



# MINUTES

of

## POLICY REVIEW COMMITTEE MEETING

*Pursuant to the provisions of Section 88(1) of the Local Government Act 1999*

HELD IN

**COMMITTEE ROOM  
PLAYFORD CIVIC CENTRE  
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

**TUESDAY, 12 MAY 2026  
AT 6:00 PM**

The meeting commenced at 6:00 pm.

### 1 ATTENDANCE RECORD

#### 1.1 Present

#### **MAYOR GLENN DOCHERTY – PRESIDING MEMBER**

Mr Sam Green

Ms Janey Mitson

Cr Jane Onuzans

Cr Tanya Smiljanic

#### Also in attendance for the meeting:

Manager Governance & Minute Taker

General Manager Corporate Services

General Manager City Assets

General Manager City Services

Senior Manager Financial Services

Senior Governance Officer

Mrs Skye Nitschke

Mr Luke Culhane

Mr Dale Welsh

Ms Tina Hudson

Ms Iolanda Calabrese

Mrs Sarah Schutz

**1.2 Apologies**

Cr Misty Norris

**1.3 Not Present**

Nil

**2 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION****6851****Moved: Cr Onuzans****Seconded: Ms Mitson**

The Minutes of the Policy Review Committee Meeting held 10 March 2026 be confirmed as a true and accurate record of proceedings.

**CARRIED****3 DECLARATIONS OF INTEREST**

Nil

**4 DEPUTATION / REPRESENTATIONS**

Nil

**5 STAFF REPORTS****Matters to be considered by the Committee and referred to Council***Matters which cannot be delegated to a Committee or Staff***5.1 HARDSHIP POLICY AND PROCEDURE AND DEBT RECOVERY PROCEDURE****Responsible Executive Manager: Luke Culhane****COMMITTEE RECOMMENDATION****6852****Moved: Cr Smiljanic****Seconded: Cr Onuzans**

**1. Council endorse the proposed Hardship Policy (Attachment 1), Hardship Procedure (Attachment 2) and Debt Recovery Procedure (Attachment 3), noting that the next review is due in two (2) years, and provides the following additional feedback:**

- **Hardship Policy:**
  - **1. Statement of Intent:** amend wording of dot point 5 to read '*Should not have debts accrued that cannot be paid within fair and reasonable timeframes*'.
  - **2. Scope:** replace 'endorse' with '*ensures*'.
- **Hardship Procedure:**
  - **4.10 Postponement of rates for seniors:** second dot point to include '*or domestic partner*'.
  - **4.2 Hardship assistance available:** remove 'and' between the dot points and include a full stop at the end of the final dot point.

- 2. Council authorise the Chief Executive Officer to make further minor amendments to the proposed Hardship Policy and Procedure and the Debt Recovery Procedure that do not alter the intent of the documents.**

**CARRIED**

**6 INFORMAL DISCUSSION**

Nil

**7 INFORMAL ACTIONS**

Nil

**8 CONFIDENTIAL MATTERS**

Nil

**9 CLOSURE**

The meeting closed at 6:12 pm.