legal responsibilities, including due diligence and compliance with a code of conduct;
- enhanced protections for workers and care recipients to raise concerns without fear of reprisal; and
- increased monitoring and enforcement powers for the Aged Care Quality and Safety Commission.

Under the new framework, government-funded aged care service providers are audited against seven (7) standards by the Aged Care Quality and Safety Commission (ACQS):

- **Standard 1: The Individual** – placing the person at the centre of their care;
- **Standard 2: The Organisation** – promoting a culture of safety, quality and inclusion, managing risk, responding to feedback and complaints, and maintaining a competent workforce;
- **Standard 3: The Care and Services** – ensuring care is planned, coordinated and delivered in line with individual needs, goals and preferences;
- **Standard 4: The Environment** – providing safe, accessible and responsive care environments;
- **Standard 5: Clinical Care** – ensuring safe and appropriate clinical care, including medication management and infection control;
- **Standard 6: Food and Nutrition** – delivering nutritious, appealing food and drink aligned with individual and cultural preferences; and
- **Standard 7: The Residential Community** – applying only to residential aged care and supporting connection, wellbeing and belonging.

The strengthened Aged Care Quality Standards now form part of the Act, making compliance a legal requirement rather than a best-practice expectation. Non-compliance of these standards may therefore constitute a breach of the Act.

The Aged Care Quality and Safety Commission (ACQSC) has identified the following service categories as high-risk, requiring enhanced controls and more stringent monitoring:

- Personal Care;
- Clinical Services;
- Meal Services; and
- Residential Care.

Consistent with the ACQSC's assessment, the Council's Personal Care Service is a high-risk service. This is due to the vulnerability of clients receiving the service, the fact that service delivery is undertaken by Contractors and the inherently personal and intimate nature of the care that is provided, which creates a heightened potential for harm if services are not delivered appropriately.

## **STRATEGIC DIRECTIONS**

### ***CityPlan 2030 Alignment***

#### ***Outcome 1: Social Equity***

*An inclusive, connected, accessible and friendly community.*

*Objective 1.1: Convenient and accessible services, information and facilities.*

*Strategy 1.1.2: Ensure Council places, services, facilities, information and activities are inclusive and accessible to people of all abilities.*

## **FINANCIAL AND BUDGET IMPLICATIONS**

The Council currently receives approximately \$17,500 per annum in grant funding from the Federal Government's Department of Health, Ageing and Disability and Ageing, to provide Personal Care Services.

At present, three (3) residents receive the service on a long-term basis. Given the limited funding that is provided and available, the Council does not have capacity to extend the service to additional clients.

The Council's current funding agreement supports continuation of this service until 30 June 2027. Providers are required to provide six (6) months' notice where they intend to cease the provision of service. In these instances, the Federal Government will reassign the funding to another provider so that existing clients can continue to receive ongoing services.

## **RISK MANAGEMENT**

The ACQSC has identified Personal Care Services as a high-risk service requiring enhanced controls and more stringent monitoring. As a result, the Council has a legal duty and obligation to take reasonably practicable steps to prevent foreseeable physical harm to clients. This is a duty that is not transferrable to Contractors.

The Personal Care Service encompasses the highest inherent risk profile of all the Council's Community Care Services due to:

- the vulnerability of older clients receiving the service;
- the intimate, hands-on nature of personal care tasks;
- the home-based setting, which limits direct supervision; and
- the potential for serious harm if care is poorly delivered.

This risk profile is further elevated as the Council's Personal Care Service is delivered by a Panel of appointed Contractors. In this regard, the *Aged Care Act (2024)* places responsibility for the quality and safety of client care on the service provider. This responsibility cannot be delegated or transferred to Contractors. As such, the Council is accountable for:

- preventing foreseeable harm to clients;
- ensuring Contractors are compliant with legislative obligations; and

- demonstrating that the Council and its Contractors have effective governance, oversight and processes in place for quality assurance and risk management.

To meet this statutory requirement, the Council must be able to demonstrate that it has taken proactive and ongoing measures to prevent foreseeable harm. This includes ensuring the existence and operation of the following (both within the Council and its appointed contractors):

- a skilled, trained, and competent workforce;
- ongoing supervision and competency assessment;
- robust and integrated clinical governance arrangements; and
- effective systems for incident detection, reporting, investigation, and continuous improvement.

## **CONSULTATION**

### **Elected Members**

Not Applicable

### **Community**

Not Applicable

### **Staff**

Not Applicable

### **Other Agencies**

Mr Alex Yaminine, Council's Grant Funding Manager - Department of Health, Disability and Ageing.

## **Discussion**

The Council's Personal Care Service provides support to older citizens daily living, including showering, dressing and feeding.

The Council has delivered Personal Care Services on behalf of the Federal Government for more than 20 years. The City of Norwood Payneham & St Peters is the only South Australian Council that is continuing to provide Personal Care Services.

The Council's Personal Care Service was originally intended to provide short-term support of up to 15 hours per year, with the Federal Government's Home Care Packages ultimately providing the ongoing support. However, changes within the aged care system (i.e. extended waiting periods for Home Care Packages) has resulted in increased demand for both interim and ongoing personal care support. As a result, in some cases, recipients of Personal Care Services has evolved into a long-term arrangement with clients electing to decline Home Care Packages due to the comparatively lower cost of Council delivered services as a result of client fees for Home Care Package services being means-tested, meaning that the amount paid per month (particularly by self-funded clients) can be significantly higher than the fees charged under the Commonwealth Home Support Program.

The Aged Care Quality Standards identifies personal care as having significant risk because of the potential for serious harm if the associated service is delivered poorly. To address the high level of risk and safeguard older people the Aged Care Quality and Safety Commission has increased regulatory, governance and monitoring requirements for service providers.

For example, delivering services under the Personal Care Service category would trigger additional compliance standards that the Council would be required to meet. For example, services such as Domestic Assistance and Home Maintenance are required to comply with three (3) standards, whereas Personal Care Services must comply with five (5) standards, in addition to participation in associated regulatory audits undertaken by the Commission every three (3) years.

Whilst this adds additional effort to ensure the Council's compliance, it introduces a significantly greater burden associated with oversight of Contractors which will require regular auditing of Contractors to ensure compliance. This will include:

- verification of workforce competency, training and supervision;
- monitoring of incident trends and corrective actions; and
- assurance that Contractors' systems align with the Aged Care's Quality and Safety Standards requirements.

To achieve this, the Council is likely be required to implement a range of new activities, including (but not limited to):

- conducting regular and structured audits of Contractor practices and records;
- verification of the Council's and Contractors workforce competency, training and supervision;
- monitoring of incident trends and corrective actions; and
- ensuring that the Council and Contractors' systems align with the Aged Care's Quality and Safety Standards governance requirements.

Consequently, the compliance burden associated with this service is significant and not scalable. The same level of administrative effort is required whether the service is delivered to three (3) or one hundred (100) people.

As a result, the Council would be carrying a disproportionate administrative burden for a service with minimal reach and with a significantly high-risk profile.

If the Council sought to continue to provide Personal Care Services, additional expertise and resources would be required. However, it is considered that there are other specialist service providers who provide Personal Care Services directly (i.e. not through a contractor delivery model) to a larger customer base. On this basis, such service providers do not need to develop management systems to ensure the compliance of third parties (i.e. because they are not using contractors to deliver the service) and are able to achieve a level of scale (i.e. have a significantly greater customer base who receive these types of services) commensurate with the investment in associated governance. In conclusion, it is suggested that the Council is not well placed to efficiently manage compliance and the inherent risks of providing Personal Care Services through a third-party model or achieve the necessary scale of service which results in a cost-effective service.

As a result, it is recommended that the Council ceases to provide Personal Care Services. In the event the Council determines to cease providing Personal Care Services, the Federal Government's Department of Health, Disability and Ageing has advised that the Council's three clients would be transitioned to another service provider. The Council will need to provide six (6) months' notice to facilitate clients transitioning to another service provider.

## **OPTIONS**

The Council can determine to either;

1. continue to deliver Personal Care Services under the current Australian Government Home Support Program noting that it will introduce a range of new management responsibilities, cost and additional risk. This option is not recommended; or
2. cease delivering Personal Care Services.

## **CONCLUSION**

The Council receives limited funding under the Commonwealth Home Support Program to deliver Personal Care Services. The funding currently supports three (3) long-standing clients. Personal Care Services are classified as a high-risk service by the Aged Care Quality and Safety Commission due to the potential for serious harm to vulnerable individuals. Under the new Australian Aged Care Act (2024) the Council retains full accountability for the actions of its contractors. In addition, the Aged Care Quality Standards impose expanded governance, compliance, and oversight requirements on the delivery of these services.

As a result, the continued delivery of Personal Care Services will necessitate the Council introducing and funding a range of new and complex management and risk management practices. Given that the Council has only 3 clients who are in receipt of Personal Care Services, it is suggested that there are other providers who have significantly improved and more efficient capacity to satisfy the new legislative obligations for Personal Care Services.

## **RECOMMENDATION**

1. *That the delivery of Personal Care Services by the Council be ceased from 30 June 2026, subject to confirmation from the Department of Health, Ageing and Disability.*
  2. *That the Department of Health, Ageing and Disability be notified of the Council's intention to cease delivering Personal Care Services and that the Council's existing clients will be transitioned to a new service provider.*
  3. *The Council notes that staff will advise the existing 3 clients who are currently in receipt of Personal Care services, that the Council will no longer be providing these services and that they will be transitioned to a new service provider.*
  4. *The Council notes that Council staff will work in partnership with the Department of Health Ageing and Disability, to ensure a seamless transition to the new Service Provider(s).*
- 

*Cr Duke moved:*

1. *That the delivery of Personal Care Services by the Council be ceased from 30 June 2026, subject to confirmation from the Department of Health, Ageing and Disability.*
2. *That the Department of Health, Ageing and Disability be notified of the Council's intention to cease delivering Personal Care Services and that the Council's existing clients will be transitioned to a new service provider.*
3. *The Council notes that staff will advise the existing 3 clients who are currently in receipt of Personal Care services, that the Council will no longer be providing these services and that they will be transitioned to a new service provider.*
4. *The Council notes that Council staff will work in partnership with the Department of Health Ageing and Disability, to ensure a seamless transition to the new Service Provider(s).*

*Seconded by Cr Callisto and carried unanimously.*

### 13.5 NOMINATION TO EXTERNAL BODIES - STORMWATER MANAGEMENT AUTHORITY

**REPORT AUTHOR:** Governance Officer  
**APPROVED BY:** General Manager, Governance & Civic Affairs  
**ATTACHMENTS:** A

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#### PURPOSE OF THE REPORT

The purpose of this report is to advise the Council of the call for nominations by the Local Government Association of South Australia (LGA), for appointment to the Stormwater Management Authority (SMA).

#### BACKGROUND

##### Stormwater Management Authority (SMA)

The SMA is a Committee established under Schedule 1A of the *Local Government Act 1999*.

The SMA implements the *Agreement on Stormwater Management* between the State of South Australia and the LGA. Its role is to facilitate and co-ordinate stormwater management planning by Local Government and to ensure relevant public authorities co-operate in respect to facilitating this outcome.

Following the resignation of Ms Whendee Young from the Town of Gawler (LGA Representative), the Minister for Climate, Environment & Water, has written to the LGA requesting nominations for one (1) Local Government representative on the SMA for a term of up to three (3) years.

A person nominated for appointment to the SMA must have appropriate qualifications or experience in public administration, water resources, stormwater management, mitigation of flood hazards, environmental management or infrastructure development.

Sitting fees, allowances and expenses, approved by the Governor of South Australia are applicable.

Council employees are eligible to nominate, however they are not eligible for payment.

A copy of the Selection Criteria and Nomination form is contained within **Attachment A**.

All nominees must provide an up-to-date Resume, together with the Nomination Form which are required to be forwarded to the LGA **by 27 February 2026**.

The Chief Executive Officer has expressed an interest in being nominated to the SMA.

#### STRATEGIC DIRECTIONS

Not Applicable.

#### RECOMMENDATION

1. *The Council notes the report and declines the invitation to submit a nomination to the Local Government Association for the Stormwater Management Authority.*

**or**

2. *The Council nominates \_\_\_\_\_ to the Local Government Association for the Stormwater Management Authority.*
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*Cr Robinson moved:*

*The Council nominates Cr Rita Excell to the Local Government Association for the Stormwater Management Authority.*

*Seconded by Cr Moorhouse and carried unanimously.*



## **14 COMMITTEE REPORTS & RECOMMENDATIONS**

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## **14. COMMITTEE REPORTS & RECOMMENDATIONS**

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*[This Item was dealt with out of sequence – Refer to page 33 for the Minutes relating to this Item]*

## **15 OTHER BUSINESS**

Nil

Cr McFarlane left the meeting at 10.02pm.

Cr McFarlane returned to the meeting at 10.03pm.

## **16 CONFIDENTIAL REPORTS**

### **16.1 TRINITY VALLEY STORMWATER DRAINAGE UPGRADE PROJECT**

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#### **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:*

- (b) information the disclosure of which –*
  - (i) could reasonably be expected to prejudice the commercial position of the Council; and*
  - (ii) would, on balance, be contrary to the public interest;*

*by the disclosure of sensitive commercial and financial information 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 3**

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential until this matter is finalised.*

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*Cr Holfeld 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, Community Development; Manager, Assets & Projects; Principal Engineer, Stormwater Lead SA/Victoria, Tonkin Engineers and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

- (b) information the disclosure of which –*
  - (i) could reasonably be expected to prejudice the commercial position of the Council; and*
  - (ii) would, on balance, be contrary to the public interest;*

*by the disclosure of sensitive commercial and financial information 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 Knoblauch and carried unanimously.*

*Cr Moorhouse left the meeting at 10.04pm.  
Cr Moorhouse returned to the meeting at 10.05pm.*

*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 until this matter is finalised.*

*Seconded by Cr Duke and carried unanimously.*

## **17 CLOSURE**

There being no further business, the Mayor declared the meeting closed at 10.09pm.

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**Mayor Robert Bria**

**Minutes Confirmed on** \_\_\_\_\_  
**(date)**