

Council Meeting Minutes

2 June 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 Connie Granozio
Cr Victoria McFarlane
Cr Scott Sims
Cr Grant Piggott
Cr Sue Whittington
Cr John Callisto
Cr Christel Mex

Staff Mario Barone (Chief Executive Officer)
Carlos Buzzetti (General Manager, Urban Planning & Environment)
Jared Barnes (General Manager, Infrastructure & Major Projects)
Andrew Hamilton (General Manager, Community Development)
Lisa Mara (General Manager, Governance & Civic Affairs)
Jenny McFeat (Manager, Governance)
Natalia Axenova (Chief Financial Officer)
Tina Zullo (Administration Assistant, Governance & Civic Affairs)

APOLOGIES Cr Kevin Duke

ABSENT Nil

1. KAURNA ACKNOWLEDGEMENT

2. OPENING PRAYER

The Opening Prayer was read by Cr John Callisto.

3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 26 MAY 2025

Cr Whittington moved that the Minutes of the Special Council Meeting held on 26 May 2025 be taken as read and confirmed. Seconded by Cr Knoblauch and carried unanimously.

4. MAYOR'S COMMUNICATION

Monday, 5 May	<ul style="list-style-type: none">Attended a meeting with the General Manager, Governance & Civic Affairs and the Manager, Strategic Communications & Advocacy, Mayor's Office, Norwood Town Hall.
Monday, 5 May	<ul style="list-style-type: none">Presided over a Council meeting, Council Chamber, Norwood Town Hall.
Monday, 12 May	<ul style="list-style-type: none">Attended the Order of Australia Association Reception: 2025 Australia Day Honours Reception, Payneham Library & Community Complex.
Monday, 12 May	<ul style="list-style-type: none">Attended an Elected Members' Information Session: Strategic Risk Management, Mayor's Parlour, Norwood Town Hall.

Monday, 12 May	<ul style="list-style-type: none">• Attended an Information Session: Quadrennial Public Artwork, Mayor's Parlour, Norwood Town Hall.
Wednesday, 14 May	<ul style="list-style-type: none">• Attended the Network event to celebrate the first anniversary of the Eastern Business Advisory initiative, City of Prospect offices, Prospect.
Thursday, 15 May	<ul style="list-style-type: none">• Attended a meeting with Manager, Strategic Communications & Advocacy, Mayor's Office, Norwood Town Hall.
Thursday, 15 May	<ul style="list-style-type: none">• Attended the official launch of Smochi by Shibui, St Peters.
Saturday, 18 May	<ul style="list-style-type: none">• Attended an onsite meeting with a property owner, Hackney.
Tuesday, 20 May	<ul style="list-style-type: none">• Meeting with resident, Adelaide.
Tuesday, 20 May	<ul style="list-style-type: none">• Presided over a meeting of the Business & Economic Development Advisory Committee, Mayor's Parlour, Norwood Town Hall.
Thursday, 29 May	<ul style="list-style-type: none">• Attended the 2022 South Australia Mayor's Dinner, Adelaide Town Hall.
Friday, 23 May	<ul style="list-style-type: none">• Attended the Local Government Association of South Australia Council and Ordinary General Meeting, Adelaide Oval.
Friday, 23 May	<ul style="list-style-type: none">• Attended the pre-match function followed by the Norwood versus Central Districts football match, Norwood Oval.
Sunday, 26 May	<ul style="list-style-type: none">• Attended the National Volunteer's Week Barbecue Launch, St Peters Community Centre, Linde Reserve/ Dunstone Grove, Stepney.
Monday, 26 May	<ul style="list-style-type: none">• Hosted Year 4 Loreto College Students on a tour of the Norwood Town Hall, Norwood.
Monday, 26 May	<ul style="list-style-type: none">• Presided over Special Meeting of Council, Council Chamber, Norwood Town Hall.
Monday, 26 May	<ul style="list-style-type: none">• Presided over a Public Meeting to hear oral submissions for the 2025-2026 Annual Business Plan and Budget, Mayor's Parlour, Norwood Town Hall.
Thursday, 29 May	<ul style="list-style-type: none">• Attended a meeting with a resident, Norwood.
Monday, 2 June	<ul style="list-style-type: none">• Attended the Italian Republic Day Reception, Crowne Plaza Hotel, Adelaide.

• **First Anniversary Celebration of the Eastern Business Advisory Initiative – 14 May 2025**

Mayor Bria briefed the Council about the first anniversary celebration of the Eastern Business Advisory Program held at the Prospect Pavilion, Prospect.

He advised that he addressed guests in the absence of Prospect Mayor Matt Larwood, who is the current Chair of the ERA Councils.

Mayor Bria advised that some of the highlights of the program from the first year included:

- 153 businesses were matched with Advisors;
- 9.4 out of 10 rating for overall satisfaction by participating businesses;
- EBA has been named as a Finalist in the Local Government Professionals Australia; and
- SA Leadership Excellence Award in the Excellence in Cross Council Collaboration.

Mayor Bria thanked Ms Aparna Bothra for her working organising the networking function and the City of Prospect for providing the venue to host the event. He also thanked all Economic Development staff from the ERA Councils for their work to help organise the event.

- **Local Government Association of South Australia Ordinary General Meeting (OGM) – 23 May 2025**

Mayor Bria briefed the Council on the Motions that were considered at the Local Government Association of South Australia Ordinary General Meeting (OGM) held on 23 May 2025.

- **National Volunteer’s Week Barbecue Lunch – 25 May 2025**

Mayor Bria thanked all Council staff and Elected Members who assisted in cooking the barbecue and for the National Volunteer’s Week Barbecue Lunch. He particularly thanked all staff involved in the organisation and setup of the Lunch and serving the food to Volunteers.

He also thanked the following invited guests for attending:

- Ms Cressida O’Hanlon MP, Member for Dunstan, who also represented Hon Nat Cook MP, Minister for Human Services;
- Mr Jack Batty MP, Member for Bragg; and
- Mr Sofiaan Saidi, representing Mr Hamilton Calder, Chief Executive Officer, Volunteering SA/NT.

Mayor Bria advised that Ms Ebony Provis, the Council’s Volunteer Services Coordinator, received this message from Mr Saidi: *“I have never seen a Council wrap up the National Volunteering Week in such a great way that really helps everyone connect.”*

5. DELEGATES COMMUNICATION

Nil

6. ELECTED MEMBER DECLARATION OF INTEREST

Nil

7. ADJOURNED ITEMS

Nil

8. QUESTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITH NOTICE

9.1 QUESTIONS WITH NOTICE – PEDESTRIAN CROSSING AND ROAD UPGRADE ON ANN STREET, STEPNEY - SUBMITTED BY CR SCOTT SIMS

QUESTION WITH NOTICE: Pedestrian Crossing and Road Upgrade on Ann Street, Stepney
SUBMITTED BY: Cr Scott Sims
FILE REFERENCE: qA1040
ATTACHMENTS: Nil

BACKGROUND

Cr Sims has submitted the following Questions with Notice:

1. Could staff please confirm the expected completion date for the pedestrian crossing on Ann Street?
2. Additionally, could staff provide details regarding the road upgrade associated with Otto's development side on Ann Street?

REASONS IN SUPPORT OF QUESTION

Nil

**RESPONSE TO QUESTION
PREPARED BY GENERAL MANAGER, INFRASTRUCTURE & MAJOR PROJECTS**

Question 1.

The consultant is currently finalising the detailed design for the Ann Street Crossing, which is expected to be completed within the next two to four (2–4) weeks. Some relevant engineering design standards have required modifications to ensure compliance for stormwater drainage and lighting.

Once the detailed design is complete, a six (6) week procurement process for the construction works will be undertaken.

Subject to weather and contractor availability, the Ann Street crossing is expected to be completed by the end of 2025.

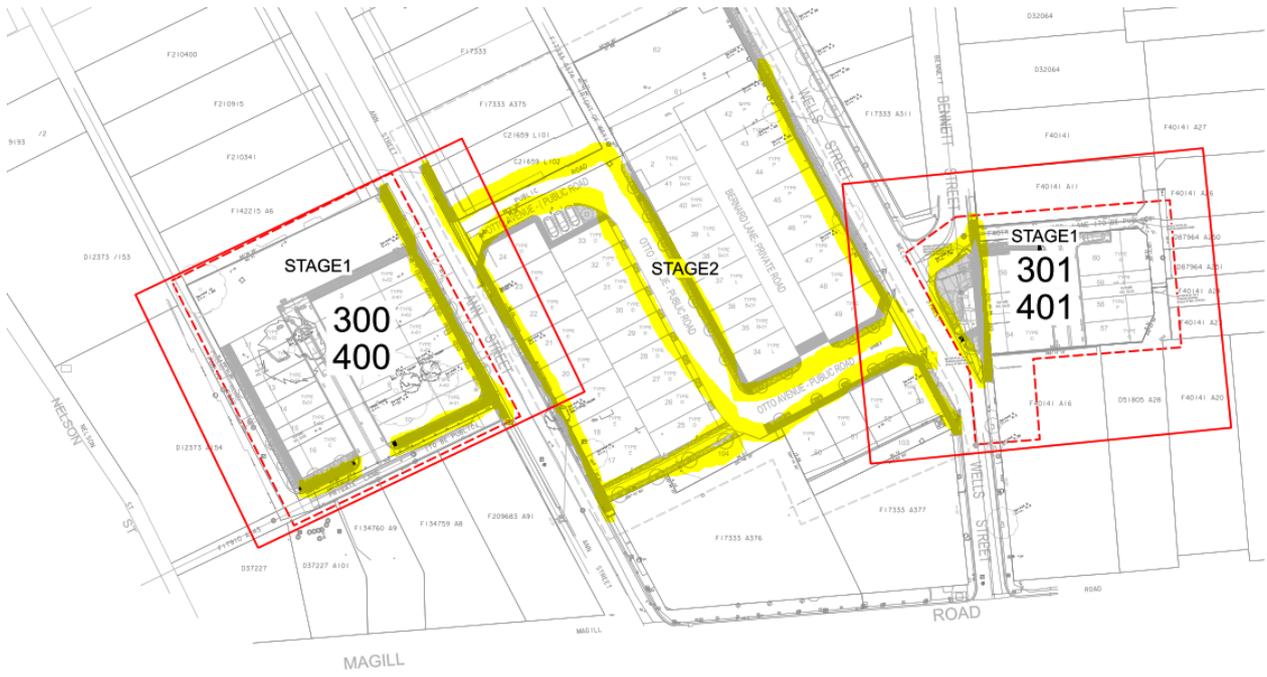
Question 2.

The approved Otto development includes a new public road (Otto Avenue), driveway crossovers, kerbing, footpath paving and street tree planting and other landscaping on Ann Street and Wells Street, Stepney.

The developer of the Otto site is responsible for undertaking these works in accordance with the Council's standards as part of the Development Approval that has been issued for this development.

Once the development has been completed, Council staff will ensure that the new infrastructure has been correctly installed prior to handover to the Council as an asset and assume on-going maintenance of the asset.

The extent of works is highlighted in the image below.



9.2 QUESTIONS WITH NOTICE – THE PARADE MASTERPLAN AND GEORGE STREET REDEVELOPMENT - SUBMITTED BY CR SCOTT SIMS

QUESTION WITH NOTICE: The Parade Masterplan and George Street Redevelopment
SUBMITTED BY: Cr Scott Sims
FILE REFERENCE: qA1040
ATTACHMENTS: Nil

BACKGROUND

Cr Sims has submitted the following Question with Notice:

Could staff provide a brief update on The Parade Masterplan and George Street, including any updated financials?

REASONS IN SUPPORT OF QUESTION

Nil

RESPONSE TO QUESTION

PREPARED BY GENERAL MANAGER, INFRASTRUCTURE & MAJOR PROJECTS

1. Implementation of the Parade Masterplan is currently in the preliminary design phase. Council staff and representatives from the Department for Infrastructure and Transport, formed a working group in 2024, to progress incorporation of the Department's various design requirements for the Project. Now that the Department's design requirements have been confirmed, the preparation of final design documents is now progressing well. Council staff and the consultants are cognisant of the Council's Long-term Financial Plan and ensuring that the scope of the Project meets infrastructure and stakeholder requirements. Further information on the proposed design and scope of works, including staging and updated cost estimates, is planned to be provided to the Council, once design is completed and cost estimates have been developed, which based on current progress is estimated to be scheduled in the last quarter of 2025.
2. As previously advised, the George Street Upgrade Project has been tendered and Council staff are currently assessing the tenders that have been received. A report regarding the tender outcome will be presented to the Council at its July 2025 meeting.

10. DEPUTATIONS
Nil

11. PETITIONS
Nil

12. WRITTEN NOTICES OF MOTION
Nil

13. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

[No Items listed under this Section]

Section 2 – Corporate & Finance
Reports

13.1 PAYNEHAM MEMORIAL SWIMMING CENTRE REDEVELOPMENT PROJECT – LOCAL GOVERNMENT FINANCE AUTHORITY PROGRESS REPORT

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

PURPOSE OF REPORT

The purpose of this report is to present to the Council an update on the *Payneham Memorial Swimming Centre Redevelopment Project* that was presented to the Local Government Finance Authority on 6 May 2025, in accordance with the Special Conditions associated with the terms of the loan for the Project.

BACKGROUND

As Elected Members are aware, the Council has entered into a Loan Arrangement with the Local Government Finance Authority (LGFA) for the *Payneham Memorial Swimming Centre Redevelopment Project* (the Project). As part of the conditions of the loan, the Council is required to provide the LGFA with information regarding the status of the Payneham Memorial Swimming Centre Redevelopment Project.

On 6 May 2025, the *Payneham Memorial Swimming Centre Redevelopment Project* Progress Report (the letter), was forwarded to the LGFA, in accordance with the Special Conditions of the loan.

A copy of the letter dated 6 May 2025 is contained in **Attachment A**.

DISCUSSION

As stated in the letter to the LGFA, the Project is tracking on time and on budget, with all key milestones being met in accordance with the Project Schedule. There have been no unexpected delays or issues to date. Any variations to the scope of works are being closely monitored, however, no changes to the Project Budget are required at this stage. If necessary, any adjustments will be considered closer to the completion of the Project.

All funding milestones have been met. Grant funding from the State Government has been received as planned and costs that have been incurred to date have been in line with budget forecasts.

Overall, the Project is currently 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 the Council's strategic goals and achievable milestones.

On 13 May 2025, Mr Davin Lambert, Chief Executive Officer of the LGFA forwarded a letter to the Council in response to the *Payneham Memorial Swimming Centre Redevelopment Project* Progress Report. In summary, the LGFA has advised that the LGFA has reviewed the Council's 2023-2024 Audited Financial Statements and the Payneham Memorial Swimming Centre Redevelopment Project Progress Report (as at March 2025).

As set out in the letter, the LGFA has advised that:

We are satisfied that the following conditions, as outlined in Section 2, Annexure A of Debenture No. 5, have been met:

- I. Adjusted Operating Surplus Ratio is greater than 0%;*
- II. Total debt is less than \$110,000,000;*
- III. Asset Renewal Funding Ratio is greater than 75%;*
- IV. Quarterly reports, aligned with NPSP review cycle, PMSC budget versus actuals, includes any material approved variations; and*
- V. On an annual basis illustrating compliance in line with it NPSP's Treasury Management Policy.*

The LGFA appreciate NPSP's continued commitment to meeting the special conditions and look forward to this being maintained in our next review

A copy of the letter dated 13 May 2025 from the LGFA is contained in **Attachment B**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

RECOMMENDATION

That the report be received and noted.

Cr Holfeld moved:

That the report be received and noted.

Seconded by Cr Granozio and carried unanimously.

13.2 THE PARADE NORWOOD PRECINCT SEPARATE RATE AND 2025-2026 ANNUAL BUSINESS PLAN

REPORT AUTHOR: Manager, Marketing & Place Activation
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4582
FILE REFERENCE:
ATTACHMENTS: A - B

PURPOSE OF REPORT

The purpose of this report is to present the results of the consultation on the proposed continuation of The Parade Norwood Precinct Separate Rate and to present the *2025-2026 The Parade, Norwood Precinct Annual Business Plan*, to the Council for adoption.

BACKGROUND

At its meeting held on 3 March 2025, the Council considered a report on the Separate Rate and resolved the following:

1. *That the continuation of the Separate Rate for The Parade Precinct for one (1) financial year, be endorsed 'in principle'.*
2. *That the revenue raised by the Separate Rate for The Parade Precinct to be set at \$225,000 for the 2025-2026 financial year.*
3. *That consultation with business and commercial property owners located within The Parade Precinct be undertaken on the proposal to extend the application of a Separate Rate for The Parade Precinct into the 2025-2026 financial year, for a period of twenty-one (21) days.*

Subsequent to this decision, consultation on the Separate Rate and the *Draft 2025-2026 The Parade, Norwood Precinct Annual Business Plan*, was undertaken with all businesses and property owners, located within The Parade, Norwood Precinct, from Tuesday, 8 April to Monday, 5 May 2025.

A copy of the submissions that has been received are contained in **Attachment A**.

At its meeting held Tuesday, 20 May 2025, the Council's Business and Economic Development Committee (BEDAC) considered a report on the submissions that have been received and resolved to recommend the following to the Council:

1. *That the Separate Rate for The Parade Norwood Precinct is to be endorsed for twelve (12) months commencing on 1 July 2025.*
2. *The revenue raised by the Separate Rate for The Parade Norwood Precinct be set at \$225,000 for the 2025-2026 financial year, having considered all submissions that have been received during the consultation period.*
3. *That the 2025-2026 The Parade, Norwood Annual Business Plan be endorsed.*

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Objectives and Strategies contained in the Council's Strategic Management Plan, *CityPlan2030*, are outlined below:

Outcome 3: Economic Prosperity

A dynamic and thriving centre for business and services.

- **Objective 3.1 A diverse range of businesses and services.**
 - *Strategy 3.1.1*
Support and encourage local small, specialty, independent and family-owned businesses.

- **Objective 3.2 Cosmopolitan business precincts contributing to the prosperity of the City.**
 - Strategy 3.2.1
Retain, enhance and promote the unique character of all our City's business precincts.
 - Strategy 3.2.3
Promote the City as a visitor destination.
- **Objective 3.5 A local economy supporting and supported by its community.**
 - Strategy 3.5.1
Support opportunities for people to collaborate and interact in business precincts.
 - Strategy 3.5.2
Retain accessible local shopping and services.

The relevant Strategies contained in the 2021-2026 Economic Development Strategy are outlined below:

Dynamic & Diverse City

A City with thriving and resilient business sectors that drive employment and deliver growth.

- **Objective: Support the growth and viability of the City's business sectors that drive employment and deliver growth.**
 - Strategy 1.3
Identify emerging trends and support opportunities for economic growth.
 - Strategy 1.4
Promote opportunity and collaboration across the sectors.
 - Strategy 1.5
Identify and promote local competitive advantage.

Destination City

A destination with dynamic, cultural, vibrant and attractive precincts.

- **Objective: Increase the number of people who live, work and visit the City and enhance the community well-being of existing residents, workers and visitors.**
 - Strategy 2.1
Showcase and promote the City's attractions and events to facilitate growth and visitation.
 - Strategy 2.3
Facilitate the activation of key spaces and precinct in the City.
 - Strategy 2.4
Work with local business operators to strengthen the viability of precincts and enhance the customer experience.

Innovative City

An innovative City that supports business and attracts investment.

- **Objective: Attract and maintain competitive businesses with the capacity for resilience and ongoing sustainability, innovation and growth.**
 - Strategy 3.2
Recognise businesses and business sectors that make a significant contribution to the City.

Business Friendly City

A City that understands the needs of business.

- **Objective: Remove barriers and make it easy for business owner to start, run and grow a business.**
 - Strategy 1.3
Foster a local evening/night-time economy

FINANCIAL AND BUDGET IMPLICATIONS

Should the Council endorse the Separate Rate for one year, it is recommended that the total revenue that is collected through the Separate Rate be set at \$225,000.

The *2025-2026 The Parade, Norwood Precinct Annual Business Plan* is based on a budget allocation of \$225,000 and a copy of the Plan is contained in **Attachment B**.

The objective of raising the Separate Rate for The Parade, Norwood is based on using the funds to ensure that The Parade remains viable in an increasingly competitive market, whilst bearing in mind the additional cost to the property owners and businesses.

Larger centrally operated shopping centres (i.e. Burnside Village and Westfield Shopping Centres) undertake marketing which is paid for by the individual shop tenants through their respective lease arrangements which is possible because they all have a single landlord, the owner of the shopping centre. The Parade has multiple landlords and therefore the Council acts as the central marketing body and undertakes marketing and promotion for the precinct as a destination and the businesses (i.e. tenants) located within The Parade Norwood Precinct.

RESOURCE ISSUES

The collection of The Parade Precinct Separate Rate will occur as part of the distribution of Council Rates Notices, which is undertaken by the Council's administration. The Separate Rate is allocated in alignment with the *2025-2026 The Parade, Norwood Precinct Annual Business Plan*, which is implemented by the Council's Place Activation & Economy Unit with the involvement from other Council staff and external contractors as required.

CONSULTATION

An information package was released for consultation for a period of twenty-eight (28) days, from Tuesday, 8 April until Monday, 5 May 2025.

An additional week was added to the usual consultation period of twenty-one (21) days due to Easter and Anzac Day long weekends. Letters, a Fact Sheet and Sample Effect Table, were distributed to all businesses and property owners within The Parade Norwood Precinct. In addition to this, posters were placed on The Parade and information was published on the Council and The Parade websites. The *Business on The Parade* Electronic Direct Marketing (EDM) was sent advising The Parade traders of the consultation details.

Comments were invited via email and in writing. In total three (3) submissions were received in respect to the consultation on the continuation of the Separate Rate and the draft 2025-2026 The Paade Norwood Annual Business Plan.

A copy of the submissions that have been received are contained in **Attachment A**.

DISCUSSION

Despite releasing the proposed continuation to the Separate Rate and the *Draft 2025-2026 The Parade, Norwood Precinct Annual Business Plan* for consultation at the same time, the three (3) submissions that have been received relate specifically to the Separate Rate. One (1) of the submissions is opposed to the Separate Rate and two (2) are in support of the Separate Rate.

A summary of the issues raised in the submissions are set out below:

- business received no benefit from the promotion and marketing of The Parade;
- some businesses are charged while others are not (neighbouring businesses in side streets); and
- with the completion of Burnside Village Shopping Centre, this is not the time to consider removing the Separate Rate.

The allocation of the revenue from the Separate Rate for The Parade Norwood Precinct, is specifically used for marketing and promotion. The revenue generated from the Separate Rate is not collected for the purposes of providing or maintaining infrastructure.

Other key precincts across metropolitan Adelaide have a Separate Rate for the purpose of marketing and promotion. For comparison, the Separate Rate collected in 2024-2025 for other mainstreet precincts in metropolitan Adelaide are outlined in Table 1 below.

TABLE 1: COMPARISON OF THE SEPARATE RATE COLLECTED FOR SIMILAR MAINSTREET FOR 2024-2025 PRECINCTS IN METROPOLITAN ADELAIDE*

Year	Mainstreet/Precinct	Separate Rate Revenue
2024-2025	Village Heart, Prospect Road	\$19,500
2024-2025	Goodwood Road, Goodwood	\$60,658
2024-2025	Unley Road, Unley	\$146,440
2024-2025	King William Road, Hyde Park	\$159,940
2024-2025	Fullarton Road	\$16,500
2024-2025	The Parade, Norwood	\$215,000
2024-2025	Jetty Road, Glenelg	\$707,115
2024-2025	Rundle Mall	\$4.066 million

OPTIONS

The Council has the following options in respect to this matter:

1. To continue the collection of the Separate Rate for The Parade, Norwood Precinct and endorse the *2025-2026 The Parade, Norwood Precinct Annual Business Plan* as it was presented for community consultation. This would result in the collection of \$225,000 for the 2025-2026 financial year.
2. To not raise the Separate Rate.

Option 1 is recommended for reasons set out in the report.

CONCLUSION

The Separate Rate for The Parade Norwood has been designed to ensure that The Parade continues to remain viable in an ever-increasing competitive retail and commercial market.

RECOMMENDATION

1. That a Separate Rate for The Parade Norwood Precinct be endorsed for the 2025-2026 financial year.
2. Following consideration of the three (3) submissions that have been received during the consultation period, the revenue that is raised through application of the Separate Rate for The Parade Norwood Precinct be set at \$225,000 for the 2025-2026 financial year.
3. That the *2025-2026 The Parade, Norwood Annual Business Plan* be endorsed.

Cr Callisto moved:

1. *That a Separate Rate for The Parade Norwood Precinct be endorsed for the 2025-2026 financial year.*
2. *Following consideration of the three (3) submissions that have been received during the consultation period, the revenue that is raised through application of the Separate Rate for The Parade Norwood Precinct be set at \$225,000 for the 2025-2026 financial year.*
3. *That the 2025-2026 The Parade, Norwood Annual Business Plan be endorsed.*

Seconded by Cr McFarlane and carried unanimously.

13.3 Highbury Landfill Authority Draft 2025-2026 Budget

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: fA22034
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present to the Council, the Highbury Landfill Authority Draft 2025-2026 Budget for endorsement.

BACKGROUND

The Highbury Landfill Authority (the Authority) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of facilitating the closure and post closure management of the former Highbury Landfill site. The City of Norwood Payneham & St Peters, together with the City of Burnside and the Town of Walkerville, make up the Constituent Councils of the Authority.

The Highbury Landfill was previously operated by East Waste. At the time when the Highbury Landfill Authority was being operated by East Waste, the Constituent Councils were the City of Norwood Payneham & St Peters, City of Burnside and the Town of Walkerville.

As such, these Councils have continued ownership of the landfill and established the Highbury Landfill Authority to manage the closure on behalf of the Constituent Councils and the “new” East Waste to manage the collection of waste from the Constituent Councils that now make up East Waste.

Pursuant to Clause 4.5 of the Authority’s Charter (the Charter), the Authority must prepare an Annual Budget.

Pursuant to Schedule 2 Clause 25 (3) of the *Local Government Act 1999*, a Subsidiary, may with the approval of the Constituent Councils, amend its adopted budget at any time prior to the completion of the financial year.

The Draft Budget must be adopted by the Authority’s Board by 30 June of each year.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

The financial implications for this Council associated with the Draft 2025-2026 Budget relate to the cash which is required to fund the required post-closure works and management of the former landfill and the recognition of the Authority’s Operating Result within the Council’s Statement of Comprehensive Income.

Based on the Authority’s projected expenditure for 2025-2026, this Council’s contribution will be \$100,893, which includes monitoring and site maintenance costs. This represents a slight decrease in terms of the contribution which was provided in 2024-2025 (\$108, 964).

Upon approval by the Council and adoption by the Authority’s Board, the Council’s Draft 2025-2026 Budget will be updated accordingly.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

As an owner, this Council and each of the Constituent Councils are responsible for meeting the liabilities of the Authority, should the Authority not be in a position to meet those liabilities. The extent of this Council's exposure is however limited to its ownership share, which is currently 40.4%.

The Authority is fifteen (15) years into the post-closure period which is managed in accordance with the approved Risk Management Plan which has been formulated as part of a Closure Plan that has been approved by the Environment Protection Agency (EPA).

CONSULTATION

- **Elected Members**
Cr Piggott is this Council's appointee on the Highbury Landfill Authority Board.
- **Community**
Not Applicable.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

The Authority is required to oversee the management of the landfill until a 'steady state of conditions' in respect to the gas emissions is achieved and maintained. This date is unknown.

The Authority's 2025-2026 Draft Budget includes expenditure items associated with the post-closure requirements which include:

- monthly monitoring of landfill gas and annual monitoring of ground water across the landfill site;
- site maintenance, which includes ongoing maintenance for fire control, fencing and access track maintenance; and
- administration costs such as insurance, utilities, Council rates (the Landfill is located in the City of Tea Tree Gully) and costs associated with the general administration of the Authority.

The Authority is required to oversee the management of the landfill until a "steady state of conditions" in respect to the gas emissions is maintained, which could be more than 25 years. In accordance with the Risk Management Plan, the methane flare on the landfill has been modified to operate at much lower concentrations of methane gas and lower flow rates.

The Draft 2025-2026 Budget also includes the following additional activities which will be undertaken during 2025-2026:

- Re-zoning of Adjacent Land

A recent application to rezone land (the 10-12 Halls Road Highbury Code Amendment), adjacent to the Highbury landfill site, seeks to allow medium density housing directly adjacent to the adjoining landfill area, immediately north of the Highbury landfill. The Authority has objected to this rezoning on the basis that it would significantly increase the risk from landfill gas migration to the proposed residential community. Funds have been included in the budget to continue to represent the risks involved in allowing residential development on the boundary of unlined closed landfills.

- Management and Administration

The existing management and administration model will end later this year. The Board of the Authority is currently considering a new management model.

A copy of the Draft 2025-2026 Budget is contained in **Attachment A**.

OPTIONS

The Council can choose to endorse or not to endorse the Authority's Draft 2025-2026 Budget. There are no specific issues or activities which present a financial or risk management issue for this Council, and as such it is recommended that the Council endorse the Authority's Draft 2025-2026 Budget.

CONCLUSION

Nil

COMMENTS

Nil

RECOMMENDATION

That the Highbury Landfill Authority be advised that pursuant to Clause 4.5 of the Charter, the Council has considered and hereby approves the Authority's Draft 2025-2026 Budget.

Cr Sims moved:

That the Highbury Landfill Authority be advised that pursuant to Clause 4.5 of the Charter, the Council has considered and hereby approves the Authority's Draft 2025-2026 Budget.

Seconded by Cr Knoblauch and carried unanimously.

**Section 3 – Governance & General
Reports**

13.4 SUPPLEMENTARY ELECTION FOR THE ST PETERS WARD

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA177959
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of this report is to advise the Council of the vacancy in the St Peters Ward as a result of Cr Claire Clutterham's election to the Australian Parliament as the Federal Member for Sturt.

BACKGROUND

As Elected Members are aware, on 31 March 2025, Cr Clutterham took a Leave of Absence from her position as a Councillor for the St Peters Ward, as a result of her candidacy in the Federal Government Election which was held on 3 May 2025.

On Wednesday, 21 May 2025, the Australian Electoral Commissioner officially declared the Poll for the recent Federal Government Election.

In terms of Cr Clutterham's position as an Elected Member, now that she has been elected as the Federal Member for Sturt, Section 54 (1) (e) of the *Local Government Act 1999* (the Act), stipulates the following:

- (1) *Subject to this section, the office of a member of a council becomes vacant if the member*
(e) becomes a member of an Australian Parliament;

This means that Cr Clutterham's position automatically became vacant at the time the Australian Electoral Commissioner officially declared the Poll.

This report is presented to the Council in accordance with the requirements of Section 54 of the Act which requires the Council to be advised of the vacancy "*at the next meeting of the Council*".

RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL IMPLICATIONS

Funds have not been allocated as part of the 2024-2025 or 2025-2026 Budgets for the conduct of a Supplementary Election.

As the costs associated with Supplementary Elections are not known at this stage and the funds will be expended as part of the 2025-2026 Budget, an adjustment will be made to 2025-2026 Budget as part of the First Quarter Budget review.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

The Supplementary Election will be managed by the General Manager, Governance & Civic Affairs in conjunction with the Electoral Commission of South Australia (ECSA).

RISK MANAGEMENT

A Supplementary Election must be held to ensure the Council meets its legislative responsibilities.

CONSULTATION

- **Elected Members**
At the Council Meeting held on 5 May 2025, Elected Members were advised of the process which is now required to be undertaken following the official declaration of the Poll by the Australian Electoral Commissioner.
- **Community**
Not Applicable.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

In addition to the requirements of the Act in respect to casual vacancies, Section 6 of the *Local Government (Elections) Act 1999* (the Act), stipulates the following:

“(5) *Subject to this Act, a supplementary election must be held as soon as practicable after the occasion for the election arises.*”

In accordance with the Act, a letter was forwarded to the Electoral Commissioner of South Australia on 22 May 2025, to advise of Cr Clutterham’s election to the Australian Parliament and to request that the Electoral Commissioner SA commence the process for the Supplementary Election for the St Peters Ward.

A Notice of the Vacancy has been placed in the Government Gazette.

OPTIONS

Not Applicable.

CONCLUSION

The Supplementary Election will ensure the casual vacancy for the St Peters Ward will be filled for the remainder of the current term of the Council (ie until November 2026).

COMMENTS

Nil.

RECOMMENDATION

That the report be received and noted.

Cr Moorhouse moved:

That the report be received and noted.

Seconded by Cr Robinson and carried unanimously.

13.5 APPOINTMENT TO THE EASTERN WASTE MANAGEMENT AUTHORITY INCORPORATED BOARD (EAST WASTE) – BOARD MEMBER

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA111240
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of the report is to seek the Council's appointment of a Board Member to the Eastern Waste Management Authority (East Waste) Board of Management.

BACKGROUND

The Eastern Waste Management Authority Incorporated (East Waste) is a Regional Subsidiary, established under Section 43 of the *Local Government Act 1999*, to provide at-cost kerbside waste collection services to its Constituent Councils. The membership base of East Waste comprises the Corporation of the Town of Walkerville, the City of Burnside, the City of Norwood Payneham & St Peters, the Campbelltown City Council, the City of Mitcham, the City of Prospect, the Adelaide Hills Council and the City of Unley.

East Waste is governed by a Board of Management made up of one (1) appointee from each of the Constituent Councils and an Independent Chair.

Clause 21 of the Eastern Waste Management Authority Inc Charter (the Charter), sets out that the Board shall consist of nine (9) Members appointed as follows:

21.1.1 one person appointed by each Constituent Council which person may be an officer, employee, elected member of a Constituent Council or an independent person who will be appointed for a three-year term; and

21.1.2 one independent person (who shall be the Chair) appointed jointly by Absolute Majority of the Constituent Councils for a three-year term (and at the expiration of the term is eligible for re-appointment) who is not an officer, employee or elected member of a Constituent Council, but who has expertise in:

- (a) corporate financial management and/or*
- (b) general management and/or*
- (c) waste management and/or*
- (d) transport fleet management and/or (e) public sector governance and/or*
- (f) marketing and/or*
- (g) economics and/or*
- (h) environmental management.*

At its meeting held on 16 January 2023, the Council appointed Cr Claire Clutterham as the Board Member of East Waste. The Council's Chief Executive Officer is the Council's Deputy Board Member of East Waste.

As advised previously, at the time the Australian Electoral Commissioner officially declared the Poll, Cr Clutterham's position as an Elected Member and by implication her position as a Board Member of East Waste, became vacant.

Therefore, in accordance with the Charter, the Council is required to appoint a new Board Member.

As the Deputy Board Member, the Council's Chief Executive Officer has been attending meetings during Cr Clutterham's Leave of Absence.

As set out above, the person appointed by the Council can be an Elected Member, staff member or an independent person.

The East Waste Board comprises the following Members:

- Mr Fraser Bell, Independent Chairperson;
- Cr Lucy Huxter, Adelaide Hills Council;
- Cr Ted Jennings, City of Burnside;
- Cr Pia George, City of Mitcham;
- Mayor Melissa Jones, Corporation of the Town of Walkerville;
- Mr Paul Di Iulio, Chief Executive Officer, Campbelltown City Council;
- Mr Sam Dilena, Director, City Works and Presentation, City of Prospect; and
- Mr Claude Malak, General Manager, City Development, City of Unley.

There are five (5) ordinary Board Meetings scheduled each year. Board Meetings are currently held at the Norwood Townhall on a Thursday, commencing at 5.30pm.

The next meeting of the Board will be held on Thursday, 26 June 2025, 5:30pm.

If there is no interest from Elected Members, the Council's Chief Executive Officer has advised that he is happy to be appointed as this Council's delegate.

RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

As no sitting fees are payable to Board Members (other than the Independent Chairperson of the Board), there are no financial implications associated with this matter.

RECOMMENDATION

That _____ be appointed as the Board Member of the East Waste Management Authority Inc Board of Management for a three (3) year term.

Cr McFarlane moved:

That Cr Grant Piggott be appointed as the Board Member of the East Waste Management Authority Inc Board of Management for a three (3) year term.

Seconded by Cr Whittington and carried unanimously.

14. ADOPTION OF COMMITTEE RECOMMENDATIONS

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

PURPOSE OF REPORT

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

- Business & Economic Development Advisory Committee – (20 May 2025)
(A copy of the Minutes of the Business & Economic Development Advisory Committee meeting is contained within **Attachment A**)

ADOPTION OF COMMITTEE RECOMMENDATIONS

- **Business & Economic Development Advisory Committee**

Cr Holfeld moved that the Minutes of the meeting of the Business & Economic Development Advisory Committee held on 20 May 2025, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Callisto and carried unanimously.

15. **OTHER BUSINESS**
Nil

16. **CONFIDENTIAL REPORTS**

16.1 TRINITY VALLEY STORMWATER DRAINAGE UPGRADE – STAGE 1 UPDATE

RECOMMENDATION 1

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

- (b) information the disclosure of which –
 - (i) could reasonably be expected to prejudice the commercial position of the Council; and
 - (ii) would, on balance, be contrary to the public interest;

by the disclosure of sensitive commercial and financial information 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 until this matter is finalised.

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

- (b) information the disclosure of which –*
 - (i) could reasonably be expected to prejudice the commercial position of the Council; and*
 - (ii) would, on balance, be contrary to the public interest;*

by the disclosure of sensitive commercial and financial information 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 Granozio moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential until the matter is finalised.

Seconded by Cr Knoblauch and carried unanimously.

16.2 COUNCIL SWIMMING CENTRES

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:

- (b) information the disclosure of which –
- (i) could reasonably be expected to prejudice the commercial position of the Council; and
 - (ii) would, on balance, be contrary to the public interest;

by the disclosure of sensitive commercial and financial information of the Council's Swimming Centres 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 until the matter is finalised.

Cr Holfeld moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer; General Manager, Governance & Civic Affairs; General Manager, Urban Planning & Environment; General Manager, Infrastructure & Major Projects; General Manager, Community Development; Manager, Governance; Chief Financial Officer and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (b) information the disclosure of which –*
- (i) could reasonably be expected to prejudice the commercial position of the Council; and*
 - (ii) would, on balance, be contrary to the public interest;*

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

Seconded by Cr Knoblauch and carried unanimously.

Cr Robinson moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential until the matter is finalised.

Seconded by Cr Granozio and carried unanimously.

16.3 STAFF RELATED MATTER

RECOMMENDATION 1

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

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

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

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.

Cr Robinson moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer; General Manager, Governance & Civic Affairs; General Manager, Urban Planning & Environment; General Manager, Infrastructure & Major Projects; General Manager, Community Development; Manager, Governance; Chief Financial Officer and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

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

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

Seconded by Cr Knoblauch and carried unanimously.

Cr Robinson moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Seconded by Cr Knoblauch and carried unanimously.

16.4 CHIEF EXECUTIVE OFFICER'S KEY PERFORMANCE INDICATORS

RECOMMENDATION 1

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

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

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the matter confidential.

RECOMMENDATION 2

That the update of the Chief Executive Officer's Key Performance Indicator - *Deliver all of the key objectives in the Annual Business Plan* be noted.

Cr Holfeld moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Council orders that the public, with the exception of the Council staff present [General Manager, Governance & Civic Affairs and Administration Assistant, Governance & Civic Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider

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

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the matter confidential.

Seconded by Cr Sims and carried unanimously.

Cr Robinson moved:

That the update of the Chief Executive Officer's Key Performance Indicator - Deliver all of the key objectives in the Annual Business Plan be noted.

Seconded by Cr Knoblauch and carried unanimously.

17. CLOSURE

There being no further business, the Mayor declared the meeting closed at 7.56pm.

Mayor Robert Bria

Minutes Confirmed on _____
(date)