

# Council Meeting Minutes

**3 October 2023**

## **Our Vision**

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

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

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

Telephone 8366 4555  
Facsimile 8332 6338  
Email [townhall@npsp.sa.gov.au](mailto:townhall@npsp.sa.gov.au)  
Website [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au)



City of  
Norwood  
Payneham  
& St Peters

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**VENUE** Council Chambers, Norwood Town Hall

**HOUR** 7.00pm

**PRESENT**

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

**Staff** Lisa Mara (Acting Chief Executive Officer)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Natalia Axenova (Chief Financial Officer)  
Teri Hopkins (Manager, Governance & Legal)  
Simonne Whitlock (Manager, Communications & Community Relations)  
Marina Fischetti (Executive Assistant, Governance & Civic Affairs)  
Lucinda Knight (Executive Assistant, Chief Executive's Office)

**APOLOGIES** Cr Christel Mex  
Cr Grant Piggott  
Cr Claire Clutterham

**ABSENT** Nil

**1. KAURNA ACKNOWLEDGEMENT**

**2. OPENING PRAYER**

The Opening Prayer was read by Cr Kevin Duke.

**3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 11 SEPTEMBER 2023**

*Cr Sims moved that the minutes of the Special Council meeting held on 11 September 2023 be taken as read and confirmed. Seconded by Cr Whittington and carried unanimously.*

**4. MAYOR'S COMMUNICATION**

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Monday, 4 September	<ul style="list-style-type: none"><li>Presided over a Council meeting, Council Chamber, Norwood Town Hall.</li></ul>
Tuesday, 5 September	<ul style="list-style-type: none"><li>Meeting with the Chief Executive Officer and Mr Glyn Nicholas, Mayor's Office, Norwood Town Hall.</li></ul>
Tuesday, 5 September	<ul style="list-style-type: none"><li>Presided over a meeting of the Norwood Parade Precinct Committee, Mayor's Parlour, Norwood Town Hall.</li></ul>
Friday, 8 September	<ul style="list-style-type: none"><li>Attended the Eastern Region Alliance (ERA) Mayor's monthly breakfast meeting, Luigi Delicatessen, Adelaide.</li></ul>

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Friday, 8 September	<ul style="list-style-type: none"> <li>• Attended a meeting with Mr Dominic Lagana, Chief Executive Officer, Hub and Spoke, Adelaide.</li> </ul>
Monday, 11 September to Friday, 15 September	<ul style="list-style-type: none"> <li>• Participated in the Economic Development Australia (EDA) National Training Program, Adelaide.</li> </ul>
Monday, 11 September	<ul style="list-style-type: none"> <li>• Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.</li> </ul>
Monday, 11 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Playgrounds, Open Space and Recreation Strategy, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Monday, 11 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Asset Management of Norwood Library and Concert Hall, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Tuesday, 12 September	<ul style="list-style-type: none"> <li>• Presided over a meeting of the Business &amp; Economic Development Advisory Committee, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Monday, 18 September	<ul style="list-style-type: none"> <li>• Attended a meeting with the Chief Executive Officer, Mr Paul Di Iulio (President) and Mr James Fantasia (Chief Executive Officer) of the Norwood Football Club, Mayor's Office, Norwood Town Hall.</li> </ul>
Monday, 18 September	<ul style="list-style-type: none"> <li>• Presided over an Audit &amp; Risk Committee meeting, Meeting Room 3, Norwood Town Hall.</li> </ul>
Wednesday, 20 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Kensington and Portrush Road, Norwood Community Facilities Code Amendment, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Wednesday, 20 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Glynde &amp; Stepney Food Manufacturing Precincts, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Thursday, 21 September	<ul style="list-style-type: none"> <li>• Addressed Year 4 students from Prince Alfred College, Council Chamber, Norwood Town Hall.</li> </ul>
Thursday, 21 September	<ul style="list-style-type: none"> <li>• Attended the Official Launch of 'Point of View' Exhibition, St Peters Town Hall Complex, St Peters.</li> </ul>
Saturday, 23 September	<ul style="list-style-type: none"> <li>• Attended with Cr McFarlane and Cr Sims the Official Opening of the 2023-2024 Bowling Season, Trinity Gardens Bowling Club, Trinity Gardens</li> </ul>
Sunday, 24 September	<ul style="list-style-type: none"> <li>• Attended the pre-match function followed by the Glenelg versus Sturt SANFL Grand Final, Adelaide Oval.</li> </ul>
Monday, 25 September	<ul style="list-style-type: none"> <li>• Attended an on-site meeting with Mr Roger Bryson, President of the Kensington Residents Association (KRA), Pioneer Park, Kensington.</li> </ul>
Monday, 25 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Draft Corporate Reporting System, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Monday, 25 September	<ul style="list-style-type: none"> <li>• Attended an Information Session: Greater Adelaide Regional Plan (GARP) Discussion Paper Update, Mayor's Parlour, Norwood Concert Hall.</li> </ul>
Thursday, 28 September	<ul style="list-style-type: none"> <li>• Participated in the Judging Panel for the 2023 Mayor's Christmas Card Competition, Mayor's Office, Norwood Town Hall.</li> </ul>
Friday, 29 September	<ul style="list-style-type: none"> <li>• Attended an on-site meeting with Cr Knoblauch and a resident, Felixstow.</li> </ul>

**5. DELEGATES COMMUNICATION**

- Cr Callisto advised that on Sunday, 24 September 2023, he attended on behalf of Mayor Bria, the Madonna di Montevergine Festa Mass, St Francis of Assisi Church, Newton.

**6. QUESTIONS WITHOUT NOTICE**

Nil

**7. QUESTIONS WITH NOTICE**

Nil

**8. DEPUTATIONS**

Nil

**9. PETITIONS**

Nil

**10. WRITTEN NOTICES OF MOTION**

**10.1 WRITTEN NOTICE OF MOTION – RE-ESTABLISHMENT OF THE CITY OF NORWOOD PAYNEHAM & ST PETERS HERITAGE GRANT SCHEME – SUBMITTED BY MAYOR ROBERT BRIA**

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**NOTICE OF MOTION:** Re-establishment of the City of Norwood Payneham & St Peters Heritage Grant Scheme  
**SUBMITTED BY:** Mayor Robert Bria  
**FILE REFERENCE:** qA1039  
**ATTACHMENTS:** Nil

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

**NOTICE OF MOTION**

That staff prepare a report for the February 2024 Council meeting regarding the costs and benefits of re-establishing the City of Norwood Payneham & St Peters Heritage Grant Scheme, taking into account the following:

- a) scope of a re-established Scheme (types of restoration works considered appropriate for grant funding);
- b) workload implications for Council staff to promote and assess grant applications;
- c) funding envelope for the Scheme to make it both attractive and accessible for eligible applicants (this relates to the total grant figure as well as the maximum allowed eligible per applicant);
- d) eligibility criteria;
- e) broadening access to the Scheme to allow owners of residential and commercial properties to apply (under the previous Scheme, only owners of residential properties were eligible to apply); and
- f) any other matters considered relevant.

**REASONS IN SUPPORT OF MOTION**

In 2006, the Council established a Heritage Grants Scheme (“The Scheme”). Initially, the Scheme was limited to applications from owners of Local Heritage Places (LHP) for certain types of restoration works, which included heritage tiling, stonework, re-pointing and reinstatement of verandas consistent with the architectural style of the dwelling and the period in which it was built. Grants were based on a maximum 50% contribution from the Council with a condition that no restoration works had started at the time the grant application was submitted.

Following the Council’s Heritage Development Plan Amendment (DPA) in 2005-2006, the Scheme was expanded to include applications from owners of Contributory Items (CI), which are now known as Representative Buildings. This change created a two-tiered Scheme with different amounts of funding available depending on the heritage status of the dwelling. The grant funding cap was \$4,500 for a Local Heritage Place and \$2,500 for a Contributory Item (now referred to as Representative Buildings).

Over the life of the Scheme (2006-2014), the Council disbursed more than \$330,000 in grant funding to owners of LHPs or CIs, with the multiplier effect valued in the millions. The Scheme was extremely popular and provided a catalyst for major restoration works, which in turn enhanced the character of our City, and generated a renewed sense of pride for the homeowner and an appreciation for the Council’s efforts in promoting the preservation of our City’s built heritage.

After nearly a decade without a Scheme and with the recent adoption of Council’s *Built Heritage Strategy*, I believe it is timely for the Council to re-visit the Scheme to consider the costs and benefits of its re-establishment. The Notice of Motion is intended to guide staff regarding the issues to be considered should a Scheme be re-established and to do it now as part of the annual reporting process for the Strategy.

Among the considerations listed is whether the Scheme should make provision for owners of commercial properties that are LHPs to apply for grants. There are several examples across the City's main streets such as Payneham Road, Magill Road and The Parade, where shops built in the late 18<sup>th</sup> and early 19<sup>th</sup> centuries have contemporary canopies or verandas, which I believe compromises its presentation of the building to the street in terms of its heritage value. Expanding the Scheme to include commercial property owners is one way to revitalise shops that may otherwise be left untouched by their owner(s) as there is no incentive to undertake any restoration works. Providing such grants will also be seen as Council providing additional support to the local business community.

The timing of the presentation of the report could potentially coincide with the release of the South Australian Government's Planning and Design Code Reform Options, which will include references to Heritage and Character. As such, the outcomes from the Government's report may influence any decision Council may make in regard to re-establishing a Heritage Grants Scheme or providing other heritage-related incentives, services and supports to owners of heritage-listed buildings. Regardless, I believe it is prudent for the Council to use the annual review process for the Strategy to revisit the Heritage Grants Scheme.

**STAFF COMMENT**  
**PREPARED BY MANAGER, URBAN PLANNING & SUSTAINABILITY**

A report as requested, can be provided to the February 2024 Council meeting.

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*Cr Callisto moved:*

*That staff prepare a report for the February 2024 Council meeting regarding the costs and benefits of re-establishing the City of Norwood Payneham & St Peters Heritage Grant Scheme, taking into account the following:*

- a) scope of a re-established Scheme (types of restoration works considered appropriate for grant funding);*
- b) workload implications for Council staff to promote and assess grant applications;*
- c) funding envelope for the Scheme to make it both attractive and accessible for eligible applicants (this relates to the total grant figure as well as the maximum allowed eligible per applicant);*
- d) eligibility criteria;*
- e) broadening access to the Scheme to allow owners of residential and commercial properties to apply (under the previous Scheme, only owners of residential properties were eligible to apply); and*
- f) any other matters considered relevant.*

*Seconded by Cr Whittington.*

*Cr Sims moved:*

*That the motion be put.*

*Seconded by Cr Duke and carried.*

Cr Sims left the meeting at 7.36pm.

Cr Sims returned to the meeting at 7.37pm.

**10.2 WRITTEN NOTICE OF MOTION – AMENDMENT OF THE NORWOOD PARADE PRECINCT COMMITTEE’S TERMS OF REFERENCE – SUBMITTED BY MAYOR ROBERT BRIA**

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**NOTICE OF MOTION:** Amendment of the Norwood Parade Precinct Committee’s Terms of Reference  
**SUBMITTED BY:** Mayor Robert Bria  
**FILE REFERENCE:** qA1039  
**ATTACHMENTS:** Nil

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

**NOTICE OF MOTION**

That 7.1 of the Terms of Reference for the Norwood Parade Precinct Committee be amended from:

*A quorum for a meeting of the Committee shall be seven (7) Members of the Norwood Parade Precinct Committee, comprising of a minimum of five (5) property owner/trader/business owner representations and two (2) Elected Members, which may or may not be the Mayor.*

to:

*A quorum for a meeting of the Committee shall be seven (7) Members of the Norwood Parade Precinct Committee, comprising of a minimum of four (4) property owner/trader/business owner representations and a minimum of one (1) Elected Member, which may or may not be the Mayor.*

**REASONS IN SUPPORT OF MOTION**

In August 2023, two (2) meetings of the Norwood Parade Precinct Committee (the Committee) were cancelled due to a lack of quorum. In the case of the Committee meeting scheduled for 29 August, while there were seven (7) Committee Members available to attend, only four (4) were property owners or traders, one short of the requisite five (5). Therefore, the Committee was inquorate.

The cancellation of that meeting meant that the meeting had to be re-scheduled to Tuesday, 5 September 2023 for the Committee to make a recommendation to the Council to approve expenditure associated with the *Day of Fashion* event to be held in October 2023.

As a result, the resolutions of the Committee made on 5 September 2023, required a Special Council Meeting to be held on 11 September 2023, in accordance with Section 82 (1) (a) of the *Local Government Act (1999)*, to ensure the *Day of Fashion* could proceed.

Given the Committee only meets every 8-10 weeks, the cancellation of meetings has significant flow-on effects for both the Committee and the Council, specifically the implementation of decisions. For example, Council staff cannot implement decisions if the Committee has not met to make recommendations, as they require endorsement by the Council.

This means critical deadlines for a range of initiatives may be missed and payments to contractors and suppliers cannot be made on time. Given the Committee’s main focus is on promotion and marketing of The Parade, the risks that cancelled meetings pose to the successful and timely delivery of the objectives of the NPPC’s Annual Business Plan e.g. competitions, promotions, advertising, events, Christmas decorations, merchandise etc are real and omnipresent.

Particularly noteworthy is the risk of reputational damage to the Committee and by extension, the Council, if money collected from The Parade Separate Rate continues to be underspent because meetings are not being held as scheduled to recommend authorisation of expenditure to the Council.



By amending the Norwood Parade Precinct Committee's Terms of Reference as proposed above, the Committee will still require seven (7) Members to form a quorum. However, by reducing the minimum number of property/business owners from five (5) to four (4) which still comprises a majority, and reducing the minimum number of Elected Members required from two (2) to one (1), the Committee will enjoy increased flexibility and agility to form a quorum when there are multiple apologies, therefore reducing the chances of meetings being cancelled.

**STAFF COMMENT**  
**PREPARED BY GENERAL MANAGER, GOVERNANCE & CIVIC AFFAIRS**

The Terms of Reference for the Norwood Parade Precinct Committee can be amended to reflect the proposed changes as requested in the Notice of Motion.

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*Cr Moorhouse moved:*

*That 7.1 of the Terms of Reference for the Norwood Parade Precinct Committee be amended from:*

*A quorum for a meeting of the Committee shall be seven (7) Members of the Norwood Parade Precinct Committee, comprising of a minimum of five (5) property owner/trader/business owner representations and two (2) Elected Members, which may or may not be the Mayor.*

*to:*

*A quorum for a meeting of the Committee shall be seven (7) Members of the Norwood Parade Precinct Committee, comprising of a minimum of four (4) property owner/trader/business owner representations and a minimum of one (1) Elected Member, which may or may not be the Mayor.*

*Seconded by Cr Sims and carried unanimously.*

**11. STAFF REPORTS**

## **Section 1 – Strategy & Policy**

### **Reports**

## 11.1 IMPLEMENTATION OF THE BUILT HERITAGE STRATEGY 2022-2027

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**REPORT AUTHOR:** Senior Urban Planner  
**GENERAL MANAGER:** Urban Planning & Environment  
**CONTACT NUMBER:** 8366 4561  
**FILE REFERENCE:** qA88791  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

This report presents the first annual report on implementation of the Council's *Built Heritage Strategy 2022-2027*.

There are a number of strategy documents that sit underneath the Council's Strategic Management Plan, *CityPlan 2030: Shaping Our Future*. These documents set out a range of actions to implement the Council's objectives and strategies. It is important to regularly report on the implementation of these strategies to track progress and to identify any gaps or barriers to implementation.

A report (presented in table format) has been prepared which documents progress against the fourteen (14) Objectives and twenty (20) Initiatives contained in the Strategy. This implementation update is contained in **Attachment A**.

### BACKGROUND

The City of Norwood Payneham & St Peters formally endorsed the *2022-2027 Built Heritage Strategy* at its meeting of 5 September 2022, and resolved the following:

1. *That the Built Heritage Strategy, as contained in Attachment A, be endorsed as being suitable for publication and operation.*
2. *That the Chief Executive Officer be authorised to make any necessary minor amendments to finalise the Strategy prior to publication."*

On page 19 of the Strategy (on p. 19) it states that:

*"The progress and outcomes of the initiatives will be reported annually to the Council to allow an analysis of the success commensurate to each initiative and could include a range of reporting methods such as a percentage of project completion or project outcomes when completed, levels of community satisfaction as indicated by the community survey, or take up rates of the Council's services."*

In the first year since endorsement of the Strategy, an important context to the strategy's implementation is that there has been a pause in communication about a review of the new planning system, which in turn impinges on some initiatives for heritage protection that are contained in the Strategy. At this stage, the State Government's response to the Expert Panel's Planning System Implementation Review remains under consideration by Cabinet. Many of the Expert Panel's recommendations are known to relate to heritage and character area protection in South Australia, however, how this will manifest is unknown.

As Elected Members may recall there was a request for the Strategy to include the name of the relevant Department within the organisation that has responsibility for the implementation of each Objective as a means of improving the level of accountability and transparency in terms of the annual reporting process to the Council, while also providing clarity for staff in terms of their specific role and responsibilities in implementing the strategy. The Actions and Initiatives section of the Strategy has been reformatted to include the Department responsible and is contained in **Attachment B**. If this format is endorsed, the revised Strategy will be updated in digital format on the website and a limited print run will be produced, containing this new information.

## RELEVANT STRATEGIC DIRECTIONS & POLICIES

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

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

#### **Objective**

*2.2 A community embracing and celebrating its social and cultural diversity*

*2.3 A City which values and promotes its rich cultural and built heritage*

*2.4 Pleasant, well designed, and sustainable urban environments*

## FINANCIAL AND BUDGET IMPLICATIONS

No direct budget implications arise from reporting on the progress of the implementation of the Strategy. The actual implementation tasks may, in some instances, rely on a budget allocation, either presently available or to be sought in the future through future budgets.

## EXTERNAL ECONOMIC IMPLICATIONS

Nil

## SOCIAL ISSUES

Not Applicable.

## CULTURAL ISSUES

The Council's role in supporting the retention of buildings and places of heritage value strongly aligns with one of the key objectives of the Council, which is to protect and enhance the City's valued built form and character.

Cultural heritage also encompasses items in places such as museums and the Cultural Heritage Centre, intangible cultural heritage, indigenous heritage, and natural heritage.

Although the Strategy that was adopted by the Council in 2022 focused on Built Heritage, there are synergies and future opportunities for collaboration with the Council's draft *Arts and Culture Plan*.

## ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

Monitoring and reporting on the implementation of the Strategy has been undertaken within existing staff resources.

## RISK MANAGEMENT

There are no legislative risks associated with this issue.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
General Manager, Urban Planning & Environment  
Manager, Urban Planning & Sustainability  
Manager, Arts, Culture & Community Connections
- **Other Agencies**  
Nil

## DISCUSSION

### Reporting Framework

The *2022-27 Built Heritage Strategy*, provides an overarching strategic document which outlines the Council's approach to protecting, managing and promoting built heritage.

The Strategy contains fourteen (14) Objectives and twenty (20) Initiatives, which are categorised under the following four themes:

- *Celebrate, Promote and Support* - celebrating and promoting the value of built heritage and supporting owners of heritage properties;
- *Protect* - maintaining and strengthening heritage protections;
- *Advise, Influence and Advocate* - advocating and influencing good heritage outcomes in legislation and policy, and providing information and advice to the community; and
- *Lead by Example* - protecting and promoting heritage buildings and historic public realm features which are under the care and control of the Council.

The Initiatives and Actions are varied, including Actions that reflect existing services or initiatives which are already offered by the Council, as well as new initiatives involving the Council and other partners. Ongoing communication was considered valuable for the community.

The following summary of progress that has been made to date follows the structure of the Strategy and is also reflected in the summary table attached:

### *Celebrate, Promote and Support*

Measures that have been progressed are largely of an ongoing nature and a continuation of what was achieved in preceding years. Specific promotional initiatives have included articles in *Look East* which promote built heritage. The exception is the plaque program with responsibility for this to be transferred to Urban Planning & Environment Department.

Potential future challenges in respect to *Celebrate, Promote and Support* relate to the need to transition some administrative arrangements to optimise the integration and delivery of built heritage and cultural heritage objectives and initiatives and other key functions in a seamless, efficient and effective way.

### *Protect*

Some reporting on measures associated with the *Protect* Objective has occurred, including finalisation of a review of heritage items, completion of documentation and the prioritisation of areas and methodology for historic area protection.

In addition, the Council has made several submissions to the State Government and the State Planning Commission regarding heritage-related policy in the *Planning & Design Code*. This includes advocacy in response to concern which has been expressed by members of the community about the bulk and appearance of some upper-level dwelling additions in the Historic Area Overlay and tall multi-storey mixed-use development (currently under construction) at 120-132 The Parade, Norwood, in the Urban Corridor (Main Street) Zone.

Both of these matters were the subject of reports to the Council. Unfortunately, the delay in the release of the report of the Expert Panel Planning System Review has had the effect of delaying the opportunity to effectively progress this with the State Planning Commission. Correspondence has been forwarded to the Commission regarding these concerns and a meeting has been held with the Commission. Staff discussions have been held with staff from other Councils, to garner broader support for these issues, once the Government directions in response to the Expert Panel, are known.

A report was prepared and considered by the Council supporting the proposed listing of Dr Kent's Paddock, Kent Town as a State Heritage Place. A letter was sent to the South Australian Heritage Council outlining the support for this nomination. The confirmation of this proposal was unresolved at the time of writing, with the Minister for Heritage deferring a decision based on the SA Heritage Council's recommendation in order to conduct a review.

One of the actions relates to better clarity of the extent of individual Local Heritage Places. Work on this has not commenced and requires direction from the State Government and/or the State Planning Commission, including on whether preparing a standardised listing template is one of their short-term priorities to assist in better heritage information.

Potential future challenges relating to *Protect* measures include uncertainty about the heritage policy framework and its resourcing, which is expected to be communicated over the next six months or so. Following this, staff resources will be applied over the coming 18 month to two-year period to prepare the required analysis and documentation, consult and address issues raised in the consultation process.

#### *Advise, Influence and Advocate*

In late 2022, the Council identified improvements to the State's heritage legislation in its detailed submission to the review of the planning system being undertaken by Expert Panel appointed by the Minister for Planning, Hon. Nick Champion. It subsequently expressed support for a proposed Private Members Bill (by Robert Simms MLC) to address risk of serious deterioration of State Heritage Places due to neglect by owners. (The *Heritage Places (Protection of State Heritage Places) Amendment Bill* was introduced to the Legislative Council on 30 August 2023.)

Potential future challenges to this relate to a degree of unpredictability about potential reforms, their nature and timing.

#### *Lead by Example*

As in previous years, bluestone kerbing has been conserved in streets where maintenance work has been performed.

Potential future challenges include, potentially, financial issues associated with restoration and upgrading of assets, noting that effort is being made to anticipate, investigate and manage cost factors.

#### **OPTIONS**

Not Applicable.

#### **CONCLUSION**

The development of the *2022-2027 Built Heritage Strategy* with an annual reporting mechanism, provides for a greater level of transparency and communicates the Council's priorities and initiatives regarding built heritage. The initial round of reporting this year provides a model for reporting that includes a range of measurable indicators of progress which can be applied in future reporting.

## COMMENTS

Nil

## RECOMMENDATION

1. That the 2022-23 Built Heritage Strategy Annual Report on Implementation, as contained in Attachment A, be noted.
  2. That the revised Actions and Initiatives table contained within the Strategy, with Departmental responsibilities listed, as contained in Attachment B, and to be updated on the Council's website and limited hard copy print run, be noted.
- 

Cr McFarlane left the meeting at 7.40pm.

*Cr Whittington moved:*

1. *That the 2022-23 Built Heritage Strategy Annual Report on Implementation, as contained in Attachment A, be noted.*
2. *That the revised Actions and Initiatives table contained within the Strategy, with Departmental responsibilities listed, as contained in Attachment B, and to be updated on the Council's website and limited hard copy print run, be noted.*

*Seconded by Cr Moorhouse.*

Cr McFarlane returned to the meeting at 7.44pm.

*The motion was put and carried unanimously.*



**Section 2 – Corporate & Finance**  
**Reports**

## 11.2 MONTHLY FINANCIAL REPORT – JULY AND AUGUST 2023

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**REPORT AUTHOR:** Chief Financial Officer  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** A748778  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding its financial performance for the months ended July and August 2023.

### BACKGROUND

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

### RELEVANT STRATEGIC DIRECTIONS AND POLICIES

Not Applicable.

### FINANCIAL AND BUDGET IMPLICATIONS

Financial sustainability is as an ongoing high priority for the Council. The current Adopted Budget forecasts an Operating Surplus of \$1,386,997 for the 2023-2024 Financial Year.

### DISCUSSION

For the periods ending July and August 2023, the Council's financial performance remained stable, with an Operating Surplus of \$2,314,687 against a budgeted Surplus of \$2,204,476, resulting in a favourable variance of \$110,211.

There are number of variances in certain expense categories, impacting the overall performance.

There are no material variances which have impacted on the forecasted revenue.

#### Employee Costs

In the first 2 months of the year, there has been a reduction of \$116,192 in Employee Costs. This variance is primarily attributed to the vacant positions that have not yet been filled. While some of these roles are covered by temporary staff (which offset the reduction in Employee Costs), several positions are currently in the recruitment process. As these roles are filled in the coming months, it is expected that Employee Costs will increase to budgeted levels.

#### Contracted Services, Levies and Other Expenses

Offsetting variances in expenses related to Contracted Services, Government Levies and Other expenses, are mainly due to the timing of actual expenses that have been incurred, which differs from the timing used in the Budget. While this variance is relatively less than other expense variances, it is crucial to align the budgeting process more closely with the actual timing of expenses to improve cost control in future months.

### **Legal Fees**

There has been an overspend of \$106,599 in Legal Fees, primarily associated with Planning matters. This overspend is the result of increased legal support and expenses required for various projects and regulatory compliance matters. Legal expenses will continue to be monitored however, it is essential to ensure we meet all legal obligations and project requirements.

The Monthly Financial report is contained in **Attachment A**.

### **CONCLUSION**

Not Applicable.

### **COMMENTS**

Nil

### **RECOMMENDATION**

That the July and August 2023 Monthly Financial Report be received and noted.

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*Cr Sims moved:*

*That the July and August 2023 Monthly Financial Report be received and noted.*

*Seconded by Cr Duke and carried unanimously.*

### 11.3 2022-2023 WORKS IN PROGRESS

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**REPORT AUTHOR:** Chief Financial Officer  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA  
**ATTACHMENTS:** Nil

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#### **PURPOSE OF REPORT**

The purpose of this report is to present for the Council's consideration the 2022-2023 Works in Progress which are continuing in 2023-2024.

#### **BACKGROUND**

At its meeting held on 10 July 2023, the Council adopted the 2023-2024 Annual Business Plan and Budget. The 2023-2024 Budget included funding for new projects, services and programs and the Capital Works program.

At that time, the Council was advised that the adoption of the 2023-2024 Annual Business Plan and Budget, did not include provisions for those Works in Progress (WIPs), (often referred to as Carried Forwards), which were funded as part of the 2022-2023 Budget, on the basis that the Council had allocated funding for these WIPs as part of the 2022-2023 Annual Business Plan and Budget.

The Council was also advised that details of the 2022-2023 Works in Progress would be provided to the Council at a later date, following the "closure" of the 2022-2023 year end.

#### **RELEVANT STRATEGIC DIRECTIONS AND POLICIES**

Not Applicable

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

Based on the status of the 2022-2023 Works in Progress, a total of \$11,374,319 will be Carried Forward to the 2023-2024 financial year.

This will ensure the successful completion of these projects, maintain fiscal responsibility and capitalise on emerging opportunities that have been identified.

#### **DISCUSSION**

Based on the current status of the 2022-2023 WIPs, a review of the status (including the financial status), of each of the WIPs has been undertaken.

In addition, the review has included the impact on unspent grant funding and other factors which impact on the delivery of the WIPs.

During 2022-2023, the Council was advised on the progress of WIPs over the course of the year and the status of the allocated budgets was considered as part of the Quarterly Budget Reviews.

In addition, potential variations to both WIP budgets and the scope of the respective project, was presented to the Council at Council Meetings as required.

The 2022-2023 Works in Progress - Capital to be carried forward to the 2023-2024 financial year, are set out in Table 1 below.

**TABLE 1: 2022-2023 WORKS IN PROGRESS - CAPITAL**

Project	Amount to be Carried Forward
<p><b>All Things are One – Installation of Artwork</b></p> <p>Installation of the sculpture is complete. Landscaping to be completed.</p>	\$40,000
<p><b>Burchell Reserve Upgrade</b></p> <p>As previously advised, construction has now commenced.</p>	\$2,513,000
<p><b>George Street Upgrade</b></p> <p>Coordinating stormwater drainage design and works and streetscape works almost finalised. Construction to commence in early 2024.</p>	\$800,000
<p><b>Dunstan Adventure Playground Redevelopment</b></p> <p>Discovery of latent conditions on site. In order to minimise costs on the project, a redesign was undertaken to minimise the amount of excavation required.</p>	\$1,357,825
<p><b>Cruikshank Reserve Facility upgrade</b></p> <p>Commencement of the Project delayed due to SAPN works associated with underground power supply to the new building.</p>	\$690,000
<p><b>Private Laneway</b></p> <p>Delays to the project were caused by concerns raised by Contractors regarding contract clauses relating to insurance requirements.</p>	\$165,087
<p><b>Borthwick Park Creek Improvements Design &amp; Construction</b></p> <p>Project is complete. Minor additional works to be completed.</p>	\$12,000
<p><b>The Parade Master Plan Detail Design</b></p> <p>Focus has been on completion of the George Street detail design and stormwater drainage upgrade. Detail design for The Parade upgrade is still in progress.</p>	\$1,195,000
<p><b>Recreation &amp; Open Space Infrastructure Works Program</b></p> <p>Hackney Road Irrigation and Manning Reserve to be completed.</p>	\$49,973
<p><b>River Torrens Linear Park Path Upgrade</b></p> <p>As previously advised, project being delivered over 2022-2023 &amp; 2023-2024 financial years.</p>	\$1,520,935
<p><b>Capital Works Program Traffic Control</b></p> <p>Traffic management associated with incomplete renewal programs as per below.</p>	\$28,061
<p><b>Capital Works Program Road Resealing</b></p> <p>Some components of the Program have been delayed, largely due to designs not being finalised in time to allow for works to be completed in 2022-2023.</p>	\$1,951,110
<p><b>Capital Works Program Kerb</b></p> <p>Some components of the Program have been delayed, largely due to designs not being finalised in time to allow for works to be completed in 2022-2023.</p>	\$5,321
<p><b>Building Works Program</b></p> <p>Projects are still in the design phase (office refurbishment and solar PV installation project at St Peters Townhall Complex).</p>	\$249,602
<p><b>Civil Capital Upgrade Works Program</b></p> <p>Design for the streetscape adjacent the St Peters Billabong (along sections of Eighth Avenue, River Street and to the intersection of Ninth Avenue) has been put on hold. Consultation has identified an efficiency opportunity to incorporate this work into the Ninth Avenue (Richmond Street) Bikeway Upgrade design, which is scheduled to be undertaken this financial year.</p>	\$199,784

The 2022-2023 Works in Progress - Operating to be carried forward to the 2023-2024 financial year, are set out in Table 2 below.

**TABLE 2: 2022-2023 WORKS IN PROGRESS - OPERATING**

Project	Amount to be Carried Forward
<b>Service Reviews</b> Timing - all of the invoices are yet to be received.	\$85,000
<b>Internal Audit Services</b> Timing	\$30,000
<b>Tree Management Policy and Strategy</b> Project completed - follow up details to be finalised.	\$10,000
<b>Open Space &amp; Playground Strategy</b> Preparation of Strategy has commenced.	\$15,000
<b>Age Friendly Wayfinding Signs</b> Project has commenced and final design is currently underway.	\$20,000
<b>View Your Fine Software</b> Project is in its final stage.	\$9,500
<b>Resilient East Project</b> Timing - invoicing and procurement of thermal imaging devices, which have now been procured.	\$3,000
<b>City-wide Parking Review</b> Ongoing implementation of the time-limited on-street parking controls.	\$50,000
<b>Signalised Pedestrian Activated Crossing on Magill Road</b> Waiting for final DIT approval.	\$230,000
<b>Heritage Protection Opportunities</b> Waiting on State Government response regarding the review of State Planning & Design Code.	\$59,121
<b>Additional Level on the Webbe St Car Park</b> Project completed - commercial feasibility component to be finalised.	\$25,000
<b>Sydneham Road Lighting Upgrade</b> Delays due to contract negotiations with SAPN, which have now been resolved.	\$60,000

**CONCLUSION**

The 2022-2023 Works in Progress are scheduled for completion by the end of the 2023-2024 financial year.

**COMMENTS**

Nil

**RECOMMENDATION**

That the report be received and noted.

*Cr Sims moved:*

*That the report be received and noted.*

*Seconded by Cr Callisto and carried unanimously.*

## **Section 3 – Governance & General Reports**

## 11.4 GLYNDE AND STEPNEY FOOD AND BEVERAGE MANUFACTURING PRECINCTS

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA109047  
**ATTACHMENTS:** Nil

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### PURPOSE OF REPORT

The purpose of the report is to present for the Council's consideration a recommendation to the Council which has been made by the Council's Business & Economic Development Advisory Committee to allocate funding to undertake a detailed economic and strategic options analysis to develop the Council's strategic vision and strategic planning for the Employment Zones in Glynde and Stepney.

### DISCUSSION

The objective of the Council's Business & Economic Development Advisory Committee (the Committee), is to provide high level, independent strategic advice to the Council regarding economic development matters and employment growth opportunities in the City of Norwood Payneham & St Peters, as well as providing oversight of the implementation of the Council's *Business & Economic Development Strategy*.

At its meeting held on 12 September 2023, the Committee considered a report regarding the opportunities, constraints/challenges and priorities associated with the Glynde and Stepney Food and Beverage Manufacturing Precincts and more generally, the manufacturing and light industrial uses located within these two (2) precincts.

Following consideration of the matter, the Committee resolved the following:

1. *That the Committee recommends to the Council that it allocates a budget of up to \$50,000 to undertake a detailed economic and strategic options analysis to inform the Council's strategic vision and strategic planning for the Employment Zones in Glynde and Stepney.*
2. *That the Committee recommends to the Council that it advises the State Planning Commission, through its submission on the Greater Adelaide Regional Plan – Discussion Paper, that the Council is committed to the retention of the Employment Zones in Glynde and Stepney and is undertaking its own detailed investigations to form a long term vision for these two (2) precincts.*
3. *That the results of the economic and strategic options analysis for the Glynde and Stepney precincts be presented to the Business & Economic Development Advisory Committee for its consideration and that the Committee use the results to make a recommendation to the Council.*

As the Committee does not enjoy the delegation of any powers, functions and duties of the Council, all decisions of the Committee therefore, constitute recommendations only to the Council.

Therefore, the Minutes of the Business & Economic Development Advisory Meeting held on 12 September 2023, are included within the Agenda for this meeting for adoption by the Council.

The Committee is requesting that the Council allocate \$50,000 to undertake a detailed analysis of the Glynde and Stepney precincts. However, funding for this work has not been included in the 2023-2024 Budget.

Therefore, the Council must now determine if it endorses the recommendation of the Committee and adopts the recommendation and in doing so, resolves to allocate \$50,000 as part of the 2023-2024 Budget.



## RELEVANT POLICIES & STRATEGIC DIRECTIONS

The key strategic documents that align with this matter are listed below:

- *The 30 - Year Plan for Greater Adelaide*
- *Greater Adelaide Regional Plan – Discussion Paper*
- *CityPlan 2030: Shaping Our Future – Mid Term Review 2020*
- *City of Norwood Payneham & St Peters - Economic Development Strategy 2021-2026*
- *South Australia's Small Business Strategy 2023 - 2030*

## DISCUSSION

Based on discussions with relevant consultants and the experience of other Councils, it is estimated that an allocation of \$50,000, will enable the Council to undertake a detailed economic and strategic analysis of the various options required to assist the Council in determining its strategic position for the Glynde and Stepney Employment Zones. Undertaking this work will assist the Council in understanding the full extent of the economic implications, both positive and negative.

It is anticipated that the analysis will include an investigation into the highest and best land use for each of the two (2) precincts, which will include a comparison of the Glynde and Stepney food and beverage manufacturing precincts with other similar precincts across the greater Adelaide region, the State and more broadly across Australia, as well as identifying the level of demand for not only food and beverage manufacturing, but also light industrial land more generally and the opportunity cost of retaining the precincts as employment land versus other land uses (ie uplift) or sacrificing employment land for residential, in the case of Stepney.

It is proposed that the analysis will review and investigate the following:

- future growth potential and barriers to growth, taking into consideration the competition in the market;
- comparative analysis - where the performance and potential of the business within these precincts are compared with food and beverage manufacturing in other similar precincts across South Australia and more broadly Australia;
- evaluation of the existing infrastructure and any upgrades that may be required;
- amount of investment and capital required (public and private);
- employment generation should the food and beverage sector expand and the potential loss of employment in other sectors if the Council focuses on the food and beverage manufacturing sectors;
- a cost benefit analysis of a range of options including retaining employment zones for light industry, creating food and beverage precincts, allowing market driven changes or rezoning to accommodate uplift;
- identify gaps in the market and providing some direction on whether Glynde and Stepney should be a start-up location or an incubator for food and beverage manufacturing;
- strategic direction on the best land use for the two precincts;
- industrial market supply and demand and key trends across the industrial market (including food and beverage manufacturing); and
- implications of losing employment land for the purposes of residential development.

It should be noted that once this work is undertaken and the Council has determined its strategic position in relation to these two (2) precincts (i.e. Glynde and Stepney), detailed structure planning and masterplanning will more than likely need to occur to assist with the implementation of the vision.

The Glynde and Stepney Food and Beverage Manufacturing Precincts hold immense potential for growth, innovation, and economic development. However, it will not be an easy task, particularly given that both of these precincts are fully established Employment Zones, which brings an additional set of challenges. Glynde and Stepney do not have the advantages of a greenfield site.

Notwithstanding this, if the Council is serious about protecting and expanding the food and beverage manufacturing precincts and more generally, its light industrial land in the City of Norwood Payneham & St Peters, it needs to make a number of strategic decisions and provide the financial investment to enable its vision to come to fruition.

Any support from the State Government or Federal Government will only be possible through evidence based investigations such as the one that is proposed by the Council's Business & Economic Development Advisory Committee.

The *Greater Adelaide Regional Plan – Discussion Paper* (the Discussion Paper), was released for consultation by the State Government in August 2023. The Discussion Paper has been prepared to stimulate new thinking about how Greater Adelaide will grow, where Greater Adelaide should grow and how the State and Local Governments can sustainably provide for future residential and employment growth and change.

The Discussion Paper classifies current employment lands into four (4) categories, Traditional, Freight and Logistics, Knowledge Intensive and Population Serving. Glynde, together with Somerton Park, Seaford and Beverley, are all recognised as Population Serving precincts, whereas Stepney is categorised as a Knowledge Intensive precinct, similar to Tonsley, Lot Fourteen, Technology Park, Torrensville and Kent Town.

The Discussion Paper also contains a statement - "*Governments are recognising the need to invest in new infrastructure to ensure that urban economies are positioned to prosper*" – which could be advantageous for the Council, once it establishes its vision for these two (2) precincts.

If the Council is committed to ensuring that the best outcomes are achieved for Stepney and Glynde, then it is important for the Council to lead this discussion and advocate for its vision as part of the submission on the *Greater Adelaide Regional Plan – Discussion Paper*.

#### **RECOMMENDATION**

1. That \$50,000 be allocated as part of the 2023-2024 Budget to undertake a detailed economic and strategic options analysis to inform the Council's strategic vision and strategic planning for the Employment Zones in Glynde and Stepney.
  2. That the 2023-2024 Budget be amended accordingly.
- 

*Cr Robinson moved:*

1. *That \$50,000 be allocated as part of the 2023-2024 Budget to undertake a detailed economic and strategic options analysis to inform the Council's strategic vision and strategic planning for the Employment Zones in Glynde and Stepney.*
2. *That the 2023-2024 Budget be amended accordingly.*

*Seconded by Cr Duke and carried unanimously.*

## 11.5 REQUEST TO BORROW *WHIRLING MANDALA* SCULPTURE

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA61370  
**ATTACHMENTS:** A - B

---

### PURPOSE OF REPORT

The purpose of this report is to present for the Council's consideration, a request which has been received from Desert King Productions, to "borrow" the Whirling Mandala sculpture as part of a Netflix series, *Desert King*.

### BACKGROUND

Desert King Productions, supported by the South Australian Film Corporation, have contacted the Council to seek the Council's permission to "borrow" the Whirling Mandala sculpture which is located on Osmond Terrace, to use as part of the set for the Netflix series, *Desert King*.

A photograph of the *Whirling Mandala* is contained within **Attachment A**.

The series, *Desert King* is a six (6) episode drama about power, family, land and legacy and will be filmed entirely in South Australia.

Netflix has announced that *Desert King* is the biggest Netflix drama to be filmed in South Australia.

A copy of the request which was forwarded to the Council via email dated 22 September 2023 and the synopsis of the series is contained within **Attachment B**.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

### FINANCIAL AND BUDGET IMPLICATIONS

There are no financial implications for the Council associated with the request to use the sculpture by the film makers, as the production company, Desert King Productions, will meet all costs associated with the removal and re-installation of the *Whirling Mandala*.

Further details of the requirements in terms of the removal and re-installation of the Whirling Mandala, are provided in the Discussion section of this report.

### EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

### SOCIAL ISSUES

Not Applicable.

### CULTURAL ISSUES

Not Applicable.

### ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

Not Applicable.

## RISK MANAGEMENT

A risk management plan will be prepared to manage the risks associated with the removal and re-installation of the artwork and whilst it is in place for the duration of the filming.

Desert King Productions will also be responsible for adequate insurance cover during the loan period to cover against any damage to the artwork.

## CONSULTATION

- **Elected Members**  
Not Applicable
- **Community**  
Not Applicable
- **Staff**  
Manager, Arts, Culture & Community Connections  
Arts Officer
- **Other Agencies**  
Not Applicable

## DISCUSSION

The artwork, *Whirling Mandala*, was commissioned by the Council in 2004, to celebrate the 150<sup>th</sup> anniversary of the granting of Local Government to the Town of Kensington & Norwood in 1853, as the first suburban town in Australia to elect a municipal government.

The artist, Greg Johns, is a well-known South Australian artist whose work has been featured locally, nationally and internationally.

In terms of the request to borrow the artwork, Desert King Productions have advised that they are working with local artists, (Greg Johns, Nic Uhlmann and Gerry King), to install artworks as part of the set for the series. They are working with Greg Johns to install three (3) of Greg John's artworks which will be placed around a house which forms part of the set for the production.

Desert King Productions have advised that Greg Johns is intending to oversee the removal and re-installation of *Whirling Mandala* and that they will meet all costs associated with the removal and re-installation of the artwork.

At this stage, Desert King Productions have advised that they are commencing filming on 2 November 2023 and would require the artwork for approximately 5-7 days.

The Council will be acknowledged in the credits of the series if the Council agrees to the request.

If the Council agrees to the request, an agreement will be entered into between the Council and Desert King Productions to ensure the Council's interests are protected.

In addition, a sign will be installed on Osmond Terrace (where *Whirling Mandala* is located), and information will be placed on the Council's website to advise of the temporary arrangements.

## OPTIONS

The Council essentially has two (2) options in respect to this matter.

### Option 1:

The Council can refuse the request from Desert King Productions to borrow the artwork for the Netflix series, *Desert King*.

### Option 2:

The Council can agree to the request from Desert King Productions to borrow the artwork for the Netflix series, *Desert King*.

## CONCLUSION

The request to borrow a significant artwork is somewhat unusual. However, it is also exciting that a significant artwork owned by the Council will play a part in a South Australian Netflix series which, as part of the set, features a range of South Australian artists.

## COMMENTS

Nil.

## RECOMMENDATION

1. That the Council agrees to the request from Desert King Productions to borrow the Council's artwork, *Whirling Mandala*.
  2. That the Chief Executive Officer (or delegate) be authorised to enter into an agreement with Desert King Productions for the use of the artwork, *Whirling Mandala*, as part of the Netflix series, *Desert King*.
- 

*Cr Callisto moved:*

1. *That the Council agrees to the request from Desert King Productions to borrow the Council's artwork, Whirling Mandala.*
2. *That the Chief Executive Officer (or delegate) be authorised to enter into an agreement with Desert King Productions for the use of the artwork, Whirling Mandala, as part of the Netflix series, Desert King.*

*Seconded by Cr Knoblauch and carried unanimously.*

## 11.6 NOMINATION TO EXTERNAL BODIES – DOG AND CAT MANAGEMENT BOARD

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**REPORT AUTHOR:** Executive Assistant, Governance & Civic Affairs  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4533  
**FILE REFERENCE:** qA2136  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to advise the Council of the call for nominations by the Local Government Association (LGA), for appointment to the Dog and Cat Management Board.

### BACKGROUND

The Dog and Cat Management Board (the Board) is a statutory authority which is governed by the *Dog and Cat Management Act 1995* (the Act). The Board works closely with key organisations and the State Government, to improve dog and cat management in South Australia.

Appointments to the Dog and Cat Management Board are for a period of up to 3 years.

Meetings are held eleven (11) times a year (generally on the fourth Tuesday of each month, except for January). The sitting fee for Board Members is \$206 per meeting.

Members of the Board must have the following attributes:

- practical knowledge of and experience in Local Government, including Local Government processes, community consultation and the law as it applies to Local Government;
- experience in the administration of legislation;
- experience in financial management; and
- experience in education and training.

The current member, Mr Brenton Thomass (City of Port Adelaide Enfield) is eligible for reappointment.

A copy of the Dog and Cat Management Board Selection Criteria and Nomination form is contained within **Attachment A**.

All nominees must provide an up-to-date Resume and respond to the selection criteria. Applications are required to be forwarded to the LGA by 27 October 2023.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

### RECOMMENDATION

1. The Council notes the report and declines the invitation to submit a nomination to the Local Government Association of South Australia for the Dog and Cat Management Board.

**or**

2. The Council nominates \_\_\_\_\_ to the Local Government Association of South Australia for the Dog and Cat Management Board.
-

*Cr Whittington moved:*

*The Council nominates Cr Grant Piggott to the Local Government Association of South Australia for the Dog and Cat Management Board.*

*Seconded by Cr McFarlane and carried unanimously.*

## 12. ADOPTION OF COMMITTEE MINUTES

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

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### PURPOSE OF REPORT

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

- Business & Economic Development Advisory Committee – (12 September 2023)  
(A copy of the Minutes of the Business & Economic Development Advisory Committee meeting is contained within **Attachment A**)
- Audit & Risk Committee – (18 September 2023)  
(A copy of the Minutes of the Audit & Risk Committee meeting is contained within **Attachment B**)

### ADOPTION OF COMMITTEE MINUTES

- **Business & Economic Development Advisory Committee**

*Cr Callisto moved that the minutes of the meeting of the Business & Economic Development Advisory Committee held on 12 September 2023, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Holfeld and carried unanimously.*

- **Audit & Risk Committee**

*Cr Callisto moved that the minutes of the meeting of the Audit & Risk Committee held on 18 September 2023, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Robinson and carried unanimously.*



**13. OTHER BUSINESS**  
(Of an urgent nature only)

**14. CONFIDENTIAL REPORTS**

## 14.1 ESTABLISHMENT OF THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE

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### RECOMMENDATION 1

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

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

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

### RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that this matter having been considered in confidence under section 90(2) and (3)(a) of the Act, the report, discussion and minutes be kept confidential until the first meeting of the Chief Executive Officer Performance Review Committee.

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*Cr Duke moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff [Acting Chief Executive Officer, Executive Assistant, Chief Executive's Office and Executive Assistant, Governance & Civic Affairs] 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)*

*relating to the employment performance of the Chief Executive Officer 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 Knoblauch and carried unanimously.*

*Cr Robinson moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999, the Council orders that this matter having been considered in confidence under section 90(2) and (3)(a) of the Act, the report, discussion and minutes be kept confidential until the first meeting of the Chief Executive Officer Performance Review Committee.*

*Seconded by Cr Holfeld and carried unanimously.*

**15. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 8.07pm.

\_\_\_\_\_  
**Mayor Robert Bria**

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