Council Meeting
Minutes

1 September 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.

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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City of Norwood Payneham & St Peters

Page No.

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 Josh Robinson Cr Kevin Duke Cr Connie Granozio Cr Victoria McFarlane Cr Grant Piggott Cr Sandy Wilkinson Cr John Callisto Cr Christel Mex
Staff	Mario Barone (Chief Executive Officer) Lisa Mara (General Manager, Governance & Civic Affairs) Carlos Buzzetti (General Manager, Urban Planning & Environment) Jared Barnes (General Manager, Infrastructure & Major Projects) Andrew Hamilton (General Manager, Community Development) Natalia Axenova (Chief Financial Officer) Jenny McFeat (Manager, Governance) Nicholas Carr (Manager, Assets & Projects) Kieran Fairbrother (Acting Manager, Development & Regulatory Services) Tina Zullo (Administration Assistant, Governance & Civic Affairs)
APOLOGIES	Cr Scott Sims

1 KAURNA ACKNOWLEDGEMENT

2 OPENING PRAYER

The Opening Prayer was read by Cr Grant Piggott.

3 CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 4 AUGUST 2026

Cr Duke moved:

That the Minutes of the Council Meeting held on 4 August 2026, be taken as read and confirmed.

Seconded by Cr Callisto and carried unanimously.

4 MAYOR'S COMMUNICATION

Tuesday, 4 August	• Presided over a Council Meeting, Council Chamber, Norwood Town Hall.
Thursday, 6 August	• Officially unveiled ‘Rain’ (5th Quadrennial Public Artwork) Osmond Terrace, Norwood.
Saturday, 8 August	• Attended the Memorial Round Brunch, Norwood Oval, Norwood.
Saturday, 8 August	• Attended the pre-match function followed by the Norwood versus North Adelaide football match, Norwood Oval.
Tuesday, 11 August	• Attended the Kensington Residents Association Annual General Meeting (AGM), Bethany Centre, Kensington.

Friday, 14 August	• Attended the pre-match function followed by the Norwood versus Adelaide SANFL football match, Norwood Oval.
Sunday, 16 August	• Attended the Vietnam Veteran's Day commemoration service, Payneham RSL, Payneham.
Monday, 17 August	• Attended the 'Open Doors: Industry Connect' Business Forum, Henry's Bar and Eatery, Kent Town.
Tuesday, 18 August	• Presided over a meeting of the Business & Economic Development Advisory Committee, Mayors Parlour, Norwood Town Hall.
Tuesday, 25 August	• Meeting with Claire Clutterham MP, Federal Member for Sturt, Norwood Town Hall.
Saturday, 29 August	• Attended the pre-match Function followed by the Norwood versus Woodville/West Torrens SANFLW Grand Final, Alberton Oval.
Monday, 31 August	• Attended a meeting with the Principal Economic Development Advisor, Mayor's Office, Norwood Town Hall.
Tuesday, 1 September	• Attended a meeting with General Manager, Governance & Civic Affairs and the Coordinator, Events & Campaigns, Mayor's Office, Norwood Town Hall.

5 DELEGATES COMMUNICATION

- Cr Callisto advised that on Wednesday, 26 August 2026, he attended on behalf of Mayor Bria, the 2026 Marryatville in Concert at the Adelaide Town Hall.

6 ELECTED MEMBER DECLARATION OF INTEREST

Cr Moorhouse declared an interest in relation to Item 13.1.
Cr Wilkinson declared an interest in relation to Item 13.1.
Cr Piggott declared an interest in relation to Item 13.5.

7 ADJOURNED ITEMS

Nil

8 QUESTIONS WITHOUT NOTICE

Nil

9 QUESTIONS WITH NOTICE

Nil

10 DEPUTATIONS

Nil

11 PETITIONS

Nil

12 NOTICES OF MOTION

12.1 2027-2028 ANNUAL BUSINESS PLAN - INFRASTRUCTURE MANAGEMENT AND GOVERNANCE, COMMUNICATIONS & ADMINISTRATION

SUBMITTED BY: Cr Piggott
ATTACHMENTS: Nil

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

NOTICE OF MOTION

That, prior to the end of January 2027, Administration present a Workshop and a subsequent Report to Council providing detail of the expenditure within the following categories:

1. *Infrastructure Management, listed as $39.64 of every $100 paid in rates in the 2026-2027 Annual Business Plan; and*

2. *Governance, Communications & Administration, listed as $15.29 of every $100 paid in rates in the 2026-2027 Annual Business Plan.*

REASONS IN SUPPORT OF MOTION

The delay in the scheduling of the Local Government elections to April 2027 results in the rare situation of next year's Annual Business Plan being drafted by this Council but needs to be reviewed and approved by the next.

Two budget categories of the Operating budget – *Infrastructure Management* and *Governance Communications & Administration* account for almost $54.93 of every $100.00 paid by Norwood Payneham & St Peters' ratepayers.

The public discussion of these major expense categories will provide detailed information for Elected Members in preparation for the Council's drafting of the 2027-2028 Annual Business Plan and the next Council's review of it when they need to resolve its final approval.

STAFF COMMENT
PREPARED BY CHIEF FINANCIAL OFFICER

An Information Session can be scheduled and a report provided to the Council as requested in the Motion.

Cr Piggott moved:

That, prior to the end of January 2027, Administration present a Workshop and a subsequent Report to Council providing detail of the expenditure within the following categories:

1. *Infrastructure Management, listed as $39.64 of every $100 paid in rates in the 2026-2027 Annual Business Plan; and*

2. *Governance, Communications & Administration, listed as $15.29 of every $100 paid in rates in the 2026-2027 Annual Business Plan.*

Seconded by Cr Moorhouse and carried unanimously.

12.2 2027-2028 ANNUAL BUSINESS PLAN - IMPROVEMENT STRATEGIES FOR THE COUNCIL GALLERY

SUBMITTED BY: Cr Piggott
ATTACHMENTS: Nil

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

NOTICE OF MOTION

That Administration present a Report to the Council ahead of the drafting of the 2027-2028 Annual Business Plan which outlines strategies which may be available to achieve the following:

1. *Improved quality and capacity of Gallery seating within the Chamber during Council meetings;*
2. *Improved ability for Gallery members to hear debate and read Motions under discussion; and*
3. *Prior scheduling for significant Council issues to be debated and communication of this schedule to ratepayers and residents ahead of the release of agendas.*

REASONS IN SUPPORT OF MOTION

Local Government benefits when ratepayers and residents are engaged with the operation of the Council, including attendance at monthly Council Meetings.

Attendees at Council Meetings report that the ability to hear debate and read the screen requires improvement. There is also limited capacity for Gallery members within the Chamber. At times, visitors are required to sit in the adjacent Mayor's Parlour.

The Representation review has resulted in two (2) less Council Members in the next Council. This provides an opportunity for the operation of the Chamber to be reviewed to identify areas of improvement which may be achieved in respect to the quality of the Gallery experience when attending meetings of the incoming Council.

This Report is requested to inform the 2027-2028 Annual Business Plan should effective strategies be identified and budget allocation be required in the next financial year.

STAFF COMMENT

A report, as requested in the Motion, can be provided to the Council.

Cr Piggott moved:

That Administration present a Report to the Council ahead of the drafting of the 2027-2028 Annual Business Plan which outlines strategies which may be available to achieve the following:

1. *Improved quality and capacity of Gallery seating within the Chamber during Council Meetings;*

2. *Improved ability for Gallery members to hear debate and read Motions under discussion; and*

3. *Prior scheduling for significant Council issues to be debated and communication of this schedule to ratepayers and residents ahead of the release of agendas.*

Seconded by Cr Mex.

Amendment

Cr McFarlane moved:

That Administration present a Report to the Council ahead of the drafting of the 2027-2028 Annual Business Plan which outlines strategies which may be available to achieve the following:

1. *Improved quality and capacity of Gallery seating within the Chamber during Council Meetings;*

2. *Improved ability for Gallery members to hear debate and read Motions under discussion; and*

3. *Prior scheduling for significant Council issues to be debated and communication of this schedule to ratepayers and residents ahead of the release of agendas.*

4. *Information relating to the potential for the recording of Council Meetings.*

The amendment lapsed for want of a seconder.

The original motion was put and carried unanimously.

13 STAFF REPORTS

13.1 COUNCIL ASSESSMENT PANEL ANNUAL PERFORMANCE REPORT

REPORT AUTHOR: Acting Manager, Development Assessment & Regulatory Services
APPROVED BY: General Manager, Urban Planning & Environment
ATTACHMENTS: A – B

PURPOSE OF THE REPORT

The purpose of this report is to advise the Council of the Council Assessment Panel's activities and performance for the period 1 July 2025 to 30 June 2026.

BACKGROUND

On 1 August 2017, the provisions of the *Planning, Development and Infrastructure Act (PDI Act) 2016* relating to Council Assessment Panels commenced operation. As a result, all Councils were required to replace Development Assessment Panels with Council Assessment Panels comprising up to five Members, one (1) of whom may be an Elected Member.

The current membership of the Council Assessment Panel comprises:

- Mr Stephen Smith (Presiding Member)
- Mr Mark Adcock (Independent Member)
- Mr Julian Rutt (Independent Member)
- Mr Paul Mickan (Deputy Independent Member)
- *Vacant (Independent Member)*
- Cr Sandy Wilkinson (Elected Member)
- Cr Kester Moorhouse (Deputy Elected Member)

Mr Ross Bateup (Independent Member) served on the Panel during the reporting period from 1 May 2024 to 3 March 2026. As resolved by the Council at its meeting held on 3 March 2026, Mr Bateup was not reappointed to the Panel.

The current Independent Members were appointed to the Council Assessment Panel by the Council at its meeting held on 3 March 2026, and their respective terms expire on 1 May 2028.

An Expression of Interest was advertised for the vacant Independent Member position from 7 July 2026 to 21 July 2026, which received several high-quality applications. A separate report has been prepared for the Council's consideration, regarding the appointment of a new Independent Panel Member to fill this vacancy that has been created through Mr Bateup not being re-appointed.

The Council has endorsed Terms of Reference for the operation of the Council Assessment Panel, a copy of which is contained in **Attachment A**.

In addition, the Council Assessment Panel has established its own Meeting Procedures, a copy of which are contained in **Attachment B**.

STRATEGIC DIRECTIONS

CityPlan 2030 **Alignment**

Outcome 2: Cultural Vitality
A culturally rich and diverse City, with a strong identity, history and sense of place.

Objective 2.4: Pleasant, well designed, and sustainable neighbourhoods.

Strategy 2.4.1: Encourage sustainable and quality developments and urban design outcomes.

Strategy 2.4.2: Facilitate a mix of land uses in appropriate locations in balance with amenity and character.

FINANCIAL AND BUDGET IMPLICATIONS

Independent Members of the Panel receive a sitting fee of $450 per scheduled Panel meeting and the Presiding Member receives a sitting fee of $550 per meeting. The Council has also resolved that Elected Members who are appointed to the Panel, will also receive a sitting fee of $450.

In this context, the cost of providing sitting fees to all Panel Members is currently $2,350 per meeting.

A review of sitting fees for Council Assessment Panel Members has been undertaken for similar sized Councils and the comparable sitting fees are set out in Table 1 below.

TABLE 1: COUNCIL ASSESSMENT PANEL MEMBER FEES – APRIL 2026

Council	Sitting Fees Independent Members	Sitting Fees Elected Members
City of Norwood Payneham & St Peters	$550 Presiding Member $450 Independent Members	$450
City of Burnside	$625 Presiding Member $450 Independent Members	$250
Campbelltown City Council	$500 Presiding Member $400 Independent Members	$400
City of Unley	$600 Presiding Member $475 Independent Members	$450
City of Prospect	$550 Presiding Member $475 Independent Members	Nil
City of Holdfast Bay	$610 Presiding Member $515 Independent Members	$515

The comparison of sitting fees shows that the sitting fees currently offered by the Council are reasonably competitive. However, to ensure that the Council continues to attract and retain high quality candidates and Members, it is recommended that the sitting fees be increased to $600 per ordinary meeting for the Presiding Member and $500 for Independent Members of the Panel. In considering this recommendation, it should be noted that the average sitting fee for the Presiding Members of all Council Assessment Panels (including Regional Panels) in South Australia is $582 and $457 for Independent Members, as at April 2026.

It is also recommended that the sitting fee for Elected Members on the Panel be increased to $500 on the basis that the Elected Members on the Panel perform the same role as the Independent Members on the Panel and therefore should be remunerated accordingly. The average sitting fee for Elected Members who sit on all Council Assessment Panels (including Regional Panels) in South Australia and receive a sitting fee, is $424 as at April 2026. Ten (10) councils, including two Regional Assessment Panels in South Australia currently do not pay Elected Members a sitting fee on their Council Assessment Panels.

If the Council endorses the recommended sitting fee increases, the cost per ordinary meeting, would increase from $2,350 to $2,600.

RISK MANAGEMENT

A *Code of Conduct for Assessment Panel Members* commenced operation on 1 October 2017. The Code of Conduct imposes Conflict of Interest provisions which are similar to those which existed previously under the *Development Act 1993*. The Code of Conduct prohibits Panel Members from:

1. engaging in consultation outside of the panel process with any party on a proposed Development Application that is likely to be heard by the Panel;
2. giving advice to an Applicant or other third party on a Development Application after it has been lodged outside of a panel meeting;
3. speaking at a public meeting for or against a proposal where the purpose of the meeting is to discuss either a proposed development or a Development Application unless required by the *Act*;
4. expressing an opinion on a Development Application or a proposed development outside of a panel meeting; and
5. engaging in any other act or omission which may give rise to a reasonable presumption that they have prejudged a development proposal or Application.

All Code of Conduct complaints concerning CAP Members are required to be made to and addressed by the State Planning Commission. Unlike the previous requirement under the *Development Act 1993*, Councils are not required to have a Public Officer for a Council Assessment Panel.

In addition to the *Code of Conduct*, several other measures are in place to effectively manage and where possible, mitigate risks associated with membership of, and the activities undertaken by, Council Assessment Panel members, including:

- Accredited Professionals Scheme – All Specialist External Members are required to be accredited at Level 2. The accreditation requirements impose ongoing professional development obligations. A *Code of Conduct* is also applicable to Accredited Professionals;

- Training – Training is regularly scheduled and available for Panel Members. Independent training providers offer relevant training courses, and generally, during each two (2) year Membership term, the Council will provide a tailored training session to Council Assessment Panel Members through Council's solicitors;

- Terms of Reference and Meeting Procedures –The Terms of Reference for the Council Assessment Panel were reviewed and updated in the 2023 calendar year, and the Meeting Procedures were reviewed and updated in February 2025, together providing an updated and detailed framework for Panel conduct and decision making.

CONSULTATION

Elected Members

Not Applicable.

Community

Not Applicable.

Staff

General Manager, Urban Planning & Environment.

Other Agencies

Not Applicable.

DISCUSSION

The Panel's Activities and Performance

The Panel met on fifteen (15) occasions between 1 July 2025 and 30 June 2026.

All twelve (12) scheduled Ordinary Meetings were held. Two (2) Special Meetings were held in January and June 2026 and the Ordinary Meeting of July 2025 was separated into two (2) separate meetings due to the high number of applications required to be considered by the Panel.

During the twelve (12) month reporting period, nine hundred and thirty-five (935) Development Applications were lodged for development within the City of Norwood Payneham & St Peters, totalling a development value of approximately $158m.

The Panel considered thirty-seven (37) items during the reporting period (twenty-seven (27) of which were "new" Development Applications), which equates to approximately 4% of all Development Applications that were lodged. All other Development Applications were determined by the Assessment Manager as the relevant authority (and staff under delegation) or by the Assessment Manager (and staff under delegation) acting under the delegation of the Council Assessment Panel. A small number of applications were also determined by the State Commission Assessment Panel or private accredited professionals.

It is also important to note that eight (8) of the items considered by the Panel related to Environment Resources & Development Court Appeals and two (2) Reviews of Decisions in respect to decisions that were made by the Councils Assessment Manager.

The Panel considered four (4) Development Applications for new mixed-use developments, four (4) Development Applications for new commercial developments and nineteen (19) Development Applications for new residential developments.

Some of the larger scale and/or more complex Development Applications that were considered by the Panel during the reporting period, included the following:

- a mixed-use, four (4) storey development at 80-82 Fullarton Rd, Norwood;
- a mixed-use, four (4) storey development at 52 The Parade, Norwood;
- the redevelopment of the Adelaide Caravan Park site at 24-46 Richmond Road, Hackney, which involved, among other things, the construction of a six-storey serviced apartments building, the creation of forty-seven (47) new residential allotments and the creation of three (3) new public roads, footpaths and a shared use path; and
- the demolition of a Local Heritage Place at 69 High St, Kensington.

Of the twenty-seven (27) new Development Applications that were considered by the Panel during the reporting period, four (4) Applications were refused by the Panel. Of the four (4) Applications which were refused, two (2) were recommended for refusal and two (2) were recommended for Planning Consent to be granted by the respective Assessing Planners.

Of the twenty-three (23) new Applications that were approved by the Panel, twenty-one (21) were determined in accordance with the recommendations made by the Assessing Planner.

Overall, 14.8% of decisions made by the Panel, were contrary to staff recommendations. Accordingly, the vast majority of decisions made by the Panel are consistent with staff recommendations, which demonstrates a close alignment between the way in which staff and the Panel are interpreting and applying the provisions of the *Planning & Design Code*. This alignment has remained consistent for several years.

Over the reporting period, the Panel considered two (2) Reviews of the decisions made by the Assessment Manager. In one case, the Panel determined to affirm the decision of the Assessment Manager (to refuse the Application) and in respect to the other matter, the Panel set aside the decision of the Assessment Manager (to refuse the Application) and approved the Application. The process of reviewing the decisions of an Assessment Manager (where it is requested by an Applicant and allowed for under the *Planning, Development & Infrastructure Act 2016*) is considered to be functioning well, with Applicants receiving a fair hearing and sound decision-making being conducted by the Council Assessment Panel.

In October 2024, the Panel resolved to adopt an updated Policy to guide the process for reviews of a decision that are made by the Assessment Manager. Accordingly, the Panel no longer deliberates these matters "in camera" without the Assessment Manager and the Applicant being present when the matter is being considered by the Panel and both the Applicant (and / or their representative) and the Assessment Manager, are now afforded the opportunity to be heard. These process improvements have been beneficial and have enhanced the transparency of the Panel's decision-making process.

Four (4) of the decisions that were made by the Panel during the reporting period, were appealed to the Environment Resources & Development (ERD) Court, including the Review of Assessment Manager decision which was affirmed by the Panel. The Panel also considered a fifth appeal that related to a decision of the Panel during the previous reporting period. All five (5) appeals were resolved via compromise. One (1) involved the Panel Members undertaking a site visit with the Assessment Manager, before agreeing to the compromise and another appeal was resolved following the third compromise attempt.

Review of Delegations

The most recent review of delegations was considered by the Panel at its meeting held on 21 July 2025. The delegations from the Panel to the Assessment Manager had not been reviewed since initial implementation of the delegations in February 2021 and accordingly, a review was considered necessary and timely.

The Panel is the relevant authority for Development Applications that require public notification. However, the Panel is able to delegate authority to determine applications that require public notification to the Assessment Manager, in such circumstances as the Panel sees fit.

Prior to the most recent review, the Panel delegated decisions on all Applications for which it was the relevant authority, to the Assessment Manager, other than where valid representations are received and which are do not support the Development Application.

Following the review, the Panel determined to delegate authority to the Assessment Manager, to determine applications for which it is the relevant authority, in circumstances where:

1. no valid representations are received;
2. all valid representations are withdrawn (prior to the publication of the agenda);
3. no Representor who has lodged a valid representation wishes to be heard (prior to the publication of the agenda);
4. a deemed consent notice has been served on the Panel under Section 125(2) of the Act;
5. the applicant has not agreed to extend the statutory timeframe within which the Panel must determine the development application pursuant to Regulation 53 of the Regulations and that timeframe will expire before the next meeting of the Panel is scheduled to occur.

In addition and for the avoidance of any doubt, the Panel also noted that the Assessment Manager can not exercise the power pursuant to Section 102(1)(a) of the Act (i.e. to grant Planning Consent) where the following apply:

- the Application is proposed by the City of Norwood Payneham & St Peters unless it is contextually minor in nature such as street tree removals, reserve works, building alterations / additions, street and park furniture, signage, public toilets or other associated infrastructure works;
- the Application is made by an Elected Member or Staff Member of the City of Norwood Payneham & St Peters and is, in the opinion of the Assessment Manager, for a significant form development (such as dwelling additions, a new dwelling or other more major forms of development);
- where the Assessment Manager determines that the nature of the application is best determined by the Panel, having regard to the type of application, the public interest, and the extent to which the proposed application meets the provisions of the Planning & Design Code.

It is considered that the above-mentioned delegations have been working well over the year since being introduced and continue to maintain an effective decision-making framework. The delegations will continue to be reviewed periodically to ensure that the delegations remain "fit for purpose".

Procedural Issues and Meeting Efficiency

The Meeting Procedures for the Panel were reviewed in 2025.

An amended version of the Meeting Procedures was endorsed by the Panel at its meeting held on 17 February 2025.

The updated Meeting Procedures provided for minor changes only.

There were no significant procedural issues identified during the reporting period.

Planning Policy Issues / Trends

The Council Assessment Panel, as a relevant authority under the *Planning, Development & Infrastructure Act 2016,* is charged with undertaking assessments and making decisions in respect to Development Applications presented to it. Accordingly, the Panel is in an ideal position to consider trends or issues with planning policy which may need to be presented to the Council for its consideration in respect to the relevant planning policy.

The Panel did encounter several anomalies in the planning policy that is applicable to its assessment activities, but none of such significance that would warrant immediate attention. However, there were several general observations about the relevant planning policy and the planning system that are worthy of consideration. Some of these are consistent with the observations and reporting of previous years and others are more recent observations:

<u>Lack of Policy in Areas Susceptible to Landslip/Erosion</u>

The Panel observed that there is a dearth of useful policies to assess development that has the potential to increase the risk of landslip and/or erosion, particularly for developments close to the banks of the River Torrens and the St Peters Billabong.

In fact, the only relevant policy is PO 8.5 of the Design in Urban Areas module of the general development policies, which states:

> *Development does not occur on land at risk of landslip or increase the potential for landslip or land surface instability.*

In response to the Panel's comments on this matter, the Councils Chief Executive Officer has written to the Minister for Planning requesting that the Planning & Design Code be strengthened with better policies that seek to effectively identify and manage landslip and land stability risks.

<u>Planning for Context</u>

As a result of a more generalised policy framework that now exists following the introduction of the Planning & design Code, the concept of "planning for context" has arisen during some of the Panel's deliberations.

That is, the importance of considering the Performance Outcomes in the Planning & Design Code in the context of the subject land and the nature of the locality within which the development is proposed to be undertaken, has informed the Panel's decisions.

For example, a Performance Outcome may suggest that "development should be compatible with the surrounding built form". Whether that Performance Outcome will be achieved could be different depending on where the development is proposed and potentially different outcomes could result between two separate sites even if both are within the same zone.

To a certain extent, "planning for context" has always been required as part of development assessment, but the nature of the generalised policy framework now make this more critical. The level of uncertainty this can create has done little in respect to achieving a "simplified planning system" as envisaged by one of the objectives of the Expert Panel on Planning Reform in 2013.

Deferrals

As part of the planning system applicable under the *Development Act 1993*, it was not uncommon for the Panel to defer items for further information, or to enable reconsideration or negotiation of particular elements of the proposal, before the proposal was put back before a future meeting of the Panel.

This was often done to address a problematic element in a proposal and in many cases, resulted in an enhanced development outcome. The Panel was unable to "re-design" a proposal, but the deferral process could be used effectively to address problematic issues.

The introduction of Deemed Consents in the new planning system that has been established under the *Planning, Development & Infrastructure Act 2016,* has unfortunately now meant that the Panel is generally unable to defer a matter – as doing so will often result in the exceeding the legislated timeframe and in turn result in the potential for a deemed consent to be issued.

Accordingly, where Applicants previously may have been afforded an opportunity through a deferral to provide additional information / amendments, that opportunity now rarely exists and Development Applications are instead being refused.

To that end, it is notable that the only Applications that were deferred by the Panel for further consideration during the reporting period, relate to appeals, which do not carry a risk of a deemed consent being issued.

Demolition and Heritage

During the reporting period, the Panel was tasked with making decisions on several Development Applications which proposed the demolition of dwellings / buildings within the Historic Area Overlay.

There are numerous Performance Outcomes (PO) in the Planning & Design Code against which such proposals are assessed, but PO 7.1 of the Historic Area Overlay is particularly relevant, which states:

> *Buildings and structures, or features thereof, that demonstrate the historic characteristics as expressed in the Historic Area Statement are not demolished, unless:*
>
> *(a) The front elevation of the building has been substantially altered and cannot be reasonably restored in a manner consistent with the building's original style or*
> *(b) The structural integrity or safe condition of the original building is beyond reasonable repair.*

The words *"beyond reasonable repair"* (and in the context of the Local Heritage Place Overlay – "*irredeemably beyond repair"*) continue to be the subject of considerable debate. Applicants and Council staff often source structural engineering reports and provide relevant recent case law, to assist the Panel in its deliberations.

The Panel has refused several Development Applications involving demolition in the Historic Area Overlay, including the demolition of one (1) Local Heritage Place that was later approved for demolition via compromise through the Environment Resources & Development Court.

Multi-Storey, Mixed-Use Development

The Council Assessment Panel considered two (2) new Development Applications for multi-storey, mixed-use developments.

The assessment of these proposals by the Panel has been comprehensive, with sensitive elements such as building height, interface impacts and car parking being carefully considered. It is likely the Panel will continue to consider proposals for such developments into the future.

Historic and Character Area Statements

The Panel was tasked with numerous assessments of developments against the Historic and Character Area Overlay where Historic and Character Area Statements are applicable. These Statements apply to a specific portion of the Overlays and are intended to describe the attributes that create and contribute to the unique heritage or character value of an area.

The Statements themselves are supported as a useful tool in the Code, but the Statements often lack detail making applicability of the Statements in the development assessment process more complex.

The Panel noted that a greater level of detail and clarity in the Statements would be ideal and would likely enhance the quality of future development outcomes, as well as providing clearer guidance to the development industry. In that context it is worth noting that the Council is already in the process of reviewing its Historic Area and Character Area Statements via a Code Amendment.

OPTIONS

The Council can determine to increase the sitting fees as recommended or not.

CONCLUSION

The Council Assessment Panel has discharged its responsibilities well, with meetings running efficiently and with a high level of professionalism.

The Panel determined a vast majority of Development Applications in accordance with the staff recommendation, reflecting a continued high degree of consistency and alignment between staff and Panel in respect to assessment approaches, recommendations and final decisions.

Overall, the Council can be justifiably satisfied with the results that have been achieved and the Panel's operation during the reporting period.

RECOMMENDATION

1. *That the report on the activities and performance of the Council Assessment Panel for the period 1 July 2025 to 30 June 2026, be received and noted.*

2. *That the sitting fee for the Presiding Member of the Council Assessment Panel be increased from $550 to $600 for each meeting of the Panel.*

3. *That the sitting fee for Independent Members of the Council Assessment Panel and Elected Members who are appointed by the Council to the Panel, be increased from $450 to $500 for each meeting of the Panel.*

Cr Moorhouse declared a Material Conflict of Interest in this matter, as he is a Deputy Member of the Council Assessment Panel and left the meeting at 7.18pm.

Cr Wilkinson declared a Material Conflict of Interest in this matter, as he is a Member of the Council Assessment Panel and left the meeting at 7.18pm.

Cr Duke moved:

1. *That the report on the activities and performance of the Council Assessment Panel for the period 1 July 2025 to 30 June 2026, be received and noted.*

2. *That the sitting fee for the Presiding Member of the Council Assessment Panel be increased from $550 to $600 for each meeting of the Panel.*

3. *That the sitting fee for Independent Members of the Council Assessment Panel and Elected Members who are appointed by the Council to the Panel, be increased from $450 to $500 for each meeting of the Panel.*

Seconded by Cr Granozio and carried unanimously.

Cr Moorhouse returned to the meeting at 7.27pm.
Cr Wilkinson returned to the meeting at 7.27pm.

13.2 2025-2026 AND 2026-2027 BUILDING ASSETS RENEWAL PROGRAMS AND PROPOSED BUILDING ASSETS STRATEGY

REPORT AUTHOR: Manager Assets & Projects
APPROVED BY: General Manager, Infrastructure & Major Projects
Chief Executive Officer
ATTACHMENTS: Nil

PURPOSE OF THE REPORT

The purpose of this report is to provide the details of building renewal and maintenance works proposed for the 2026-2027 financial year.

BACKGROUND

At its meeting held on 4 August 2026, Council considered a Motion on Notice and resolved the following:

1. *That a report be provided to the Council at its meeting to be held on 1 September 2026, that provides details of the buildings scheduled for maintenance or renewal as part of the 2026-2027 Annual Business Plan.*

2. *That the report also include information regarding any building assets that have passed their useful life and/or have been closed, either partly or completely to the public, because of their condition also be provided to Elected Members.*

In response to this resolution and to provide context, the information contained in this report also provides an overview of the following:

- the Council's building assets by building category/use;
- the building capital renewal projects that were delivered in the 2025-2026 financial year;
- the building capital renewal projects that are scheduled for the 2026-2027 financial year; and
- buildings that are currently closed, in whole or part, due to the condition of the building.

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.

Strategy 1.1.3 Design and provide safe, high-quality facilities and spaces for all people.

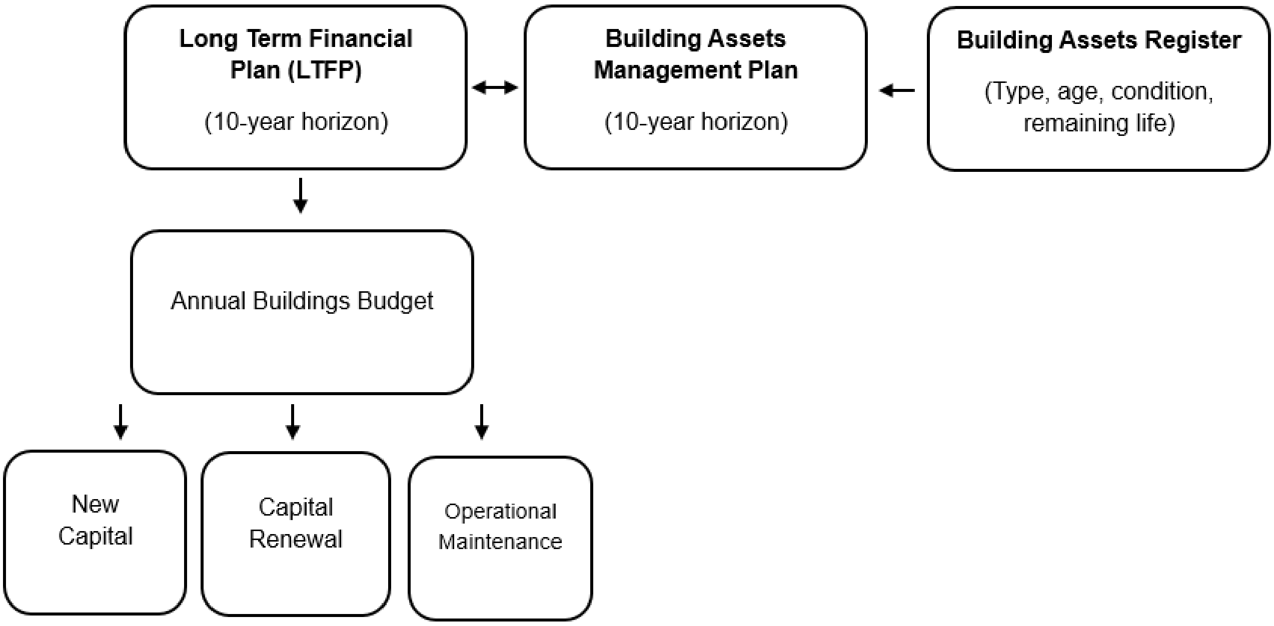
ASSET MANAGEMENT APPROACH

From a first principles perspective, the Council owns buildings that are used to support the delivery of services to the community (such as Libraries, Swimming Centres, etc), through to community facilities that are available for hire and sports and recreation facilities.

All Council owned buildings are located on Community Land and hence the use of these assets must be managed in line with the relevant Community Land Management Plan.

The Council's asset and financial management framework for buildings is shown conceptually in **Figure 1**.

FIGURE 1: BUILDING ASSET AND FINANCIAL MANAGEMENT FRAMEWORK



Information on the age, condition, value and capital (renewal) and maintenance (operating) expenditure requirements for each asset class is contained in Council's Asset Registers. This information is the major source of data that is used to inform the Council's ***Buildings Asset Management Plan,*** which forecasts expenditure for a ten (10) year horizon. In turn, this financial information is a key input into Council's ***Long Term Financial Plan (LTFP),*** to ensure that the Council is forecasting and budgeting the required funds to sustain its asset portfolio over the same ten (10) year horizon.

Capital expenditure on Council buildings includes both capital (asset) renewal and new capital.

Asset renewal is defined as replacing or substantially refurbishing an existing asset or component, because it has reached the end of its useful life, generally restoring the existing level of service. Examples of building asset renewal include replacing an entire roof, an aged air conditioning system, obsolete electrical switchboards, worn floor coverings, outdated kitchen and bathroom fittings and fixtures.

Whilst renewal is typically replacing an asset "like-for -like", it does include investment that is required to ensure the replacement asset reflects current standards and/or levels of compliance. For example, it is proposed to replace the existing gas-powered air conditioner at St Peters Town Hall Complex with an electric powered unit and existing incandescent and fluorescents lighting with light emitting diode (LED) lighting.

Conversely, ***new capital*** is defined as creating a new asset or materially increasing the capacity, functionality or service potential of an existing asset. If a new building is constructed, or an existing building is extended or significantly renovated, new capital expenditure is required. External funding is often obtained for new capital building projects, for example, the construction of changeroom facilities at the Payneham Oval in 2020-2021.

Where an existing building is demolished at the end of its useful life and a new building is built that increases its service level (i.e. capacity and/or functionality), a mix of asset renewal and new capital expenditure is appropriate. Project examples include the new clubroom and toilets at Cruickshank Reserve in 2023-2024 and the Payneham Memorial Swimming Centre Redevelopment in 2024-2026.

Maintenance work necessary to keep an existing asset safe, functional and in its current condition. Building maintenance examples include repairing a leaking tap, fixing a broken door, patching a damaged wall, touch-up painting, repairing roof leaks, replacing broken tiles, servicing air conditioning, electrical repairs, replacing light fittings, repairing gutters and downpipes, repairing damaged flooring, etc.

All buildings undergo planned maintenance at various levels. Building services (e.g. electrical, plumbing, air conditioning, fire protection and lifts) are primarily maintained by contractors, which provide periodic servicing and inspections to ensure that assets are maintained and compliance is achieved. When there are service failures, unplanned maintenance (rectification works) is undertaken.

In line with the Council's resolution, this report provides information on the buildings that are scheduled for maintenance or renewal as part of the 2026-2027 Annual Business Plan. The identification of annual building renewal and maintenance requirements is informed by multiple sources including the following:

- **Building asset condition assessments** - these assessments are undertaken every five (5) years and reviewed annually. Assets that are scheduled for renewal are identified in Council's asset condition database.
- **Priorities and directions of Council approved strategies and action plans -** for example, the Councils Three Library Strategy, the Access & Inclusion Strategy, the Corporate Emissions Reduction Plan, the Norwood Concert Hall Business Plan, etc), which can inform the timing of any planned renewal works.
- **Building maintenance inspections** - these are undertaken by Council staff (e.g. cleaning, roofs and gutters, crack repairs, painting) and service contractors (e.g. air conditioning, electrical, plumbing, etc.)
- **Stakeholder input -** obtained from staff who manage the facilities (e.g. Community Services staff), Lessees and users (e.g. community groups and sporting clubs).

FINANCE AND BUDGET IMPLICATIONS

In 2025-2026, approximately $2.66 million was expended on building capital renewal and $1.45 million on operational building maintenance.

In 2026-2027 approximately $2.795 million has been allocated to building capital renewal and $1.45 million on operational building maintenance. In line with the ESCOSA recommendations, the Council has not allocated funding for any new capital building projects in 2026-2027. However, State and Federal government funding has been secured for the construction of new women's changeroom facilities at the Norwood Oval and new public toilets at Twelftree Reserve.

RISK MANAGEMENT

Council owned buildings and systems (e.g. external and internal fabric, air conditioning, electrical, plumbing, fire, etc.) are maintained to ensure facilities are safe, functional, and accessible for staff and the community. In doing so, staff monitor an ensure compliance with health, safety, building codes and environmental standards.

CONSULTATION

Elected Members

The Council requested this report at its meeting held on 4 August 2026.

Community

Not Applicable.

Staff

- General Manager, Infrastructure & Major Projects.
- Building Assets Manager
- Building Operations Officer
- Building Maintenance Officer

Other Agencies

Not Applicable.

DISCUSSION

Overview of Council's Buildings Portfolio

The Council's building portfolio is made up of approximately 45 buildings (inclusive of 15 toilet facilities) with a combined asset replacement value of approximately $165 million. The buildings are listed by category in **Table 1**, noting the categories are emergent.

TABLE 2: BUILDINGS BY TYPE

Category	Number	Building
Principal Offices	1	Norwood Town Hall (including Council Chambers, Administration offices, Don Pyatt Hall, Norwood Concert Hall and commercial tenancy- House of Health)
Council Depot	1	Council Works Depot
Libraries	3	Norwood Library Payneham Library Complex (including Payneham Community Facilities that are available for hire) St Peters Library Complex (including Cultural Heritage Centre, The Gallery, St Peters Banquet Hall and tenancies 3D Radio and Eastern Health Authority)
Swimming Centres	2	Payneham Memorial Swimming Centre Norwood Swimming Centre
Major Sport Facility	1	Norwood Oval
Child Care Centre	1	St Peters Child Care Centre & Pre-School
Stand alone "Venues for Hire"	3	Payneham Community Centre Beulah Road Hall St Peters Youth Centre
Community Sport & Recreation Facilities	9	Payneham Youth Centre (Gymnastics) Patterson Sportsground Clubrooms (Baseball and lacrosse) Payneham Oval Clubrooms (football, cricket and tennis) Cruikshank Reserve Clubrooms (Tennis and netball) Buttery Sportsground Clubrooms (Tennis and croquet) John Horrocks Memorial Green Clubrooms (Tennis) Syd Jones Reserve Clubrooms (Table Tennis) Trinity Gardens Tennis Clubrooms (Tennis) Trinity Gardens Bowling Clubrooms (Lawn Bowls)

<table>
<tr><th>Category</th><th>Number</th><th>Building</th></tr>
<tr><td>Other Community Facilities</td><td>8</td><td>Adey Reserve Building
Borthwick House (Vacant)
Norwood RSL Building
Payneham Senior Citizens Building
St Peters Rotary Club Shed
Stepney Cottages (x3)
• 64 Nelson Street (Lessee: Women’s Community Centre)
• 66 Nelson Street (Lessee: No Strings Attached)
• 68 Nelson Street (Commercial tenant)</td></tr>
<tr><td>Public Toilets</td><td>15</td><td>Adey Reserve,
Burchell Reserve,
Cruickshank Reserve,
Drage Reserve,
Dunstan Adventure Playground,
Felixstow Reserve,
Joslin Reserve,
Koster Park,
Linde Reserve,
Payneham Community Centre – External Toilet,
Payneham Oval,
Richards Park,
St Morris Reserve,
St Peters River Park,
Syd Jones Reserve</td></tr>
<tr><td>Multi deck car park</td><td>1</td><td>Webbe Street Car Park</td></tr>
</table>

As set out above, a number of buildings comprise multiple spaces/uses that perform different functions. For Example:

- **St Peters Town Hall Complex:** St Peters Library, St Peters Banquet Hall, The Gallery, Cultural Heritage Centre and commercial tenancies (Eastern Health Alliance and 3D Radio);
- **Norwood Town Hall:** Council offices and Council Chambers, Norwood Concert Hall, Don Pyatt Hall, commercial tenancy (House of Health); and
- **Payneham Library & Community Facilities:** Library and a separate wing comprising three community rooms/spaces for hire.

The Council also owns a number of minor buildings/structures in reserves such as garden sheds at Linde Community Garden, Borthwick Park (Kensington Residents Association) and River Park (Friends of the Billabong), the brick chimney at Chimney Park and the brick kiln at Koster Park.

The information below provides an overview of the following:

- building capital renewal projects that were delivered in the 2025-2026 financial year; and
- building capital renewal projects that are scheduled in the 2026-2027 financial year.

NORWOOD TOWN HALL (Citizen Services & Administration Offices)

Norwood Town Hall is the Council's Principal Office and accommodates the majority of Council's staff.

Year	Renewal and Maintenance Works
2025-2026	• Reconfiguration of ground floor offices and workstations. • Scoping for renewal of the existing air conditioning system as it needs to be replaced.
2026-2027	• Scoping and initiation of façade cleaning, repairs, painting, replacement of downpipes and repairs to window frames. • Reconfiguration of first floor offices and workstations. • Replacement of floor coverings on mezzanine and first floor. • Detailed design and procurement for replacement of air conditioning system.. • Audit of window frames to establish extent of required repair works.

COUNCIL WORKS DEPOT

Council's Works Depot at Glynde accommodates the Council's Field staff (City Services Unit) and renewal and maintenance works focus on ensuring an efficient and safe working environment.

Year	Renewal and Maintenance Works
2025-2026	• Renewal of carpets, blinds and lockers. • Detailed design and specification of renewal of external storage/waste bays. • Detailed design for chemical store room.
2026-2027	• Replacement of floor coverings. • Renewal (construction) of storage/waste bays. • Renewal (construction) of chemical store.

LIBRARIES

Planning for the renewal of our Library buildings is guided by service delivery directions as per the Council approved Three Library Strategy.

Norwood Library (Norwood Institute Building)

Year	Renewal and Maintenance Works
2025-2026	• Replacement of fire indicator panel. • Replacement of roof gutters.
2026-2027	• Comprehensive building condition audit to inform future renewal & maintenance planning. • Replacement of window sashs replacement (Completed) • Commissioning of a report on salt damp. • Condition audit of window frames.

Payneham Library & Community Facilities

A functional assessment of the Payneham Library has identified that the functional design does not support the delivery of contemporary library services or administration. Opportunities to change functionality in response to asset renewal requirements will be explored.

Year	Renewal and Maintenance Works
2025-2026	• Replacement of a hot water unit
2026-2027	• Replacement of fire indicator panel. • Planning, scoping and designing of internal changes to administration and public areas.

St Peters Town Hall Complex

The St Peters Town Hall complex comprises several separate spaces, with renewal and maintenance work focused on heritage protection, functionality, safety and environmental sustainability.

Year	Renewal and Maintenance Works
2025-2026	• Salt damp repairs (external). • Replacement of carpet. • Design of lighting renewal for multiple spaces. • Replacement of lights in Banquet Hall to LED. • Replacement of reading stools in Library. • Remedial works to roof access ladder. • Replacement of lights in The Gallery to LED.
2026-2027	• Replacement of lights in Library. • Replacement of carpet in Cultural Heritage Centre. • Replacement of air conditioning system – Detailed design and specification and procurement. • Installation of solar panels and battery. • Condition audit of window frames.

NORWOOD TOWN HALL- NORWOOD CONCERT HALL

Prioritised renewal works will support achievement of the outcomes of the Norwood Concert Hall Business Plan which was approved by Council on 7 April 2026.

The refurbishment (renewal) of the main foyer will be undertaken in 2026-2027, together with activation of the Don Pyatt Hall to support the operations of the Norwood Concert Hall and improve the experience for patrons and hirers.

Detailed design and specification of a good lift will be progressed during 2026-2027.

Year	Renewal and Maintenance Works
2025-2026	• Dressing Room - Vinyl floor replacement, lighting renewal (LEDs), repainting, replacement of furniture and benches. • Replacement of mirror benches in dressing rooms. • Replacement of custom drape, platform for stage and microphone. • Replacement of trestle tables and trolleys. • Replacement of air conditioning system in the Don Pyatt Hall. • Development of design concepts for refurbishment of main foyer. • Stage lighting: Procurement. • Replacement of chairs (moveable/stackable). • Detailed design and specification for renewal of external canopy to entrance.
2026-2027	• Replacement of stage lighting (completed). • Replacement of stage rigging (underway). • Renewal works to external entrance canopy to George Street. Scope to be confirmed given renewal focus. • Main foyer refurbishment (carpets, painting, acoustic treatments, lighting). Scope to be confirmed given renewal focus. • Carpet renewal to first floor foyer and areas adjacent Council Chamber and Mayor's Parlour. • Detailed design and specification of goods lift to be accessed from George Street. • Detailed design and specification for future replacement of Concert Hall floor.

NORWOOD SWIMMING CENTRE

In line with the Council decision, Bluefit have been contracted to manage the Norwood Swimming Centre on behalf of the Council. In preparation for the upcoming season, following Council's consideration of a report into operating hours, various renewal works are being carried out in readiness for the 2026-27 swimming season.

As advised in previous reports, the assets are aging and the ongoing maintenance and renewal burden of the facility is increasing.

Year	Renewal and Maintenance Works
2025-2026	• General maintenance to pools, buildings and grounds.
2026-2027	• Localised replacement of tiles to pools. • New external and internal cladding and internal fitout of lunchroom. • Replacement of cladding to plant room. • Conversion of chlorine gas and soda ash system to a dry acid dosing system • Exterior painting of office and changerooms. • Maintenance of paved entrance area. • Installation of new barbeque. • Scoping, design and specification of renewal works required to 50 metre and toddler pools.

NORWOOD OVAL

Norwood Oval is leased to the Norwood Football Club, however Council retains the responsibility for the funding and deliver of the asset renewal works.

Year	Renewal and Maintenance Works
2025-2026	• Western Grandstand – Replacement of media platform. • Replacement of interchange benches and canopies including drain covers under the interchange benches. • Sir Edwin Smith and Western Grandstands – installation of handrails to aisle to improve accessibility. • Western Grandstand roof replacement – Design and approvals.
2026-2027	• Western Grandstand roof replacement. • Retaining wall renewal (two locations). • Replacement of fencing.

ST PETERS CHILD CARE CENTRE & PRE-SCHOOL

Since March 2026, an extensive internal and external refurbishment of the facility has been undertaken. This was in addition to the kitchen renewal.

Year	Renewal and Maintenance Works
2025-2026	• New shade sail to external play area. • Possum Room kitchen renewal. • Internal painting. • Replacement of majority of furniture. • Replacement of external spaces (including playground area) to improve quality and manage risk. • Replacement of staff lockers. • Design for playground renewal. • Replacement of all pinboards.
2026-2027	• Installation of new dishwasher (completed). • Replacement of playground in the rear yard. • Installation of new kitchen oven. • Replacement of Staff kitchen. • Installation of new bathroom cabinets. (Possum Room) • Replacement of change table. • Replacement of side boundary. • Installation of screening (waste storage area).

VENUES FOR HIRE

The Council owns and operates five (5) venues for hire.

The Payneham Community Centre is the largest of these venues, with multiple spaces for hire and the hire level of utilisation of all the facilities at the Centre.

As endorsed by the Council, there has been a focus on transitioning the Beulah Road Community Hall from a "leased' facility to a community hall for hire.

Year	Renewal and Maintenance Works
2025-2026	• St Peters Banquet Room – Lighting replacement, refixing of all acoustic wall panels • Beulah Road Community Hall – Removal of stage rigging • Beulah Road Community Hall – Replacement of lights (LED) • Payneham Community Centre – Replacement of electric striker to the rear door • Payneham Community Centre – Replacement of floor coverings to various spaces
2026-2027	• Payneham Community Centre – Replacement of floor coverings to various spaces (completed) • Payneham Community Centre – Investigations into removal of gas heaters. • Payneham Community Facilities – Touch-up painting • Beulah Road Community Hall – Repainting, resealing of main hall floor, wall and ceiling patching, acoustic panels replacement, ceiling tiles replacement • St Peters Youth Centre – Replacement of lights (LED) (completed) • St Peters Youth Centre – Service Painting • St Peters Youth Centre – Ceiling replacement to male toilets (completed)

COMMUNITY SPORTS & RECREATION

Council owns a total of nine (9) community sport and recreation buildings which are leased of licenced to the relevant club or community group who facilitate activities for the community.

Year	Renewal and Maintenance Works
2025-2026	• Trinity Gardens Bowling Club – Replacement of carpet tiles • Trinity Gardens Bowling Club – Replacement of lighting (LED) • Trinity Gardens Tennis Club – Replacement of double sliding doors • Payneham Youth Centre – Replacement of lighting (LED) (Gym Area) • Buttery Sportsground – Norwood Croquet Club – replacement of veranda ceiling • Buttery Sportsground – Replacement of lighting (LED) • Holmesdale Memorial Tennis Club – DDA Audit
2026-2027	• Patterson Reserve Clubrooms (Baseball/Lacrosse) – Internal painting and replacement of carpet. • Replacement of lights (LED) – Patterson Reserve Clubrooms (completed), Payneham Oval Clubrooms (Tennis, Gym), Syd Jones Reserve Clubrooms (Table Tennis) and Holmesdale Tennis Club. • Holmesdale Tennis Club – Design for DDA access to clubrooms and toilets. • Patterson Reserve Clubrooms & Payneham Youth Centre – Scoping of options and concept plans/design for renewal of both facilities

Whilst building renewals are the focus of this report, the following recreation and open space infrastructure renewals are proposed in 2026-2027, or a subsequent year, and subject to grant funding and reaching funding agreements with the respective clubs:

- renewal of Cruikshank Reserve tennis/netball courts (x4) and lighting; and
- replacement of Payneham Oval lights.

OTHER COMMUNITY FACILITIES

The Council owns a total of eight (8) other community facilities which are leased of licenced to the relevant club or community group who facilitate activities for the community.

Year	Renewal and Maintenance Works
2025-2026	• Pottery Hut (adjacent Payneham Community Centre) – Repainting, external and internal lighting replacement (LED), replacement of meter box, replacement of roof cladding (incl gutters and downpipes), replacement of windows. • St Peters Rotary Club Shed – Investigations into renewal of power supply and upgrade (with secured grants funds) to 3-phase power, • Borthwick House – replacement of building eaves and facias, removal of all items stored in the building and painting. • Payneham Senior Citizens Centre – Replacement of blinds
2026-2027	• Payneham Senior Citizens Centre – Replacement of lighting (LED) (completed) and replacement of oven/cooktop • St Peters Rotary Club Shed– Renewal of site power supply and upgrade (with grants funds) to 3-phase power, replacement of gutters • Adey Reserve – replacement of damaged eaves and ceilings. • 68 Nelson Street (commercial tenancy)– Repairing internal crack and repainting, replacement of carpet, replacement of lighting (LED), external wall patching and window repairs, replacement of water tank, replacement of some sections of gutters.

ASSETS WITH EXPIRED USEFUL LIFE

The underground public toilets on the eastern side of the Norwood Oval have been closed for a number of years due primarily to access and safety concerns and to the condition of the facilities. As there are other toilet facilities at the Oval, replacement of this toilet facility is not a priority.

As part of the Building Assets Strategy that is being undertaken, assessment of each of the Councils building assets will be undertaken.

BUILDING ASSETS STRATEGY

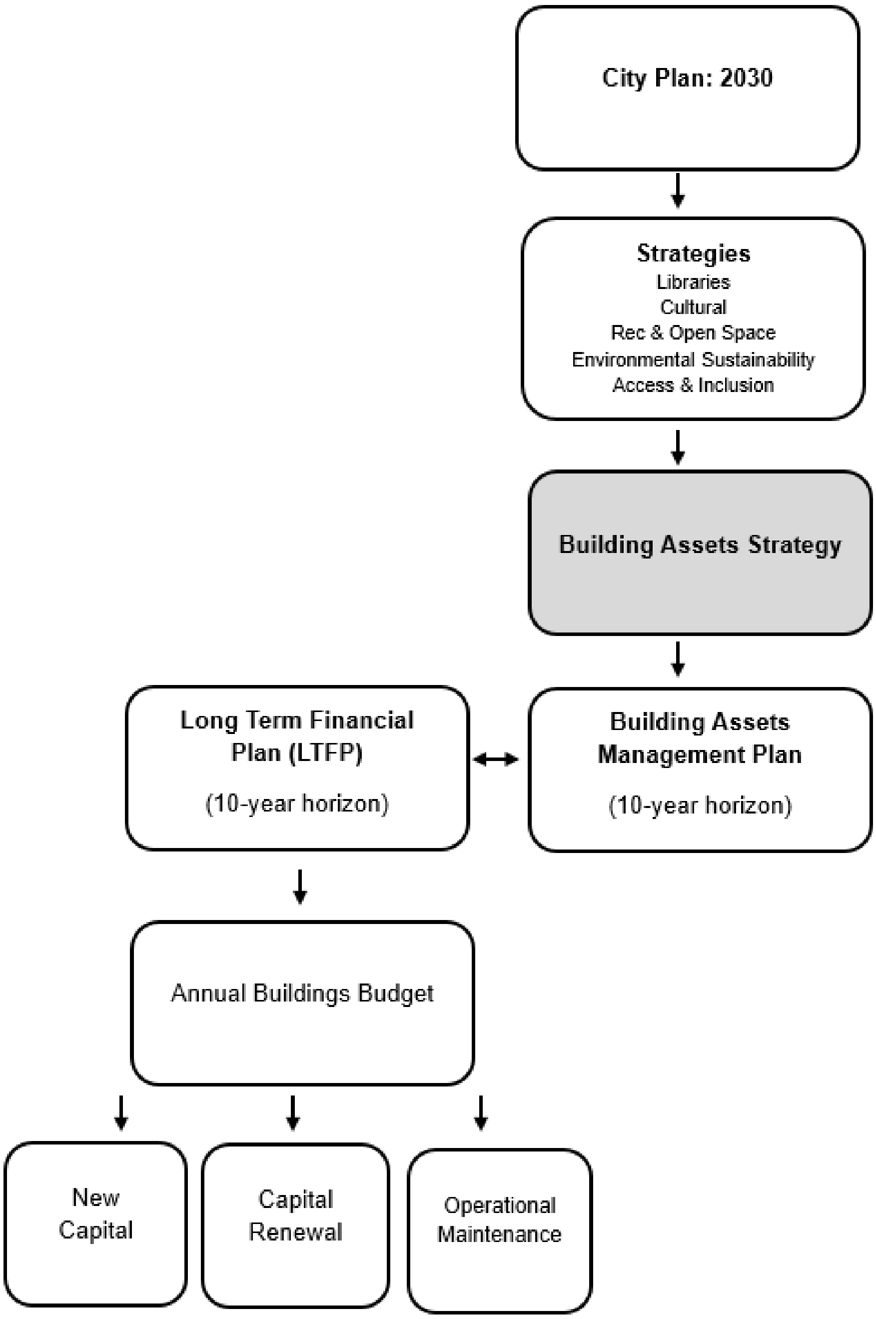
As discussed earlier in this report, the current investment in asset renewal and maintenance is primarily driven by condition and compliance. It is largely “science” driven, not “strategy”.

The Building Assets Strategy will guide where, how, and to what extent the Council invests in its building portfolio, including both renewal and new capital works, to support the service delivery aspirations outlined in the City Plan and associated strategies.

As shown in **Figure 2**, the Building Assets Strategy provides the link between Council's strategic objectives and long-term asset planning, ensuring building assets are continued to be managed in a coordinated manner and that the Building Assets Management Plan reflects the timing and scale of future investment requirements.

The development of the Building Assets Strategy is a priority strategic planning project to be progressed over the next twelve (12) months.

FIGURE 2: STRATEGIC BUILDINGS ASSET MANAGEMENT FRAMEWORK



The scope of the Building Assets Strategy relates to the optimisation of the Council's building assets and includes the review of all Council owned buildings to develop an overall strategy. A Project Scope and Brief is currently being prepared and an Elected Members Information Briefing will be organised shortly to present the Project Scope and Project Brief.

OPTIONS

Not applicable as this report is provided for information purposes.

CONCLUSION

The Council applies its asset and financial management framework to inform investment in its building assets portfolio on both a long term and annual basis. As is detailed in the report, an extensive program of asset renewal was delivered across the building assets portfolio in 2025-2026 and further investment is scheduled in 2026-2027

The Building Asset Strategy will guide where, how and to what extent the Council invests in its building portfolio, including both renewal and new capital works, to support the service delivery aspirations outlined in the City Plan and associated strategies.

RECOMMENDATION

That the 2026-2027 Building Assets Renewal Program, as set out in this report, be noted.

Cr Knoblauch moved:

That the 2026-2027 Building Assets Renewal Program, as set out in this report, be noted.

Seconded by Cr Duke and carried unanimously.

13.3 COMMUNITY LAND MANAGEMENT PLAN UPDATE

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

PURPOSE OF THE REPORT

The purpose of this report is to seek approval for a minor change to the Council's *Civic & Community Facilities Community Land Management Plan*, to progress a lease arrangement for the use of the Pottery Hut, located adjacent to the Payneham Community Centre.

BACKGROUND

Section 196 of the *Local Government Act 1999* (the Act) requires that the Council must prepare and adopt a Management Plan for the Council's Community Land.

The Council's *Civic & Community Facilities Community land Management Plan* (CLMP), covers Council-owned buildings that operate to provide a civic and community purposes for the City.

The CLMP was adopted by the Council on 1 November 2021.

Following a request that was received from the Adelaide Potters Club, the Pottery Hut is proposed to be leased for a five (5) year period.

In order to progress a lease for this building, a minor update to the CLMP is required.

A copy of the current CLMP is contained in **Attachment A**.

STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

Elected Members

Not Applicable.

Community

Not Applicable.

In accordance with the Act, as the proposed change to the CLMP is of minor significance and the lease is for a five (5) year period, community consultation is not required.

Staff

Not Applicable.

Other Agencies

Not Applicable.

DISCUSSION

The Pottery Hut, located adjacent to the Payneham Community Centre, has recently been refreshed and is being used by the Adelaide Potter's Club (the Club) to host demonstrations and showcase the Club's products as part of the South Australian Living Artists (SALA) Festival which concludes on 31 August 2026.

Through its use of the Pottery Hut for the SALA Festival, the Club expressed an interest in leasing the Pottery Hut as a base for its activities.

The Club is 76 years old and is a 'not for profit' incorporated body and provides instruction and practice of ceramic arts. The Club was previously a tenant of the City of Unley for 25 years with the lease being terminated due to the expansion of the Unley Museum.

The Club proposes to use the Pottery Hut as a space for:

- members to meet, create, and participate in the making of pottery;
- conduct pottery classes; and
- participate in community events such as open studio days, pottery sales and 'come and try' classes.

The lease term proposed is five (5) years and the rent has been calculated based on the Council's Policy for rent that is payable by community groups leasing Council's properties, namely 20% of the market rent. The valuation that has been obtained has determined that the Annual Market Rental Value of the Pottery Hut is $15,000 and therefore, the rent payable by the Club will be $3,000 per annum, which the Club is comfortable with.

To enable this lease arrangement to be progressed, the minor update that is required to be made to the current CLMP relates to the table on page seven (7) of the CLMP. In summary, the amendment seeks to include the Payneham Community Centre and Potter's Hut in the land that can be leased for up to five (5) years.

The use of the Pottery Hut by the Club under a lease arrangement is consistent with the purpose of the land as outlined in the CLMP particularly as the lease arrangement:

- provides opportunities for social interaction and connection, relaxation and physical activity; and
- protects, enhances and promotes the cultural and built heritage within the City.

The proposed lease is also consistent with the Key Management Objectives set out in the CLMP, namely:

- providing a range of services and facilities that benefit the City and cater to a variety of community needs (for ratepayers, residents and visitors;
- identifying and pursuing opportunities for more efficient, equitable and innovative use of Council land and facilities, taking into account changing community needs over time.

The reason why the update to the CLMP is required is to make it clear in the CLMP that such a lease is 'authorised' given when the current CLMP was prepared and adopted, leasing of the Pottery Hut was not envisaged and as such, no mention specific provision to that effect was included in the CLMP.

In this respect, the current text in the table for 'Leases Up to five years', is set out below:

The following land may be leased: Beulah Road Community Hall, Norwood Institute Building (excluding the Norwood Library), Payneham Senior Citizens Centre, Payneham Youth Centre, St Peters Civic Centre Complex (units 3 and 4), St Peters Rotary Club Shed and the Norwood Town Hall Civic Centre (49 George Street premises), for any use consistent with the Purpose of the Land set out in this Plan.

Units 3 and 4 within the St Peters Civic Centre Complex and the 49 George Street premises at the Norwood Town Hall Civic Centre may be leased on a commercial basis, for any use consistent with the Purpose of the land set out in this Plan.

The above wording is proposed to be amended by including reference to the Payneham Community Centre and Pottery Hut as shown in red font below:

The following land may be leased: Beulah Road Community Hall, Norwood Institute Building (excluding the Norwood Library), Payneham Senior Citizens Centre, Payneham Youth Centre, Payneham Community Centre (Pottery Hut), St Peters Civic Centre Complex (units 3 and 4), St Peters Rotary Club Shed and the Norwood Town Hall Civic Centre, (49 George Street premises), for any use consistent with the Purpose of the Land set out in this Plan.

Units 3 and 4 within the St Peters Civic Centre Complex and the 49 George Street premises at the Norwood Town Hall Civic Centre, may be leased on a commercial basis, for any use consistent with the Purpose of the land set out in this Plan.

OPTIONS

If the Council does not approve the update to the CLMP the lease with the Club cannot proceed.

CONCLUSION

The occupation of the Pottery Hut by the Club provides an effective use of an otherwise vacant space. The Adelaide Potter's Club are keen to use the Pottery Hut as its base and will provide another community focused activity in the Payneham Community Centre precinct.

RECOMMENDATION

1. That the proposed amendment to the Leasing and Licensing table on page 7 of the current Civic & Community Facilities Community Land Management Plan (as contained in Attachment A) be approved to allow for the Payneham Community Centre - Pottery Hut to be leased for a period up to five (5) years.

2. The Council notes that the lease will be finalised under delegation in accordance with the approach contained in this report.

Cr Robinson moved:

1. That the proposed amendment to the Leasing and Licensing table on page 7 of the current Civic & Community Facilities Community Land Management Plan (as contained in Attachment A) be approved to allow for the Payneham Community Centre - Pottery Hut to be leased for a period up to five (5) years.

2. The Council notes that the lease will be finalised under delegation in accordance with the approach contained in this report.

Seconded by Cr Holfeld and carried unanimously.

13.4 BUILDING FIRE SAFETY COMMITTEE ANNUAL PERFORMANCE REPORT

REPORT AUTHOR: Acting Manager, Development Assessment & Regulatory Services
APPROVED BY: General Manager, Urban Planning & Environment
ATTACHMENTS: A

PURPOSE OF THE REPORT

The purpose of this report is to provide for the Council's information, the outcomes of the operations of the Council's Building Fire Safety Committee, for the period 1 July 2025 to 30 June 2026.

BACKGROUND

Local Government plays an important role in protecting the ongoing safety of building occupiers and users, through the provisions of the *Planning, Development and Infrastructure Act 2016* (the "Act").

Section 157 of the Act places particular obligations upon an "Appropriate Authority" in relation to building fire safety. Specifically, it provides powers for Authorised Officers to investigate whether or not building owners are maintaining proper levels of fire safety in their buildings for the protection of all occupiers, including whether the occupiers are residents or workers who use the buildings regularly, or clients and visitors who use the buildings occasionally.

For the purposes of Section 157 of the Act, an Appropriate Authority is a body established by a Council (or by two (2) or more Councils) and designated by the Council (or Councils) as an Appropriate Authority. In the case of the City of Norwood Payneham & St Peters, the Council has established the Building Fire Safety Committee as the Appropriate Authority.

At its meeting held on 4 September 2023, the Council resolved the following:

That the following persons be appointed to the City of Norwood Payneham & St Peters Building Fire Safety Committee for a period from March 2024 to March 2027:

- *Mr Troy Olds as a Presiding member of the Committee and a person with expertise in fire safety;*
- *Mr Demetrius Poupoulas as a member of the Committee;*
- *A primary person nominated by the Chief Officer (CO) of the SAMFS;*
- *An alternate person (proxy) nominated by the Chief Officer (CO) of SAMFS; and*
- *Mr Mario Hlavati as a person with qualifications in Building Surveying.*

The Current SAMFS primary person serving on the Committee is Mr Jon Pearce.

In addition, at its meeting held on 20 January 2026, the Council also resolved: the following:

That Mr Samuel Larosa – Development Officer, Building, be appointed as a Member to the Building Fire Safety Committee for a term up to and including 19 March 2027.

If a building is not considered to be adequate from a building fire safety perspective, Section 157 of the Act provides powers to the Building Fire Safety Committee to require remedial action to rectify any problems associated with the building.

This report sets out the outcomes of the Committee's operations during the period 1 July 2025 to 30 June 2026, in accordance with the Committee's Terms of Reference, which are contained in **Attachment A**.

STRATEGIC DIRECTIONS

CityPlan 2030 Alignment

Outcome 2: Cultural Vitality
A culturally rich and diverse City, with a strong identity, history and sense of place.

Objective 2.4: Pleasant, well designed, and sustainable neighbourhoods.

Strategy 2.4.1: Encourage sustainable and quality developments and urban design outcomes.

FINANCIAL AND BUDGET IMPLICATIONS

There is no specific budget allocation for the Council's Building Fire Safety Committee. Funds required to deal with enforcement matters are drawn from General Planning and Building Legal and Contractor Budgets (as required). Costs associated with the engagement of External Independent Members of the Committee, namely Mr Troy Olds and Mr Demetrius Poupoulas, are also allocated from General Planning and Building Legal and Contractor Budgets.

The approximate annual cost of investigating building fire safety matters, taking into account the professional fees which are paid to Mr Olds and Mr Poupoulas, ranges between $5000 - $10,000.

If enforcement action is required (due to non-compliance by a building owner), legal costs can escalate as required, to satisfactorily resolve the matter.

RISK MANAGEMENT

The establishment and operation of the Council's Building Fire Safety Committee is necessary and required to ensure that the Council fulfils its statutory obligations under the *Planning, Development and Infrastructure Act 2016*, with respect to building fire safety.

A properly functioning Committee is necessary to enable the Council to fulfil the responsibilities of an Appropriate Authority pursuant to Section 157 of the Act.

As Elected Members may recall, the Building Fire Safety Committee has developed a risk assessment process which is intended to identify and select buildings of interest, based on risk assessment criteria contained in the Risk Assessment Process, which forms part of the Committee's Terms of Reference. The Risk Assessment Process specifies which buildings are of the highest risk, based on building classification, size and use.

The application of a Risk Assessment Process is important to ensure that the Council's Building Fire Safety Committee performs its duties under the Act, by prioritising matters based on an assessment of relative risk, rather than via random selection of buildings to review without defined reasoning for its investigations or prioritisation.

The Risk Assessment Process contained within the Terms of Reference, was endorsed by the Council at its meeting held on 18 January 2021.

CONSULTATION

Elected Members

The Council considered and endorsed the current Terms of Reference at its meeting held at its meeting held on 20 January 2026) and receives annual reports on the operation of the Building Fire Safety Committee.

Community

Not Applicable.

Staff

Senior Development Officer, Building
Development Officer, Building

Other Agencies

Not Applicable.

DISCUSSION

Objects and Role of the Committee

The Committee essentially has an administrative function, established as a requirement pursuant to the *Planning, Development and Infrastructure Act 2016*, to administer building fire safety and acts as a compliance body in terms of enforcing the building fire safety provisions of the Act.

The focus of the Council's Building Fire Safety Committee is to ensure that buildings and its occupants within the city are adequately protected against fire. The Committee's activities are prioritised to ensure that firstly, there is a reasonable standard of safety for the occupiers of buildings. Secondly, the Committee seeks to ensure that appropriate controls are in place so that there is a minimal spread of fire and smoke within buildings. Thirdly, the Committee seeks to ensure that there are an acceptable fire-fighting environment and infrastructure provided within buildings.

The Committee applies a Risk Assessment Process (included in Terms of Reference) to identify the types of buildings that require inspections in order of priority. The Risk Assessment Process specifies which buildings are of the highest risk, based on building classification, size and use having regard to industry best practice, the Building Code of Australia (BCA) and the experience of the Committee Members in dealing with building fire safety issues.

Review of the Committee's Activities for the 2025-2026 Financial Year

In accordance with Part 3.10 of the Terms of Reference, an outline of the Committee's activities is provided in this report.

The Council's Building Fire Safety Committee met on five (5) occasions between July 2025 and June 2026.

A summary of the key statistics of the operation of the Building Fire Safety Committee during this period, is set out below:

- nine (9) buildings were subjected to fire safety investigations, some of which were carried over from the previous reporting period;
- two (2) of those matters were resolved during the reporting period;
- at the conclusion of the reporting period seven (7) matters remain outstanding on the Committee's Agenda;
  Of those are three (3) buildings currently under investigation as a result of State-wide Aluminium Composite Panel Cladding Audit;
- two (2) other buildings were considered for investigation by the Committee, but the Committee determined those matters did not require investigation by the Committee and would more appropriately warrant investigation by Council staff; and
- a total of six (6) building inspections were undertaken by the Committee during the reporting period.

Table 1 below contains specific details on the number of inspections undertaken of each building type during the reporting period. It must be noted that some buildings required more than one inspection during the reporting period, but those inspections have not been reported separately.

TABLE 1: TYPES OF BUILDINGS INSPECTED DURING 2025-2026

Building Type	Number of Inspections July 2025 – June 2026
Supported Residential Facilities	0
Accommodation Buildings	3
Office Buildings	0
Hotels	1
Assembly Buildings	0
Other	2
TOTAL	**6**

Inspections of buildings during the reporting period focussed primarily on the environment (nature of the building use, floor layout, number of occupants, number of and distance to exits, etc.) and equipment provided within the buildings to facilitate the safe evacuation of occupants in the event of an emergency. Aspects such as fire and smoke compartmentalisation, exit provisions, smoke detection and alarm systems, emergency lighting and sprinkler protection systems were reviewed.

As at the time of writing this report, the Committee is dealing with fire safety matters associated with five (5) accommodation/residential buildings, one (1) funeral parlour building and one (1) warehouse / storage yard. Two (2) building fire safety matters were resolved during the reporting period, without the need to pursue legal action. Two (2) Fire Safety Defect Notices were issued in this reporting period under Section 157 of the Act.

With respect to the three (3) buildings containing Aluminium Composite Panel Cladding (ACP):

- the Committee is awaiting development approval to be granted for cladding replacement on one (1) building, following which the Committee will ensure the necessary work is carried out;
- the Committee is currently drafting an enforcement notice pursuant to section 157(7) of the Act for a second building, requiring the issue to rectified; and
- the Committee is awaiting resolution comments from a fire engineer regarding the third building, which will determine whether (and what) action may be required next.

A brief summary of the outstanding compliance matters being investigated by the Committee is set out below:

- a three (3) storey mixed-use building requiring replacement of existing Aluminium Composite Panel Cladding;
- a multi-storey apartment complex that has Aluminium Composite Panel Cladding continuous in a vertical plane is being monitored by the Committee;
- a four (4) storey residential unit complex requiring extensive fire safety upgrades;
- a short-term accommodation building requiring SAMFS alarm monitoring;
- a funeral parlour pending resolution of a fire defect notice due to extensive fire safety deficiencies;
- a warehouse building / storage yard requiring the installation of extensive fire safety provisions; and
- a recreational building failing to conform to egress requirements.

There is a legislative requirement that allows a person up to two (2) months to provide a written response to the Committee regarding any Compliance Notices which are issued by the Committee. This often makes it difficult to resolve issues within a short timeframe. Despite this limitation, the Committee continues to progress all enforcement matters with reasonable expediency and effectiveness.

In accordance with the ‘Audit Methodology’ contained within the current Terms of Reference, the Council’s Building Fire Safety Committee, with the assistance and advice of suitably qualified Council staff, is required to undertake an annual audit of buildings by systematically auditing one (1) suburb per annum. All buildings within that suburb which are identified as warranting investigation due to potential fire safety deficiencies, are required to be listed and investigated by the Committee following the audit. The investigations are required to be prioritised in accordance with risk analysis and identification as determined during the audit. However, this standard process was not followed in the 2025-2026 reporting period due primarily to a number of buildings being reported to the Committee by the SAMFS. The buildings reported by the SAMFS required investigation and this elevated the level of importance of these buildings, such that these priorities overrode the Committee’s capacity to undertake their ordinary risk identification process.

Other Activities

Other than the responsibilities set out in Section 157 of the Act, the Committee has also been responsible for the audit of the buildings that contain a designated building product known as ACP (Aluminium Composite Panel). The audit, as initiated by the former State Government Department of Planning, Transport & Infrastructure (“DPTI”), (now PlanSA), has been primarily undertaken by the Senior Development Officer, Building and presented to the Committee for actioning.

The respective owners of all buildings which have been the subject of the Aluminium Composite Panel Cladding Audit, have received written correspondence and been advised of the audit and its outcomes. To date, the Committee is liaising with PlanSA regarding the progress of the audit and its outcomes. Two (2) matters arising from the audit and one (1) self-reported matter remain ongoing.

OPTIONS

This report is provided for information purposes only.

CONCLUSION

The Committee has been efficient and effective in diligently actioning a range of on-going and complex enforcement matters. The effectiveness of the Committee’s activities is reinforced by the results which have been achieved within this reporting period, being the completion of two (2) matters.

A methodical risk-assessment based approach has been applied by the Committee for several years and this has ensured that building fire safety risks have been afforded an appropriate level of attention. Whilst such risks cannot be entirely mitigated, the Committee’s role and function is crucial in ensuring that buildings with vulnerable occupants are adequately protected against fire.

RECOMMENDATION

That the report on the activity of the Council’s Building Fire Safety Committee during the period 1 July 2025 to 30 June 2026 be received and noted.

Cr Duke moved:

That the report on the activity of the Council’s Building Fire Safety Committee during the period 1 July 2025 to 30 June 2026 be received and noted.

Seconded by Cr McFarlane and carried unanimously.

13.5 LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA ANNUAL GENERAL MEETING

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

PURPOSE OF THE REPORT

The purpose of the report is to appoint voting delegates for the Local Government Finance Authority of South Australia Annual General Meeting (AGM) and the Local Government Association of South Australia AGM, both of which are being held on Friday, 4 December 2026.

BACKGROUND

The Local Government Finance Authority of South Australia (LGFA) AGM and the Local Government Association of South Australia (LGA) AGM are both being held on Friday, 4 December 2026, at the SkyCity Adelaide.

Appointment of Council Voting Delegate – LGFA and LGA Annual General Meetings

As both the LGFA AGM and the LGA AGM will be held on 4 December 2026, it is recommended that the same voting delegate be appointed for both meetings.

Section 15 (1) of the *Local Government Finance Authority of South Australia Act 1983* (the Act), provides that:-

> *"Every Council is entitled to appoint a person to represent it at a general meeting of the Authority."*

In addition, the LGA Constitution provides that each Member Council of the LGA can appoint a voting delegate to the LGA General Meetings (held twice a year) and each voting member who is appointed by a Council must be a current Elected Member and the appointment must be approved by the Council.

Traditionally, the Mayor has been appointed as the Council's voting delegate for both the LGFA and the LGA General Meetings. It is also prudent to appoint a substitute voting delegate or proxy in the event that the Council's voting delegate is unable to attend on the day of the meeting.

While the LGA has not yet requested confirmation of the Council's voting delegate, the LGFA requires notification of the Council's delegate by 4 September 2026, in accordance with the prescribed timeframes of the LGFA.

While the Council's usual practice is to appoint a voting delegate ahead of each General Meeting, given there are two (2) Annual General Meetings being held on the same day, in the same location, it makes sense to appoint one Elected Member for both. In addition, there is the opportunity for the Council to appoint the same voting delegate for the LGA Ordinary General Meeting which is usually held in March/April (2027 timing to be advised).

Notices of Motion

The LGFA Annual General Meeting procedures, require that a Notice of Motion specifying the resolution which is to be proposed, must be given to the LGFA Chief Executive Officer not less than forty-two (42) days prior to the AGM. To comply with this requirement, it is necessary for any Notices of Motion to be submitted to the LGFA no later than Friday, 23 October 2026.

Notices of Motion must be lodged stating the following:

- the Notice of Motion;
- the reason for the Notice of Motion; and
- the suggested action.

Any Notices of Motion that are submitted by the Council, will be forwarded to the LGFA for consideration.

RECOMMENDATION 1

Council Delegate

1. That Mayor Bria be appointed as the City of Norwood Payneham & St Peters Voting Delegate for the Local Government Finance Authority 2026 Annual General Meeting, and the Local Government Association of South Australia 2026 Annual General Meeting and the 2027 Ordinary General Meeting.

2. The Council appoints ______________________ as the City of Norwood Payneham & St Peters Proxy Voting Delegate for the Local Government Finance Authority 2026 Annual General Meeting and the Proxy Voting Delegate for the Local Government Association of South Australia 2026 Annual General Meeting and the 2027 Ordinary General Meeting.

Notices of Motion

1. The Council notes the report and declines the invitation to submit a Notice of Motion to the Local Government Finance Authority 2026 Annual General Meeting.

Or

2. The Council forwards a Notice of Motion to the Local Government Finance Authority 2026 Annual General Meeting in relation to the following item:

Cr Piggot declared a General Conflict of Interest in this matter, as he is on the Board of the Local Government Finance Authority. Cr Piggott advised that he would remain in the meeting and take part in the discussion and voting regarding this item.

Cr Duke moved:

Council Delegate

That Mayor Bria be appointed as the City of Norwood Payneham & St Peters Voting Delegate for the Local Government Finance Authority 2026 Annual General Meeting, and the Local Government Association of South Australia 2026 Annual General Meeting and the 2027 Ordinary General Meeting.

Seconded by Cr Callisto and carried unanimously.

Cr Piggott voted in favour of the motion.

Cr Duke moved:

That the Council not appoint a Proxy Delegate for the Local Government Finance Authority 2026 Annual General Meeting, and the Local Government Association of South Australia 2026 Annual General Meeting and the 2027 Ordinary General Meeting.

Seconded by Cr Knoblauch and carried unanimously.

Cr Piggott voted in favour of the motion.

Cr Moorhouse moved:

Notices of Motion

The Council notes the report and declines the invitation to submit a Notice of Motion to the Local Government Finance Authority 2026 Annual General Meeting.

Seconded by Cr Holfeld and carried unanimously.

Cr Piggott voted in favour of the motion.

13.6 NOMINATION TO THE LOCAL GOVERNMENT FINANCE AUTHORITY BOARD

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

PURPOSE OF THE REPORT

The purpose of this report is to advise the Council of the call for nominations by the Local Government Finance Authority (LGFA), for election to the Local Government Finance Authority Board (the Board) and invite the Council to submit a nomination.

DISCUSSION

The LGFA is seeking nominations for the Local Government Finance Authority Board to replace two (2) current Members, whose term of office expires on 31 December 2026. The two (2) positions are currently held by Cr Grant Piggott and Mr Michael Sedgman, City of Adelaide.

The LGFA was established in January 1984, under the *Local Government Finance Authority Act 1983*, and is managed and administered by a Board of Trustees. The LGFA is a statutory authority established for the benefit of Councils and other prescribed Local Government bodies within the State.

The role of the Board is to develop and implement investment and borrowing programs for the benefit of Councils and prescribed Local Government bodies and to engage in such other financial activities as are determined by the Minister for Local Government, after consultation with the Local Government Association of South Australia, to be in the interests of Local Government.

The LGFA Board meets approximately six (6) times per year and Board Members currently receive an annual income of $8,594.

Local Government knowledge and experience as well as financial acumen are criteria to be considered for the nomination.

The term of office is for a two (2) year period, commencing on 1 January 2027 to 31 December 2028.

Nominations for the Board must be lodged with the by Friday, 4 September 2026, via a Nomination and Resume form, with the accompanying required National Policy Check.

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

In accordance with the Rules of the LGFA, if more than two (2) persons are nominated an election for the two (2) representative members will be determined by postal ballot.

The successful candidates will be declared elected at the LGFA AGM on Friday, 4 December 2026.

Councillor Piggott has advised that he would like to be nominated for re-appointment to the LGFA Board.

RECOMMENDATION

Council notes the report and declines the invitation to submit a nomination to the Local Government Finance Authority of South Australia for the Local Government Finance Authority of South Australia Board.

Or

Council nominates _______________ to the Local Government Finance Authority of South Australia for the Local Government Finance Authority of South Australia Board.

Cr Piggott declared a Material Conflict of Interest in this matter as he is a member of the Board of the Local Government Finance Authority of South Australia and left the meeting at 7.54pm.

Cr Wilkinson moved:

That Council nominates Cr Grant Piggott to the Local Government Finance Authority of South Australia for the Local Government Finance Authority of South Australia Board.

Seconded by Cr Duke and carried unanimously.

Cr Piggott returned to the meeting at 7.56pm.

14 COMMITTEE REPORTS & RECOMMENDATIONS

14.1 COMMITTEE REPORTS & RECOMMENDATIONS

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

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:

- Business & Economic Development Advisory Committee – (18 August 2026)
  (A copy of the minutes of the Business & Economic Development Advisory Committee meeting is included as **Attachment A**).

ADOPTION OF COMMITTEE RECOMMENDATIONS

- **Business and Economic Development Advisory Committee**

  Cr Knoblauch moved:

  That the Minutes of the meeting of the Business & Economic Development Advisory Committee held on 18 August 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 Callisto and carried unanimously.

15 OTHER BUSINESS

15.1 Adelaide Circuit Redevelopment Project - MotoGP

Cr Excell declared a General Conflict of Interest in this matter, as her husband is an employee of the Department for Infrastructure and Transport. Cr Excell advised that she would remain in the meeting and take part in the discussion and voting regarding this item.

Cr Mex declared a General Conflict of Interest in this matter, as she is a member of the Parklands Association. Cr Mex advised that she would remain in the meeting and take part in the discussion and voting regarding this item.

Cr Piggott moved:

1. *That a draft submission be prepared for the Council's consideration regarding the Adelaide Circuit Redevelopment Project which sets out the potential impacts that the Project will have the residents and businesses of the City of Norwood Payneham & St Peters, including the following:*

    - *the inappropriate messaging to the community caused by the removal of significant trees and disregard of heritage listings,*
    - *the disappointing need for permanent bituminizing of large sections of Victoria Park*
    - *the anticipated disruption to traffic during the construction phase and each year during and between the events, and*
    - *the noise impacts on residents near the event site;*

2. *That the draft submission requests a commitment from the State Government that the Project will seek to achieve:*

    - *the simultaneous closure of Wakefield Street, Bartels Road and Rundle Street occurring only during the event days themselves,*
    - *the additional closure of Wakefield Street and Bartels Road required for the Moto GP as the same as that currently required for the Supercars event (Friday - Tuesday)*
    - *the closure of Rundle Street kept to a minimum; and*
    - *any evening activity planned within the circuit ceases at or prior to 11.00pm.*

Seconded by Cr Robinson.

Cr Robinson left the meeting at 8.09pm.

<u>Amendment</u>

Cr Wilkinson moved:

1. *That a draft submission be prepared for the Council's consideration regarding the Adelaide Circuit Redevelopment Project which sets out the potential impacts that the Project will have the residents and businesses of the City of Norwood Payneham & St Peters, including the following:*

    - *the inappropriate messaging to the community caused by the removal of significant trees and disregard of heritage listings,*
    - *the disappointing need for permanent bituminizing and gravelling of large sections of Victoria Park and East Parklands.*

- *the anticipated disruption to traffic during the construction phase and each year during and between the events, and*

- *the noise impacts on residents near the event site;*

2. *That the draft submission requests a commitment from the State Government that the Project will seek to achieve:*

   - *the simultaneous closure of Wakefield Street, Bartels Road and Rundle Street occurring only during the event days themselves,*
   - *the additional closure of Wakefield Street and Bartels Road required for the Moto GP as the same as that currently required for the Supercars event (Friday - Tuesday)*
   - *the closure of Rundle Street kept to a minimum; and*
   - *any evening activity planned within the circuit ceases at or prior to 11.00 pm*

Seconded by Cr McFarlane.

Cr Robinson returned to the meeting at 8.11pm.

The amendment was put and carried unanimously.

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

Cr Excell voted in favour of the motion.
Cr Mex voted in favour of the motion.

16 CONFIDENTIAL REPORTS

16.1 COUNCIL ASSESSMENT PANEL - APPOINTMENT OF MEMBERS

RECOMMENDATION 1

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

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

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

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, Urban Planning & Environment; General Manager, Community Development; General Manager, Governance & Civic Affairs; General Manager, Infrastructure & Major Projects; Manager, Governance; Acting Manager, Development & Regulatory Services; Chief Financial Officer and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

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

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

Seconded by Cr Callisto and carried unanimously.

Cr Holfeld moved:

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

Under Section 91(7) and (9) of the Local Government Act 1999, the Council orders that the minutes be kept confidential until notification of the appointments has been made.

Seconded by Cr Duke and carried unanimously.

16.2 ST PETERS BILLABONG UPDATE

RECOMMENDATION 1

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

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
(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 to prejudice the commercial position of the council; and
(ii) would, on balance, be contrary to the public interest.

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.

Cr Robinson 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, Urban Planning & Environment; General Manager, Community Development; General Manager, Governance & Civic Affairs; General Manager, Infrastructure & Major Projects; Manager, Governance; Acting Manager, Development & Regulatory Services; Chief Financial Officer and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
(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 to prejudice the commercial position of the council; and
(ii) would, on balance, be contrary to the public interest.

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 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 the revocation of the Community Land process commences.

Seconded by Cr Holfeld and carried unanimously.

Cr Knoblauch left the meeting at 8.41pm and did not return.

17 CLOSURE

There being no further business, the Mayor declared the meeting closed at 8.50pm.

____

Mayor Robert Bria

Minutes Confirmed on ______________________________
(date)