

# Council Meeting Minutes

**1 September 2025**

## **Our Vision**

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

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

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City of  
Norwood  
Payneham  
& St Peters

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**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 Grant Piggott  
Cr John Callisto  
Cr Christel Mex

**Staff** Mario Barone (Chief Executive Officer)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Andrew Hamilton (General Manager, Community Development)  
Lisa Mara (General Manager, Governance & Civic Affairs)  
Jenny McFeat (Manager, Governance)  
Marina Fischetti (Governance Officer)  
Giulia Flowers (Executive Assistant, Chief Executive's Office)

**APOLOGIES** Nil

**ABSENT** Nil

**1. KAURNA ACKNOWLEDGEMENT**

**2. OPENING PRAYER**

The Opening Prayer was read by Cr Victoria McFarlane.

**3. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 4 AUGUST 2025**

*Cr Sims moved that the Minutes of the Council meeting held on 4 August 2025 be taken as read and confirmed. Seconded by Cr Callisto and carried unanimously.*

**4. MAYOR'S COMMUNICATION**

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Monday, 4 August	<ul style="list-style-type: none"><li>Presided over a Council meeting, Council Chamber, Norwood Town Hall.</li></ul>
Tuesday, 5 August	<ul style="list-style-type: none"><li>Attended a meeting with Ms Rima Rakshit, Eastern Business Advisory Mentor, Mayor's Office, Norwood Town Hall.</li></ul>
Tuesday, 5 August	<ul style="list-style-type: none"><li>Attended the Raising the Bar event: 'How Emotional Intelligence helps you handle life, people and stress', Alma Hotel, Norwood.</li></ul>
Tuesday, 5 August	<ul style="list-style-type: none"><li>Attended the Raising the Bar event: 'Virtual Criminality: An artificial problem into our lawless digital world', Maid &amp; Magpie Hotel, Stepney.</li></ul>

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Thursday, 7 August	<ul style="list-style-type: none"> <li>• Attended a meeting with Chief Executive Officer; Governor, General Manager, Governance &amp; Civic Affairs; President Peter Crescitelli and Mr David Haynes (Payneham Norwood Union Football Club), Mayor's Office, Norwood Town Hall.</li> </ul>
Friday, 8 August	<ul style="list-style-type: none"> <li>• Officially opened the 2025 SALA Exhibitions Opening, St Peters Gallery, St Peters Town Hall Complex, St Peters.</li> </ul>
Saturday, 9 August	<ul style="list-style-type: none"> <li>• Attended the pre-match function followed by the Norwood versus West Adelaide football match, Norwood Oval.</li> </ul>
Monday, 11 August	<ul style="list-style-type: none"> <li>• Attended an Information Session: Payneham Memorial Swimming Centre, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Tuesday, 12 August	<ul style="list-style-type: none"> <li>• Attended a meeting with a representative from Keiser, Mayor's Office, Norwood Town Hall.</li> </ul>
Tuesday, 12 August	<ul style="list-style-type: none"> <li>• Attended a meeting with Ms Amy Bredon, Director of Team and Business, Communicate, Norwood.</li> </ul>
Tuesday, 12 August	<ul style="list-style-type: none"> <li>• Attended a meeting with Ms Claire Clutterham MP, Federal Member for Sturt, Mayor's Office, Norwood Town Hall.</li> </ul>
Wednesday, 13 August	<ul style="list-style-type: none"> <li>• Attended the Kensington Residents Association (KRA) Annual General Meeting (AGM), Bethany Centre, Kensington.</li> </ul>
Saturday, 16 August	<ul style="list-style-type: none"> <li>• Attended the North Adelaide versus Norwood football match, Prospect Oval, Prospect.</li> </ul>
Sunday, 17 August	<ul style="list-style-type: none"> <li>• Attended the Wesley Uniting Church of Kent Town's 160<sup>th</sup> Anniversary Service, Kent Town.</li> </ul>
Monday, 18 August	<ul style="list-style-type: none"> <li>• Presided over a Citizenship Ceremony, Norwood Town Hall.</li> </ul>
Thursday, 21 August	<ul style="list-style-type: none"> <li>• Attended meeting with Mr Nino Castello, Mayor's Office, Norwood Town Hall.</li> </ul>
Saturday 23 August	<ul style="list-style-type: none"> <li>• Attended the pre-match function followed by the Norwood versus Port Adelaide Magpies football match, Norwood Oval.</li> </ul>
Monday, 25 August	<ul style="list-style-type: none"> <li>• Attended a meeting with Ms Kathy Toth, former Honorary Consul for Hungary and Katrina Marton, Hungarian Club of South Australia, Mayor's Office, Norwood Town Hall.</li> </ul>
Monday, 25 August	<ul style="list-style-type: none"> <li>• Presided over a meeting of the Chief Executive Officer's Performance Review Committee, Mayor's Office, Norwood Town Hall.</li> </ul>
Monday, 25 August	<ul style="list-style-type: none"> <li>• Attended an Information Session: Draft Marketing Strategy for Norwood Concert Hall, Mayor's Parlour, Norwood Town Hall.</li> </ul>
Tuesday, 26 August	<ul style="list-style-type: none"> <li>• Participated a Zoom meeting of the Mainstreet SA Committee, Mayor's Office, Norwood Town Hall.</li> </ul>
Thursday, 28 August	<ul style="list-style-type: none"> <li>• Attended the 'Osmond Topping Out Ceremony,' Osmond Terrace, Norwood.</li> </ul>

## **5. DELEGATES COMMUNICATION**

- Cr Duke advised that on Sunday, 24 August 2025 he attended on behalf of Mayor Bria, the Glynde Lutheran Church 100th Anniversary.
- Cr Knoblauch advised that on Monday, 11 August 2025 he attended on behalf of Mayor Bria, the Marden Open Access College Midla Kuu Ceremony celebrating the re-naming of the College buildings with Kaurna names recognising Culture, Language & Reconciliation. The ceremony was conducted by Aboriginal Elder, Uncle Mickey O'Brien.

**6. ELECTED MEMBER DECLARATION OF INTEREST**

Cr Piggott declared an interest in relation to Items 13.3 and 13.6 of the Agenda.

**7. ADJOURNED ITEMS**

Nil

**8. QUESTIONS WITHOUT NOTICE**

Nil

**9. QUESTIONS WITH NOTICE**

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**9.1 QUESTIONS WITH NOTICE – CATS BY-LAW AND ANN STREET, STEPNEY PEDESTRIAN CROSSING - SUBMITTED BY CR SCOTT SIMS**

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**QUESTION WITH NOTICE:** Cats By-Law and Ann Street, Stepney Pedestrian Crossing  
**SUBMITTED BY:** Cr Scott Sims  
**FILE REFERENCE:** qA1040  
**ATTACHMENTS:** Nil

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**BACKGROUND**

Cr Sims has submitted the following Questions with Notice:

**Questions regarding Cats By-Law:**

1. What is the rationale behind introducing mandatory cat registration and property confinement? Please include any public safety, environmental or animal-welfare considerations.
2. How many cat-related concerns (complaints, enquiries or incident reports) has Council received over the past two years?
3. Since what year has Council supported the Cats Assistance to Sterilise (C.A.T.S.) program and what form has that support taken?
4. Can you confirm that the registration and confinement provisions in By-law 7 cannot be enforced until Council formally adopts them at a future meeting?
5. If Council's agreement with C.A.T.S. ends once the new by-law is in place, what (if any), alternative desexing subsidies or assistance will Council offer to residents and businesses?

**Questions regarding Ann Street, Stepney Pedestrian Crossing:**

1. Please provide an update on the current status of the new pedestrian crossing.
2. When is construction scheduled to commence?
3. What challenges have contributed to the lengthy delay in commencement?

**REASONS IN SUPPORT OF QUESTIONS**

Nil

**RESPONSE TO QUESTIONS REGARDING CATS BY-LAW  
PREPARED BY GENERAL MANAGER, GOVERNANCE & CIVIC AFFAIRS**

1. What is the rationale behind introducing mandatory cat registration and property confinement? Please include any public safety, environmental or animal-welfare considerations.

*Response:*

As part of the review of the *Dog and Cat Management Act 1995* undertaken by the State Government in 2024, it was anticipated that there would be changes made to that Act which would facilitate a consistent approach to cat management across the State beyond micro-chipping and desexing. However, this did not occur.

On this basis, the Council's Cat By-law was adopted by the Council to provide an introductory framework for the management of cats within the City.

As part of the preparation of a Cat By-law, it is essentially up to each individual Council to determine if additional management requirements are warranted in each Local Government area (ie, registrations, curfews etc.).

### Mandatory Cat Registration

In South Australia, it is mandatory (legislative), to microchip and register cats who are more than twelve (12) weeks old. Cats must be registered via the State Government's *Dogs and Cats Online (DACO)* database. This is not a requirement that can be changed by Local Government as it is a State Government requirement.

For the 2024-2025 period, 869 cats were registered on DACO within the City of Norwood Payneham & St Peters, compared to 662 cats for the 2023-2024 period.

The benefits of cat registration include enabling Councils to identify cat owners, managing nuisance issues and monitoring cat populations.

It is however up to each individual Council to determine if a registration fee should apply to cats.

A number of Councils in South Australia have introduced a registration fee to support the provision and delivery of animal management services, which includes educating the community on responsible cat ownership.

In this regard, a registration fee for cats is based on the same principles of dog registration fee.

It is important to note that the Council has not at this stage determined to introduce a cat registration fee.

Rather, the Cats By-law that was recently adopted by the Council contains a provision to determine a registration fee for cats via a resolution of the Council if and when the Council chooses to do so at some time in the future.

### Cat Confinement

At its meeting held on 7 April 2025, the Council considered the draft By-laws, including the draft Cats By-law.

At that time, the Council was advised that whilst some Councils had introduced a Cats By-law that requires cats to be confined or imposes a curfew on cats, given the additional costs and complexities associated with enforcement of these requirements, this Council's proposed Cats By-law, did not contain confinement or curfew provisions.

However, following consideration of the draft Cats By-law, the Council resolved to include provisions which address the 24 hour containment of cats, to be enacted by a resolution of the Council at some point of the Council's choosing.

To this end, following the Council's decision made at the Council Meeting held on 7 April 2025, the draft Cats By-law was amended to include the following Clauses:

#### 9. *Effective Confinement of Cats*

- 9.1 *As and from a date that is resolved by the Council (if any, and which date cannot be within the first twelve months of the commencement of this By-law), and subject to subclause 9.2, the owner of, or person responsible for the control of, a cat must take all reasonable steps to ensure that the cat is confined, at all times, to the premises occupied by that person unless the cat is under effective control by means of physical restraint.*
- 9.2 *Subclause 9.1 does not apply to any cat that was born before 1 January 2026 provided that evidence of the cat's age that is satisfactory to an authorised person (acting reasonably) is provided to the Council.*
- 9.3 *For the purposes of this subclause 9, cat means an animal of the species felis catus (of any age).*

The RSPCA's website states the following regarding the benefits of confinement or a curfew on cats:

- *Improved Safety:*  
*Indoor confinement reduces the risk of being hit by a car, attacked by other animals, contracting infectious diseases like Feline Immunodeficiency Virus (FIV), or being poisoned or trapped.*
- *Reduced Injury Risk:*  
*A contained environment prevents fights with other cats, which can lead to dangerous, infected abscesses.*
- *Protection from Loss and Theft:*  
*Keeping cats at home means they are less likely to get lost, stolen, or wander too far from home.*
- *Fewer Parasites:*  
*Confined cats are less exposed to parasites like fleas and ticks.*
- *Longer Lifespan:*  
*By avoiding the many dangers of roaming, indoor cats generally live significantly longer than their outdoor counterparts.*

#### *Benefits for the Community & Environment*

- *Reduced Nuisance:*  
*Confined cats are unable to urinate or defecate in other people's gardens, reducing community complaints and conflict.*
- *Protection of Native Wildlife:*  
*Confinement prevents cats from hunting and killing native birds and other small animals, which helps protect biodiversity.*
- *Reduced Straying:*  
*Less roaming means fewer lost or stray pet cats that may become homeless or contribute to the overall number of feral cats.*

2. How many cat-related concerns (complaints, enquiries or incident reports) has the Council received over the past two years?

*Response:*

Seven (7) complaints regarding cats were lodged with the Council in 2023-2024.  
Fourteen (14) complaints regarding cats were lodged with the Council in 2024-2025.

The nature of the complaints, enquiries and incidents are varied and include issues in respect to lost cats, roaming cats, cats eating wildlife, stray cats, and cats harassing other pets and humans.

3. *Since what year has Council supported the Cats Assistance to Sterilise (C.A.T.S.) program, and what form has that support taken?*

*Response:*

It is understood that Cats Assistance to Sterilise (CATS), was founded in 1988 as a means to overcome the issues associated with an increase in the local cat population. CATS identified at the time that there was a lack of education for cat owners in respect to the consequences of not de-sexing cats and the costs of de-sexing cats was too costly for a large percentage of the cat owners.

Since that time, CATS Inc has worked with local councils, including the City of Norwood Payneham & St Peters, to ensure responsible cat management within the community.



The former City of Kensington & Norwood first provided annual financial assistance of \$1000.00 to CATS Inc and in 1997, the Council increased the annual financial contribution to \$3000.00 per annum.

In 2022, the Council increased the annual financial contribution to CATS to \$6000.00 per annum.

CATS work with a number of local Veterinary Surgeons who provide a reduced rate for de-sexing of cats to assist the organisation with its work.

In addition, CATS has provided the following services from time to time, since its inception:

- investigation of cat management issues referred by the Council;
- mediation between residents who care for cats and those inconvenienced by cats;
- provision of information to cat owners on cat management and care;
- letter-boxing CATS leaflets to residents located in problem areas;
- Council-land cat colony control and management;
- special assistance for stray and non-friendly cats including catching and accommodation; and
- provision of assistance with cages, holding pens and accommodation.

4. Can you confirm that the registration and confinement provisions in By-law 7 cannot be enforced until Council formally adopts them at a future meeting?

*Response:*

The introduction of the registration fee and confinement provisions set out in the Cats By-law can only come into effect via a formal resolution of the Council.

5. If Council's agreement with C.A.T.S. ends once the new by-law is in place, what (if any), alternative desexing subsidies or assistance will Council offer to residents and businesses?

*Response:*

There is no reason why the agreement between the Council and CATS cannot continue, notwithstanding that CATS do not agree with the Council's decision to introduce a Cats By-law.

The provisions of the Cats By-law, including the possible introduction of a registration fee and containment requirements, does not cut across the work that is performed of CATS.

At this stage a response to the question cannot be provided as the staff position is that the Council should continue to work with CATS. Should this not be possible, then the Council will be advised of any alternative arrangements.

#### **RESPONSE TO QUESTIONS REGARDING ANN STREET, STEPNEY PEDESTRIAN CROSSING PREPARED BY GENERAL MANAGER, URBAN PLANNING & ENVIRONMENT**

The detailed design documentation for the Ann Street Zebra Crossing is currently being finalised. Completion of the final design should occur by mid-September 2025.

The construction timeline has been revised to reflect the delays in finalising the detailed design drawings and commencement of the project is now anticipated in early 2026. Completion of the project is anticipated by the end of March 2026.

The design of the Ann Street Zebra Crossing has gone through multiple iterations to achieve a cost-effective and technically compliant solution and this has significantly delayed delivery of the project. During the design process, updates to the relevant Australian Standard meant that the original concept was no longer compliant with lighting requirements. In addition, the redesign of the protuberances has required upgrades to the stormwater design to ensure that when the Crossing is constructed, water will not pond over the crossing. The impacts on stormwater drainage and lighting required significant modifications to the detailed design drawings, including:

1. redesign of the protuberances;
2. stormwater upgrades to prevent ponding over the crossing;
3. an updated lighting solution; and
4. the loss of some additional on-street parking to ensure adequate sight lines.

The resignation of the Council's former Manager, Traffic & Integrated Transport, Gayle Buckby in late 2024 and transition to the appointment of the new Manager, also contributed to the delay in finalising the detailed design drawings.

It should also be noted that the changes to the Zebra Crossing design which have been undertaken to ensure compliance with relevant lighting and stormwater drainage requirements and standards, has increased the cost of delivering this project, beyond the current budget allocation. As such, a report outlining the changes and the additional costs to deliver the project will be presented to Council as soon as the detailed design drawings and revised costings have been finalised.

**10. DEPUTATIONS**

## 10.1 DEPUTATION – RICHARDS PARK LEASE

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**REPORT AUTHOR:** Manager, Governance  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4593  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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### SPEAKER/S

Ms Ashleigh Teo

### ORGANISATION/GROUP REPRESENTED BY SPEAKER/S

Margaret Ives Community Children's Centre Inc.

### COMMENTS

Ms Ashleigh Teo has written to the Council requesting that she be permitted to address the Council in relation to the Richards Park Lease.

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

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Ms Ashleigh Teo addressed the Council on this matter.

**10.2 DEPUTATION – COMMEMORATING THE 100TH BIRTHDAY OF FORMER PREMIER DON DUNSTAN AC QC**

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**REPORT AUTHOR:** Manager, Governance  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4593  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Ms Elizabeth Ho

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

Immediate past Chair of the History Trust of South Australia.

**COMMENTS**

Ms Elizabeth Ho has written to the Council requesting that she be permitted to address the Council in relation to the commemoration of Don Dunstan's 100<sup>th</sup> Birthday.

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

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Ms Elizabeth Ho addressed the Council on this matter.

**10.3 DEPUTATION – COMMEMORATING THE 100TH BIRTHDAY OF FORMER PREMIER DON DUNSTAN AC QC**

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**REPORT AUTHOR:** Manager, Governance  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4593  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Mr Steven Cheng

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

Not Applicable.

**COMMENTS**

Mr Steven Cheng has written to the Council requesting that he be permitted to address the Council in relation to the commemoration of Don Dunstan's 100<sup>th</sup> Birthday.

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

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Mr Steven Cheng addressed the Council on this matter.

**10.4 DEPUTATION – COMMEMORATING THE 100TH BIRTHDAY OF FORMER PREMIER DON DUNSTAN AC QC**

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**REPORT AUTHOR:** Manager, Governance  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4593  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Mr Graham Clark

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

Not Applicable.

**COMMENTS**

Mr Graham Clark has written to the Council requesting that he be permitted to address the Council in relation to the commemoration of Don Dunstan's 100<sup>th</sup> Birthday.

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

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Mr Graham Clark addressed the Council on this matter.

**11. PETITIONS**  
Nil

**12. WRITTEN NOTICES OF MOTION**



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**12.1 WRITTEN NOTICE OF MOTION - COMMEMORATING THE 100TH BIRTHDAY OF FORMER PREMIER DON DUNSTAN AC QC – SUBMITTED BY CR CHRISTEL MEX**

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**NOTICE OF MOTION:** Commemorating the 100th Birthday of former Premier Don Dunstan AC QC  
**SUBMITTED BY:** Cr Christel Mex  
**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 Cr Christel Mex.

**NOTICE OF MOTION**

1. That staff consult with the Don Dunstan Foundation and Mr Steven Cheng to discuss opportunities to celebrate the 100th Birthday of Don Dunstan in 2026.
2. A report be presented to the Council regarding the outcome of the discussions and any opportunities for the Council's consideration by December 2025.

**REASONS IN SUPPORT OF MOTION**

The Hon Don Dunstan AC QC was one of South Australia's most influential and visionary Premiers, and longtime Member for Norwood. Given next year is the centenary of his birth (on 21 September 2026), I ask that the Administration provide advice on how Council can commemorate his 100<sup>th</sup> birthday in 2026.

Don Dunstan's reforms in areas such as multiculturalism, urban planning, arts, social justice, the environment, the hospitality industry and heritage conservation are important to our cultural heritage. These achievements are just as relevant now as they were in the 1970s due to global instability and social injustices that still linger today.

Don Dunstan served as Premier of South Australia across three terms (1967, 1970–1979) and is widely celebrated for his transformative leadership in areas such as social reform, Aboriginal rights, multiculturalism, the arts, and urban renewal.

Members of the community and his family have approached me and other members of Council to enquire how Council can celebrate this important milestone. They want to know what actions, events, or commemorative activities the Council could undertake or support to celebrate the 100th anniversary, in recognition of his significant contribution to our community, South Australia and the nation.

At the suggestion of Don Dunstan's family and close associates, possible commemorative actions are listed below, but are not to the exclusion of other ideas:

- hosting an exhibition in the Cultural Heritage Centre and Norwood Town Hall foyer, perhaps inviting community groups such as the Norwood Football Club and Meals on Wheels to share items and memories from their archives. Importantly, his family members have offered to loan many of his personal artifacts for an exhibition;
- a community picnic where residents bring a plate with a recipe, which could be included in a commemorative cookbook. This could coincide with the Melodies in the Park event, multicultural themed. Could also be a partnership with community groups such as Norwood Writers, resident associations and Maggie Beer (close friend of Don Dunstan);
- proposing that the Osmond Terrace public sculpture exhibit being themed 'Remember - the Future: the 'Don Dunstan Memorial Sculpture Walk'. By dedicating the whole and evolving body of works as part of a memorial to Don, it inveighs his legacy as something perpetual;

- connecting with the Don Dunstan Foundation and schools with educational programs;
- live music or theatre performances (such as “An Audience with Don Dunstan”);
- ‘Meet the Author’ event with his biographer Angela Woollacott (SA);
- offering a float in the Christmas Pageant; and
- panel session with locals and colleagues who knew him.

Just some of Don Dunstan’s achievements can be summarised as follows:

**Urban Planning, Environment & Heritage:**

- Pioneered heritage conservation laws, saving many historic buildings. Especially relevant to our city.
- Pushed for progressive city planning, including support for community-based housing initiatives still in NPSP today.
- Set up the Environment Protection Council (now EPA)

**Food and Wine Culture:**

- Particularly relevant to The Parade, Don Dunstan is remembered for reforming hospitality trading hours. Advocated for outdoor dining, modern culinary diversity, and the development of South Australia’s wine and food reputation. And we can’t forget Don’s Table on The Parade!

**Major Social Reforms:**

- Introduced anti-discrimination laws protecting race, gender, and sexuality.
- Decriminalised homosexuality (SA became the first Australian state to do so).
- Advanced Aboriginal land rights and supported Indigenous cultural preservation.
- Abolished capital punishment.
- Sexual assault within marriage became a criminal offence.
- Appointment of a disability advisor to the Premier.
- Establishment of the Ethnic Affairs Branch.
- Supported the establishment of Meals on Wheels both in Norwood and across the country.

**Cultural Leadership:**

- Championed multiculturalism and encouraged immigration diversity.
- Founded the South Australian Film Corporation, helping launch Australia’s modern film industry.
- Advocated for public festivals and arts funding, establishing Adelaide as a cultural hub.
- Established the Jam Factory in St Peters.

As a highly respected figure internationally, with deep ties to Norwood Payneham & St Peters and South Australia, his 100th birthday presents an opportunity for the Council to honour his legacy and engage the community in reflecting on the values he championed.

**STAFF COMMENT**

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

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

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*Cr Mex moved:*

1. *That staff consult with the Don Dunstan Foundation and Mr Steven Cheng to discuss opportunities to celebrate the 100th Birthday of Don Dunstan in 2026.*
2. *A report be presented to the Council regarding the outcome of the discussions and any opportunities for the Council’s consideration by December 2025.*

*Seconded by Cr Sims and carried unanimously.*

**13. STAFF REPORTS**

*Cr Robinson moved:*

*That Item 13.5 be brought forward for consideration.*

*Seconded by Cr Holfeld and carried unanimously.*

### 13.5 LEASE FOR A PORTION OF RICHARDS PARK

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<b>REPORT AUTHOR:</b>	Manager, Governance
<b>GENERAL MANAGER:</b>	General Manager, Governance & Civic Affairs
<b>CONTACT NUMBER:</b>	8366 4593
<b>FILE REFERENCE:</b>	qA159668
<b>ATTACHMENTS:</b>	A

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#### PURPOSE OF REPORT

The purpose of this report is to seek the Council's approval of the proposed Lease with the South Australian Minister for Education and Child Development (the Minister), for the continued use of a portion of Richards Park, Norwood, to enable the Minister to sublease the land to the Margaret Ives Community Children's Centre (the Centre) for the purpose of continuing to provide an additional play area for the Centre.

#### BACKGROUND

Richards Park is owned by the Council and is classified as *Community Land* in accordance with Section 193 of the *Local Government Act 1999* (the Act). The Council's *Parks and Gardens Community Land Management Plan* (updated in May 2022) includes Richards Park and allows for the land to be Leased consistent with the arrangements in place at the time the *Community Land Management Plan* was first adopted in June 2020, which includes the lease arrangement with the Minister.

At the Council Meeting held on 3 March 2025, the Council resolved the following:

1. *That the Council approves entering into a Lease with the Minister for Education and Child Development for the use of a portion of Richards Park, Norwood, for a ten (10) year period commencing on 1 July 2025 and expiring on 30 June 2035 and notes that the draft Lease will be presented to the Council for approval.*
2. *That the Council approves extinguishing the Right of Way for the laneway connecting Vernon Street to Richards Park and notes that local residents will be advised in advance.*

The current Lease with the Minister for the use of a portion of Richards Park commenced on 1 July 2015 and expired on 30 June 2025 and is currently in holding over whilst negotiations for a new Lease are finalised.

As included in the report to the Council on 3 March 2025, the preliminary Lease discussions that had occurred with staff from the Department for Education, included the requirement for the payment of rent for the land and clarification of the responsibilities associated with the management of trees adjacent to and within the Lease area. These matters have been included in the proposed Lease.

A copy of the draft Lease is contained within **Attachment A**.

#### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

#### FINANCIAL AND BUDGET IMPLICATIONS

The draft Lease proposes a Lease fee of \$7,200 per annum for the continued exclusive use of the land.

#### RISK MANAGEMENT

Legal agreements (ie, leases and/or licences) are required to be in place for Council owned land and facilities that are used by third parties, to ensure legislative compliance, establish clear responsibilities and reduce exposure to claims from third parties who may suffer injury or loss, whilst using the Council owned land or facilities.

## CONSULTATION

- **Elected Members**

Elected Members considered this matter at the Council Meeting held on 3 March 2025.

- **Community**

In accordance with Section 202(2) and (3) of the Act, where a lease or licence for *Community Land* is proposed to be for a period over five (5) years, the Council is required to undertake community consultation before granting that lease or licence. However, Regulation 22(1) of the *Local Government (General) Regulations 2013*, provides an exemption to this requirement where the lease or licence is being granted to a Minister and there is no substantial change in the use of the land.

As the Lease is between the Council and the Minister and there is no change to the use of the land, there is no requirement for community consultation.

- **Staff**

General Manager, Governance & Civic Affairs  
General Manager, Infrastructure & Major Projects  
City Arborist

- **Other Agencies**

Leasing & Property Project Manager, Department for Education  
Director, Margaret Ives Community Children's Centre

## DISCUSSION

The terms of the new Lease are largely similar to the previous Lease. The major difference is the requirement for the payment of rent for the leased land, the requirement for which was included in the report to the Council considered at the Council Meeting held on 3 March 2025. The inclusion of rent being applied as part of the Lease arrangements, was raised with the Department for Education during the preliminary discussions and Department staff have confirmed that they are satisfied with the draft Lease as contained in **Attachment A**.

Notwithstanding that there has been verbal acceptance from the Department of the draft Lease and the Lease has been reviewed by the Crown Solicitor's Office, the Margaret Ives Community Children's Centre (the Centre) has expressed concern regarding the rental fee being passed on to the Centre by the Department.

The decision to pass on the rent cost to the Centre is one for the Department to consider and it should not deter the Council from applying the rent.

As Elected Members would be aware, the payment of rent for exclusive use of Council land is an important principle for all Councils to consider in aligning with the general role, functions and principles to be observed by Councils as set out in the Act. It is strongly recommended that rent be applied, as included in the draft Lease, to ensure that the Council is acting consistently with the expectations of the community and legal requirements for public administration financial accountability and governance and is equitable in its treatment of leased premises and/or land.

Specifically, Section 8 of the Act contains important principles that the Council must act to uphold and promote observance of in relation to the performance of its roles and functions. The following principles are particularly relevant to the appropriate requirement for rent to be paid to exclusively occupy land which would otherwise be available to the entire community to access, the Council must:

- (h) *seek to ensure that council resources are used fairly, effectively and efficiently and council services, facilities and programs are provided effectively and efficiently;*
- (i) *seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs;*
- (ia) *seek to balance the provision of services, facilities and programs with the financial impact of the provision of those services, facilities and programs on ratepayers;*
- (j) *achieve and maintain standards of good public administration;*
- (k) *ensure the sustainability of the council's long-term financial performance and position.*

While the new Lease will not be directly with the Centre, but rather with the Minister, in terms of determining an appropriate rent amount, it is relevant that the land is sub-leased to the Centre which operates as a 'not for profit' community organisation. It is therefore appropriate that any rent recognises this distinction from other Council land leased to the State Government. For this reason, the rent has been calculated on the basis of the model applied to other 'community' leases.

The current policy position of the Council (from 14 June 2011) which is applied to tenants in terms of rent for 'community' use is 20% of the market rent value.

On this basis, a valuation for the market rent value was obtained which determined that the net market rental value for the portion of land is \$36,000 per annum. The percentage is considered representative of the costs that the Council is likely to incur as landlord of the rented property and provides a consistent base for the levying of rent. Based on 20% of \$36,000 the rent amount proposed is \$7,200 per annum.

This is consistent with the methodology for the calculation of rent at the time the previous Lease was approved by the Council in 2014. At that time, 20% of the market rental value equated to \$6,400 per annum. This decision was subsequently overturned by the Council based on the requirement that the Centre would pay the Council directly for the cost associated with undertaking inspections of the trees.

As Elected Members may recall, prior to there being a Lease in place with the Minister, the portion of land used by the Margaret Ives Child Care Centre, was larger and contained one large and one very large River Red Gum within the playground area. The boundary of the Centre was subsequently altered to exclude the very large River Red Gum.

In recognition of the proximity of two (2) large trees in the vicinity of the play area (despite the very large tree being well outside of the leased area), the current (existing) lease included special conditions that required the Council to inspect the trees and recover the cost from the Centre on the basis that if the play area was not located on Council land, there would be no need for the trees to be inspected annually. Given that one of the trees is well outside of the leased area and the other trees located on the land owned by the Department have significantly grown, the Department have indicated that the Centre, via a sublease with the Department, will be responsible for the inspection of all trees within the Centre grounds.

It is proposed that the significant tree that is located on Council land which is within the leased area will be included in the inspection and maintenance regime that the Centre has in place for all trees within the boundaries of the Centre site. It is envisaged that copies of the inspection and maintenance reports for the tree located on Council land will be provided to the Council.

This is the mutually preferred approach to managing the risks associated with the trees as it provides a more practical and effective solution to minimise the risk to safety and allow access requirements to be appropriately managed as per the Centre's operating guidelines.

The principles of competitive neutrality are also relevant to the requirement for the State Government to pay rent to lease the portion of land in Richards Park. Other Child Care Centres are likely required to pay for their land or a rent for their premises. Noting the decision on whether to pass on the rental amount is for the Department for Education to decide in acting for the Minister, the Council should also not be seen to directly or indirectly offer a competitive advantage to the operation of the Centre. The minimal rental amount of \$7,200 per annum meets the balance between recognising that the leased land will be used for a not-for-profit community child care centre, while still ensuring there is competitive neutrality.

The Centre's website suggests that the Centre is licensed for 82 children. The decision (made at the meeting held on 3 March 2025) to extinguish the Right-of-Way from Vernon Street to Richards Park, provides the Centre with an opportunity to expand to meet the increasing needs given the introduction of more preschool students as part of the State Government's Office for Early Childhood Development implementation of preschool for three (3) year olds.

If the Department does pass on the rent to the Centre, it is likely that the payment of rent will equate to a very small percentage increase to the fees that are charged. This strikes an appropriate balance from a competitive neutrality perspective and in terms of an equitable approach to the use of Council resources, good public administration and responsible financial management – noting that the arrangements between the Department and the Centre is not an issue for the Council.

In terms of the extinguishing of the Right of Way from Vernon Street, while there is no further action for the Council to take given the land is owned by the State Government, staff have not been advised in terms of the status of this. In finalising the Lease with the Department an indication of the timing for the laneway to be closed off and an undertaking to ensure local residents are advised will be sought from the Department.

## **OPTIONS**

The Council has resolved to enter into a new lease with the Minister. The Council is therefore now required to approve the final Lease.

## **CONCLUSION**

From an administrative perspective, the current Lease arrangements have worked well and the proposed changes to be incorporated into a new Lease will enhance the arrangement.

## **COMMENTS**

Nil.

## **RECOMMENDATION**

That the draft Lease between the Council and the Minister for Education and Child Development as contained in Attachment A, for the exclusive use of a portion of Richards Park, for a ten (10) year period commencing on 1 July 2025 and expiring on 30 June 2035, be approved.

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*Cr Duke moved:*

*That the draft Lease between the Council and the Minister for Education and Child Development as contained in Attachment A, for the exclusive use of a portion of Richards Park, for a ten (10) year period commencing on 1 July 2025 and expiring on 30 June 2035, be approved.*

*The motion lapsed for want of a seconder.*

*Cr Moorhouse moved:*

*That the draft Lease between the Council and the Minister for Education and Child Development as contained in Attachment A, as amended to include an annual rent of \$10.00, for the exclusive use of a portion of Richards Park, for a ten (10) year period commencing on 1 July 2025 and expiring on 30 June 2035, be approved.*

*Seconded by Cr McFarlane and carried.*

## **Section 1 – Strategy & Policy**

### **Reports**



### 13.1 CULTURAL HERITAGE PROGRAM REVIEW

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**REPORT AUTHOR:** Manager, Arts, Culture and Community Connections  
**GENERAL MANAGER:** General Manager, Community Development  
**CONTACT NUMBER:** 8366 4550  
**FILE REFERENCE:** A1209343  
**ATTACHMENTS:** A

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#### PURPOSE OF REPORT

To seek the Council's approval of the recommendations resulting from an independent Service Review of the Council's Cultural Heritage Program.

#### BACKGROUND

As the only Local Government Authority in South Australia and one of only three in Australia, admitted as a Member of the International League of Historical Cities, the Council and the community it represents, are proud of its rich and celebrated cultural history.

In 1994, recognising this rich and valued heritage, the former City of Kensington and Norwood Council established a Cultural Heritage Program with the aim:

*'....to help all sections of the community to understand, celebrate and benefit from the Council's rich and distinctive history through the provision of a number of specialist historical services and cultural activities'.*

Given the need to review and update the Program, at its meeting held on 2 September 2024, the Council resolved:

*'an Independent Review of the Cultural Heritage Program be undertaken and a report presented back to the Council by March 2025, informing the Council on the strategic direction of the Program'.*

In response, Strategic Solutions Co was engaged to review the following:

#### 1. Program Delivery

- evaluate the overall effectiveness and efficiency of the Cultural Heritage Program;
- identify strengths, weaknesses, opportunities, and risks related to future scope, community impact, role and service/program delivery;
- propose recommendations for improvement and innovation including a proposed future service and program model and identify impact to the existing service and program model;
- identify opportunities for fee for service/profit generating services;
- assess and develop collaboration strategies to enhance and/or leverage the cohesion of cultural heritage functions with Council's library and art functions;
- identify an approach to the future management of the Civic Collection, including Council's role (versus other potential custodians) in curation, storage and enhancing community access;
- identify the role and proposed utilisation of The Gallery and 'cultural heritage space' located within the St Peters Town Hall complex to underpin the achievement of the Cultural Heritage Program objectives.

#### 2. Operational

- benchmark positions and salaries against industry standards, ensuring competitiveness and fairness;
- analyse staff classifications and roles, providing clarity in respect to responsibilities and accountabilities.

#### 3. Capacity & Capabilities

- assess the effectiveness of the current organisational design, positions, and capability.

#### 4. Training Requirements

- identify gaps in staff knowledge and skills, particularly in the context of future strategic, service and/or program outcomes;
- propose a comprehensive development plan, including appropriate training and materials.

An Elected Member Information Session was held on 31 March 2025 at which the findings of the Review were presented and an opportunity was provided for Elected Members to provide feedback.

#### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The Council's Cultural Heritage Program contributes to a range of strategic priorities, including:

- Arts and Culture Plan 2024-2027
- *City Plan 2030: Shaping Our Future* through:
  - **Outcome 1: Social Equity**  
Objective 1.1 Convenient and accessible services, information, and facilities.  
Strategy 1.1.3 Design and provide safe, high-quality facilities and spaces for all people.
  - **Outcome 2: Cultural Vitality**  
Objective 2.1 An artistic, creative, cultural & visually interesting City.  
Strategy 2.1.3 Attract and support cultural and creative organisations, businesses, and individuals.  
Objective 2.2 A community embracing and celebrating its social and cultural diversity.  
Strategy 2.2.2 Facilitate opportunities for cultural expression, celebration, and interaction between different cultural and demographic groups.  
Objective 2.5 Dynamic community life in public spaces and precincts.  
Strategy 2.5.3 Host and facilitate community events and activities.

#### FINANCIAL AND BUDGET IMPLICATIONS

The Review report recommended a budget allocation (Recommendation 21 (page 47)) of \$45,000 to provide short term assistance with the implementation of Recommendations 9,10 and 12. Further information regarding the Financial Implications of the Recommendations set out in the Review Report is set out in the Discussion section of this report.

As discussed further within this report, it is recommended that the individual budget components be managed accordingly:

- in relation to Recommendation 9, no funds are considered necessary as the review of the *Civic Collections Policy 2008* can be undertaken by staff;
- the proposed \$15,000 for moving records to State Records South Australia is necessary to support the associated recommendation and a budget bid will be developed as part of the 2026-2027 Budget.

In addition, funds may be necessary to support disposal activities associated with Recommendation 6: *Immediate steps should be taken to clear the compactus room of non-heritage material.* (Page 38). In the event such funding is material, this will be put forward as part of the draft 2026-2027 Budget.

- the proposed \$15,000 to support increasing storage space, the Collection includes a range of items that could be made accessible to the community or displayed (such as in the foyer of the Cultural Heritage Centre) that would assist in providing an improved storage solution and potentially minimise some of the longer-term solution requirements.

In this respect, it is recommended that further work be undertaken to determine suitable storage and display solutions and that any funds that are requested be considered as part of the 2026-2027 Budget.

## **SOCIAL ISSUES**

The Review considered the strongest rationale for the continuation of the Council's Cultural Heritage Program as 'building community harmony by enhancing a connection to place for residents'.

This engagement can be achieved through the layering of the following:

1. individual services (i.e. property histories);
2. Cultural Heritage Program activities (i.e. support public access to online resources, History month events, research service and education workshops);
3. City-wide activities (i.e. activation and education across the City); and
4. State-wide and National activities (i.e. participation in State-wide events, such as NAIDOC).

## **CULTURAL ISSUES**

The Council's Cultural Heritage Program has amassed a significant collection of approximately 50,000 items which includes historical objects which become 'cultural heritage' when they are activated and serve the social and cultural interests of the community.

### *Activating the Collection*

The contents of the Cultural Heritage Collection, and the related stories, are largely unknown and inaccessible to the community. Activating and reimagining the Collection, bringing items out of storage and into public spaces to enrich the cultural experience can be achieved through:

- **Digital platforms**

Digitisation increases access and awareness of what is held within the Collection, making it available to a wider audience beyond geographical and physical limitations, protects vulnerable items and provides community access to items of public interest.

In addition, building online content activates the Collection which in turn builds engagement and facilitates research and educational opportunities. It is through engagement that collections develop meaning and relevance.

- **Interactive installations and exhibitions across the City**

The annual program of interactive history month exhibitions, tours, workshops and community-based arts and culture projects are approaches the Arts, Culture and Community Connections business unit have utilised to increase participation and interaction to foster connection and promote learning.

The next phase of this reimagining could involve public realm activations, beyond the physical spaces of the Cultural Heritage Centre, to support the primary purpose identified within the Review report i.e. 'creating a connection to place for local residents'.

- **Interdisciplinary approaches**

Integrating cultural heritage with other fields or areas of community interest, such as the environment, the arts and social and cultural issues, bridges the past, present and future, helping to promote connection and raises the importance of cultural heritage and its relevance today.

- **Inclusivity and diversity**

Incorporating the stories and perspectives of the City's diverse communities and co-designing the cultural heritage program to ensure the Program reflects the needs and aspirations of the community.

## RESOURCE ISSUES

The Review considered staffing levels and has determined there is an adequate level of staffing. However, the Review recommended that the Program consider an increased utilisation of volunteers to assist with community enquiries and Collection management.

## RISK MANAGEMENT

The Review has identified that the Program's collection management practices may present potential risks, including:

- inadequate preservation of material in the compactus room due to an absence of a regular cleaning schedule, creating conditions which could be conducive to pests, insects and mice, which could damage the material; and
- Work, Health and Safety risks due to boxes being stored on top of each other and above head height in the upstairs storeroom. This risk has previously been identified by Council staff, and 120 boxes of Council records are currently being prepared for transfer to State Records.

A review of the existing cleaning service will be undertaken to ensure adequate cleaning is undertaken and budgeted for.

The implementation of the recommendations contained in the Review report to reduce the size of the Collection will assist to mitigate work health and safety risks.

## CONSULTATION

- **Elected Members**  
An Information Session was held with Elected Members on 31 March 2025.
- **Community**  
Not Applicable.
- **Staff and Volunteers**  
Strategic Solutions Co engaged with a range of staff including:
  - Cultural Heritage Coordinator;
  - Cultural Heritage Administration Assistant (researcher);
  - Manager, Library Services;
  - Manager, Information Services;
  - Senior Records Officer;
  - Manager, Urban Planning and Sustainability;
  - Volunteer, Cultural Heritage Centre.
- **Other Agencies**  
Strategic Solutions Co engaged with a range of stakeholders including:
  - Ms Denise Schumann OAM, Heritage Consultant, Denise Schumann and Associates;
  - Ms Amy Vanner, Senior Collection Archivist, State Records of South Australia;
  - Other Local Government Cultural Heritage functions.

## DISCUSSION

The Council's Cultural Heritage Program has a long history, originating in the former City of Kensington & Norwood in the mid 1970's. In 2013, the Program transferred from the Norwood Library site to operate from a purpose-built facility within the St Peter's Town Hall Complex.

The originating aim of the Program was to:

*'assist all sections of the community to understand, celebrate and benefit from the Council's rich and distinctive history ... and recognise that there is a legitimate need for local communities to collect, record, analyse, and interpret their past in order to understand the present'.*

The provision of a dedicated 'Cultural Heritage' space within the St Peter's Town Hall Complex has become a central identity of the Program and was envisaged to become a 'highly visited and significant South Australian cultural facility' driving visitation and economic growth within the City by:

- protecting historic documentation;
- facilitating research;
- collecting tomorrow's history;
- exhibiting permanent displays;
- providing professional site histories (both for commercial and personal clients);
- providing family and local interest (street, public buildings and house) histories;
- sharing the history of the City; and
- undertaking public engagement (both in-bound and out-reach) including school visits, seminars and workshops.

### Performance

The Program has enjoyed positive community interest since its inception and continues to retain a strong customer base.

However, the Review found that the operation of the Program experienced a shift since 2021 that has led to a misalignment between its operations and purpose. Whilst the Program continues to deliver a high-quality service, the management of the Program's Collection has become consuming and overwhelming, negatively impacting the Program's impact within the community.

The reasons for this are likely diverse, but include the need for improved clarity of Purpose, resourcing and capability, and clear and measurable objectives.

The Review identifies 21 Recommendations primarily aimed at supporting the Program to realise an amended Purpose and concentrating efforts to achieve associated impact.

### Purpose

The originating purpose of the Cultural Heritage Program centred on (page 49):

- engaging with the public to promote and celebrate the cultural heritage of the City; and
- drive visitation and generate economic activity.

While the Review concluded that the Program had been largely successful in respect to engaging the community, it recommended that the Program:

- could achieve improved impact through better integration into the organisation (i.e. leveraging the Council's other services); and
- that generating economic activity should not be a main driver or purpose of the Program given it is unlikely to achieve meaningful visitation when compared to some of the Council's other services.

In this regard, the Review proposed (page 9) the ongoing benefits of the Program should be measured based on:

- the service it provides to citizens;
- social benefit; and
- community benefit.

To achieve these outcomes the Review recommends (Recommendation 1 – page 35) the following:

*The Centre (i.e. the Program) should adopt a new purpose statement against which its performance can be measured. The proposed purpose is:*

*Primary Purpose*

- *Creating a connection to place for local residents.*

*Secondary Purposes*

- *Building the reputation of NPSP as a historically important place*
- *Supporting owners of historic homes to undertake sympathetic heritage restorations.*
- *Empowering residents with the skills to navigate historical sources in the Collection and on-line tools resources to perform their own historical searches including ancestry searches.*

**This Recommendation is supported**

Service Review - Recommendations

Importantly, the adoption of the aforementioned purpose represents a foundational Recommendation of the Review (page 35), setting the future direction for the Program. Subsequent recommendations of the Review assume this Purpose and reflect four key areas of focus:

1. *Reducing the size of the Program's Collection and restoring order to the Centre's operations (page 36, Recommendations 2 to 11).*

The Cultural Heritage Collection is an important tool used to store and catalogue historic artefacts / items for the purpose of preservation and translation of the City's history.

Whilst the Program assists as a catalyst for the collection and preservation of historic materials, its role is not designed to replicate or replace recognised institutions such as State Records of South Australia or museums. Whilst it is acknowledged that there is an aligned and shared purpose, it is suggested that the Council's Cultural Heritage Collection should be guided by how the items within the Collection can and will be utilised to achieve its purpose. In this regard, consideration must be weighted toward the community's access to the collection.

However, this is not to suggest an absence of need for professional curation and preservation. Importantly, the management of the Council's Cultural Heritage Collection needs to observe legislative obligations (i.e. State Records Act 1997), and leverage the services afforded by aligned institutions, such as State Records of South Australia.

The Collection also includes items that, in addition to cultural value, are financially valuable. In both respects, their preservation requires specialist knowledge and expertise to ensure they are stored safely. Conversely, the Collection includes items that may be of historic value or interest, however, do not relate specifically to the City or contribute to the achievement of the Program's purpose. Such items typically result from donations from the community e.g. armed forces medals donated as a result of a deceased estate which have historic value but may not specifically relate to the City's cultural heritage. Often, these items would be better served by organisations with an aligned purpose (e.g. branches of the Returned and Services League of Australia).

Better management of the Collection is fundamental to the achievement of the Program's purpose through improved community access to the 'Cultural Heritage Centre' and a relevant and secure Collection.

Underpinning the reduction of the Program's Collection, the Review has recommends:

- Recommendation 2: *Immediate work should be undertaken to clear the upstairs storage room / workspace of excess material.* (Page 36) **This Recommendation is Supported.**

Work has commenced to achieve this and 120 boxes of records have recently been prepared to transfer to State Records of South Australia.

- Recommendation 3: *Subsequent to the completion of recommendation 2, transfer digitisation to upstairs storage room / workspace.* (Page 36) **This Recommendation is Supported in part.**

Whilst records will be stored in the storage area, it is preferred to house the scanner in the research room as this improves staff/volunteer access to the scanner whilst simultaneously enabling them (volunteers and staff) to be available to community members/customers as they present.

- Recommendation 4: *Immediate work should be undertaken to clear material, much of which is of no heritage value, that is preventing the research room from being safely opened to the public.* (Page 36) **This Recommendation is Supported.**

The non-heritage items captured in the research have been removed. Consideration of the remaining items require assessment against the Council's *Civic Collections Policy 2008* to determine their suitability for disposal or retention. A storage solution will need to be identified in the event they are to be retained.

- Recommendation 5: *Once cleared of excess material the research room should be reopened to the public.* (Page 37) **This Recommendation is Supported.**

The Research Room is currently open on Tuesdays and Thursdays when the Council's 'researcher' and Cultural Heritage volunteers are present. Whilst the current configuration of the 'Centre' supports existing service delivery, the intent would be to enhance the room, including onboarding additional volunteers, to provide a welcoming community space to access online resources and the physical collection, offer support and training to assist visitors locate and navigate online resources and respond to questions related to the Council's Cultural Heritage Collection. It is anticipated that this can be achieved in time to align with History Month in May 2026.

- Recommendation 6: *Immediate steps should be taken to clear the compactus room of non-heritage material.* (Page 38) **This Recommendation is Supported.**

The compactus includes a significant amount of material. Until progress is made on assessing the items stored, it is difficult to determine the quantity of material that requires disposal, and the disposal method. It is possible that funding will be required to support disposal. In the event such funding is material, a budget bid will be prepared to support the activity.

- Recommendation 7: *Following the implementation of recommendation 6, clean compactus room to ensure it is fit for purpose for storing heritage items.* (Page 38) **This Recommendation is Supported.**
- Recommendation 8: *Consider pausing the emphasis on digitisation in the short term to prioritise actions which will help to restore order to the Centre.* (Page 38) **This Recommendation is Supported in part.**

The current digitisation project is limited to at-risk items that are regularly utilised for community research requests (i.e. Council assessment records) and those of high public interest (i.e. photos).

To date, two thirds of the at-risk assessment records (187 volumes) are in the process of being scanned by an external service provider and the remaining third will be scanned during the 2025-2026 financial year, concluding this component of the project. Given the momentum associated with this work is well-progressed, there is limited value in pausing the work.

It is noted the current digitisation project excludes the St Peters assessment registers (109 volumes) which are currently on microfiche. Whilst the community will be able to access these with assistance, it will mean that the St Peters records won't be as accessible as those records relating to the other parts of the City. The digitisation of these records is estimated to cost approximately \$18,000. It is suggested that this be considered in future as a part of a budget bid once the Cultural Heritage Program has appropriately responded to the other recommendations within the Review report.

It is intended that, in future, scanning items of high public interest will be assisted by volunteers (where possible) and be undertaken as time permits.

- Recommendation 9: *Revise and reissue the Civic Collections Policy 2008, and:*
  - a. *use the revised Civic Collections Policy as the basis for an internal audit of the Collection and deaccession material that does not match the Policy Directives;*
  - b. *material needing to be deaccessioned should be done so according to Section 8 of the Policy – “Deaccessioning Policy”; and*
  - c. *prioritise the internal audit on difficult to store bulky items (costumes, props, furniture, artwork etc).* (Page 39) **This Recommendation is Supported.**

The Review has suggested a budget of approximately \$15,000 to undertake this work however it is considered that this work can be undertaken by staff.

- Recommendation 10: *Consideration should be given to moving a significant proportion of the historic council records to State Records.* (Page 40) **This Recommendation is Supported.**

The Review report recommends (Recommendation 21 ((page 47)) a budget allocation of \$15,000 to support moving records to State Records. Work is underway, and further budget is required to complete full relocation.

- Recommendation 11: *If the measures suggested in the review are insufficient to create the additional space needed for the Centre to operate, a cut-off date for more recent material might be considered. These dates could be:*
  - i. *Post-amalgamation council records.*
  - ii. *Post 1970 rate assessment registers – which is when they became computerised.* (Page 40) **This Recommendation is Supported.**

## 2. *Longer-term considerations around creating additional space.*

Whilst reducing the size of the Council's Cultural Heritage Collection will reduce storage requirements, there is a sustained need for the storage of records and items. This need is emphasised through the significant improved utilisation/participation within the Gallery.

Over the last six months, significant progress has been made in moving records out of the Cultural Heritage Centre to the Council's records repository provider (Iron Mountain) and State Records of South Australia. This work will continue. Similarly, work has been underway to understand other items (e.g. paintings and furniture within the Collection) and strategies, such as working with the St Peters Historic Conservation Trust to remove the Trust's items from the Council's storage solution, has enabled a positive step forward in reducing the Collection.



The availability of suitable storage within the St Peters Town Hall complex is limited. In accordance with observations made as part of the Review report, greater consideration of storage needs to form part of the Cultural Heritage Program, St Peters Library and the Council's Arts function is required. Before this can occur, adequate progress needs to be made on the reduction of the Collection. As a principle, the storage of items must not interfere with the operation of the Council's Cultural Heritage Centre or provide an unsafe work environment. In this respect, alternate solutions will need to be identified, and where necessary, a proposal through the Council's budget process be submitted.

In the interim, the Review has considered utilisation of Collection items within the Council's public spaces and will be explored together with the other strategies in place/previously discussed.

Underpinning the longer-term space requirements for the Program, the Review report recommends:

- Recommendation 12: *An immediate increase in storage space is required to effectively operate the Cultural Heritage Centre and effectively mount art exhibitions at the Centre. These options include:*
  - *Building a storage space in the Banquet Hall;*
  - *Moving the Cultural Heritage Staff to the Library staff area and using the current office for additional storage; or*
  - *Converting the staff kitchen to a storage room. (Page 41) **This Recommendation is Not Supported.***

The need for storage space is acknowledged and Recommendation 12 is supported in this respect. However, many of the Recommendations will impact on the Cultural Heritage Program, spanning the needs of volunteers, customers, the Collection etc. In this regard, Recommendation 13 is based on the need to consider the longer-term space requirements for the Program, and hence, It is suggested that the solutions offered to address storage needs within Recommendation 12 not be adopted in favour of addressing this, including identifying alternate solutions, as part of Recommendation 13.

- Recommendation 13: *Consider longer term options to create more space for the Cultural Heritage Centre and other Council services in the St Peters Town Hall Complex. (Page 41) **This Recommendation is Supported.***

The Review report recommends a budget allocation (Recommendation 21 (page 47)) of \$15,000 to provide for more storage.

The Collection includes a range of items that could be made accessible to the community or displayed (such as in the foyer of the Cultural Heritage Centre) that would assist in providing an improved storage solution and potentially minimise some of the longer-term solution requirements.

The further digitisation of records would also reduce storage demand.

In this respect, it is recommended that further work be undertaken to determine suitable storage and display solutions and that any required funds be considered as part of the 2026-2027 Budget.

### 3. Adopting a proposed fee structure for the enquiry service.

The Cultural Heritage Program responds to approximately 500 research requests annually. The primary nature of these requests relates to dwellings, street or public building histories (52%) and can be from individual local-residents or local or external commercial entities. The secondary nature of enquiries relates to biographies / family histories (21%) (page 29).

The service that the Council provides is to a high standard, currently undertaken by a qualified historian, and provided at no cost to the person or organisation making the request. Whilst the average response takes 1.15 hours, some requests can require days or even weeks to complete. The service is not advertised as staff feel at capacity responding to current customer demand.

However, the Review report indicates that the current level of service may not be required, and that some customers may prefer a service that facilitates self-help and guidance. Similarly, the quality of the product delivered may not always be necessary. The utilisation of volunteers could be an opportunity to address demand and better respond to self-help and a potentially less comprehensive service.

Analysis of the services provided and the customer profile considers the introduction of a fee for service model in response to three scenarios:

- i. 18% of enquiries originate from commercial entities (typically developers or real estate agents). As these requests relate to a 'for profit' commercial purpose, the Review suggests that the introduction of a fee would be appropriate and likely immaterial to the commerciality of the customers associated product (page 41);
- ii. a large proportion of enquiries are from non-residents. In the past, when the purpose of the Centre was to drive visitation, it made sense to provide the service for free as it was seen as a way to attract visitors. However, with the recommended revised Purpose, there is no justification to continue providing non-rate payers the service for free. Currently, approximately 20% are non-residents, 45% are residents and 35% are of unknown residential status;
- iii. the level of service provided by the Program is one of the most highly professionalised services in Adelaide (page 42) and in comparison to other similar services, may be considered as 'over-servicing' and exceeding customer need and/or expectation. Whilst on average it takes 1.15 hours to respond to an enquiry, some enquiries are handled within 10-15 minutes, whilst the time taken to undertake property/house histories, suburb or public building or street histories or biographies, which represent over 70% of all enquiries, typically range from 1-5 hours with most taking between 2-3 hours. The Review suggests consideration of a fee structure where the first 30 minutes are free and include guidance on where additional information can be sourced. Additional research time could be charged at \$40.00 per hour.

The introduction of fees for some of the Program's services reflects a change in long-standing practice. Whilst the Review identifies potential methodologies for introducing fees, there is a lack of clarity relating to what constitutes a 'service' or a 'product'. Whilst a 'time allotment' appears feasible, in practice it reflects an intangible outcome for the community i.e. there is uncertainty about how a half an hour of effort may fulfill a customer's request. Whilst there is strong support for the basis of fees as outlined within the Review report, further work is required to determine the scope of 'products' that can be obtained (with or without a fee) through the Program.

In addition, many of the services that are currently provided by the Program are undertaken by a role that is not adequately designed to suit this function (e.g. the services rely on specific qualifications which are not currently embedded into the position design). Hence, the requirements of this role will need to be reviewed to ensure it aligns with the existing and future need.

Additional consideration needs to be given to the long-standing community expectations in respect to the services that are provided. In this respect, it would be appropriate to provide significant advanced communication to the community of when the changes would take effect.

To progress the introduction of a fee structure, it is recommended that further work be undertaken and a report be prepared for the Council's consideration that explores the opportunities for defining the specific services that may/may not be subject to a fee. It is anticipated this report would be provided to the Council by February 2026, with a view to implement on the 1 July 2026 in line with the adoption of the Council's other fees and charges.

Underpinning the introduction of a fee structure for the enquiry service, the Review report recommends:

- Recommendation 14: *Consider the introduction of a fee for the enquiry service where all non-resident and commercial enquirers are charged at \$40 an hour. (Page 42) **This Recommendation is Supported in part.***
- Recommendation 15: *Consider the introduction of a fee for longer, professionally delivered enquiries for residents. It is suggested that the first 30 minutes is free and the time taken thereafter is charged at \$40 an hour. (Page 42) **This Recommendation is Supported in part.***

Recommendation 16: *Undertake a review after 12 months to consider the impact on the service of the proposed fee structure. (Page 43) **This Recommendation is Supported.***

#### 4. Resources.

In comparison to other Council operated Heritage Centres, the Review report indicates that the Council's Cultural Heritage Program is adequately staffed (based on current service provision). However, it also observed that many other Centres have at least 3 or 4 times the number of volunteers.

Volunteers could undertake a range of tasks, including:

- providing guidance and advice to clients wishing to undertake their own research;
- assisting with research;
- assisting with the digitisation process;
- deliver and/or assist in specific Cultural Heritage public activities;
- assisting with records transfers to State Records; and
- providing support and assistance with the management of the Collection.

The introduction of a volunteer program within the Cultural Heritage Program is supported.

To increase resources, the Review recommends the following:

- Recommendation 17: *Take steps to increase the use of volunteers within the Centre.* (Page 44) **This Recommendation is Supported.**
- Recommendation 18: *In conjunction with management, establish a work program for Centre staff which allocates set times per task. This may only need to be a temporary measure.* (Page 45) **This Recommendation is Not Supported.**

The origins of this Recommendation pertain to a specific staff related matter which has been subsequently resolved.

- Recommendation 19: *Take steps to more firmly integrate the Centre into council administration both operationally and in terms of service provision. This requires Centre staff to view the broader council administration as a source of assistance rather than a hinderance. It also requires raising awareness of the Centre's capacity within the council administration, particularly in adjacent areas of activity and greater use of the Centre's capacity.* (Page 45) **This Recommendation is Supported.**
- Recommendation 20: *Consider absorbing the facility and collection management into the structure of the library management. Specialist history or curatorial staff should be retained to undertake the functions, but they should be part of a broader library team which is charged with responsibility of the Centre.* (Page 46) **This Recommendation is Supported in part.**

The Council's Cultural Heritage Program operates as a discreet function and has been successful in building a strong customer base. In this regard, it is intended to continue to operate the Program as an independent service/function.

However, there is significant synergy between the functions of the Council's Cultural Heritage Program and Library Services. Establishing a stronger relationship between the two operations will enable the Cultural Heritage Program to leverage and utilise the following:

- collection management staff;
- connections with the community to reach a wider audience;
- collaborative community program planning to support Cultural Heritage objectives;
- integration of Cultural Heritage lens to the suite of educational programs, learning activities and online resources, including Library SA's upcoming digital platform, Spindle, that will provide community access to historical photographs, oral histories, artworks, maps, publications and objects, and
- a holistic view of the St Peters Town Hall Complex to improve community access and experience, acting as a vital cultural hub for cultural exchange and learning.
- synergistic approach that enhances community engagement, expands access to knowledge, and promotes the preservation of and access to cultural heritage now and into the future.

To achieve this, the Coordinator, Cultural Heritage will now report to the Manager, Library Services.

- Recommendation 21: *Provide a one-off budget provision of \$45,000 to provide short term assistance with the implementation of Recommendations 9, 10 and 12 (Page 47)* **This Recommendation is Supported in part.**

The Review has recommended a budget as outlined in Table 1 below.

**TABLE 1: REVIEW REPORT RECOMMENDED BUDGET ALLOCATION**

Recommendation	Proposed Budget \$
9. Revise and re-issue the <i>2008 Civic Collections Policy</i>	15,000
10. Move a significant proportion of the historic Council records to State Records of South Australia	15,000
12. Increase storage space	15,000
<b>TOTAL</b>	<b>45,000</b>

It is recommended that the individual budget components be managed accordingly:

- in respect to Recommendation 9, no funds are considered necessary as the review of the *2008 Civic Collections Policy* can be undertaken by staff;
- the proposed \$15,000 for moving records to State Records South Australia is necessary to support the associated recommendation and a budget bid will be developed as part of the 2026-2027 Budget.

In addition, funds may be necessary to support disposal activities associated with Recommendation 6: *Immediate steps should be taken to clear the compactus room of non-heritage material.* (Page 38). In the event such funding is required, this will be considered as part of the 2026-2027 Budget.

- In respect of the proposed \$15,000 to support increasing storage space, the Collection includes a range of items that could be made accessible to the community or displayed (such as in the foyer of the Cultural Heritage Centre) that would assist in providing an improved storage solution and potentially minimise some of the longer-term solution requirements.

The further digitisation of records would also reduce storage demand.

It is recommended that further work be undertaken to determine suitable storage and display solutions and if any funds are required it will be considered as part of the 2026-2027 Budget.

### Arts and Culture Plan 2025-2027 priorities

The recommendations outlined within the Review report represent a significant body of work aimed at improving the effectiveness of the Program. It is anticipated that the Recommendations may take approximately two years to implement.

In light of these priorities, responsibilities assigned to the Cultural Heritage Program outlined within the Council's 2025-2027 Arts and Culture Plan, are unlikely to be achievable within the life of the Plan. These responsibilities include:

1. Develop a cultural map of the City of Norwood Payneham & St Peters
2. Map sites of First Nations Significance
3. Research and develop a First Nations register on the Council's website
4. Review and update local heritage interpretive signage across the City.

In addition, the Review report Recommendations primarily centre around actions that focus on the Program's core business and achieving an appropriate level of performance that responds to the purpose/objective of the Program.

Whilst the actions identified in the 2025-2027 Arts & Culture Plan are important, they represent activity that expands upon the Programs core activity and were presumably identified on the basis the Program had appropriate systems and practices in place to enable the efficient running of its core services.

It is recommended that the four previously discussed Priorities within the Council's Arts and Culture Plan be deferred for consideration during the development of a future Plan.

## **OPTIONS**

The Council could choose not to implement the recommendations outlined within the Review report however this is not recommended as the Cultural Heritage Program needs to transform.

## **COMMENTS**

Nil.

## **RECOMMENDATION**

- (a) That the Final Review Report of the Council's Cultural Heritage Program prepared by Dr Dominic Stefanson of Strategic Solutions Co be received and noted.
  - (b) That with the exception of Recommendations 12 and 18, Recommendations 1 to 21 of the Review Report be adopted.
  - (c) The Council notes that further investigation into the development of fee-based products/services will be undertaken and reported to the Council in February 2026.
  - (d) That the responsibilities relating to the Cultural Heritage Program as outlined in the Council's 2025-2027 Arts & Culture Plan be considered as part of a future Arts & Culture Plan.
- 

Cr Granozio left the meeting at 8.14pm.  
Cr Granozio returned to the meeting at 8.16pm.

*Cr Sims moved:*

- (a) That the Final Review Report of the Council's Cultural Heritage Program prepared by Dr Dominic Stefanson of Strategic Solutions Co be received and noted.*
- (b) That with the exception of Recommendations 12 and 18, Recommendations 1 to 21 of the Review Report be adopted.*
- (c) The Council notes that further investigation into the development of fee-based products/services will be undertaken and reported to the Council in February 2026.*
- (d) That the responsibilities relating to the Cultural Heritage Program as outlined in the Council's 2025-2027 Arts & Culture Plan be considered as part of a future Arts & Culture Plan.*

*Seconded by Cr Duke.*

Amendment

*Cr Mex moved:*

- (a) That the Final Review Report of the Council's Cultural Heritage Program prepared by Dr Dominic Stefanson of Strategic Solutions Co, be received and noted.*
- (b) In respect to Recommendation 10, consideration be given to ensuring that records needed for heritage listing applications and planning assessment remain as accessible as possible.*
- (c) That with the exception of Recommendations 12 and 18, Recommendations 1 to 21 of the Review Report be adopted.*
- (d) The Council notes that further investigation into the development of fee-based products/services will be undertaken and reported to the Council in February 2026.*
- (e) That the responsibilities relating to the Cultural Heritage Program as outlined in the Council's 2025-2027 Arts & Culture Plan be considered as part of a future Arts & Culture Plan.*

*Seconded by Cr Moorhouse.*

*The amendment was put and carried and on becoming the motion was again put and carried unanimously.*

## 13.2 REVIEW OF POLICIES

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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 - C

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### PURPOSE OF REPORT

The purpose of the report is to present a number of policies which have been reviewed to the Council.

### BACKGROUND

Policies, Codes of Practice and Codes of Conduct are important components of a Council's governance framework. Policies set directions, guide decision making and inform the community about how the Council will normally respond and act to various issues.

When a decision is made in accordance with a Council policy or code, both the decision-maker and the community can be assured that the decision reflects the Council's overall aims and principles of action.

Accordingly, policies and codes can be used in many contexts to:

- reflect the key issues and responsibilities facing a Council;
- provide a policy context and framework for developing more detailed objectives and management systems;
- guide staff and ensure consistency in delegated and day-to-day decision-making; and
- clearly inform the community of a Council's response to various issues.

It is therefore important that policies remain up to date and consistent with any position adopted by the Council.

The following Policies are now scheduled to be reviewed:

1. Fraud, Corruption, Misconduct & Maladministration Prevention (**Attachment A**);
2. Review of Decisions (**Attachment B**); and
3. Public Interest Disclosure (**Attachment C**).

Where required, the Policies have been amended to ensure that the Policies meet current standards and reflect the Council's position on the respective matters.

The Public Interest Disclosure Policy and Procedure is recommended to be revoked.

The basis for the recommendation to revoke this Policy and Procedure is set out in the Discussion section of this report.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

## DISCUSSION

### Fraud, Corruption, Misconduct & Maladministration Prevention Policy

The Council's *Fraud & Corruption Prevention Policy* is an existing policy.

The existing Policy is proposed to be retained and as such, it has been reviewed. Minor amendments have been made to the Policy to reflect legislative changes to the *Independent Commission Against Corruption Act 2012*, regarding the definitions of corruption, misconduct and maladministration in public administration and the reporting obligations of Public Officers.

A copy of the draft *Fraud, Corruption, Misconduct & Misconduct Prevention Policy* is contained within **Attachment A**.

### Review of Decisions Policy & Procedure

The *Review of Decisions Policy & Procedure* is an existing Policy.

Section 270(1) of the *Local Government Act 1999* (the Act), requires a Council to establish procedures for the review of decisions of:

- the Council;
- Employees of the Council; and
- other persons acting on behalf of the Council.

In accordance with the Act, the Council's draft *Review of Decisions Policy & Procedure* provides clarity in terms of how the Council will deal with formal requests for internal reviews of Council decisions, (including decisions by its employees and other people acting on behalf of the Council).

The draft *Review of Decisions Policy & Procedure* has been reviewed. Minor amendments have been made to the draft Policy to reflect additional statutory processes that exist in other legislation that fall outside the scope of the draft Policy and Procedure.

A copy of the draft *Review of Decisions Policy & Procedure* is contained within **Attachment B**.

### Public Interest Disclosure Policy & Procedure

The *Public Interest Disclosure Policy & Procedure* is an existing policy.

Section 12(5) of the *Public Interest Disclosure Act 2018* (PID Act), now requires the "Principal Officer" of the Council to ensure that a Public Interest Disclosure procedure is prepared and maintained in accordance with the requirements of the PID Act and the Guidelines prepared by the Independent Commission against Corruption.

Section 4 of the PID Act prescribes that the "Principal Officer" of the Council is the Chief Executive Officer.

As a Public Interest Disclosure Procedure has been prepared in accordance with the PID Act, the Council's existing *Public Interest Disclosure Policy & Procedure* is therefore now redundant.

A copy of the *Public Interest Disclosure Policy & Procedure* is contained within **Attachment C**.

## OPTIONS

As the draft Policies contained within Attachments A and B have been in place for some time and have not been the subject of major change and/or are required by legislation without a requirement for consultation, it is recommended that the Council adopts the Policies.



## CONCLUSION

Pursuant to the principles of administrative law, a Council should not deviate from an adopted policy without a clear, substantiated reason for doing so.

## COMMENTS

As the changes to the policies reflect minor amendments and those changes have not altered the intent or key requirements of the policies and there is no legislative requirement to consult in respect to the attached draft policies, it is recommended that the Council adopts the draft Policies.

## RECOMMENDATION

1. That having conducted a review of the following policies, the following policies be adopted:
    - Fraud, Corruption, Misconduct & Maladministration Prevention Policy; (**Attachment A**); and
    - Review of Decisions Policy (**Attachment B**).
  2. That having conducted a review of the Public Interest Disclosure Policy & Procedure (**Attachment C**) and on the basis of the legislative requirements imposed on the Council's Chief Executive Officer to prepare a Public Interest Procedure in accordance with the *Public Interest Disclosure Act 2018*, the Council revokes the Public Interest Disclosure Policy & Procedure.
- 

Cr Callisto left the meeting at 8.36pm.

Cr Sims left the meeting at 8.36pm.

*Cr McFarlane moved:*

1. *That having conducted a review of the following policies, the following policies be adopted:*
  - *Fraud, Corruption, Misconduct & Maladministration Prevention Policy; (Attachment A); and*
  - *Review of Decisions Policy (Attachment B).*
2. *That having conducted a review of the Public Interest Disclosure Policy & Procedure (Attachment C) and on the basis of the legislative requirements imposed on the Council's Chief Executive Officer to prepare a Public Interest Procedure in accordance with the Public Interest Disclosure Act 2018, the Council revokes the Public Interest Disclosure Policy & Procedure.*

*Seconded by Cr Robinson and carried unanimously.*

## **Section 2 – Corporate & Finance**

### **Reports**

### 13.3 PAYNEHAM MEMORIAL SWIMMING CENTRE REDEVELOPMENT PROJECT - PROGRESS REPORT

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**REPORT AUTHOR:** Chief Financial Officer  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4548  
**FILE REFERENCE:**  
**ATTACHMENTS:** A

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#### PURPOSE OF REPORT

The purpose of this report is to present to the Council the update on the Payneham Memorial Swimming Centre Redevelopment Project that was presented to the Local Government Finance Authority (LGFA) on 28 July 2025, as provided for in the Special Conditions that have been imposed by the LGFA on the loan approved for this project.

#### DISCUSSION

With the Special Conditions that have been imposed by the Local Government Finance Authority (LGFA) on the loan approval for this Project, the Council is required to provide the Authority with information on the status of the Payneham Memorial Swimming Centre Redevelopment Project.

On 28 July 2025, the Council presented to the Authority a progress update on the Payneham Memorial Swimming Centre Redevelopment Project. As stated in the letter to the Authority, the project is progressing well, with current works proceeding according to the agreed schedule. There have been no unexpected delays or issues to date and construction is progressing as planned. Any identified variations in the scope of works or deferrals, are being closely monitored, however, no immediate changes to the project budget are proposed or recommended at this stage, with adjustments to be considered closer to project completion if required.

Funding milestones have been met and all Grant income and expenditure remain in alignment with expectations and conditions of the Grant. Overall, the project is in a strong position, maintaining steady momentum in both delivery and financial management. Progress on the Payneham Memorial Swimming Centre Redevelopment Project remains aligned with strategic goals and achievable milestones.

A copy of the Payneham Memorial Swimming Centre Redevelopment Project Progress Report addressed to the Chief Executive Officer of the LGFA South Australia is contained in **Attachment A**.

#### RECOMMENDATION

That the report be received and noted.

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Cr Sims returned to the meeting at 8.38pm.  
Cr Robinson returned to the meeting at 8.38pm.

Cr Piggott declared a general conflict of interest in this matter, as he is a Member of 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 matter.

*Cr Duke moved:*

*That the report be received and noted.*

*Seconded by Cr Knoblauch.*

Amendment

*Cr Piggott moved:*

- 1. That the report be received and noted.*
- 2. That a Confidential report regarding the financial status of the Payneham Memorial Swimming Centre Project be presented to the Special Meeting of the Audit & Risk Committee to be held on 15 September 2025 and the 7 October 2025 Council meeting.*

*Seconded by Cr McFarlane.*

*The amendment was put and carried and on becoming the motion was again put and carried unanimously.*

Cr Piggott voted in favour of the motion.

## 13.4 ERA WATER 2024-2025 THIRD BUDGET REVIEW

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA87866  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to present to the Council, the ERA Water 2024-2025 Third Budget Review for endorsement.

### BACKGROUND

As Elected Members are aware, ERA Water is a Regional Subsidiary which has been established pursuant to Section 43 of the *Local Government Act 1999*, for the primary purpose of implementing the Waterproofing Eastern Adelaide Project (the Scheme), which involves the establishment of wetland bio-filters, aquifer recharge and recovery, pipeline installations and water storage facilities. ERA Water manage the Scheme on behalf of the Constituent Councils and provide recycled stormwater for the irrigation of parks and reserves to Constituent Councils. The City of Norwood Payneham & St Peters, together with the City of Burnside and the Town of Walkerville make up the Constituent Councils of ERA Water.

Pursuant to Clause 5.1.1 of the ERA Water Charter (the Charter), prior to 31 March of each year, ERA Water must prepare and submit the ERA Water Draft Budget to the Constituent Councils for approval.

The Draft Budget can only be adopted by the ERA Water Board, following unanimous approval of the Constituent Councils.

Upon completion of the Draft Budget, pursuant to Clause 6.1 of the Charter, ERA Water must prepare and provide the draft Annual Business Plan to Constituent Councils. The Annual Business Plan can only be adopted by the ERA Water Board, once absolute majority is provided by the Constituent Councils.

To this end, the ERA Water Board adopted the ERA Water 2024-2025 Budget on 26 June 2024.

In accordance with Clause 5.1.6 of the Charter, ERA Water must reconsider its annual Budget in accordance with the Act at least (3) times at intervals of not less than three (3) months between 30 September and 31 May (inclusive) in the relevant Financial Year and may with the unanimous approval of the Constituent Councils amend its annual Budget for a Financial Year at any time before the year ends.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

### FINANCIAL AND BUDGET IMPLICATIONS

As part of the ERA Water 2024-2025 Budget, an Operating Deficit of \$791,456 was projected and adopted for the 2024-2025 financial year.

As a result of the Third Budget Review (Budget Review 3), ERA Water is now forecasting an Operating Deficit of \$588,600.00.

## DISCUSSION

The ERA Water 2024-2025 Third Year Budget Review Financial Statements, set out the revised Budget forecast compared to the adopted 2024-2025 Budget.

The proposed amendments to the ERA Water 2024-2025 Budget result in an improved financial position of \$47,410.00. Details of the proposed amendments are set out in Table 1.

**TABLE 1: PROPOSED AMENDMENTS TO THE ERA WATER 2024-2025 BUDGET**

	Increase/(Decrease)
<b>Income</b>	
Water Sales:	\$68,810
An increase in water sales to 30 April 2025 and usage estimates for May 2025.	
Insurance Claims Recovery:	\$10,600
Reimbursement of insurance claims which partly offsets an increase in expenditure for repairs to damaged infrastructure.	
<b>Expenditure</b>	
Materials Contracts & Other:	\$42,000
An increase in the repairs and telecommunications budget which is offset by savings in the maintenance budget.	
Finance Costs:	(\$10,000)
An increase in electricity costs due to the additional usage as a result of the extended and drier than expected irrigation season.	

A copy of the ERA Water 2024-2025 Third Budget Review Financial Statements are contained in **Attachment A**.

## OPTIONS

The Council can choose to endorse or not endorse the ERA Water 2024-2025 Third Budget Review. There are no specific issues or activities which present a financial or risk management issue for this Council which warrant the Council choosing not to endorse the ERA Water 2024-2025 Third Budget Review.

## CONCLUSION

Not Applicable.

## COMMENTS

Nil.

## RECOMMENDATION

The Council advises ERA Water that pursuant to Clause 5.1.1 of the ERA Water Charter, the Council has considered and hereby approves the ERA Water 2024-2025 Third Budget Review (Budget Review 3), as contained in **Attachment A**.

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*Cr Duke moved:*

*The Council advises ERA Water that pursuant to Clause 5.1.1 of the ERA Water Charter, the Council has considered and hereby approves the ERA Water 2024-2025 Third Budget Review (Budget Review 3), as contained in Attachment A.*

*Seconded by Cr Robinson and carried unanimously.*

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

*[This Item was dealt with out of sequence – Refer to Page 18 for the Minutes relating to this Item]*

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**13.5 LEASE FOR A PORTION OF RICHARDS PARK**

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*[This Item was dealt with out of sequence – Refer to Page 18 for the Minutes relating to this Item]*



### 13.6 LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA ANNUAL GENERAL MEETING

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**REPORT AUTHOR:** Governance Officer  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4533  
**FILE REFERENCE:** qA2181  
**ATTACHMENTS:** A - B

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#### PURPOSE OF REPORT

The purpose of the report is to advise the Council that the Local Government Finance Authority of South Australia, is holding its Annual General Meeting on Friday, 21 November 2025.

#### BACKGROUND

The Annual General Meeting of the Local Government Finance Authority of South Australia (LGFA), will be held on Friday, 21 November 2025, at the Adelaide Convention Centre. This meeting will coincide with the Local Government Association of South Australia Annual General Meeting. The commencement time of the LGFA AGM is yet to be advised.

The LGFA requires that a number of procedural matters must be attended to in order to ensure compliance with the LGFA Rules.

#### DISCUSSION

##### Appointment of Council Representative

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.”*

Traditionally, the Mayor has been appointed as the Council Representative.

The LGFA will be notified of the City of Norwood Payneham & St Peters representative, via the appropriate documentation (**Attachment A**), by 26 September 2025, in accordance with the prescribed timeframes.

##### Notices of Motion

The Rules of the LGFA in relation to the Annual General Meeting procedures, require that a Notice of Motion specifying the resolution which is to be proposed must be given to the Chief Executive Officer not less than forty two days prior to the meeting. To comply with this rule, it is necessary for any Notices of Motion to be submitted to the LGFA no later than Friday, 26 September 2025.

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 submitted by the Council, will be forwarded to the LGFA via the appropriate documentation (**Attachment B**).

#### OPTIONS

The Council is entitled to appoint a person to represent it at the LGFA AGM.

It is at the discretion of the Council as to whether or not it forwards a Notice of Motion/s to be considered at the Annual General Meeting.

## CONCLUSION

All relevant information must be forwarded to the Local Government Finance Authority for inclusion with the Agenda for the LGFA AGM, by Friday, 26 September 2025.

## COMMENTS

Nil.

## RECOMMENDATION 1

### Appointment of Council Representative

1. The Council appoints Mayor Bria as the City of Norwood Payneham & St Peters Representative at the Local Government Finance Authority Annual General Meeting to be held in November 2025.
2. The Council appoints \_\_\_\_\_ as the City of Norwood Payneham & St Peters Proxy Representative at the Local Government Finance Authority Annual General Meeting to be held in November 2025.

## RECOMMENDATION 2

### 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 2025 Annual General Meeting.

Or

2. The Council forwards a Notice of Motion to the Local Government Finance Authority 2024 Annual General Meeting in relation to the following item:

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Cr Piggott declared a general conflict of interest in this matter, as he is a Member of the Board of the Local Government Finance Authority and left the meeting at 8.52pm.

*Cr Duke moved:*

*The Council appoints Mayor Robert Bria as the City of Norwood Payneham & St Peters Representative at the Local Government Finance Authority Annual General Meeting to be held in November 2025.*

*Seconded by Cr Moorhouse and carried unanimously.*

*Cr Knoblauch moved:*

*The Council appoints Cr Victoria McFarlane as the City of Norwood Payneham & St Peters Proxy Representative at the Local Government Finance Authority Annual General Meeting to be held in November 2025.*

*Seconded by Cr Granozio and carried unanimously.*

*Cr Moorhouse moved:*

*The Council notes the report and declines the invitation to submit a Notice of Motion to the Local Government Finance Authority 2025 Annual General Meeting.*

*Seconded by Cr Robinson and carried unanimously.*

Cr Piggott returned to the meeting at 8.55pm.  
Cr McFarlane left the meeting at 8.56pm.

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**13.7 CHIEF EXECUTIVE OFFICER REPORT – AMENDMENT OF COUNCIL DECISION - CITY OF NORWOOD PAYNEHAM & ST PETERS REPRESENTATION REVIEW – REQUEST FROM THE ELECTORAL COMMISSION OF SOUTH AUSTRALIA**

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**REPORT AUTHOR:** Chief Executive Officer  
**GENERAL MANAGER:** Not Applicable.  
**CONTACT NUMBER:** 8366 4539  
**FILE REFERENCE:** qA170713  
**ATTACHMENTS:** Nil

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Regulation 21(1) of the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations), provides for the Chief Executive Officer to submit a report to the Council recommending the revocation or amendment of a resolution passed since the last General Election of the Council. This is a procedural provision of an administrative nature which operates in the same manner as the Rescission Motion provisions of Regulation 12 of the Regulations, but without the requirement for a Notice of Motion 5 clear days' notice before the meeting at which it is to be considered. Accordingly, the Chief Executive Officer, by virtue of this report, may recommend to the Council a revocation or amendment of a previous Council decision.

**BACKGROUND**

At its meeting held on 7 April 2025, the Council considered the final Representation Review Report for the purposes of making a submission to the Electoral Commissioner of South Australia (ECSA), in accordance with the requirements of Section 12 of the *Local Government Act 1999* (the Act).

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

1. *That taking into consideration the representation review process and the community consultation that has been undertaken, the following structure of the Council be endorsed:*
  - *the Council comprise a Mayor and eleven (11) Ward Councillors; and*
  - *the Council area be divided into four (4) Wards with:*
    - *Ward 1 to be named Payneham / Felixstow Ward and to be represented by three (3) Councillors;*
    - *Ward 2 to be named St Peters / Kent Town Ward and to be represented by two (2) Councillors;*
    - *Ward 3 to be named Trinity / Maylands Ward and to be represented by three (3) Councillors; and*
    - *Ward 4 to be named Kensington / Norwood Ward and to be represented by three (3) Councillors.*
2. *That pursuant to Section 12(11a) and 12(12) of the Local Government Act 1999, the Council endorses the draft City of Norwood Payneham & St Peters Representation Report, contained in Attachment A, for submission to the Electoral Commissioner of South Australia, noting the required appendices will be included prior to the submission of the report.*

In accordance with the Council's decision, the Representation Report was forwarded to ECSA for certification as provided for in Section 12 of the Act.

On 23 August 2025, the Council was advised, via an email from ECSA, that the allocation of the Ward numbers contained in the Representation Report differ from those recorded in the ECSA database of electors.

ECSA have therefore requested that the Council reallocate the Ward numbers in accordance with ECSA's database of electors.

The Council's current Ward structure is as follows:

- Ward 1 - St Peters Ward
- Ward 2 - Torrens Ward
- Ward 3 - Payneham Ward
- Ward 4 - Maylands/Trinity Ward
- Ward 5 - West Norwood/Kent Town Ward
- Ward 6 – Kensington Ward.

However, following the Representation Review process and in making its final decision in respect to the names of the Wards as part of the revised Ward Structure, the Council resolved that the Wards would be named as follows:

- **Ward 1 - Payneham/Felixstow**
- **Ward 2 - St Peters/Kent Town**
- Ward 3 - Trinity/Maylands
- Ward 4 - Kensington/Norwood.

In terms of the request which has been received from ECSA, from an administrative perspective, given the joint roll with ECSA and the Australian Electoral Commission, if the allocation of numbering for the revised Ward structure remains, it would require ECSA to recode and transfer approximately 8,000 electors between the current Wards 1 and 2, before applying the new Ward boundaries and reallocating electors accordingly for the revised Ward structure from six (6) Wards to four (4) Wards.

As such, ECSA has requested that the Council approves the allocation of numbers to the revised Ward structure as follows:

<b>Ward 1</b>	<b>St Peters/Kent Town</b>
<b>Ward 2</b>	<b>Payneham/Felixstow</b>
Ward 3	Trinity/Maylands
Ward 4	Kensington/Norwood

There is no significance to the numbering sequence from the Council's perspective or consequence to the Council if the numbering allocation is changed.

The Chief Executive Officer's Recommendation below, is to amend the wording of the Council's resolution by reallocating the numbering of Wards in accordance with ECSA's request.

## **RECOMMENDATION**

That the Council resolution made at its meeting held on 7 April 2025, in respect to the division of the Council area into four (4) Wards, be amended as follows:

*the Council area be divided into four (4) Wards with:*

- *Ward 1 to be named St Peters / Kent Town Ward and to be represented by two (2) Councillors;*
- *Ward 2 to be named Payneham / Felixstow Ward and to be represented by three (3) Councillors;*
- *Ward 3 to be named Trinity / Maylands Ward and to be represented by three (3) Councillors; and*
- *Ward 4 to be named Kensington / Norwood Ward and to be represented by three (3) Councillors.*

*Cr Sims moved:*

*That the Council resolution made at its meeting held on 7 April 2025, in respect to the division of the Council area into four (4) Wards, be amended as follows:*

*the Council area be divided into four (4) Wards with:*

- Ward 1 to be named St Peters / Kent Town Ward and to be represented by two (2) Councillors;*
- Ward 2 to be named Payneham / Felixstow Ward and to be represented by three (3) Councillors;*
- Ward 3 to be named Trinity / Maylands Ward and to be represented by three (3) Councillors; and*
- Ward 4 to be named Kensington / Norwood Ward and to be represented by three (3) Councillors.*

*Seconded by Cr Robinson and carried unanimously.*

### 13.8 NOMINATION TO EXTERNAL BODIES – LIBRARIES BOARD OF SA

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**REPORT AUTHOR:** Governance Officer  
**GENERAL MANAGER:** General Manager, Governance & Civic Affairs  
**CONTACT NUMBER:** 8366 4533  
**FILE REFERENCE:** qA90077  
**ATTACHMENTS:** A

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#### PURPOSE OF REPORT

The purpose of this report is to advise the Council of the invitation from the Local Government Association of South Australia (LGA) for nominations for appointment to the Libraries Board of South Australia.

#### Libraries Board of South Australia

The LGA is seeking nominations for a Local Government Elected Member or staff member, to be appointed to the Libraries Board of South Australia (the Board) for a three (3) year term.

In accordance with the *Libraries Act 1982*, the Board is required to:

- formulate policies and guidelines for the provision of public library services;
- to establish, maintain and expand collections of library materials and, in particular, collections of such materials that are of South Australian origin, or have a particular relevance to this State;
- administer the State Library;
- establish and maintain such other public libraries and public library services as may best conduce to the public interest;
- promote, encourage and assist in the establishment, operation and expansion of public libraries and public library services by councils and others;
- collaborate with an administrative unit of the Public Service or any other public sector agency (within the meaning of the Public Sector Act 2009) and any other authority or body, in the provision of library and information services;
- make recommendations to the Minister on the allocation of funds that are available for the purposes of public libraries and public library services;
- initiate and monitor research and experimental projects in relation to public libraries and public library services;
- to keep library services provided in the State under continuing evaluation and review; and
- to carry out any other functions assigned to the Board under this or any other Act or by the Minister.

Regular reports on these activities are provided to the LGA.

The Board meets monthly and sitting fees are paid to Board Members.

The current LGA nominated Members of the Board are:

- Cr Joost den Hartog, City of Port Adelaide Enfield;
- Ms Bridget Mather, Coorong District Council; and
- Ms Helen Hennessy, Town of Gawler.

Nominations addressing the Selection Criteria, together with a current Resume, must be forwarded to the LGA by 5 September 2025.

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

#### 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 for the Libraries Board of South Australia.

**or**

2. The Council nominates \_\_\_\_\_ to the Local Government Association for the Libraries Board of South Australia.
- 

Cr McFarlane returned to the meeting at 8.58pm.

*Cr Robinson moved:*

*The Council notes the report and declines the invitation to submit a nomination to the Local Government Association for the Libraries Board of South Australia.*

*Seconded by Cr Holfeld and carried unanimously.*

### 13.9 2025 AFL GATHER ROUND

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**REPORT AUTHOR:** Manager, Chief Executive's Office  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4539  
**FILE REFERENCE:**  
**ATTACHMENTS:** A

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#### PURPOSE OF REPORT

The purpose of this report is to provide the Council with a summary of the City of Norwood Payneham & St Peters' participation in the 2025 AFL Gather Round and to present the outcomes, including the economic benefits of the event.

#### BACKGROUND

The AFL Gather Round is a State Government and Australian Football League (AFL) initiative that brings all 18 AFL clubs and nine AFL matches to South Australia, over a single weekend, turning the round into a major sporting and tourism event for the State. The event includes not only football fixtures, but also community activations, hospitality offerings and tourism-focused experiences across multiple metropolitan and regional locations. (i.e. Mount Barker in 2023 and 2024 and the Barossa in 2025).

In 2025, Norwood Oval was again selected as one of the match venues. Two (2) AFL matches were played at the Oval across the Gather Round weekend, supported by open training sessions, media activity and increased visitation in and around The Parade and the City of Norwood Payneham & St Peters generally.

Whilst the delivery of the matches (and associated food and beverages) at Norwood Oval rest with the Norwood Football Club and the AFL, the Council contributed to the events by delivering the *Rivals Long Lunch* and supporting the South Australian Tourism Commission in delivering the Norwood Food & Wine Festival. The Council also worked closely with stakeholders to ensure the precinct was ready to accommodate increased visitation and business activity during the course of the Gather Round.

#### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Strategies in respect to AFL Gather Round are:

##### **CityPlan 2030**

- *Outcome 2: Cultural Vitality*
  - 2.5.3: Host and facilitate community events and activities
- *Outcome 3: Economic Prosperity*
  - 3.1.2: Facilitate programs and events which stimulate the local economy.

The Council's participation in the AFL Gather Round, clearly meets these Outcomes and Strategies as demonstrated by the economic activity that is generated by the event and the community participation.

#### FINANCIAL AND BUDGET IMPLICATIONS

The Council allocated \$200,000 as part of the 2024–2025 Budget for the 2025 Gather Round.

This Budget covered:

- event planning and infrastructure;
- marketing and promotion;
- public amenities and safety; and
- contractor and activation costs

All activities were delivered within the allocated budget.



## EXTERNAL ECONOMIC IMPLICATIONS

Spendmapp data and feedback from local businesses confirmed that as was the case in 2023 and 2024, the City again experienced a strong economic return from its involvement, with notable increases in hospitality trade and interstate visitor spending across the weekend.

Further information regarding the External Economic Implications of the 2025 AFL Gather Round is set out in the Discussion section of this report.

## SOCIAL ISSUES

The hosting of two (2) matches at Norwood Oval has resulted in a significant event for this City in which both the local and wide community had the opportunity to participate in.

## CULTURAL ISSUES

Not Applicable.

## ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

The Council's Manager, Chief Executive's Office and the Marketing & Place Activation Unit managed the Council's events as part of the 2025 AFL Gather Round.

## RISK MANAGEMENT

As part of hosting the AFL Gather Round, any risks associated with the components which the Council is responsible for, are identified and where possible, eliminated or managed. Council staff also work with the AFL, the Norwood Football Club and the South Australian Tourism Commission, to ensure that all risks associated with the non-Council components are identified and managed.

## CONSULTATION

- **Elected Members**  
Elected Members have been provided with updates on the various events.
- **Community**  
Engagement occurred through the Council's promotion of events on social media, The Parade website, the Council website, community e-newsletters and letters to residents who were potentially impacted by any of the activations.
- **Staff**  
Staff from across the organisation contributed to event planning, logistics, on-the-ground support and liaison with stakeholders and service providers.
- **Other Agencies**  
Council staff worked closely with the South Australian Tourism Commission, AFL and Norwood Football Club, in relation to event delivery, logistics and precinct coordination.

## DISCUSSION

The Council's involvement in the 2025 AFL Gather Round, focused on contributing to precinct activation and supporting the delivery of a high-quality event experience in and around The Parade, the Norwood Oval and the City generally. The Council's role included delivering the *Rivals Long Lunch*, supporting the SATC with the delivery of the Norwood Food & Wine Festival, supporting the AFL with operational requirements and providing operational input and coordination in preparation for the influx of local and interstate visitors and ensuring that Norwood Oval is ready to host AFL standard matches.

### ***Rivals Long Lunch***

The *Rivals Long Lunch* was held on Saturday, 12 April, as part of the 2025 AFL Gather Round program. Held on Osmond Terrace, the event was hosted by Jane Riley OAM – the Council's Food Secrets Ambassador.

In addition to the football component of the event, the objective of the event was to showcase and reinforce the Council's commitment to promoting local food and beverage producers and telling local food stories through its *Food Secrets Program*. In this respect, both the AFL and the State Government reinforced the objective of promoting local and State produce as part of showcasing South Australia.

The lunch was well attended, with guests including Elected Members, Local Members of Parliament, representatives from the AFL and the Western Bulldogs Football Club, St.Kilda Football Club, members of the Norwood Football Club, members of the Council's Business & Economic Development Advisory Committee, local traders, staff, interstate visitors and members of the community.

The menu featured produce sourced from local businesses and food and beverage manufacturers, including:

- Rio Vista Olives;
- Prove Baker;
- Seafood on The Parade;
- Gelato Bello;
- Bruce's Meat;
- Glynburn Gourmet;
- Quinzi's;
- Suburban Brew;
- Signature Wines;
- CW Wines; and
- Reform Distilling.

The event was designed to align with the Council's objectives of supporting local enterprise, reinforcing The Parade as a food and hospitality destination and promoting the City's strong food and beverage manufacturers. The *Rivals Long Lunch* offered a high-quality experience that complemented the AFL Gather Round fixture at the Norwood Oval.

One hundred and sixty (160) people attended the 2025 event, compared to one hundred and twenty (120) people in 2024.

### **Norwood Food & Wine Festival – SATC-Delivered Event (Council Supported)**

Held on Sunday, 13 April, the Norwood Food & Wine Festival was delivered by the South Australian Tourism Commission in conjunction with the Council, with the Council providing operational and logistical support.

The Council's involvement included liaison with traders, assistance with permits and activation planning and general preparation of the precinct.

The Festival attracted an estimated 90,000 visitors compared to 70,000 in 2024. This increase directly contributed to elevated hospitality expenditure across the weekend.

## AFL Matches and Associated Activities

Two (2) AFL matches were held at the Norwood Oval:

- Saturday, 12 April: Western Bulldogs vs. Brisbane Lions – 3:45pm ACST; and
- Sunday, 13 April: St Kilda vs. Greater Western Sydney Giants – 2:50pm ACST.

The matches were supported by open and publicly accessible training sessions at Norwood Oval and media activity throughout the week, drawing early visitation and increasing exposure for the City. Open training sessions were held by:

- St Kilda (Wednesday);
- Western Bulldogs and Brisbane Lions (Friday, with a junior clinic held by the Lions in the afternoon); and
- GWS Giants (Saturday morning).

These sessions drew significant visitors from across South Australia, Victoria, Queensland and New South Wales into the precinct ahead of the Gather Round weekend.

The strategic advantages of having the games at Norwood Oval - in addition to assets that other SANFL Clubs and Councils do not have, such as significant under-cover seating, lighting, ribbon Oval perimeter lighting for advertising, changerooms, etc. - is that the Oval actually fronts onto The Parade – South Australia's premier mainstreet - and this feature is not able to be replicated elsewhere. The synergies that this location offers, is significant and cannot be replicated elsewhere.

Proximity to Adelaide CBD, also means that football fans can travel between matches, between Adelaide Oval and Norwood Oval quickly and enjoy both venues and activations.

## Economic Impact

Spend Mapp data for the 2025 AFL Gather Round weekend (Friday 11 – Sunday 13 April 2025) highlights the significant economic impact for the City as shown in the table below:

**TABLE 1: SPEND MAPP DATA FOR THE 2025 AFL GATHER ROUND WEEKEND**

Spend Type	2024	2025	Increase	% Increase
City-wide Total Spend	\$14.8M	\$15.8M	+\$1.0M	+7%
City-wide Hospitality	\$3.6M	\$4.6M	+\$1.0M	+28%
Norwood Hospitality (Total)	\$2.4M	\$2.83M	+\$0.43M	+18%
Norwood Hospitality (Sunday Only)	\$1.1M	\$1.5M	+\$0.4M	+36%

The \$400,000 uplift in Norwood hospitality spend on Sunday 13 April 2025, clearly coincided with the Norwood Food & Wine Festival, reflecting strong participation from both locals and visitors.

Additional data confirms the broader economic uplift delivered by the 2025 AFL Gather Round, namely:

- City-wide spend reached \$15.86 million, a 6.83% increase from 2024 and 12% higher than the comparative weekend (28–30 March 2025).
- Bars & Clubs / Dining spend across the City totalled \$4.58 million, a 20.77% increase on 2024 and 51% higher than the comparative weekend.
- Norwood-specific Bar & Dining spend reached \$2.83 million, up 26% on 2024 and nearly double (99%) (\$1.42 million) the comparative weekend.
- On Sunday, the Bar & Dining expenditure in Norwood reached \$1.5 million, representing a 36% increase compared to the 2024 Food & Wine Festival.

These outcomes represent some of the highest weekend trading figures in recent years, further confirming that Gather Round is the most economical significant community-based event for the City.

Interstate visitor spending also experienced significant growth, especially from states represented by teams playing at the Norwood Oval as shown on the Table 2 below:

**TABLE 2: INTERSTATE VISITOR SPENDING**

State	2024	2025	Increase	% Increase
Victoria	\$652,000	\$750,000	+\$98,000	+15%
New South Wales	\$109,000	\$191,000	+\$82,000	+75%
Queensland	\$98,000	\$182,000	+\$84,000	+85%

Visitors from Victoria accounted for the largest share of interstate spend (\$750,000), while the inclusion of Brisbane Lions and GWS Giants matches at Norwood Oval contributed significantly to increased visitation and expenditure from New South Wales and Queensland.

Non-Victorian teams playing at Norwood Oval attracts visitors from around the nation to our City. Whilst the spend from visitors from NSW and QLD was significantly lower than the spend from Victorian visitors, having non-Victorian team plays at Norwood Oval does broaden tourism opportunities for people across Australia.

This combination of teams from various States appeared to work well.

## **OPTIONS**

This report is provided to the Council for information.

The Council has allocated \$200,000 in its 2025-2026 Budget and as such, securing Norwood Oval and this City as a venue for the 2026 AFL Gather Round will now progress to once again secure Norwood Oval as a venue for the 2026 AFL Gather Round, as well as planning for the various events.

## **CONCLUSION**

The 2025 AFL Gather Round has once again delivered a strong return on investment for the City of Norwood Payneham & St Peters, with economic data, trader feedback and visitation figures, confirming the significance of the City hosting games at Norwood Oval.

Through nationally televised matches, high-profile precinct activations and major events like the Norwood Food & Wine Festival, the City has reinforced its position as one of South Australia's leading cultural and event destinations.

Whilst discussions and arrangements for 2026 AFL Gather Round are yet to formally commence, it is important that the Council signals its interest in hosting games at the Norwood Oval.

In this respect, a letter from Mayor Bria that provides a summary of the 2025 AFL Gather Round in terms of its economic impact, has been sent to the Premier of South Australia. A copy of this letter is contained in **Attachment A**.

## **COMMENTS**

Nil

## **RECOMMENDATION**

The Council notes that the Mayor and the Chief Executive Officer (and/or delegate) will now commence and progress discussions and negotiations with the Australian Football League and the South Australian Government, the Norwood Football Club and other relevant stakeholders, regarding hosting of matches at Norwood Oval as part of the 2026 AFL Gather Round.

*Cr Robinson moved:*

*The Council notes that the Mayor and the Chief Executive Officer (and/or delegate) will now commence and progress discussions and negotiations with the Australian Football League and the South Australian Government, the Norwood Football Club and other relevant stakeholders, regarding hosting of matches at Norwood Oval as part of the 2026 AFL Gather Round.*

*Seconded by Cr Duke and carried unanimously.*

**14. ADOPTION OF COMMITTEE RECOMMENDATIONS**  
Nil

**15. OTHER BUSINESS**  
Nil

**16. CONFIDENTIAL REPORTS**

## 16.1 IT STRATEGY

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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); and
- (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;

by the disclosure of potential financial arrangements with third parties 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 the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

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*Cr Callisto moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer; General Manager, Governance & Civic Affairs; General Manager, Urban Planning & Environment; General Manager, Community Development; Manager, Governance; Executive Assistant, Chief Executive's Office and Governance Officer], 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*
- (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;*

*by the disclosure of potential financial arrangements with third parties 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 Holfeld and carried unanimously.*

Cr Robinson left the meeting at 9.06pm.

Cr Robinson returned to the meeting at 9.08pm.

*Cr Holfeld 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 for a period not exceeding 12 months, after which time the order will be reviewed.*

*Seconded by Cr Knoblauch and carried unanimously.*

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**17. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 9.36pm.

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

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