



CITY FINANCE AND GOVERNANCE COMMITTEE

Agenda and Reports

for the meeting on

Tuesday, 15 July 2025

at 5.30 pm

in the Colonel Light Room, Adelaide Town Hall

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Bold.
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Innovative.

CITY FINANCE AND GOVERNANCE COMMITTEE
Meeting Agenda, Tuesday, 15 July 2025, at 5.30 pm

Members – The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Councillor Dr Siebentritt (Chair)

Deputy Lord Mayor, Councillor Martin and Councillors Abrahamzadeh, Couros, Davis, Giles and Snape

Agenda

Item		Pages
1.	Acknowledgement of Country At the opening of the City Finance and Governance Committee meeting, the Chair will state: ‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today. And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’	
2.	Apologies and Leave of Absence Nil	
3.	Confirmation of Minutes - 24/6/2025 That the Minutes of the meeting of the City Finance and Governance Committee reconvened on 24 June 2025, be taken as read and be confirmed as an accurate record of proceedings. View public 24 June 2025 Minutes.	
4.	Declaration of Conflict of Interest	
5.	Deputations Nil	
6.	Workshops Nil	
7.	Reports for Recommendation to Council	
7.1	Treasury Policy, Future Fund & Investment Policy Review	4 - 22
7.2	Street Numbering Policy Review	23 - 38
7.3	2025/26 Q1 Forward Procurement Report	39 - 42
8.	Reports for Noting Nil	
9.	Exclusion of the Public In accordance with sections 90(2), (3) and (7) of the <i>Local Government Act 1999</i> (SA) the City Finance and Governance Committee will consider whether to discuss in confidence the reports contained within section 10 of this Agenda.	43 - 46

10. Confidential Reports for Recommendation to Council

- 10.1** Delegation to Award Contracts - Physical Security Services; and Glen Osmond, Hutt Roads and Tuthangga (Park 17) Improvements [S90(3) (b), (d)] 47 - 52
- 10.2** Library Lease Update [S90(3) (d)]

11. Closure

Treasury Policy, Future Fund & Investment Policy Review

Strategic Alignment - Our Corporation

Public

Tuesday, 15 July 2025

City Finance and Governance
Committee

Program Contact:

Natalie Johnston, Associate
Director, Finance & Procurement

Approving Officer:

Anthony Spartalis, Chief
Operating Officer

EXECUTIVE SUMMARY

The purpose of this report is to seek Council adoption of the updated Treasury Policy and updated Future Fund & Investment Policy (renamed Future Fund Reserve Policy).

This report was presented to the City Finance and Governance Committee on 18 March 2025, which recommended that Audit and Risk Committee feedback be sought on the updated Treasury Policy and updated Future Fund & Investment Policy prior to Council adoption. Feedback from Audit and Risk Committee was sought at the meeting held on 11 April 2025. The recommendations contained in this report were supported by the Audit and Risk Committee, and no further changes to either policy were requested.

Treasury Policy

The Treasury Policy (the Policy) ensures that Treasury activities are undertaken in accordance with legislative responsibilities under the *Local Government Act 1999* (SA) (the Act). Council adopted the current Policy in January 2022, and a scheduled review has been conducted. The current Policy is shown here [Link 1](#).

The review (including consideration of sections 123 and 134 of the Act) indicated no substantive amendments were needed beyond clarity edits. However, a more comprehensive revision is planned in the next 12 months. The proposed Treasury Policy with tracked changes is shown in [Link 2](#). The proposed revised Treasury Policy is shown in **Attachment A**.

Future Fund and Investment Policy

The Future Fund & Investment Policy (the FFI Policy) outlines the purpose of Council's Future Fund, the type of investments Council will undertake, and guides evaluation of investments. Council adopted the current Policy in January 2022, and a scheduled review has been conducted. The current Policy is shown here [Link 3](#).

The review recommends no substantive amendments but has clarified and simplified wording of the current policy and proposes changing the policy name to **Future Fund Reserve Policy** to better reflect its scope and nature.

The proposed Future Fund Reserve Policy with tracked changes is shown in [Link 4](#). The proposed revised Future Fund Reserve Policy is shown in **Attachment B**. A table of the key changes and comments for both Policies is included in **Attachment C**.

RECOMMENDATION

The following recommendation will be presented to Council on 22 July 2025 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL
THAT COUNCIL

1. Notes that the updated Treasury Policy as contained in Attachment A and Future Fund Reserve Policy as contained in Attachment B were presented to the Audit and Risk Committee meeting held on 11 April 2025 for feedback.
2. Adopts the updated Treasury Policy as contained in Attachment A to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025.

3. Adopts the updated Future Fund Reserve Policy as contained in Attachment B to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025.
 4. Notes the table summarising changes made to the Treasury Policy and Future Fund Reserve Policy (formerly “Future Fund & Investment Policy”) as contained in Attachment C to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025.
 5. Authorises the Chief Executive Officer (or delegate) to make minor, typographical, syntactical and technical updates to the Treasury Policy as contained in Attachment A, and the Future Fund Reserve Policy (formerly “Future Fund & Investment Policy”) as contained in Attachment B to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025 to finalise the document.
-

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Create, maintain and integrate plans and policies that reflect, and guide decision making and support our city and our community to thrive.
Policy	This report proposes minor changes to the existing Treasury Policy. The review recommends no substantive amendments, but has clarified and simplified wording of the current policy, and proposes changing the policy name to Future Fund Reserve Policy to better reflect its scope.
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Section 132A of the <i>Local Government Act 1999</i> (SA) (the Act) requires Council to have appropriate policies, practices and procedures implemented and maintained in order- 1. to ensure compliance with any statutory requirements; and 2. to achieve and maintain standards of good public administration Section 123 of the Act authorises the entry into borrowings up to the amount specified in the annual business plan and budget. Section 134 of the Act defines the requirements around council borrowings and related financial arrangements.
Opportunities	Not as a result of this report
25/26 Budget Allocation	Not as a result of this report
Proposed 26/27 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
25/26 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. This report was presented to the City Finance and Governance Committee on 18 March 2025, which recommended that Audit and Risk Committee feedback be sought on the updated Treasury Policy and updated Future Fund & Investment Policy prior to Council adoption. Feedback from the Audit and Risk Committee was sought at the meeting held on 11 April 2025, at which thorough discussion on the two policies occurred.
2. The recommendations contained within this report were supported by the Audit and Risk Committee (ARC), and no further changes to either policy were requested. ARC requested that it be provided advice at a future ARC meeting, in relation to the time value for money implications of the current Future Fund Reserve Policy.

Treasury Policy

3. The Treasury Policy (the Policy) is scheduled to be reviewed every two years. The most recent review of the Treasury Policy was in 2022.
4. The Policy defines and regulates Council's borrowing and related financial arrangements, and how this is to be conducted, guided by section 123 and section 134 of the *Local Government Act 1999* (SA) (the Act).
5. The recent review (including consideration of relevant sections of the Act) indicated no substantive amendments were needed at this time beyond clarity edits. However, a more comprehensive revision will be completed in the next 12 months to consider reviewing and refining the following elements in the context of current and forecast economic, financial and budgetary circumstances:
 - 5.1. guidelines for managing the council's financial assets, liabilities, and cash flow to ensure optimal liquidity, minimise risk, and maximise financial returns;
 - 5.2. strategies for cash and debt management, borrowing, and investments (including criteria for selecting financial instruments and counterparties);
 - 5.3. roles and responsibilities of staff involved in treasury activity; and
 - 5.4. risk management procedures to mitigate interest rate, credit, and liquidity risks;
 - 5.5. compliance with legal and regulatory requirements;
 - 5.6. monitoring, reporting, and review processes to ensure transparency and accountability in treasury operations.
6. The updated Policy with tracked changes can be viewed at [Link 2](#).
7. The Policy will now be scheduled for review every four years in line with the term of Council.

Future Fund Reserve Policy (formerly Future Fund & Investment Policy)

8. The Future Fund & Investment Policy (the FFI Policy) is scheduled to be reviewed every two years. The most recent review of the Policy was in 2022.
9. The FFI Policy defines the operation of the Future Fund Reserve, types of investments Council may undertake in order to drive development of revenue streams, and guide evaluation of these investments.
10. The review recommends no substantive amendments but has clarified and simplified wording of the current policy, including the recognition of the Future Fund Reserve as an equity reserve, and proposes changing the policy name to Future Fund Reserve Policy to better reflect its scope.
11. The updated Future Fund Reserve Policy with tracked changes can be viewed at [Link 4](#), and without tracked changes at **Attachment B**.
12. The Policy will now be scheduled for review every four years in line with the term of Council.

Summary of changes made to the two policies

13. Changes made to the Treasury Policy and the Future Fund Reserve Policy are summarised in a table of key changes and comments (**Attachment C**).

DATA AND SUPPORTING INFORMATION

Link 1 - [Treasury Policy \(January 2022\)](#)

Link 2 – [Treasury Policy – Tracked changes](#)

Link 3 - [Future Fund and Investment Policy \(January 2022\)](#)

Link 4 – [Future Fund Reserve Policy \(formerly “Future Fund & Investment Policy”\) - Tracked changes](#)

ATTACHMENTS

Attachment A –Treasury Policy – Revised no tracked changes

Attachment B – Future Fund Reserve Policy – Revised no tracked changes

Attachment C – Summary table of changes

- END OF REPORT -

TREASURY POLICY

*June 2025**legislative*

PURPOSE

The objective of the Treasury Policy is to ensure that Treasury activities are in accordance with its legislative responsibilities under the *Local Government Act 1999* (SA) and common law responsibilities and to ensure the long-term financial sustainability of Council. Treasury activities will therefore be managed to ensure the clear, prudent, cost-effective and comprehensive management of Council's financial risks while reflecting the needs of stakeholders.

Operational risk, arising from the management of financial risk, is implicitly addressed through this Policy and includes appropriate segregation of duties, maintenance of accurate records, reconciliation of key accounts, and monitoring of financial risk management activities by senior management and Council.

The key financial risks this policy seek to address are:

- Liquidity Risk
- Borrowing Risk
- Cash Investment Risk
- Interest Rate Risk
- Foreign Currency Risk
- Credit Risk.

STATEMENT

To achieve the purpose, financial risks are managed centrally to ensure alignment with Council's Strategic objectives. This enables Council to optimise access to debt capital and ensure that Treasury operates within a controlled environment.

In assessing and addressing risk the following must be considered:

- Council's 'risk appetite'
- 'User pays' and inter-generational equity principles
- The ability to service debt
- Speculative transactions are not permitted

Application of this document

This document is approved by Council and no part of the document may be amended without Council approval.

The approved document includes the body of the document and any explanatory documents.

The policy is to be reviewed and approved by Council on a biennial basis.

The policy is applicable to the whole organisation including any wholly owned subsidiaries.

Type of Borrowings

Council's net borrowing requirements will be reviewed annually as part of the Business Plan and Budget development and update of the Long-Term Financial Plan.

Borrowings may be structured as a mixture of short and long-term, fixed and floating interest rates. Borrowings for revenue-generating investments should match the business case assumptions.

For administrative efficiency, surplus cash or short-term borrowings may be utilised during the construction phase of major projects, consistent with a holistic approach to cash management.

The level of overall borrowing that Council can sustain will consider the following:

- strategic planning for the future of the Council, covering short, medium and long-term spending and investment requirements
- current and estimated future revenues and the ability to increase the revenue stream through rates growth, user charges, additional grant funds or business activities
- that borrowings can be a critical component of the funding mix to enable Council to respond to immediate, unforeseen pressures, and to leverage future opportunities, including matching external grant funding for revenue generating assets, strategic infrastructure works, and non-revenue generating projects
- that the use of borrowings to fund capital expenditure can be effective in linking the payment for an asset to the successive ratepayer base who will benefit over the life of that asset. This user pays matching concept is known as inter-generational equity
- current and future funding needs for both operating and capital expenditures
- the 'risk appetite' of Council, as defined by Council's prudential limits
- that the achievement of a low level of debt or even debt free status should not be primary goals in and of themselves, rather that long-term financial strategies should aim for a financial structure where annual operational expenditure and asset renewals are met from annual funding sources such as rates, fees and charges or operating grants.

Prudential Limit

The maximum level of debt is prescribed by Council by way of prudential limits. While Council does not place a physical monetary limit on the level of borrowings, an upper limit is determined through its financial indicators. When borrowing, Council will consider these financial indicators.

Council will **not** borrow funds when such borrowing would result in any of the following financial ratios being exceeded:

Interest Expense Ratio:	Maximum: 10% of general rates revenue
Leverage Test Ratio:	Maximum: 1.5 years of general rates revenue
Asset Test Ratio:	Maximum: 50% of saleable assets

These ratios are to be included in the Business Plan and Budget document adopted by Council.

Repayment of Borrowings

The term of borrowings should match the need for funds. Short-term borrowings (less than one year) may be used to manage seasonal cash flow fluctuations.

Longer-term borrowings are to be managed holistically and should be paid down in line with Council's Long-term Financial Plan.

As a guide, the debt term for each type of borrowing should be as follows:

- Council's capital requirements assume repayment of principle and interest over 20 years, including major infrastructure projects and land banking,
- Commercial Investment will assume repayment of principle and interest as defined in the business case.

Liquidity Risk Management

Council's bank account balance is to be kept at a level no greater than is required to meet immediate working capital requirements. Any surplus funds are to be applied to reduce debt or invested to generate interest income.

Council's net borrowing requirements will be reviewed annually as part of the Business Plan and Budget development and update of the Long-Term Financial Plan and following the quarterly re-forecasting of Budgets.

Council will hold, as a minimum, enough borrowing facilities to meet projected net debt levels for the next twelve months.

Total long-term borrowing facilities should be within the prudential limits calculated at the time facilities are sought.

Borrowing Risk Management

To manage the risk associated with Borrowings:

- Council approval is required for all new loans, as per Section 44 (3)(c) of the *Local Government Act 1999* (SA)
- Council's budget will limit borrowings and other forms of financial accommodation for a financial year up to an amount specified in the budget, as per Section 123 (7a) of the *Local Government Act 1999* (SA)
- Loans are to be provided by institutions with long term Standard & Poor's (or equivalent) credit ratings of 'A' (Authorised Borrowing Institutions) or better
- All new loans are to be tendered to at least three Authorised Borrowing Institutions.

Cash Investment Risk Management

Funds that are not immediately required for operational needs and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings, will be invested.

Cash investments must not be speculative in nature.

Without further approval from Council, cash investments are limited to 'approved investments', including:

- Deposits with the Local Government Finance Authority
- Bank accepted / endorsed bank bills
- Bank negotiable Certificate of Deposits
- Authorised Deposit Taking Institutions interest bearing deposits
- State / Commonwealth Government Bonds.

Of the cash Investments above, the investment spread must meet the following limits:

- Up to 100% of investments with A-1 rated (Standard & Poor's, or equivalent) organisations
- Up to 25% of investments with A-2 rated (Standard & Poor's, or equivalent) organisations for periods of 90 days or less, and
- No more than \$20,000,000 invested with any individual rated organisation.

Subject to compliance with legislation, Treasury Policy objectives and parameters; and a competitive return, the City of Adelaide will preference investment securities and financial institutions which do not invest in the fossil fuel industry.

Interest Rate Risk Management

- Borrowings will be held and managed on a holistic basis
- Borrowings may be structured as a mix of short and long-term loans with fixed and floating interest rates
- Investments and borrowings will be actively managed to minimise net interest costs
- Investments and borrowings should have a variety of maturity dates in order to spread exposure to interest rate movements and manage cash flow requirements.

Foreign Currency Risk Management

Potential sources of Council's foreign currency exposure include:

- Purchases of goods and services in a foreign currency
- Purchases of capital equipment priced in foreign currency, or subject to price change due to relative movements in exchange rates.

Foreign currency hedges (in the form of forward exchange contracts) may be used to mitigate the risks of significant adverse currency movements but must not be speculative in nature.

Foreign exchange options and other derivative instruments will not be used.

The Procurement function should notify Treasury as soon as any potential foreign currency exposures are identified. Foreign currency exposures in excess of AUD 100,000 must be hedged.

Hedges will be taken out with institutions holding a minimum Short-Term rating of A-2 or better, (Standard & Poor's or equivalent). Treasury must obtain quotes from at least two unrelated financial institutions, to ensure best value is achieved.

Credit Risk Management

Credit risk may arise from financial institutions with whom Council has borrowings or cash deposits, customers and members of the public who have a financial liability to Council, or suppliers contracted to deliver a service or project.

To mitigate avoidable credit risks:

- Borrowings will only be held with financial institutions with long-term Standard & Poor's (or equivalent) credit ratings of A or better
- Cash deposits will only be held with financial institutions with short-term Standard & Poor's (or equivalent) credit ratings of A-2 or better
- Where required by Procurement Policy, key suppliers will be subject to independent credit assessment prior to awarding new contracts
- Payments to suppliers in advance of delivery are subject to approval by Council's Procurement Manager.
- Councils debt collection guidelines ensure effective interventions to reduce events of credit to customers.

Authorised Arrangements

The Treasury function should actively seek to minimise the number of different bank accounts operated by Council or its business entities. Opening and closure of bank accounts may only proceed with written authorisation from the Chief Executive Officer.

All new borrowing arrangements will be approved by Council, as required by Section 44 (3)(c) of the *Local Government Act 1999 (SA)*. The power to borrow money cannot be delegated from the Council itself.

Council approval of borrowing requirements for the upcoming year is included in the Business Plan and Budget adoption. Details of the effects of the new borrowings on the applicable borrowing ratios are to be provided with the budget documentation, including the trend of these ratios in the Long-Term Financial Plan.

Where the required borrowing has increased following a Council approved quarterly re-forecast, this will constitute Council approval for the additional borrowings.

Reporting Requirements

Monthly a Borrowings & Cash Investments Summary will be provided to the Executive Leadership outlining the following:

- for each borrowing and cash investment - the balance of funds, its interest rate and maturity date, and changes in the balance since the previous report
- a summary of interest income and expenditure variance from budget for the month and year to date

- Prudential limit ratios monitored weekly and reported at the end of each month
- a summary of foreign currency exposures, hedges in place at reporting date, and details of any new or executed hedges for the month and year to date.

Quarterly a report on borrowing and cash investment performance will be included as part of the quarterly budget review to Council. The report will highlight:

- for each borrowing and cash investment - the balance of funds, its interest rate and maturity date, and changes in the balance since the previous report
- the proportion of fixed interest rate and variable interest rate borrowings at the end of the reporting period
- a summary of interest income and expenditure variance from budget for the quarter and year to date
- Prudential limit ratios monitored daily and reported at the end of each quarter
- a summary of foreign currency exposures, hedges in place at reporting date, and details of any new or executed hedges for the quarter and year to date.

Prudential limit ratios are included in the Business Plan and Budget document adopted by Council.

Any breaches of the Prudential limits will be reported with remediation actions to CEO immediately and reported as part of the quarterly report on borrowing and cash investment performance.

OTHER USEFUL DOCUMENTS

related documents

- Future Fund Reserve Policy
- Debt Collection Guidelines
- Procurement Policy

relevant legislation

- *Local Government Act 1999 (SA)*
- *Local Government (Financial Management) Regulations 2011*
- *Banking Act 1959 (Cwlth)*

GLOSSARY

Throughout this document, the below terms have been used and are defined as:

Asset Test Ratio: The percentage of total borrowings to Council's saleable property assets. Calculated as:

Total Borrowings/Total Saleable Property Assets

('Saleable Property Assets' = Total Real Property Assets LESS Landmark Public Buildings, Park Lands and Buildings on Park Lands)

Authorised Deposit Taking Institutions: financial institutions in Australia which are supervised by the Australian Prudential Regulation Authority (APRA) and authorised under the Banking Act 1959 (Cwlth) to accept deposits from the public.

Borrowing Risk: That Council is unable to secure borrowed funds when required.

Cash Investment Risk: Cash investment funds are not preserved resulting in Council suffering financial loss from investment activities.

Credit Risk: The risk of financial loss occurring from a counterparty in a transaction with Council being unable or unwilling to meet its obligations.

Foreign Currency Risk: The risk of financial loss due to variation in rates of exchange used to convert foreign currency transactions.

Interest Expense Ratio: Measures the affordability of Councils debt and articulates the proportion of Councils general rate income that is being used to service debt. Calculated as: *Interest Expense/General Rates Revenue*

Interest Rate Risk: The risk of financial loss from adverse movements in interest rates applicable to borrowings and/or cash investments.

Inter-Generational Equity: When assessing investment & borrowing decisions, the consideration given for the "generation of rate payers" who will derive the substantive benefits versus those who will ultimately pay (through Council rates and user charges).

Leverage Test Ratio: Provides a consistent basis to measure capacity to repay borrowings relative to general rates revenue. Calculated as: *Total Borrowings/General Rates Revenue*

Liquidity Risk: That Council have a lack of available funds to meet short-term financial commitments.

Standard & Poor's rating: A Standard & Poor's issued credit rating is a forward-looking opinion about the creditworthiness of an obligor with respect to a specific financial obligation, a specific class of financial obligations, or a specific financial program. Credit ratings issued can be either long-term or short-term.

Speculative Investment: An investment that carries a high level of risk of loss or is deemed hazardous to the Council.

Long-term Obligation Ratings

AAA

An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.

AA

An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.

A

An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitment on the obligation is still strong.

Short-term Obligation Ratings

A-1

A short-term obligation rated 'A-1' is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this

category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.

A-2

A short-term obligation rated 'A-2' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

ADMINISTRATIVE

As part of Council's commitment to deliver the City of Adelaide Strategic Plan, services to the community and the provision of transparent information, all policy documents are reviewed for currency at least annually as part of the review of delegations.

This Policy document will be reviewed every **4** years in line with the term of council unless legislative or operational change occurs beforehand. The next review is required in **2029**.

Review history:

Trim Reference	Authorising Body	Date/ Decision ID	Description of Edits
ACC2025/TBD	Council	24 June 2025	Minor updates
ACC2022/2800	Council	27/01/22 / 21513	Removal of Future Fund from this policy and minor edits.
ACC2020/173755	Council	10/11/20	Inclusion of Future Fund
ACC2020/89630	Council	23/6/20	Minor updates
ACC2018/163534	Council	11/12/18	Minor updates
ACC2014/30423	Council	22/10/13	Minor updates

Contact:

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FUTURE FUND RESERVE POLICY

*June 2025**non-legislative*

PURPOSE

To provide:

- clarity on the purpose of Council's Future Fund. In particular, the source of contributions to Council's Future Fund Reserve for reinvestment;
- clarity on the type of investments Council will undertake in order to drive development of revenue streams in addition to rates income;
- guidance for evaluation of investments to be considered by Council and ensure all investments are consistently measured for their financial return to Council.

STATEMENT

Purpose of the Fund

The Future Fund Reserve is intended to quarantine monies received from the net proceeds from the sale of assets. It is to ensure that proceeds are not directed towards operating costs of the Council but are rather re-invested into income generating investments that drive additional revenues/returns to the Council.

Nature of the Fund

Financial reserves are an allocation of money set aside for specific future purposes.

These funds need not have a separate bank account but will be separately and clearly identified in the balance sheet as an equity reserve.

As a policy principle, sale proceeds will be used to reduce overall Council borrowings and interest expenses, meaning expenditure from the reserve fund may trigger necessary additional borrowing.

If Council is in a positive cash position with no debt the funds will be held in an interest-bearing account in accordance with the Treasury Policy.

In accordance with accounting standards, the fund is not permitted to disclose a negative balance.

Contribution to the Fund

Council will regularly review the performance of its assets and will dispose of identified under-performing assets in accordance with the Acquisition and Disposal of Land and Assets Policy. Net proceeds from the sale of Council assets, (for example property sales) will be transferred and quarantined to the Future Fund Reserve.

The City of Adelaide acknowledges the Kaurna people as the Traditional Owners of the Country where the city of Adelaide is situated, and pays its respect to Elders past, present and emerging.

Accessing the Fund for Investment

The Future Fund Reserve will be used to fund strategic investments which will generate income for the Council into the future.

All requests to utilise funds from the Future Fund Reserve will require a business case which clearly demonstrates the expected financial return to Council. This financial return will be assessed using clear evaluation criteria (detailed in the assessment of performing investments section of this policy).

Future Fund Reserve funds may be matched by external parties or by other funding mechanisms from Council provided the total investment expenditure meets the definition of investments. The Future Fund Reserve may partially fund an investment.

Use of the Future Fund Reserve does not override Council obligations under its Prudential Management Policy. All investment expenditure should fulfill these obligations.

Investments

Investments can be both tangible and intangible assets which generate income for the future. The income returns must be clearly defined and assessed using consistent financial evaluation criteria.

The Future Fund will **not** be used to:

- fund operational expenditure
- fund asset renewal expenditure
- fund community investment that Council would otherwise perform

Investment considerations can include but are not limited to business operations, commercial assets and other physical assets that generate an income return to Council. Investments will not include those focused on capital appreciation only, as investments must return an income to Council.

Assessment of Performing Investments

In addition to the requirements of Part 4 of the *Local Government Act 1999* (SA), Council will use financial evaluation criteria which include consideration of strategic alignment, risk and financial sensitivity and scenario analysis, utilising tools such as Net Present Value (NPV), Benefit-Cost Ratio (BCR), and Internal Rate of Return (IRR).

The evaluation will be performed by Finance and Procurement, and Strategic Property and Commercial Programs, who may seek external advice on a case-by-case basis.

Preferred solutions will be presented to Executive to provide approval or direction, and Council approval sought where relevant.

Several factors need to be considered when deciding if an investment is performing. Performance will be determined by the appropriate discount rate used for financial evaluation. This will ensure that the rate of return deemed as performing is relevant to

the particular type of investment. In addition an investment must consider the following criteria:

Strategic Alignment:

- Delivery of one or more of the strategic plan priorities
- Support for development of the City

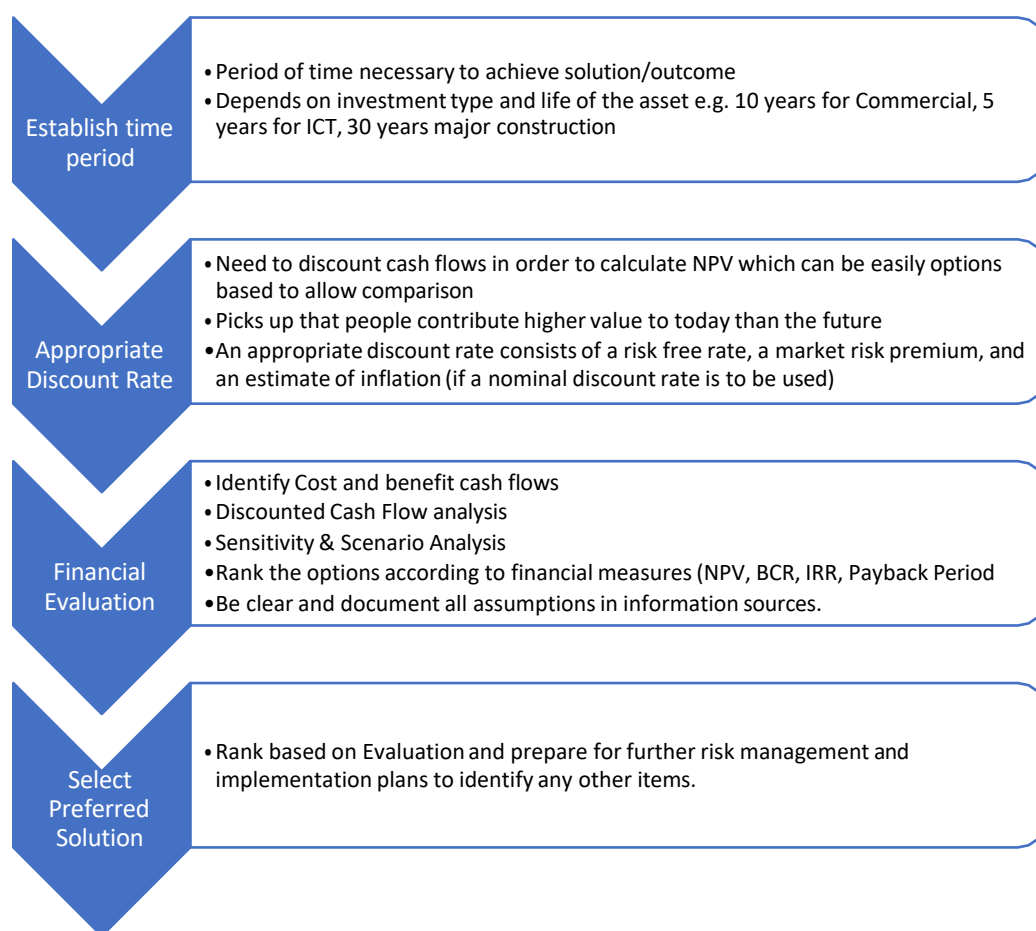
Timing:

- Time necessary for return to be generated or to achieve outcome
- Time required to hold the investment
- Period for which the investment is likely to be required

Risk assessment:

- Assessment against the Strategic Risk Register
- Stakeholder impact assessment
- Prudential review requirements

Financial Evaluation Criteria:



Ongoing Maintenance of the Fund

Given the purpose of the Fund is to quarantine monies, it is not intended to disburse income returns to the Fund to maintain it. The only source of income will be from asset sales and the only disbursements from the Fund will be for expenditure on income generating investments. The Future Fund will exist only to the extent that proceeds continue to be received from relevant asset sales (sale of under-performing assets).

Application of this document

Council will undertake to ensure:-

- Net proceeds from the disposal of underperforming assets are quarantined in the Future Fund.
- Access to the fund is granted for investments that generate future incomes to Council
- Consistent evaluation of investments to inform decisions of Council
- Returns from investments are maintained at an approved threshold.

Reporting Requirements

Due to the nature of the Future Fund, reporting on borrowings impacts will be provided in Council's Long Term Financial Plan annually. A Quarterly Future Fund report will be included with the quarterly budget review to Council. Any performance reporting on investments acquired will be provided separately to Council as a part of commercial operations updates.

OTHER USEFUL DOCUMENTS

Related documents

- Acquisition and Disposal of Land and Assets Policy
- Treasury Policy
- Prudential Management Policy

Relevant legislation

- *Local Government Act 1999* (SA)

GLOSSARY

Throughout this document, the below terms have been used and are defined as:

Investment: asset or item acquired with the goal of generating income

Under-Performing: when the performance of an investment fails to meet financial criteria as described in the evaluation criteria

NPV: Net Present Value (difference between the present value of cash inflows and the present value of cash outflows over a period of time).

BCR: Benefit Cost Ratio (the relationship between the relative costs and benefits of a proposed project/ initiative).

IRR: Internal Rate of Return (a measure of annual income from an investment expressed as a proportion of the original investment).

ADMINISTRATIVE As part of Council's commitment to deliver the City of Adelaide Strategic Plan, services to the community and the provision of transparent information, all policy documents are reviewed as per legislative requirements or when there is no such provision a risk assessment approach is taken to guide the review timeframe.

This Policy document will be reviewed every **4** years in line with the term of council unless legislative or operational change occurs beforehand. The next review is required in **2029**.

Review history:

Trim Reference	Authorising Body	Date/ Decision ID	Description of Edits
ACC2025/TBD	Council	24 June March 2025	The review recommended no substantive amendments but has clarified and simplified wording of the current policy, and proposes changing the policy name to <i>Future Fund Reserve Policy</i> to better reflect its scope.
ACC2022/2799	Council	27/01/2022/ 21513	New Policy

Contact:

For further information contact the Finance and Procurement Program

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Attachment C - Treasury Policy and Future Fund & Investment Policy (2025) Table of Key Changes and Comments

Treasury Policy

No	Page	Item	Change/Comment
1	3	Borrowing Risk Management	Inserted section 123 (7a) from November 2023 LG Act reform – reflect Council's budget will limit annual borrowing and other forms of financial accommodation
2	3	Cash investment Risk Management	Changed '&' symbol to 'and' for consistency
3	5	Credit Risk Management	Removed example as it is irrelevant
4	7	Relevant Legislation	Inserted ' <i>Banking Act 1959 (Cwlth)</i> '
5	7	Glossary	Inserted ' <i>Banking Act 1959 (Cwlth)</i> '
6	9	Administrative	Changed review of Policy document to be '...every 4 years in line with term of Council... and updated year to '...in 2029.'

Future Fund Reserve Policy (formerly Future Fund & Investment Policy)

No	Page	Item	Change/Comment
1		Global updates	<ul style="list-style-type: none"> Changed the title of the policy to 'Future Fund Reserve Policy' and all references of the policy to 'Future Fund Reserve' Grammatical and language changes updated throughout the document to support full review and greater clarity
2	1	Nature of fund	Replace word 'asset' with 'equity reserve' to clarify the recognition of the Future Fund Reserve
3	1	Contribution to the fund	Replace word 'non-performing' to 'under-performing' asset
4	2	Assessment of performing Investment	Moved acronym 'SA' from the front to the after the Act year
5	2	Assessment of performing Investment	Expanded the acronym for NPV, BCR and IRR to Net Present Value (NPV), Benefit-Cost Ratio (BCR), and Internal Rate of Return (IRR)
6	2	Assessment of performing investment	Extend the program to include 'procurement' as part of evaluation of performance group
7	5	Glossary	Inserted definitions for NVP, BCR and IRR
8	7	Administrative	Changed review of Policy document to be '...every 4 years in line with term of Council... and updated year to '...in 2029.'
9	7	Review history	Update table to document current review

Street Numbering Policy Review

Strategic Alignment - Our Corporation

Public

Tuesday, 15 July 2025

City Finance and Governance
Committee

Program Contact:

Natalie Johnston, Associate
Director, Finance & Procurement

Approving Officer:

Anthony Spartalis, Chief
Operating Officer

EXECUTIVE SUMMARY

This report seeks Council adoption of the updated Street Numbering Policy.

The Street Numbering Policy (the Policy) establishes a systematic and consistent address formatting across the Council area, and enables alterations to existing street numbers. It ensures every address site within the boundaries of the Council area is clearly identified with a number or number range for all buildings and allotments.

This report was presented to the City Finance and Governance Committee on 18 March 2025, and was deferred to a future meeting of the City Finance and Governance Committee to allow for feedback to be included in the Policy.

The street numbering system has been designed to be orderly, logical, easily understood, and consistent.

Council adopted the current Policy in June 2022, and a scheduled review has been conducted. The current Policy is shown at [Link 1](#). A version of the proposed Street Numbering Policy with changes tracked is shown in [Link 2](#), and a no track changes version is shown in **Attachment A**.

Section 220 of the *Local Government Act 1999* (SA) gives Councils responsibility for the allocation of street numbers. For the City of Adelaide, the determination of street numbers has been delegated to the Chief Executive Officer through a 21 December 1992 Council resolution.

As a result of the review no substantive changes are proposed. A preamble was added to reflect the historical significance of the City of Adelaide street numbering system.

RECOMMENDATION

The following recommendation will be presented to Council on 22 July 2025 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL
THAT COUNCIL

1. Notes the updated Street Numbering Policy with amendments shown as tracked changes, as contained in Link 2 to the Item 7.2 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025.
2. Adopts the updated Street Numbering Policy as contained in Attachment A to Item 7.2 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025.
3. Authorises the Chief Executive Officer (or delegate) to make minor, typographical, syntactical and technical updates to the Street Numbering Policy as contained in Attachment A to Item 7.2 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2025 to finalise the document.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Create, maintain and integrate plans and policies that reflect, and guide decision making and support our city and our community to thrive.
Policy	This report proposes an updated Street Numbering Policy.
Consultation	Not as a result of this report.
Resource	Not as a result of this report.
Risk / Legal / Legislative	Section 220 of the <i>Local Government Act 1999</i> (SA) (the Act) requires Councils to be responsible for the allocation of street numbers.
Opportunities	Not as a result of this report.
25/26 Budget Allocation	Not as a result of this report.
Proposed 26/27 Budget Allocation	Not as a result of this report.
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report.
25/26 Budget Reconsideration (if applicable)	Not as a result of this report.
Ongoing Costs (eg maintenance cost)	Not as a result of this report.
Other Funding Sources	Not as a result of this report.

DISCUSSION

1. This report was presented to the City Finance and Governance Committee on 18 March 2025, and was deferred to a future meeting of the City Finance and Governance Committee to allow for feedback to be included in the Policy.
2. The Street Numbering Policy (the Policy) is scheduled to be reviewed every two years. The most recent review of the Policy was undertaken in 2022 (current policy at [Link 1](#)).
3. The Policy will now be scheduled for review every four years in line with the term of Council.
4. The general policy for the allocation of street numbers in the City of Adelaide was determined by Council on 11 November 1884. The general policy was reinforced by Council in 1919.
5. The system is based on the principles determined by Colonel William Light in designing the city and has been designed to ensure the orderly, logically sequenced, easily understood, and consistent allocation of street numbers within the city.
6. The numbering system, as set out in the Policy, was last amended on 14 June 2022 with Council removing the exclusion of street numbering for the Park Lands on North Terrace (Northern side).
7. The Policy has been reviewed with minor amendments made to wording and dates. A preamble was added to reflect the historical significance of the City of Adelaide street numbering system.
8. No substantive changes to the Policy are required. A table of the changes and comments is shown below.

Street Numbering Policy (2025) Table of Key Changes and Comments

No	Page	Item	Change/Comment
1	1	Preamble	A preamble was added to reflect the historical significance of the City of Adelaide street numbering system.
2	Multiple	Administrative	Re-ordering of the Policy in line with feedback from the City Finance and Governance Committee.
3	7	Administrative	Change the date of when the next policy review is required.
4	7	Roles and Responsibilities	Updated position name to reflect name change.
4	8	Review History	Update the review history table.
6	9	Figure 1	Updated image
7	10	Figure 2	Updated image
8	11	Figure 3	Updated images

9. The updated Policy showing tracked changes is at [Link 2](#) with a copy of the Policy with no tracked changes contained in **Attachment A**.

DATA AND SUPPORTING INFORMATION

Link 1 – [Current Street Numbering Policy \(June 2022\)](#)

Link 2 – [Street Numbering Policy – Tracked changes](#)

ATTACHMENTS

Attachment A – Street Numbering Policy – No tracked changes

- END OF REPORT -

STREET NUMBERING POLICY

*June 2025**legislative*

PREAMBLE

Forming the foundation of Adelaide's urban character, our nationally heritage listed streets and grid layout were first envisioned in Colonel William Light's original 1837 plan. Designed with foresight and ambition, the plan introduced a bold grid layout of fifty-one generously wide streets, each a minimum of 66 feet (20 metres) wide, and many up to 98 feet (30 metres), forming the framework for a city surrounded by Park Lands that would prosper and grow. Reflecting both the natural topography and Light's commitment to harmony with the landscape, the city was thoughtfully divided into northern and southern sections, each framed by broad terraces and bordered by open Park Lands. Streets were laid out primarily in an east-west direction, with surrounding land divided into one-acre parcels known as Town Acres - structured spaces that would support a thriving community.

On 23 May 1837, a dedicated Street Naming Committee gave identity to these roads, naming them in honour of individuals who played pivotal roles in the colony's founding and development. This early act of place-making continues to shape the way we navigate and connect with our city today.

In the spirit of clarity and civic pride, a formal street numbering system was adopted by Council on 11 November 1884. This brought much-needed order to a growing city, replacing inconsistent and duplicated numbering with a methodical system that allocated ten numbers to every Town Acre frontage, a forward-thinking solution designed to support a connected, accessible Adelaide

PURPOSE

Section 220 of the *Local Government Act 1999* (SA) (the Act) requires Councils to be responsible for the allocation of street numbers. For the City of Adelaide, the determination of street numbers has been delegated to the Chief Executive Officer by virtue of a resolution of Council made on 21 December 1992. The general policy for the allocation of street numbers in the City was determined by Council on 11 November 1884 and reinforced by Council in 1919.

It is the intent of this Policy to establish a system for allocating street numbers in order to facilitate a consistent address format across the Council area, as well as providing for alterations to existing street numbers. The Policy will ensure that every address site within the boundaries of the Council area is clearly identified with a number or number range for all buildings and allotments.

STATEMENT

Principles

Each piece of land has a logical street number which:

- should be simple to manage, is logical to users, and uniform across all properties within the Council area.
- is based on the street frontage affording access to the premises thus clearly identifying the access point to a property and the location of the post box.
- provides clear and unambiguous information to emergency services recognising Council's responsibility to ensure the public safety of the community.
- facilitates the efficient delivery of goods and services.
- is compatible with adjoining Councils where roads cross council boundaries.
- is consistent with the Australian/New Zealand Standard "Rural and urban addressing" (AS/NZS 4819:2011).
- Is supportive of the heritage value of the Park Lands.

Application of this document

The policy is applicable to the whole organisation including any wholly owned subsidiaries.

General

A Council may adopt a numbering system for buildings and allotments adjoining a road.

Council assigns a number (as part of its primary street address) to all buildings or allotments adjoining a public road (excluding Park Lands) created after the commencement of any land division.

Direction of Flow of Street Numbers**South of the River Torrens**

In southern Adelaide, with the exception of the Terraces, street numbers generally flow outwards from King William Street in the case of east-west streets with the lowest street number commencing at the King William Street end.

In the case of north-south streets, the numbers generally flow southwards from the River Torrens (lowest number to the north).

A general exception to the above rule relates to dead-end streets which are numbered commencing with the lowest number at the open end.

In the case of the Terraces, North and South Terraces are numbered sequentially west to east commencing at West Terrace, whilst East and West Terraces are numbered sequentially north to south commencing at North Terrace.

The exception is numbering on the Park Lands side of the Terraces, for numbering methodology refer Odd and Even Street Numbers section above.

North of the River Torrens

In North Adelaide, all street numbers flow from east to west in east-west streets (lowest number at the eastern end) and from the River Torrens northwards, in the case of north-south streets (lowest number to the south).

A general exception to the above rule relates to dead-end streets which are numbered commencing with the lowest number at the open end.

Numbering of Streets

Street numbering in the City of Adelaide is based on the allocation of ten (10) numbers per Town Acre (64.008 metres) as originally laid out by Colonel William Light. (i.e. 1 number per 6.4 metres).

However, as few Town Acres are exactly 64.008 metres the policy has been adopted whereby the first nine (9) numbers are 6.4008 metres wide with the tenth (10th) number being smaller or greater than 6.4008 metres, depending on the actual width of the Town Acre.

In accordance with the above, street numbering is measured from each new Town Acre boundary nearest the lowest street number.

Every metre of street frontage contained within a Town Acre is allocated a street number whether such number is used or not. The only general exception to this rule relates to all Park Lands and the Park Lands portion of the Council's five (5) squares. The northern side of North Terrace is permitted to be allocated street numbering under this policy.

Allocation of Numbers

All requests and allocations of numbers will be assessed according to this Street Numbering Policy.

Street numbers will be allocated following Development Approval (DA) being granted for a new development application.

Property owners must submit a written request for a change of the street number attributed to their building or allotment (if the street number is within their range).

A property owner must not adopt a building or allotment street number that is inconsistent with the numbering system adopted by Council.

Odd and Even Street Numbers

With the exception of the Terraces (*refer attachment, Figure 3*) which are the boundaries between the "built city" and "Park Lands", street numbers are allocated on the basis of odd numbers on one side of the street and even numbers on the other.

Odd numbers are allocated to land on the south side of east-west streets and the land on the west side of north-south streets. Even numbers are on the north and east sides, respectively.

On the Terraces, street numbers are allocated sequentially to the inside or 'built city' side of the Terrace. The outer or Park Lands side has no street numbers allocated.

However, in the event numbers are required, the numbers will continue from the last number of the last Town Acre on 'built city' side of that Terrace, from the first Town Acre directly opposite on the Park Lands side and then continue to the other end of that Terrace.

Increments of less than 6.4 metres

Where there are insufficient street numbers for buildings or occupancies, 'A' numbers may be allocated.

These should be avoided where possible, however where necessary will be allocated following the main street number in the order of number followed by a letter (e.g. 210, 210A).

As a general rule, levels above and below ground level will only be allocated a separate unique street number where a separate street frontage doorway exclusively services the particular area.

Allocation of Street Numbers to Buildings with no Street Frontage

Where an allotment fronting a street contains a number of buildings some of which do not themselves have a street frontage (e.g. rear), where possible, the street number most applicable to the access to such buildings will be the street number applicable to those buildings.

For units and flats in buildings having no street frontage or no separate street level access for each unit or flat, the address for such units or flats will be the unit/flat number followed by the street address of the most likely perceived access to those units or flats.

In extreme circumstances, it may be desirable to allocate a street name to the access

roadway and issue a separate set of street numbers in respect to the newly created street (refer attachment, Figure 4).

Street naming is undertaken by the Strategic Property team within the Property Program.

Allocation of Street Numbers to Allotments having no Street Frontage

Where an allotment in separate ownership has no street frontage, that allotment should be allocated the street number applicable to the access roadway serving that allotment in conjunction with an identified "OFF".

Where such allotment contains multiple buildings requiring the allocation of separate numbers, application should be made to the Strategic Property team for allocation of a street name.

Park Lands Street Numbering

Given the existing development on certain areas of the Park Lands, allowance is provided by this policy to allocate street numbers to the northern side of North Terrace only. This is to facilitate the operations of the businesses occupying the existing development. This is the only area in the Park Lands where street numbers will be allocated. Any variation to this requires consultation and Council decision.

New Developments

For the majority of cases for new developments, individual street numbers will be allocated to each ground level occupancy.

Except in rare cases (refer to: Increments of less than 6.4 metres), upper and lower levels of a multi-level development will be allocated the full range of street numbers applicable.

Council will proactively assist developers in organising street numbering for the building or allotment per this policy.

Where a building or allotment is on the corner of two named streets, the owner should be offered the choice of street frontage and appropriate range of numbers they may wish to use.

The owner should be requested to respond to the Rates and Valuation team advising them of the preferred street frontage so that the valuation records can be correctly initiated.

However, as a minimum, the selected street frontage must have an entrance into the building allowing for public access and the letter box must be placed on the same street frontage and within the relevant Town Acre.

Street Numbering Amendment

Council may from time to time alter a numbering system or substitute a new numbering system.

Council reserves the right to direct owners to change the building or allotment street

Street Numbering Policy

numbers where the existing numbering is inappropriate or confusing.

Council must immediately notify the Valuer-General and Australia Post of a decision of the Council to adopt, alter or substitute a numbering system under this section.

Notification

Public notice must be given of the adopting, altering, or substituting of a numbering system of a public road.

Council will notify the applicant and any affected property owners in writing of any new or changed numbers.

Exceptions

Not all streets commence at a Town Acre boundary. In this case, the frontage of each address is to be as though the spacing for numbering frontages had commenced at the Town Acre boundary.

This may lead to a discrepancy in the length of a numbered frontage of the first address (*refer attachment, Figure 1*).

Where the length of the first number frontage is less than 500 millimetres, this frontage will be included with the adjacent frontage to which the first number will be allocated (*refer attachment, Figure 2*).

Where a street has a significant change of direction, the street number will increase incrementally at the point of change of direction. The same method noted in the paragraph above is used to determine the first street number in the new direction. It is acknowledged that this will have the effect of throwing out of alignment the normally regular demarcations of the street numbers for one side of the street as opposed to the other.

Previously, a number of dead-end streets were made through streets without amending the street numbering. This has resulted in the numbers in these streets running in the wrong direction.

Examples:

Adelaide – Byron Place (both sections)

North Adelaide – Marian Street

Key rule

Under no circumstances shall a street number overlap a Town Acre boundary.

Incidence of title boundaries

It will frequently be found that there is no coincidence between certificate of Title boundaries and street numbering demarcations.

Accordingly, street numbers are to be allocated in accordance with the best fit, having regard to both the unused known as numbers and relative locational co-ordinates

between street number demarcations and title boundaries.

OTHER USEFUL

Related documents

- Figure 1. Town Acre Boundary, and street number spacing.
- Figure 2. Numbering where boundary is less than 500mm.
- Figure 3. Terraces surrounding the City of Adelaide; and
- Figure 4. Numbering of buildings that do not have direct street frontage.

Relevant legislation

- *Local Government Act 1999 (SA)*
-

GLOSSARY

Throughout this document, the below terms have been used and are defined as:

Allotment – a defined allocation of land within the City of Adelaide.

Certificate of Title – is an official record of land ownership in South Australia and defines the boundary of ownership.

Terraces – the boundaries between the built city and Park Lands. Refers to North, West, South and East Terraces within Adelaide, and Barton, Lefevre, Kingston Terraces, McKinnon and Sir Edwin Parades, Pennington, Strangways, and Mills Terraces within North Adelaide. (*Refer map in attachment, Figure 3.*)

Town Acre – Is 64.008 metres squared. Colonel William Light divided city land into 1042 town acres; 700 in South Adelaide (City) and 342 in North Adelaide.

ADMINISTRATIVE

As part of Council's commitment to deliver the City of Adelaide Strategic Plan, services to the community and the provision of transparent information, all policy documents are reviewed as per legislative requirements or when there is no such provision a risk assessment approach is taken to guide the review timeframe.

This Policy document will be reviewed every **four** years in line with the term of Council unless legislative or operational change occurs beforehand. The next review is required in **June 2029**.

Roles and Responsibilities:

It is the responsibility of the Associate Director, Finance and Procurement to perform this review.

Review history:

Trim Reference	Authorising Body	Date/ Decision ID	Description of Edits
ACC2025/TBC	Council	24 June 2025	Preamble added, re-ordering of content, minor revisions made (review dates and title of responsible officer). Images updated.
ACC2023/157611	Council	14/06/2022	North side North Tce inclusion
ACC2020/102984	Council	11/08/2020/20411	Transfer to new template.
ACC2008/178358	Council	09/05/1994	Minor revisions made.

Contact:

For further information contact the Finance & Procurement Program

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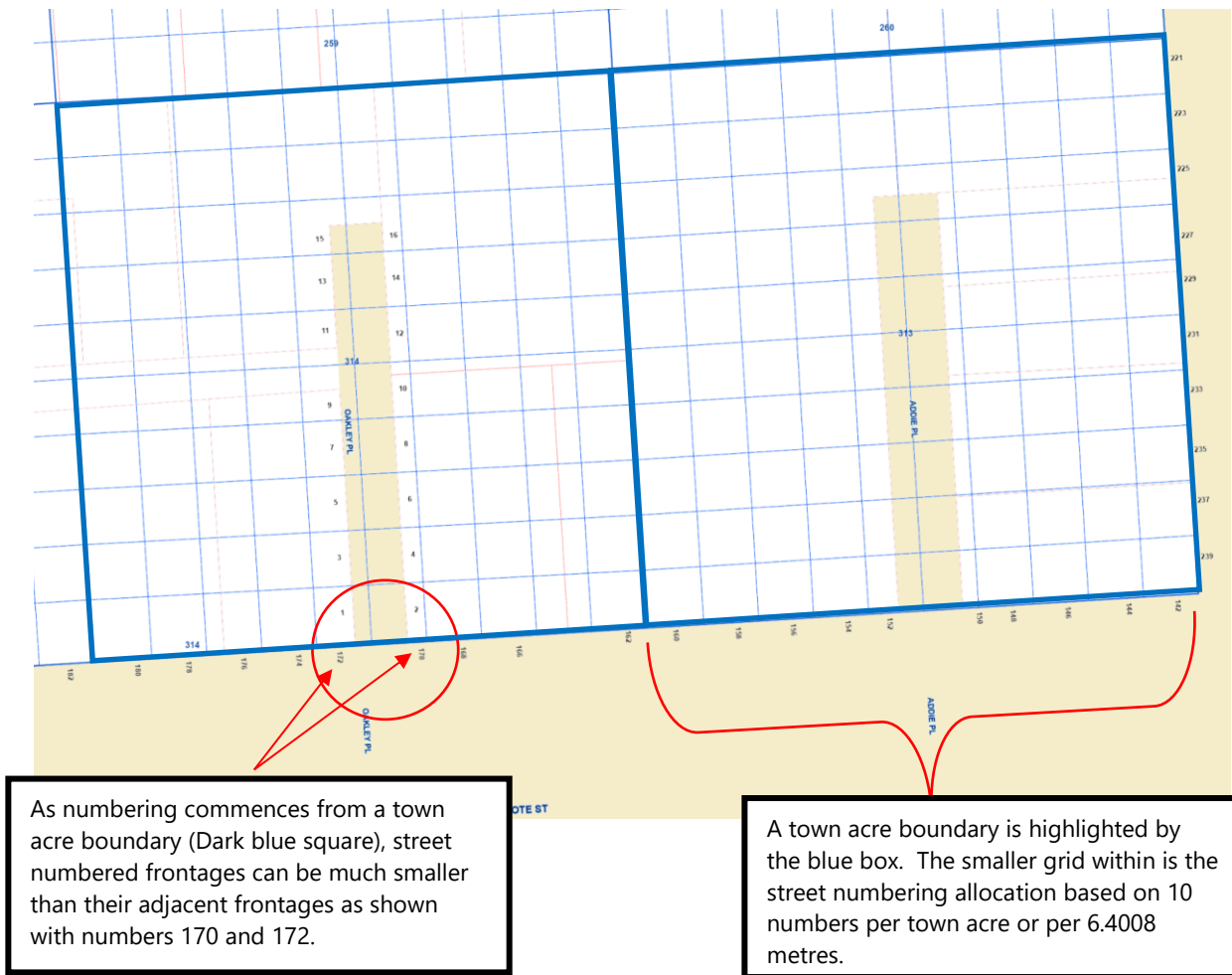
Figure 1. Town Acre Boundary, and street number spacing

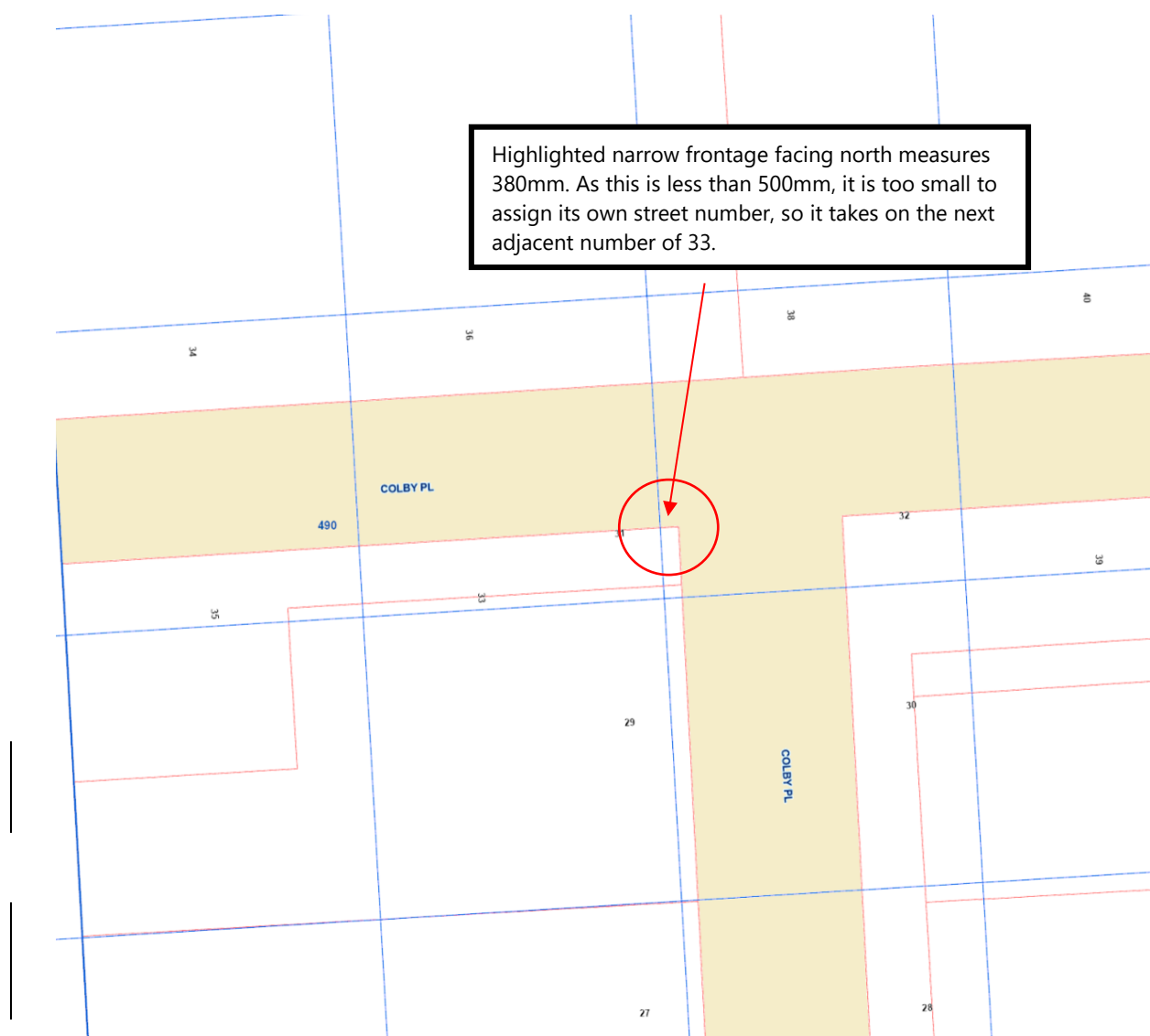
Figure 2. Numbering where boundary is less than 500mm.

Figure 3. Terraces surrounding the City of Adelaide.

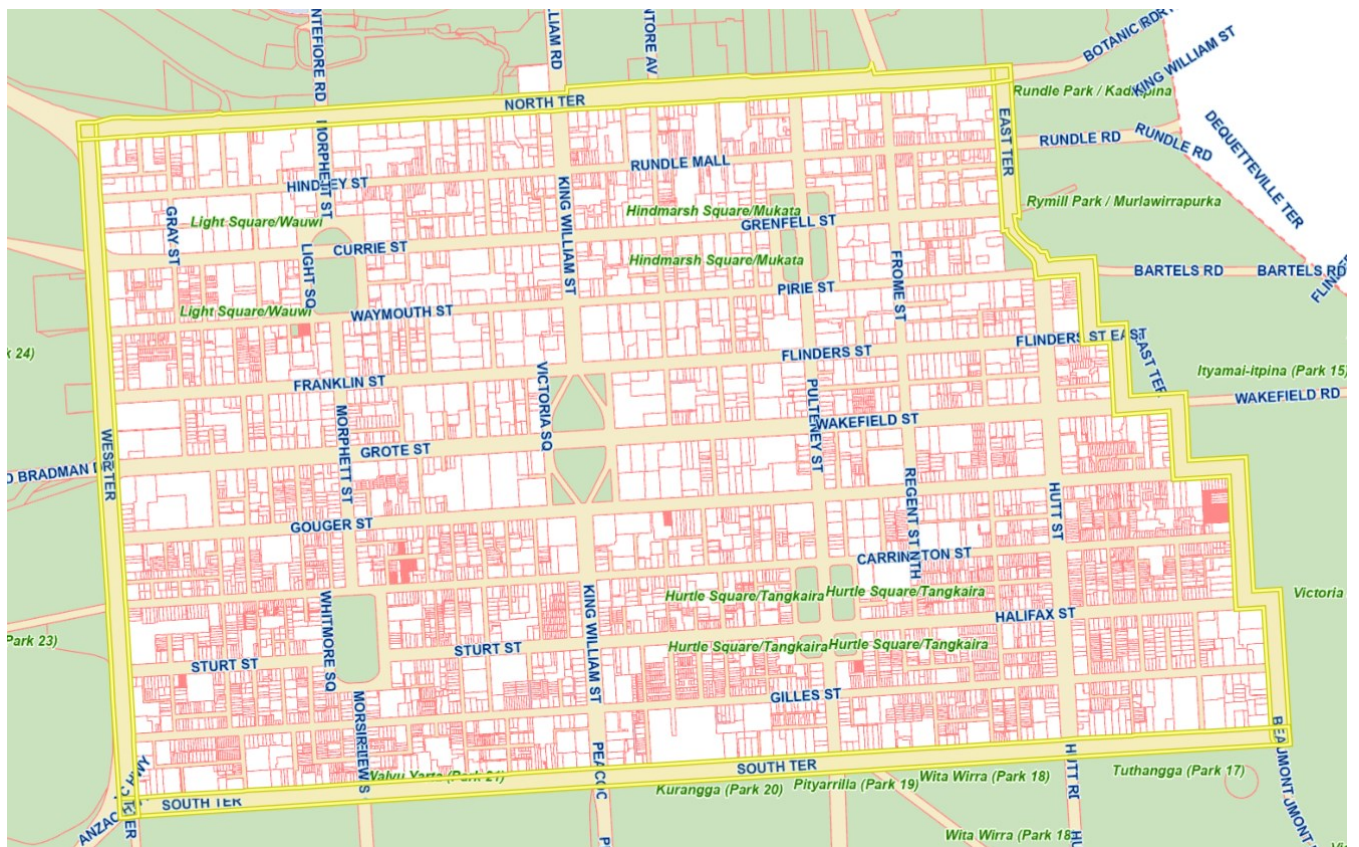
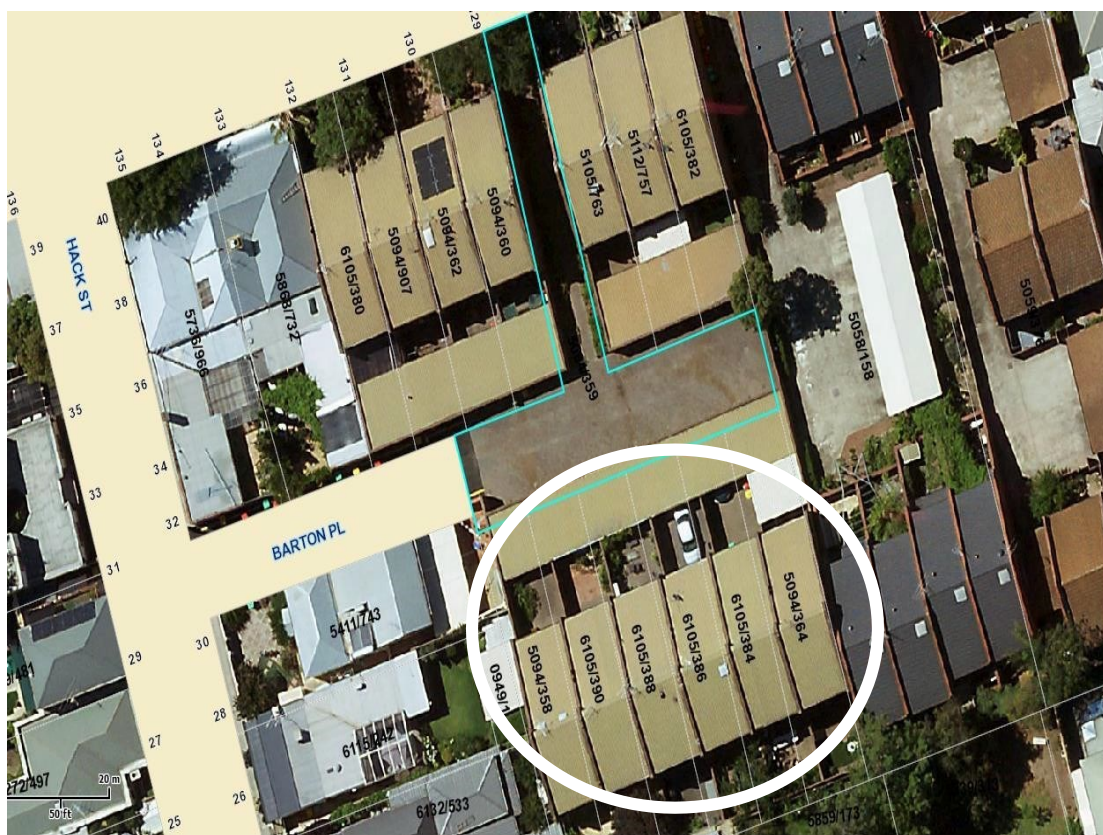


Figure 4. Numbering of buildings that do not have direct street frontage.



The main access to the units highlighted is from Hack Street via the access way.

Due to the number of premises along this access way it was appropriate to have it formally named, Barton Place.

2025/26 Q1 Forward Procurement Report

Strategic Alignment - Our Corporation

Public

Tuesday, 15 July 2025

City Finance and Governance
Committee

Program Contact:

Natalie Johnston, Associate
Director Finance & Procurement

Approving Officer:

Anthony Spartalis, Chief
Operating Officer

EXECUTIVE SUMMARY

In accordance with the Procurement Policy and Operating Guidelines, a Forward Procurement Report is presented to Council every quarter outlining significant planned procurement activities for the next quarter.

Significant procurements are defined as those with procurement expenditure estimated to be equal to or above \$2 million, excluding GST.

This report covers Quarter 1 of the 2025/2026 financial year.

No decision is sought. The report is provided for information purposes only.

RECOMMENDATION

The following recommendation will be presented to Council on 22 July 2025 for noting:

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Notes the procurements set out in Attachment A to Item 7.3 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 July 2024, which will be released to the market during Quarter 1 of the 2025/2026 financial year.
-

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation
Policy	This report is prepared in accordance with the requirements of Council's Procurement Policy. Council's current delegations for procurement are outlined in the Procurement Policy and Procurement and Contract Approvals Operating Guideline.
Consultation	Programs were consulted with respect to significant procurement activity that is anticipated to occur in the first quarter of the 2025/26 financial year.
Resource	External Procurement Services may be engaged in line with Council's decision on procurements over \$2 million.
Risk / Legal / Legislative	Section 49 of the <i>Local Government Act 1999</i> (SA) outlines the principles that Council will apply to procurement.
Opportunities	Not as a result of this report.
25/26 Budget Allocation	Not as a result of this report
Proposed 26/27 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report.
25/26 Budget Reconsideration (if applicable)	Not as a result of this report.
Ongoing Costs (e.g. maintenance cost)	Not as a result of this report.
Other Funding Sources	The Experience Adelaide Centre (construction phase) procurement is funded by a federal grant.

DISCUSSION

1. The purpose of the Quarterly Forward Procurement Report is to provide further information and visibility to Council on major procurement and contracting activity.
2. The following is an extract from the Procurement Policy, adopted by Council on 25 February 2025:
“The Council will have regard to the following measures in ensuring probity, accountability and transparency:
 - *Council Members will be provided with a quarterly Forward Procurement Report, for noting, detailing planned tenders and subsequent contracts that have an estimated value of over \$2,000,000 (ex GST) or that are of high risk and will require the approval of the Council Members.*
 - *Council Members will be requested to approve the award of all contracts that exceed \$2,000,000 (ex GST).”*
3. As such, a Quarterly Forward Procurement Report is provided to Council each quarter outlining planned procurement activities with an estimated spend over \$2,000,000.
4. This report covers Quarter 1 of the 2025/2026 financial year.
5. The Procurements listed in **Attachment A** of this report are planned to be released to the market during Quarter 1 of the 2025/2026 financial year.
6. The Procurement Policy ([view here](#)) requires the provision of a forward procurement plan for expected expenditure over \$150,000 be made publicly available on the City of Adelaide website. This report is prepared at the start of the financial year and represents an estimate of procurements based on the approved business plan and budget and upcoming expiring contracts. This is also available on the website.
7. All of the procurement budgets and projects were previously approved by Council and no additional decision is sought. This report is provided for information purposes only.

DATA AND SUPPORTING INFORMATION

Link 1 – [Procurement Policy](#)

ATTACHMENTS

Attachment A – 2025/2026 Quarter 1 Forward Procurement Report

- END OF REPORT -

ATTACHMENT A

Attachment A – 2025/26 Quarter 1 Forward Procurement Report

Program	Description	Proposed Procurement Approach	Allocated Budget	Expected Qtr at Market	Comments
AEDA	Adelaide Visitor Experience Centre (Construction Phase)	Open Tender	\$3.828m	Q1 2025/26	Market approach for the fit-out of the Centre including interactive/immersive spaces, technology and hardware, service areas, retail, and ways to provide visitor information that engages visitors. Expected release to market is late July or early August. Budget also includes costs for the base build by DIT contractor (required as the selected site is a State Government asset) and project management and design consultancy services.
City Infrastructure	Community Sports Building Redevelopment – Golden Wattle Park / Mirnu Wirra (Park 21 West) (Z017)	Open Tender	\$4.897m	Q1 2025/26	This project involves replacement of the community building in Golden Wattle Park / Mirnu Wirra (Park 21W). The existing community sports building is not fit for purpose and has come to the end of its useful life.
City Infrastructure	Adelaide Central Market - Roof renewal & level 2 car park sprinklers (Y7240)	Open Tender	\$4.29m	Q1 2025/26	This project involves detailed design, cost estimation, and delivery of a full roof replacement and associated building service upgrades. Expected release to market is September.
City Infrastructure	Adelaide Central Market - Market Floor Fire Compliance Items - Escalator Shaft Compartmentalisation (Z0592)	Open Tender	\$2m	Q1 2025/26	A project to rectify non-compliance issues with fire codes. The non-compliance arises due to new development applications being raised on the adjacent property, necessitating adjustments to ensure the safety and well-being of patrons, vendors, and visitors. Expected release to market is September.

Tuesday, 15 July 2025

**City Finance and
Governance Committee**

Program Contact:

Anthony Spartalis, Chief
Operating Officer

Approving Officer:

Michael Sedgman, Chief
Executive Officer

Public

EXECUTIVE SUMMARY

Section 90(2) of the *Local Government Act 1999 (SA)* (the Act), states that a Council may order that the public be excluded from attendance at a meeting if the Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.

It is the recommendation of the Chief Executive Officer that the public be excluded from this City Finance and Governance Committee meeting for the consideration of information and matters contained in the Agenda.

For the following Chief Executive Officer's Report seeking consideration in confidence

- 10.1** Delegation to Award Contracts - Physical Security Services; and Glen Osmond, Hutt Roads and Tuthangga (Park 17) Improvements [section 90(3) (b) & (d) of the Act]
- 10.2** Library Lease Update [section 90(3) (d) of the Act]

The Order to Exclude for Items 10.1 and 10.2:

1. Identifies the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
2. Identifies the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
3. In addition, identifies for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.

ORDER TO EXCLUDE FOR ITEM 10.1

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE:

1. Having taken into account the relevant consideration contained in section 90(3) (b) & (d) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the City Finance and Governance Committee dated 15 July 2025 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 10.1 [Delegation to Award Contracts - Physical Security Services; and Glen Osmond, Hutt Roads and Tuthangga (Park 17) Improvements] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Basis

This Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to identify the proponent and to confer a commercial advantage on a person with whom the council is conducting business and prejudice the commercial position of the council, with the potential to confer a commercial advantage to a third party competitor of a person with whom the council is conducting business.

Public Interest

The Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information may result in release of information prior to the finalisation of 'commercial in confidence' negotiation with the proponent and because the disclosure of Council's commercial position may severely prejudice Council's ability to discuss/participate or influence a proposal for the benefit of the Council and the community in this matter and in relation to other contract negotiations.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the City Finance and Governance Committee dated 15 July 2025 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 10.1 [Delegation to Award Contracts - Physical Security Services; and Glen Osmond, Hutt Roads and Tuthangga (Park 17) Improvements] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (b) & (d) of the Act.

ORDER TO EXCLUDE FOR ITEM 10.2

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE:

1. Having taken into account the relevant consideration contained in section 90(3) (d) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the City Finance and Governance Committee dated 15 July 2025 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 10.2 [Library Lease Update] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Basis

This Item is confidential as the item contains certain information of a confidential nature.

The disclosure of information may adversely impact on the commercial position of the City of Adelaide.

Public Interest

The City Community Services and Culture Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information may result in release of information prior to the finalisation of the matter by the City of Adelaide.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the City Finance and Governance Committee dated 15 July 2025 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 10.2 [Library Lease Update] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (d) of the Act.

DISCUSSION

1. Section 90(1) of the *Local Government Act 1999 (SA)* (the Act) directs that a meeting of Council must be conducted in a place open to the public.
2. Section 90(2) of the Act, states that a Council may order that the public be excluded from attendance at a meeting if Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.
3. Section 90(3) of the Act prescribes the information and matters that a Council may order that the public be excluded from.
4. Section 90(4) of the Act, advises that in considering whether an order should be made to exclude the public under section 90(2) of the Act, it is irrelevant that discussion of a matter in public may -
 - (a) *cause embarrassment to the council or council committee concerned, or to members or employees of the council; or*
 - (b) *cause a loss of confidence in the council or council committee; or*
 - (c) *involve discussion of a matter that is controversial within the council area; or*
 - (d) *make the council susceptible to adverse criticism.*
5. Section 90(7) of the Act requires that an order to exclude the public:
 - 5.1 Identify the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
 - 5.2 Identify the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
 - 5.3 In addition identify for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.
6. Section 83(5) of the Act has been utilised to identify in the Agenda and on the Report for the meeting, that the following report is submitted seeking consideration in confidence.
 - 6.1 Information contained in Item 10.1 – Delegation to Award Contracts - Physical Security Services; and Glen Osmond, Hutt Roads and Tuthangga (Park 17) Improvements
 - 6.1.1 Is not subject to an existing Confidentiality Order.
 - 6.1.2 The grounds utilised to request consideration in confidence is section 90(3) (b) & (d) of the Act
 - (b) information the disclosure of which –
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
 - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
 - 6.2 Information contained in Item 10.2 – Library Lease Update
 - 6.2.1 Is not subject to an existing Confidentiality Order.
 - 6.2.2 The grounds utilised to request consideration in confidence is section 90(3) (d) of the Act
 - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.

ATTACHMENTS

Nil

- END OF REPORT -

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