

# Council Meeting Agenda & Reports

**1 December 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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City of  
Norwood  
Payneham  
& St Peters

## To all Members of the Council

### NOTICE OF MEETING

I wish to advise that pursuant to Section 83 of the *Local Government Act 1999*, the next Ordinary Meeting of the Norwood Payneham & St Peters Council, will be held in the Council Chambers, Norwood Town Hall, 175 The Parade, Norwood, on:

**Monday 1 December 2025, commencing at 7:00 pm.**

Please advise Tina Zullo on 8366 4545 or email [tzullo@npsp.sa.gov.au](mailto:tzullo@npsp.sa.gov.au), if you are unable to attend this meeting or will be late.

Yours faithfully




Mario Barone PSM  
**CHIEF EXECUTIVE OFFICER**

27 November 2025

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City of  
Norwood  
Payneham  
& St Peters

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## **PRESENT**

### **Council Members**

Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Rita Excell  
Cr Garry Knoblauch  
Cr John Robinson  
Cr Kevin Duke  
Cr Connie Granozio  
Cr Victoria McFarlane  
Cr Scott Sims  
Cr Grant Piggott  
Cr Sandy Wilkinson  
Cr John Callisto  
Cr Christel Mex

### **Staff**

Mario Barone (Chief Executive Officer)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Civic Affairs)  
Jenny McFeat (Manager, Governance)  
Allison Kane (Manager, Strategic Communications & Advocacy)  
Marina Fischetti (Governance Officer)

### **APOLOGIES**

Cr Hugh Holfeld

### **LEAVE OF ABSENCE**

#### **1 KAURNA ACKNOWLEDGEMENT**

#### **2 OPENING PRAYER**

#### **3 CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 24 NOVEMBER 2025**

*That the Minutes of the Special Council Meeting held on 24 November 2025 be taken as read and confirmed.*

#### **4 MAYOR'S COMMUNICATION**

#### **5 DELEGATES COMMUNICATION**

#### **6 ELECTED MEMBER DECLARATION OF INTEREST**

#### **7 ADJOURNED ITEMS**

Nil

#### **8 QUESTIONS WITHOUT NOTICE**

#### **9 QUESTIONS WITH NOTICE**

Nil

## **10 DEPUTATIONS**

### **10.1 NINTH AVENUE CHRISTMAS LIGHTS - FOOD VANS**

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#### **SPEAKER/S**

Mr Kevin Naughton

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

Not Applicable

#### **COMMENTS**

Mr Naughton has written to the Council requesting that he be permitted to address the Council in relation to the Ninth Avenue Christmas Lights and Food Vans.

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

**10.2 SEVENTH AVENUE AND EIGHTH AVENUE ST PETERS - EXTENSION OF THE EXISTING ST PETERS HISTORIC AREA OVERLAY**

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**SPEAKER/S**

Mr David Cree

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

Not Applicable

**COMMENTS**

Mr Cree has written to the Council requesting that he be permitted to address the Council in relation to Extending the Existing St Peters Historic Area Overlay for Seventh Avenue and Eighth Avenue St Peters.

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

WITHDRAWN

## **11 PETITIONS**

Nil

## 12 NOTICES OF MOTION

### 12.1 NINTH AVENUE CHRISTMAS LIGHTS

**SUBMITTED BY:** Cr Moorhouse

**ATTACHMENTS:** Nil

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

#### NOTICE OF MOTION

That for the duration of the Ninth Avenue Christmas Lights display the Council approves a maximum of two (2) Mobile Food Vendor Permits (per day), with these food vendors to be located on Koolaman Street and Werrina Avenue.

#### REASONS IN SUPPORT OF MOTION

When the Council considered the Ninth Avenue Christmas lights at the Council Meeting held on 7 October 2025, Elected Members were advised by staff that a total ban on food trucks during the event would be required in order to reduce safety concerns arising from footpath pedestrian congestion. Staff also advised that no food vendor permits had been issued for the 2024 event. However, it has since been acknowledged that two food vendor permits were indeed issued to ice creams vans last year for the event. Since that October meeting the Council's decision not to allow any ice cream vans at the event has received media attention, including on *Sky News* and in an article in *The Advertiser* with the subheading "Sorry to break the ho-ho-horrible news, there'll be no ice-cream vans at the Ninth Avenue Christmas lights thanks to one Grinchy council."

I believe that the Council owes it to our community to find a solution so that ice cream can be enjoyed as part of the festivities. Ice cream trucks parked on the connecting side streets of Koolaman Street and Werrina Avenue will allow patrons to queue for ice creams in a safe manner, without causing any pedestrian congestion on the Ninth Avenue footpath. The Council has decided to temporarily block off the movement of traffic from Ninth Avenue onto Koolaman Street and Werrina Avenue during the busy period of the event, making them temporary cul-de-sacs and ideal, safe locations to enjoy a Christmas ice cream.

#### STAFF COMMENT

As Elected Members will recall, to gain a better understanding of how the Ninth Avenue Christmas Lights event is managed, HDS Australia (HDS) (traffic engineering consultants), were engaged to undertake observational surveys involving pedestrians, parking and traffic flow along Ninth Avenue during the 2024 event.

Each evening, two (2) HDS contractors staff were on site to record observations, incidents and any perceived safety concerns and to provide some quantitative data.

In terms of congestions points, it was observed that congestion occurred in those locations where food trucks were set up and those properties with more elaborate displays (pedestrians would linger longer to view the displays and take photographs).

At peak times on Christmas Eve the footpaths in these areas were at a standstill and there was an overflow onto the roadway up to six (6) pedestrians deep.

This was observed to be one of the highest risks associated with the event.

On this basis, the decision to not permit food vendors to operate during the Ninth Avenue Christmas Lights event was made to reduce the potential for congestion on the footpaths that results causes pedestrians to walk onto the roadway.

This position was supported by SAPOL.



## **12.2 NORWOOD OVAL - CLUBROOMS, MEMBERS FACILITIES AND WOMENS FACILITIES**

**SUBMITTED BY:** Cr Piggott  
**ATTACHMENTS:** Nil

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

### **NOTICE OF MOTION**

That Administration provides a report to the Council including the following details with respect to the upgrade of the Clubrooms, Member's facilities and the Women's facilities at Norwood Oval:

1. total funds expended by Council;
2. final determination of the amount to be contributed by Norwood Football Club;
3. ongoing and planned actions to arrange the payment of the NFC contribution;
4. reasons why no arrangements have already been in place given the Clubrooms were opened on 22 January 2021; and
5. treatment of the contribution owing to Council in its financial statements and confirmation that this was acceptable to our external auditors.

### **REASONS IN SUPPORT OF MOTION**

The City of Norwood Payneham & St Peters progressed a project to upgrade the Clubrooms, Member's facilities and the Women's facilities at Norwood Oval on the understanding that 50% of the cost would be contributed by Norwood Football Club. To the best of my knowledge, this remains the intention of the club.

The project was the subject of numerous Motions of Council and suffered several delays, including due to the COVID-19 pandemic but the facilities were officially opened on 22 January 2021 and have been successfully in use ever since.

Administration responded to a Question on Notice at the 3 November 2025 meeting stating that the total cost expended was \$11.398 million. It was also stated that the final project cost included variations from the original scope and not subject to the 50% contribution.

The Norwood Football Club contribution is an asset of the Council, and this Motion seeks a report in respect to the Administration's management of this asset, now five years on from the Official opening of the facility.

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

As Elected Members will recall, at its meeting held on 3 November 2025, the Council considered a Question with Notice regarding the Norwood Oval Clubrooms and Members Facilities, which included a number of questions as set out in the Motion on Notice.

At the time, the Council was advised that staff are currently and have been for some months, in discussions with the Norwood Football Club, with the objective to finalising a new lease which will include a repayment schedule for the Club's final contribution towards the Project.

The repayment schedule will form part of the new lease.

At this stage, the Norwood Football Club is considering its position in terms of the arrangements for the repayment schedule.

Once the Norwood Football Club has finalised its position, a report will be presented to the Council setting out the proposed repayment schedule and the treatment of the income received as part of the repayment schedule in terms of the Council's financial statements.

### 12.3 SEVENTH AVENUE AND EIGHTH AVENUE ST PETERS - EXTENSION OF THE EXISTING ST PETERS HISTORIC AREA OVERLAY

**SUBMITTED BY:** Cr Moorhouse  
**ATTACHMENTS:** A - F

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

#### NOTICE OF MOTION

1. *That staff investigate and report to the Council on the distribution, age of construction and quality of historic buildings in Seventh and Eighth Avenue, St Peters, as per the attached maps, that may warrant application of a Historic Area Overlay under the Planning and Design Code. This would refer and build upon earlier heritage surveys and existing knowledge and research on the East Adelaide Investment Company subdivision and houses which are located on Seventh and Eighth Avenue, St Peters.*
2. *That following such investigations, staff hold preliminary discussions with staff of the Department of Housing and Urban Development to present these findings and determine the level of support for initiating a Code amendment for an extension of the existing St Peters Historic Area Overlay.*
3. *That staff report to Council on the likely timeframes, costings and resource implications of undertaking a Code Amendment for this purpose and of future potential local heritage listings.*

#### REASONS IN SUPPORT OF MOTION

The existing St Peters Historic Area Overlay currently covers from First Avenue through to Sixth Avenue. This motion seeks to extend that Historic Area Overlay further to also include the parts of Seventh and Eighth Avenue to the south-western side of Stephen Terrace. The suggested approach is that early on in the process NPSP staff hold preliminary discussions with staff at the Department of Housing and Urban Development to gauge support, prior to making any decision on whether to go ahead with further steps involved in submitting a Code Amendment request. That way the bulk of the work only needs to be undertaken if approval is likely. Furthermore, as this is an extension of the existing Historic Area Overlay, not a new overlay, no new Historic Area Overlay description will need to be written.

Our community is concerned about the ever-increasing loss of our historic homes and expect Council to live up to our stated commitment to heritage. This community support has been demonstrated by Cr Wilkinson's recent success at the West Norwood/ Kent Town supplementary election, with a campaign heavily focused on increasing NPSP heritage preservation efforts. Cr Wilkinson has accompanied me for an on-site historic character inspection of Seventh and Eighth Avenue and has kindly produced maps of the area, highlighting homes worthy of protection (see attachment).

The East Adelaide Investment Company (EAIC) built substantial homes in a similar style throughout the avenues of St Peters, and the eleven they built on Seventh and Eighth Avenue are just as deserving of protection as those they built on the other avenues. Once they are gone, they are gone forever. It is important to note the pattern of development adopted by the EAIC. The Company built the homes on alternate allotments and offered the home for sale together with the vacant allotment so that the purchaser could develop an extensive garden or perhaps establish a tennis court. Many of these double allotment properties were later subdivided in the 1930s to 1960s, which explains why there are often later homes in between the EAIC homes.

The greenest building is the one that already exists. Renovating, rather than demolishing and rebuilding, avoids landfill waste and reduces carbon emissions tied to new construction. As such, extending the Historic Area Overlay will help the Council meet *CityPlan2030* Environmental Sustainability objectives 4.4.3 and 4.5.1. Protecting these homes also benefits our community more broadly by retaining the cultural vitality of the neighbourhood - making it an attractive place to live, play, volunteer and do business.

It should be noted that with existing minimum lot size rules, demolitions are invariably replaced, one for one, so this Historic Area Overlay extension is unlikely to have any implications for urban consolidation.

**STAFF COMMENT**

A report can be provided as requested.

WITHDRAWN

**ATTACHMENT\_12.3.1\_A\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN

**ATTACHMENT\_12.3.2\_B\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN

**ATTACHMENT\_12.3.3\_C\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN

**ATTACHMENT\_12.3.4\_D\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN

**ATTACHMENT\_12.3.5\_E\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN



**ATTACHMENT\_12.3.6\_F\_-\_SEVENTH\_AVENUE\_AN**

WITHDRAWN

## **13 STAFF REPORTS**

### 13.1 VOLUNTEER STRATEGY 2026-2030

**REPORT AUTHOR:** Manager, Arts, Culture & Community Connections  
**APPROVED BY:** General Manager, Community Development  
**ATTACHMENTS:** A-B

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#### PURPOSE OF THE REPORT

The purpose of this report is to seek the Council's approval of the *2026-2030 Volunteer Strategy* following community consultation.

#### BACKGROUND

Volunteerism makes a significant economic and social contribution to South Australia and its communities. Volunteering SA&NT's *2023 State of Volunteering* reports that in 2023, nearly three-quarters of residents aged 15 and over, or 951,800 people, volunteered and that the total social and economic benefits of volunteering in South Australia:

- was valued at \$36.1 billion;
- returned \$5.20 for every \$1 invested; and
- realised \$17.8 billion value of well-being benefit felt by individual volunteers.

Importantly, the *2026-2030 Volunteer Strategy* considers current trends in volunteering and seeks to identify localised responses as it pertains to the City of Norwood Payneham & St Peters. For example, some of the key trends influencing volunteerism in Australia include:

- decreasing levels of volunteer participation;
- an evolving focus on making volunteering opportunities more accessible and inclusive;
- recognition of the importance of the 'volunteer experience' and the impact this can have on Volunteer attraction and retention;
- a preference towards volunteering opportunities that are short-term, one-off or project-based; and
- the escalating influence of technology, with the number of people who volunteered online in Australia increasing from 8.5% in 2019 to 17.3% in 2020.

The *2026-2030 Volunteer Strategy* now incorporates an action plan, with a range of actions to support the achievement of the outcomes of the Strategy.

At its meeting held on 2 September 2024, the Council resolved to release the draft *2026-2030 Volunteer Strategy* for community consultation. The Consultation was undertaken for a period of thirty (30) days, commencing on 10 September 2024 and concluding on 8 October 2024. No survey submissions were received in response to the consultation. This could be attributed, in part, to the Coordinator, Volunteer Services suddenly resigning during the consultation period which is thought to have disrupted the momentum of targeted engagement and promotion of the consultation process.

To ensure a more effective outcome, a new consultation was planned and scheduled to align with the appointment of a new Coordinator, Volunteer Services. This also provided an opportunity to review and improve the format of the *2026-2030 Volunteer Strategy* to enhance accessibility and engagement with the aim of building a stronger connection with stakeholders.

A second community consultation was undertaken for a period of forty-one (41) days, commencing on 3 September 2025 and concluding on 13 October 2025.

A total of 28 survey submissions were received. In addition, nine(9) face-to-face interviews with Volunteer-Involving Organisations were conducted during this period.

In total, 37 people provided feedback to inform the development of the *2026-2030 Volunteer Strategy*. This feedback has been reviewed and a summary is contained in **Attachment B - Consultation Summary**. The key themes derived from the feedback of the consultation relate to skill development, mentoring, improved marketing and promotion, collaborative partnerships and community connection.

Minor amendments, generally editorial in nature, have been made to the draft Strategy to provide clarity of the proposed actions and to update the implementation period. A copy of the draft amended Strategy is provided in **Attachment A**.

## **STRATEGIC DIRECTIONS**

### ***CityPlan 2030 Alignment***

#### ***Outcome 1: Social Equity***

*An inclusive, connected, accessible and friendly community.*

*Objective 1.3: An engaged and participating community.*

*Strategy 1.3.1: Promote and facilitate volunteering opportunities in the community and within the Council.*

*Strategy 1.3.2: Provide opportunities for community input in decision-making and program development.*

## **FINANCIAL AND BUDGET IMPLICATIONS**

Nil.

## **RISK MANAGEMENT**

Nil.

## **CONSULTATION**

### **Elected Members**

Elected Members have been apprised and consulted on the draft *2026-2030 Volunteer Strategy* as follows:

- at an Elected Member Information Session held on 9 October 2023. Elected Members were provided an overview of the proposed project scope, stages, community engagement and timeline;
- at the Council meeting held on 4 March 2024, the Council endorsed the first draft of the *Volunteer Strategy 2026-2030*;
- at an Elected Member Information Session held on 29 July 2024, Elected Members were provided a summary of findings of the Volunteer Involving Organisations (VIO) consultation and considered the role of the Council as it relates to volunteerism (as opposed to the direct engagement and management of volunteers within the Council); and
- at its meeting held on 2 September 2024, the Council endorsed the draft *2026-2030 Volunteer Strategy* for community consultation for a minimum period of twenty-one (21) days.

### **Community**

A total of three hundred and fourteen (314) individuals contributed to the development of the *2026-2030 Volunteer Strategy*.

A summary of the community engagement techniques used for this project is presented in **Table 1** below.

**TABLE 1: COMMUNITY ENGAGEMENT TECHNIQUES**

| Strategy Phase                       | Engagement Technique          | Description   | Target Audience   | Sample size |
|--------------------------------------|-------------------------------|---|---|-------------|
| 1. Strategy Planning                 | Volunteer survey              | Current Council Volunteers were invited to provide feedback on the volunteer experience, program development ideas, volunteer development and continuous improvement recommendations. | Council Volunteers  | 220         |
| 1. Strategy Planning                 | Sector consultation           | Benchmarked sector best practice via an in-person open forum with the Local Government Volunteer Management Network.  | Local Government Volunteer Management Network Northern Volunteering | 47          |
| 1. Strategy Planning and Development | Focus group feedback sessions | Feedback from Council staff who coordinate volunteer programs.  | Program Coordinators  | 10          |
| 1. Strategy Planning and Development | Face-to-face consultation     | One-to-one consultation with local volunteer involving organisations to understand their volunteering needs, challenges, and opportunities.   |   | 9           |
| 2. Strategy Development              | Community survey              | Community members were invited to provide feedback on the draft <i>2026-2030 Volunteer Strategy</i> via an online survey on the Council's website.                                    |   | 28          |
| Total Engagement Sample Size         |                               |   |   | 314         |

#### Staff

Focus Group feedback sessions were undertaken with the following functional areas within the organisation:

- Urban Planning and Sustainability;
- Community Care Services;
- Libraries (Lifelong Learning, Children's and Youth Services, Coordinator Norwood Library);
- Arts, Culture &Community Connections; and
- City Services.

## Other Agencies

The Local Government Volunteer Managers Network was consulted via an in-person open forum, as well as an online request for feedback, to access specialist perspectives, trends, benchmarking, and best practice volunteer service delivery. Northern Volunteering was also consulted.

## DISCUSSION

The *2026-2030 Volunteer Strategy* seeks to support the creation of an enabling environment that encourages and fosters volunteering activity across the organisation, with a secondary purpose to support the capability of VIO's within the City, where it aligns with the operations of the Council.

The Strategy sets out the Council's strategic direction for volunteering activities and the development of the Council's Volunteer Service. Serving as a framework for achieving inclusive volunteer participation opportunities which supports individuals to participate and contribute to the community in a meaningful way.

The Strategy supports three key outcomes:

1. A thriving, active, satisfied and participating 'Volunteer force';
2. A Council known for excellence in volunteering services; and
3. A supportive Council that attracts volunteers and delivers a meaningful program.

The development and implementation of the Council's *2026-2030 Volunteer Strategy* recognises the importance of volunteering along-side employees, in contributing to and working towards achieving Community Wellbeing.

## Summary of feedback

### Overview

An on-line survey was released on 3 September 2025, to capture the views and priorities of citizens and stakeholders on the draft 2026-2030 Volunteer Strategy. Approximately 85% of the respondents were Council Volunteers.

Respondents represented a diverse range of ages, with the majority (68%) being over 60 years of age. This highlights a key demographic of Council Volunteers as a significant proportion are older adults. A small percentage (3.5%) of respondents were aged between 18 – 30 years of age.

The survey sought feedback from respondents on their key motivations and barriers to volunteering. Respondents' motivation to volunteer included helping others, improving their community and giving back. Key issues to preventing volunteer participation included:

- Citizens reported that work, family, and personal commitments leave them with limited time to volunteer.
- Lack of awareness of volunteer opportunities offered by the Council.

Respondents' feedback on being "time poor" to volunteer, aligns with the demographics of this City where a significant proportion of citizens (60%) are employed. Whilst many citizens are motivated to volunteer, many struggle to balance the demands of everyday life.

Another barrier that has been identified is that respondents were unaware of volunteering opportunities that are offered by the Council. Based on this feedback, it is important for the Council to effectively communicate and promote the opportunities available. Given there are local community groups also struggling to recruit Volunteers, the promotion of volunteering opportunities should not only include those which the Council offers but should include those that are offered by other organisations. Consequently, the Strategy includes activities that respond to this.

## *Feedback on the Strategy*

Overall, **93%** of respondents agreed with the proposed Outcomes and Strategies contained in the *2026–2030 Volunteer Strategy*. In respect to the Actions contained within the Strategy, a thematic analysis was undertaken to identify, analyse and report on key themes emerging from the feedback data. The five (5) key themes identified from the data include;

- employment and skill development;
- mentoring between volunteers;
- increased marketing and promotions;
- collaborative partnerships; and
- community connections.

A summary of the themes and recommended actions is discussed below;

### *1. Employment and Skill Development*

Respondents highlighted the need for regular, well-planned training and development opportunities for Volunteers to help build skills and open future employment opportunities. The Strategy includes actions to respond to this via Action 3.1 Invest in volunteer training to improve capacity and capability of volunteers.

### *2. Mentoring Between Volunteers*

Volunteers suggested introducing a “buddy system” to support new Volunteers during the Council’s induction process. By pairing new Volunteers with experienced Volunteers, the ‘buddy’ would provide guidance, encouragement and an opportunity to share practical knowledge that may not be included in formal procedures. In addition, volunteers also suggested a “come and try” volunteering program where a prospective volunteer could try a range of volunteer opportunities. The “Come and Try” approach to volunteering is an effective way to attract new Volunteers, particularly those with no prior experience, by allowing them to explore different roles and discover what they enjoy.

The Council’s 2026-2030 *Volunteer Strategy* includes actions that respond to this feedback. These actions include:

- 1.1.3 Research, design & trial a volunteer service that offers a range of volunteer engagement opportunities, including formal, informal, project based or one-off, to attract diverse volunteers to meet community need.*
- 1.3.3 Identify collaborative partnerships to increase sustainability of the Volunteer Program, increase volunteer participation and develop new volunteer initiatives where both parties contribute and receive mutual benefit.*

### *3. Increase Marketing and Promotion*

This theme examines opportunities for the Council to raise the profile of its volunteering program. Greater visibility is seen as an important factor in attracting new volunteers and maintaining strong community engagement. A variety of suggestions were provided to improve the marketing and promotion of the program. These include promoting the Program through:

- music events;
- the Council’s Libraries;
- social media;
- the Internet;
- connection with non-English Speaking Groups; and
- posters.

Actions which respond to this feedback are included within the Strategy as set out below:

- 1.1.4 *Explore ways to actively increase the visibility of volunteering opportunities within our City(internal and external opportunities).*
- 1.2.1 *Explore ways to actively promote the personal and community benefits and impact of volunteering.*
- 1.2.3 *Develop volunteer social media guidelines to support volunteers to actively utilise social media to share their stories and experiences.*

#### 4. Collaborative Partnerships

The *2026–2030 Volunteering Strategy* aims to strengthen community outreach and enhance support for Community Volunteer Organisations, such as Rotary Clubs and Resident Associations.

Feedback from the consultation highlighted a desire for more structured engagement with community groups and organisations. Participants expressed interest in the Council proactively encouraging collaboration and supporting partnership projects.

This theme is captured within the *2026–2030 Volunteering Strategy* under strategies:

- 2.2 *Advocate to meet community needs.*
- 3.2 *Use innovative and leading practices to support volunteering in the City.*

#### 5. Community Connections

Feedback from the consultation emphasised Volunteers' desire to develop stronger connections within their community through volunteering. This includes fostering a sense of belonging (through recognition) and forming meaningful connections with each other through their volunteering activities. Enhancing these connections contributes to greater inclusivity, stronger social networks and improved overall wellbeing.

Whilst Strategy 1.4 – *Recognise, communicate and celebrate volunteers' positive contribution to the community* of the *2026-2030 Volunteer Strategy* encapsulates a number of actions that respond to the community feedback, it is recommended that an additional action be incorporated to address specific feedback relating to improving connections between volunteers. In this respect, Action 1.4.5 - *Engage with volunteers to identify ways to strengthen volunteer connections* has been included within the proposed *2026-2030 Volunteer Strategy* Action Plan.

#### 6. Increasing Youth Participation in Volunteering

Volunteering provides significant benefits for young people, including enhanced confidence, the development of life and career skills, and a strengthened sense of purpose. The Council's Volunteer Strategy seeks to broaden the diversity of its Volunteer Workforce, which includes the engagement and participation of young people in volunteering opportunities across Council programs.

As part of the community consultation, feedback was sought on approaches to attract and retain young volunteers. Suggestions from respondents included:

- collaborate with local schools to deliver “come and try” volunteering projects that provide introductory experiences for young people;
- assign young volunteers a peer mentor of a similar age to provide guidance and support in their volunteer role;
- highlight both the personal wellbeing benefits of volunteering and the positive outcomes for the community;
- develop targeted marketing initiatives in partnership with universities and other education providers to raise awareness of volunteering opportunities; and
- create programs that enable young people to gain credits or formal recognition for their volunteer contributions (e.g. through the Duke of Edinburgh Award program).



The *2026-2030 Volunteer Strategy* responds to this feedback, in part, through the following actions:

*1.3.2 Identify and implement trial opportunities to develop youth-led projects.*

*1.3.3 Establish collaborative partnerships to support volunteer initiatives.*

To potentially strengthen the Strategy's response to increasing youth participation, the Council could include an action to assist young people to engage with volunteering that contributes towards their tertiary education. In particular, this could potentially be achieved in partnership with the Duke of Edinburgh Award Program. Whilst initial engagement with the Duke of Edinburgh Award Program is promising, further work is required to determine the Council's eligibility for participating within the Program and to identify volunteering opportunities that can be suitable to support such participation.

In addition, the development of targeted marketing initiatives in partnership with universities and other education providers could effectively promote both Council-based and community volunteering opportunities to young people. While the Strategy includes generic actions focused on promoting volunteering, marketing to young people requires a tailored approach. Therefore, it is recommended that the Strategy include an action to develop a marketing plan specifically targeting younger audiences.

The below new Actions are recommended for inclusion within the *2026-2030 Volunteer Strategy*:

*1.3.5 Explore programs that enable young people to gain credits towards their tertiary education.*

*1.2.2 Develop a marketing plan to target younger adult audiences, including exploring ways to promote volunteering.*

## **OPTIONS**

With respect to progressing the *2026-2030 Volunteer Strategy Action Plan* the Council could:

1. Approve the *2026-2030 Volunteer Strategy* with the inclusion of the proposed new Actions;

*1.4.5 Engage with volunteers to identify ways to strengthen volunteer connections.*

*1.3.5 Explore programs that enable young people to gain credits towards their tertiary education.*

*1.2.2 Develop a marketing plan to target younger adult audiences, including exploring ways to promote volunteering.*

This is the recommended Option as it provides Actions that responds to the feedback received through the community consultation.

2. Approve the *2026-2030 Volunteer Strategy* without the inclusion of the following new Actions:

*1.4.5 Engage with volunteers to identify ways to strengthen volunteer connections.*

*1.3.5 Explore programs that enable young people to gain credits towards their tertiary education.*

*1.2.2 Develop a marketing plan to target younger adult audiences, including exploring ways to promote volunteering.*

This is not the preferred recommendation as it does not reflect the feedback that has been received from the Community.

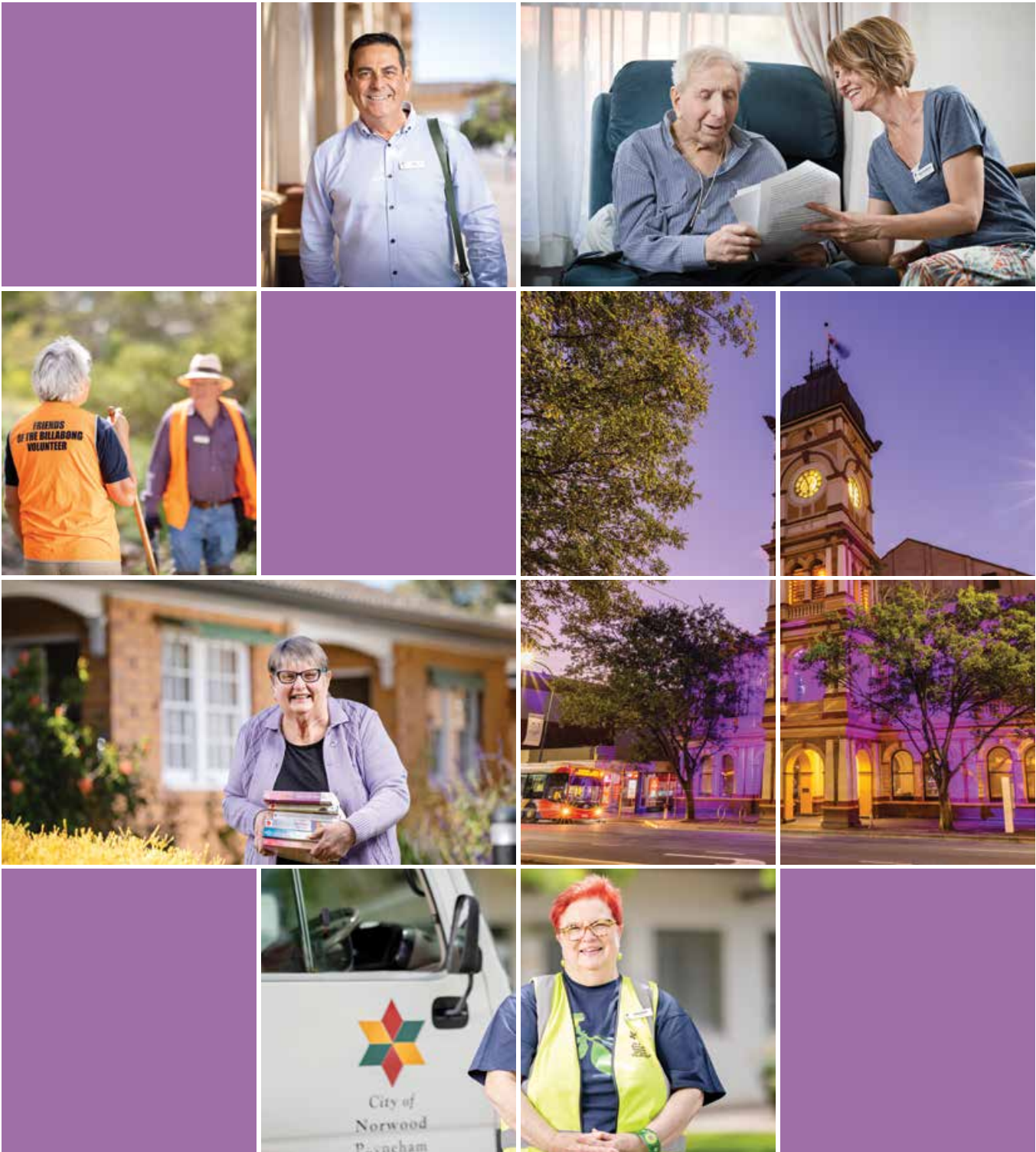
## CONCLUSION

The City of Norwood Payneham & St Peters has a strong history of Volunteer involvement, and the contribution of Volunteers continues to positively support the outcomes contained in *CityPlan2030: Shaping Our Future*.

The *2026-2030 Volunteer Strategy Action Plan* consolidates and builds upon this success by providing a 'road map' aimed at strengthening the Council's Volunteer Services and the positive impact volunteerism provides to the community.

## RECOMMENDATION

1. *That the 2026-2030 Volunteer Strategy, as contained in Attachment A., be endorsed*
2. *That the Chief Executive Officer be authorised to make any minor amendments to finalise the Strategy prior to its publication.*



# Volunteer Strategy

2025–2030





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The City of Norwood Payneham & St Peters Volunteer Strategy 2025–2030 guides the development and growth of the Council's Volunteer Service, identifies priority areas of action and also informs the Council's role in supporting volunteer organisations across the City.





# 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.*

**We exist to improve the well-being  
of our citizens and community.**

Our four pillars or outcomes to  
achieve this are:





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Image right: Norwood Christmas Pageant Volunteer



# Introduction

The Volunteer Strategy 2025–2030 sets out Council’s strategic direction for volunteering activities and the development of the Council’s Volunteer Service.

The Strategy serves as a framework for achieving an inclusive community service that supports individuals to participate and contribute to the community and environment in a meaningful way.

The Strategy supports three key outcomes:

1. A thriving, active, satisfied and participating volunteer force.
2. A City known for excellence in volunteering services.
3. A supportive City that attracts volunteers and delivers a meaningful program.

In establishing the strategic framework for the Volunteer Strategy 2025–2030, the Council considered the views of current volunteers, volunteer-involving organisations (VIOs), the demographic profile of the City and recent volunteering research. In doing so, the Strategy aims to address emerging opportunities and challenges facing volunteerism in the City.

## *Definition of Volunteering*

Volunteering Australia defines Volunteering as ‘time willingly given for the common good and without financial gain’.

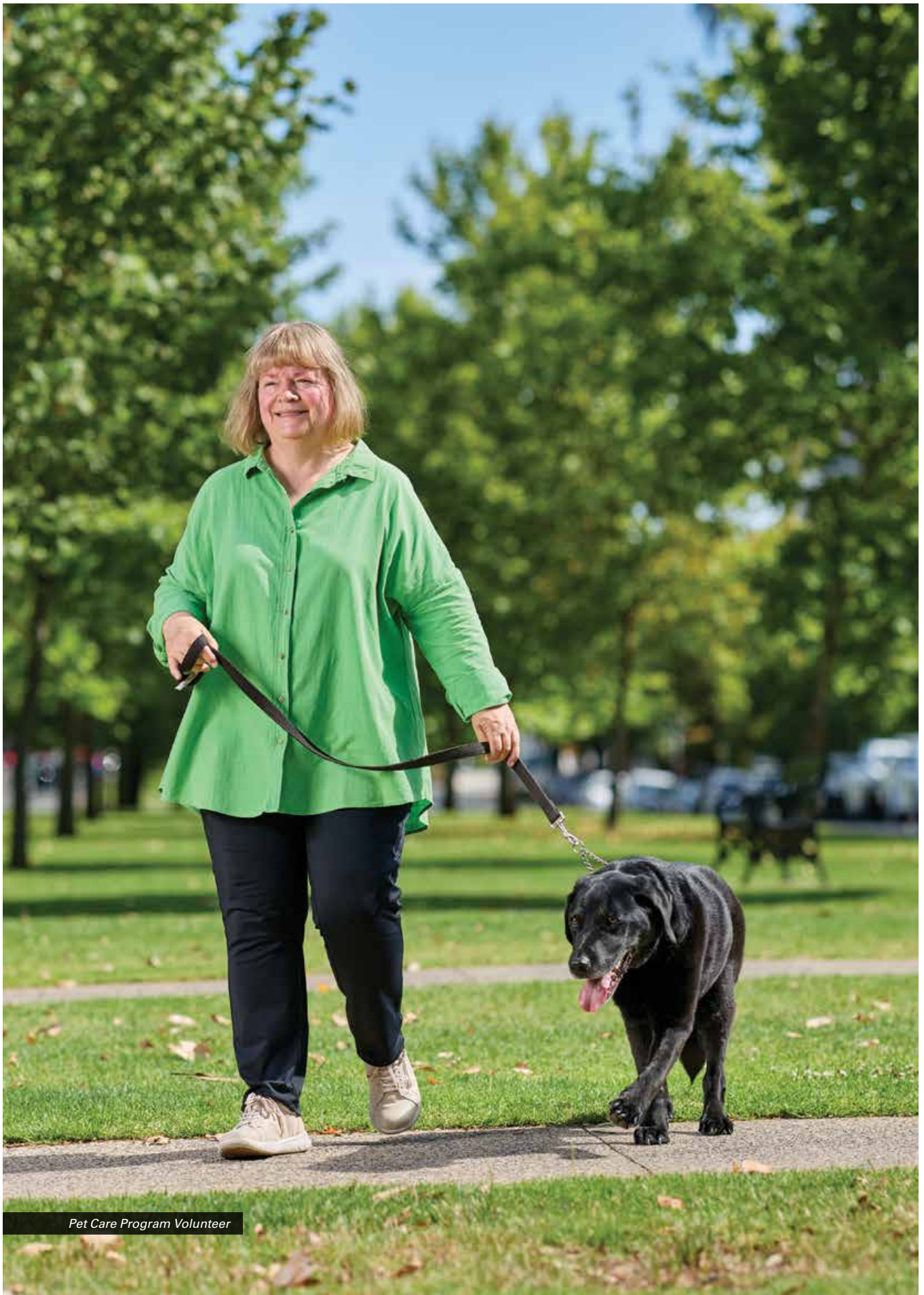
## *Valuing Volunteering*

Volunteering plays a key role in connecting, strengthening and building stronger local communities, keeping communities and organisations working together.

The Council recognises the valuable and integral role volunteers play, alongside employees, in contributing to and working towards achieving shared community well-being goals.

This Strategy reflects the Council’s commitment to continuous improvement of its volunteer service and the experience of volunteers, achieving meaningful volunteer program outcomes for participants and the community and enhancing outcomes for volunteer-involving organisations in the City.







## Mayor's Message



**Across Australia and indeed the world, the role of volunteers has been a constant source of strength and inspiration for millions and an invaluable social asset in the process of societies.**

Whether it is helping a neighbour or a sporting club, or holding a stall at a school fair, volunteers are the glue that holds communities together.

People volunteer because they want to make a difference.

In this sense, volunteering is not just an offer to lend a hand, but also an offer to join hands. It is recognition that while some outcomes can be achieved alone, others are only realised when people of good will offer their time, skills and compassion to something bigger than themselves.

Over the past decade, the Council's volunteer numbers have steadily declined, reflecting a national trend. This decline was accelerated by the impacts of COVID-19, with many volunteers, particularly those in older cohorts, choosing not to return to their volunteering roles when the effects of the pandemic minimised.

Since that time, the Council has refreshed its approach to volunteering with a focus on how it can develop a model that continues to meet the needs of the community, now and into the future.

For these and other reasons, the City of Norwood Payneham & St Peters has developed this five-year Volunteer Strategy 2025–2030.

Now more than ever, we need a strategy that identifies the key challenges of volunteering, which go beyond the three 'Rs' of recruitment, retention and recognition.

This Strategy has three key areas of focus.

First, the Strategy seeks to recognise and celebrate the rich pool of talented individuals within our City and from nearby council areas who have so much to give.

We know there are many people who want to make a meaningful contribution to help improve the lives of their neighbours, friends and, in some cases, complete strangers.

This includes understanding why people volunteer, what makes them continue in their volunteering role and the personal satisfaction of making a positive difference to someone's day, week or life.

Secondly, the Strategy discusses ways in which the Council can work with and facilitate its stakeholders and partners to ensure that valuable volunteer contributions are positively impacting the people, organisations and communities they serve.

The third key area is to create and nurture exciting and interesting volunteering opportunities that appeal to people of all ages, abilities, experiences and cultural backgrounds.

Volunteers are flexible and passionate and want to help where they can. However, they also want to draw on their talent, skills and experience and, importantly, give where they feel valued.

I commend this Volunteering Strategy and invite you to join with other community-minded individuals to give your time, skills and energy to sew your own patch to the "great quilt of unity"<sup>1</sup>.

**Robert Bria  
Mayor**

*(1) Reverend Jesse Jackson Jr, Speech at 1988 Democratic National Convention, Atlanta, USA*

# City Overview

Situated on the fringe of Adelaide’s CBD, the City of Norwood Payneham & St Peters is a vibrant community comprising people of diverse cultures, backgrounds and demographics.

Cosmopolitan main streets dotted with award-winning cafes, restaurants and boutiques are complemented by world class food manufacturing precincts, numerous parks, playgrounds and community facilities.

With a reputation for one of Adelaide’s most desirable locations to live, work, study and visit, the City of Norwood Payneham & St Peters is also a place to volunteer.

## Who we are

### Population

**40,062**

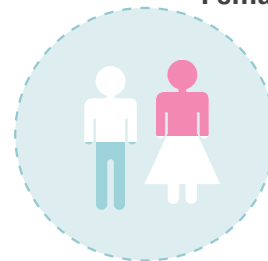
Up 710 (1.8%) from previous year\*

### Expected population growth by 2041\*\*

**44,107**

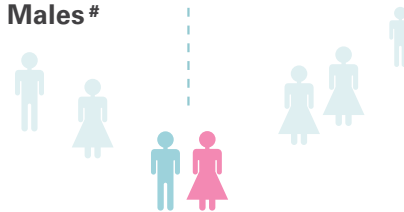
**51.8%**

**Females#**



**48.2%**

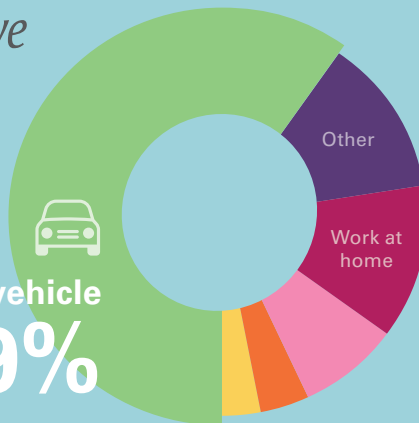
**Males#**



## How we live

### How we travel/commute to work

**Private vehicle**  
**59.9%**



Private vehicle 59.9%

Other 12.7%

Work at home 12.6%

Public transport 7.9%

Cycling 3.9%

Walking 3%

### Participation\*

**19.3%**

**volunteer through an organisation or group**

Greater Adelaide 15.5%#

**222**

**volunteer for the Council**



**53%**

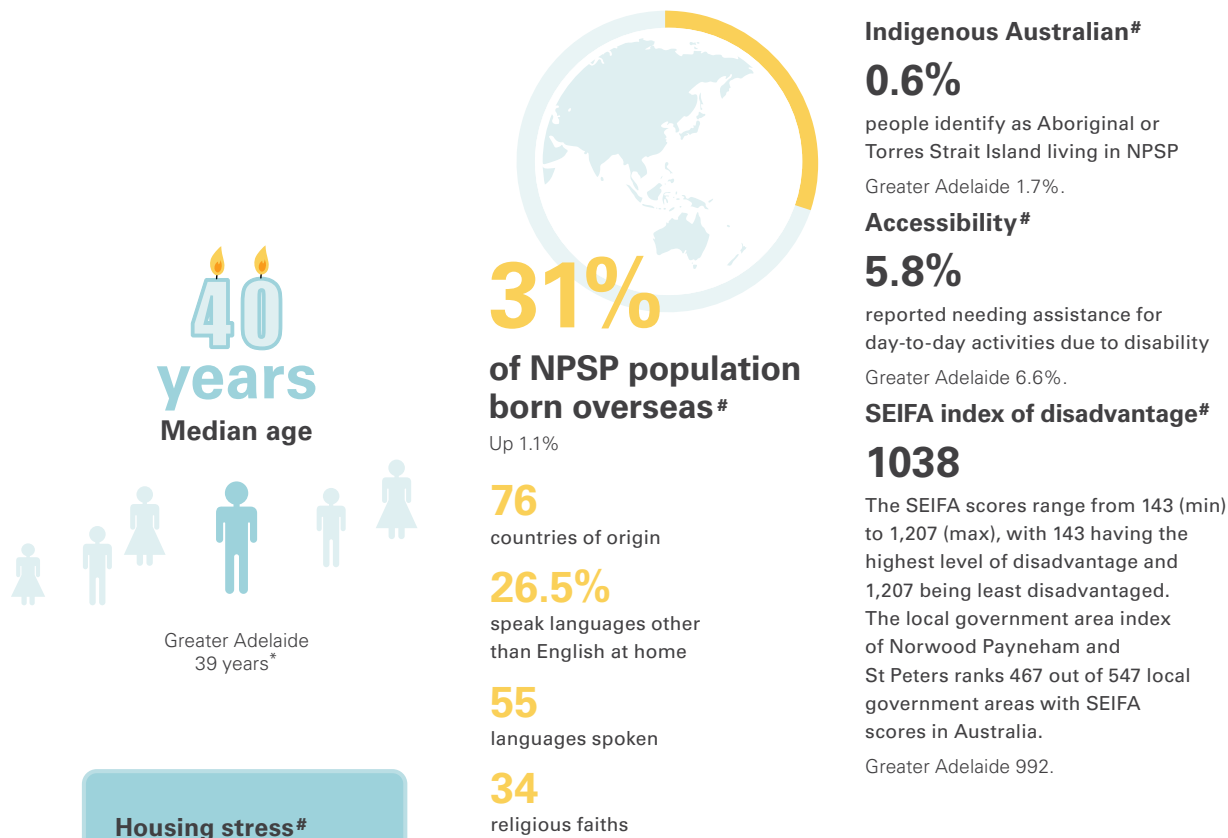
**young people aged 15–24 engaged in employment or education ^**

\* profile.id ABS ERP 2024

\*\* PlanSA

# profile.id ABS 2021

^ REMPLAN ABS 2021



**Housing stress#**

**13.1%**  
households with mortgages experience mortgage stress

**29.5%**  
renters experience rental stress

**Land use#**

The City of Norwood Payneham & St Peters is predominantly a residential area, with opens spaces, parks and reserves, retail/commercial land use and some industrial land use.

**Residential**

**77%**

- Residential 77%
- Other 17%
- Reserves/open space 5%

**Housing \*\***



**31.3%**  
Fully owned



**25.1%**  
Mortgage



**4.6%**  
Renting social housing



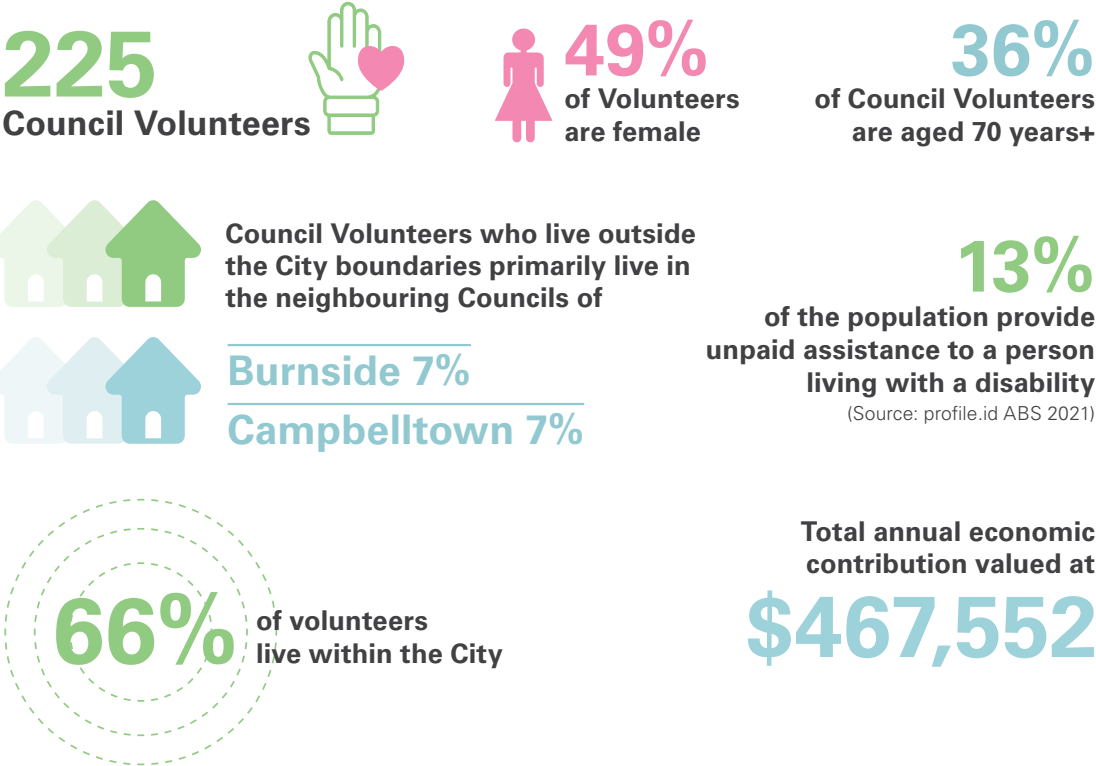
**30.6%**  
Renting private housing



**49.6%**  
Medium or high density

compared to 26% in Greater Adelaide.

# Our Volunteer Community



Age profile of volunteers\*

| Age         | Number of volunteers | % of all volunteers |
|-------------|----------------------|---------------------|
| 6–24 years  | 24                   | 11%                 |
| 25–39 years | 28                   | 13%                 |
| 40–54 years | 27                   | 12.5%               |
| 55–69 years | 55                   | 25.5%               |
| 70+ years   | 79                   | 36.6%               |

Volunteer tenure\*

| 0–5 Years | 6–10 years | 11–15 years | 16–20 years | 21–25 years | 26+ years |
|-----------|------------|-------------|-------------|-------------|-----------|
| 131       | 36         | 28          | 6           | 8           | 6         |

Volunteer contribution\*

| Program                          | Number of volunteers | Number of hours per program | Value of hours per program |
|----------------------------------|----------------------|-----------------------------|----------------------------|
| Environmental Conservation       | 81                   | 452                         | \$22,844                   |
| Graffiti Removal                 | 9                    | 920                         | \$42,899                   |
| Justice of the Peace Services    | 21                   | 2,874                       | \$134,014                  |
| Library Services                 | 23                   | 2,916                       | \$135,973                  |
| Events                           | 12                   | 155                         | \$7,227                    |
| Community Care and Active Ageing | 78                   | 2,672                       | \$124,595                  |
| <b>Total per annum</b>           | <b>225</b>           | <b>9,989</b>                | <b>\$467,552</b>           |

\*2024–2025 financial year



# Policy Environment

## Strategic alignment

The Volunteer Strategy 2025–2030 is informed and underpinned by the City of Norwood Payneham & St Peters:

- *CityPlan 2030: Shaping Our Future*
- Long-term Financial Plan
- Annual Business Plan and Budget.

Due to the inter-departmental nature of volunteering within the City, the Volunteer Strategy 2025–2030 contributes to all four Outcomes of the Council’s Strategic Plan, *CityPlan 2030: Shaping our Future*, aligning closely with the Social Equity pillar.

The Objectives that support this Outcome are:

- Convenient and accessible services, information and facilities.
- An engaged and participating community.
- A strong, healthy, resilient and inclusive community.





## *Strategic influence and alignment*

The Volunteer Strategy 2025–2030 will operate alongside other relevant strategies, plans and legislation. Key strategies informing this document are summarised below.

### **National Strategy for Volunteering 2023–2033**

The National Strategy for Volunteering 2023–2033, led by Volunteering Australia and funded by the Department of Social Services, vision is 'Volunteering is the heart of Australian communities'.

To achieve this vision, the National Strategy identifies three focus areas and aims:

- Individual potential and the volunteer experience
- Community and social impact
- Conditions for volunteering to thrive.

To ensure alignment with and to underpin this National Strategy, the City of Norwood Payneham & St Peters Volunteer Strategy 2024–2028 identifies localised priorities and objectives under each of these three interconnected national focus areas and aims.

### **National Standards for Volunteer Involvement**

National Standards for Volunteer Involvement were implemented by Volunteering Australia in 2015 and revised in 2023. These provide guidelines for volunteer-involving organisation to develop effective volunteer involvement strategies and practices.

The Council's Volunteer Strategy 2025–2030 recognises the National Standards for Volunteering as a nationally acknowledged best practice tool that will help guide, implement and audit the strategies actions.

This recognition will play an important role in ensuring quality outcomes when implementing the City of Norwood Payneham & St Peters Volunteer Strategy 2025–2030.



# Key Influences, Trends and Emerging Challenges

The National Strategy for Volunteering reports that volunteering is prolific across Australia, with volunteer contributions supporting the delivery of arts, sports, events, community building, social welfare, health, education, animal welfare, conservation and emergency services.

As outlined in more detail in the Council's Strategic Management Plan *CityPlan 2030: Shaping Our Future*, the key challenges and opportunities facing the City of Norwood Payneham & St Peters include:

- Population growth and urban infill
- Ageing population
- Housing and liveability
- Smart city
- Transport and movement
- Climate change adaptation and mitigation.

With a lens over volunteerism, a multitude of factors are threatening its sustainability, including declining numbers of formal volunteers, barriers to participating in volunteering and increasing demand for services delivered by volunteers.

The following identifies and briefly explores key national, state and local influences, trends and emerging challenges.

## *Volunteer participation*

As cost-of-living rises, it is predicted that organisations will face increasing difficulties in attracting and retaining volunteers.

As the paid workforce seeks to increase hours of paid work, remain in the workforce longer or take on second jobs, the time available for volunteering will reduce.

Conversely, as larger numbers of individuals and families are negatively impacted by the escalating cost of living, there is likely to be higher demands on services that are typically supported by volunteers.

National volunteering levels remain lower than the pre-COVID-19 pandemic levels and are at a similar level to that recorded during the Great Recession.

Formal volunteering in Australia has steadily declined from approximately one in three people in 2010 to just over one in four in 2022 (National Strategy for Volunteering 2023–2033).

While participation rates are lower than in the past, monetary donations to charities appear to be increasing, indicating that many people are still happy to 'give', however the experience during the COVID-19 pandemic and needing to reduce human contact as a preventative measure during this time, has made people more cautious or set new habits in the ways that people contribute.

## *Why people volunteer*

Volunteering Australia, reported in 2022 that volunteers often have multiple motivations for volunteering such as 'helping others/community' (74%) and 'to do something worthwhile' (66%). Whilst these motivations have largely remained unchanged, volunteers are increasingly focused on their own experience.

When asked why volunteers choose to volunteer with the City of Norwood Payneham & St Peters, respondents identified their primary drivers as:

- giving back to people, place and community;
- social reasons such as getting to know the community and meeting new people;
- taking part in a specific program;
- learning new skills and gaining experience; and
- environmental interests.





The primary reason people commence volunteering with the Council is because someone they know is already volunteering. This indicates that word of mouth promotion is one of the most effective ways to recruit volunteers.

## *Changing landscape of volunteering*

Volunteering is increasingly being recognised for its value in improving well-being and supporting social cohesion.

The Measuring What Matters: Australia's First Wellbeing Framework recognises formal and informal volunteering as measures of social connection, which is essential for feeling satisfaction with life.

Volunteering, therefore, is increasingly being shaped by broader social issues and patterns, such as climate emergency and an increased focus on health and well-being.

Volunteering Australia's Navigating Change and Charting a New Course: Volunteering in Recent Times (May 2024), captures key changes in volunteering practices and reports:

- That a mismatch exists between the volunteering opportunities being offered and what people who are currently not volunteering are interested in. Increasing individualism in decision-making as to where, how and why individuals volunteer.
- A decline in formal volunteering. There is greater interest in short-term or one-off volunteering.
- Financial pressures are a significant barrier to volunteering, especially among younger people.

- Volunteer-involving organisations are also under significant financial strain and the decline in formal volunteering has affected their capacity to deliver services and engage volunteers.

## *Volunteer experience*

The National Strategy for Volunteering 2023–2033 identifies the volunteer experience as a key area of change and volunteer-involving organisations are encouraged to develop a positive volunteer experience within their services.

Research indicates that volunteers seek an experience that is meaningful and enriching, which makes them feel valued and reflects how their contribution makes a difference.

The volunteer experience influences the way in which volunteer programming is designed and the volunteers' perceptions about their interaction with the service, such as the way they are onboarded and/or the personal opportunities that are available to them.

Continuing to invest in meaningful and diverse volunteer programs is integral to the attraction, recruitment and retention of volunteers.

*“Volunteering is a very good opportunity to know the community and be a member of the community. I really like helping people and communicating with different people. For myself, I can improve my English speaking.”*

Volunteer Strategy 2025–2030

Stepping Out Volunteer

## *Accessibility and use of technology*

New technologies have facilitated greater access to online volunteering, making volunteering more accessible, 'beyond the retiree role'.

In 2020 the number of people that volunteered through an online medium increased to 17.3% from 8.5% in 2019.

Further, it is reported that when an organisation or group provides online volunteering options, their existing volunteers participate at a rate of up to 76%.

## *Young volunteers*

Young people are often highly motivated to volunteer, however struggle to balance the desire to effect change with the demands of everyday life, citing cost of living as their greatest concern. Deloitte (2022) Striving for balance, advocating for change.

Young people's volunteering preferences are therefore generally flexible, short-term, one-off and non-committal.

Consequently, it can be challenging for organisations to attract younger volunteers, as their volunteer programs are typically designed in more traditional formats.

In response, some organisations have adopted a multi-model approach, incorporating formal, non-formal, project based and/or social action models of volunteer engagement to reflect contemporary, outcomes-driven and time conscious communities.



## Ageing population

The City of Norwood Payneham & St Peters' population is ageing, illustrated by a higher proportion of people aged 70 to 84 (12%) than the greater Adelaide region (10.7%).

This has implications on a growing need for volunteers to support programs for older citizens.

However, an increased interest in active ageing and social connection among the baby boomer generation presents an opportunity to address this need.

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*"I would like to help the community that I live in as I want to be a contributing member of the society and would like to help people, plants and animals in need."*

## Responding to the changing landscape

Whilst local government organisations often seek to support positive well-being within their communities, it is important to recognise their contribution as part of a system level response.

Whilst high levels of volunteerism within local government can be reflective of positive well-being, the capacity of a council's ability to drive this are often limited.

In this regard, many councils have focussed on the role volunteerism plays in supporting their programs.

As a diverse and often trusted organisation, there are opportunities available to many local governments to support volunteer-involving organisation by leveraging their communication channels, providing access to infrastructure and providing referral to specialist resources, such as peak bodies.



## Our Volunteer Service

The City of Norwood Payneham & St Peters has a long history of involving volunteers to assist and extend services offered to the community.



There are almost as many volunteers (225) as there are employees (226), with Council operating a wide range of volunteer programs including:

- Community care and active ageing
- Cultural heritage
- Environmental conservation
- Graffiti Removal
- Justice of the Peace services
- Library services
- Events.

The diversity of the community, their needs and the mixture of volunteer contributions, result in a skilled and comprehensive Volunteer Program, delivered and supported by the City of Norwood Payneham & St Peters.

One full time staff member (Coordinator, Volunteer Services) is responsible for the development, implementation, review and maintenance of policies and procedures associated with Council's volunteers.

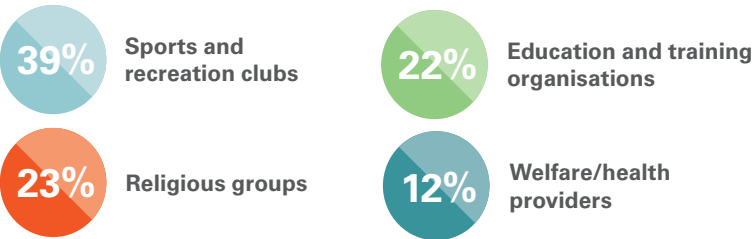
In addition, each program is assigned a staff member (Program Coordinator) who is responsible for the operational implementation and supervision of specific volunteer programs and its Volunteers.

# Volunteer opportunities

There are a wide range of community-based volunteer roles within the City of Norwood Payneham & St Peters, including:



The top four types of organisations people in the City chose to volunteer with are:



# Consistent history with volunteers

The number of the City’s Volunteers has remained consistent over the last 10 years with an average of between 200–250 people.

Improvements to volunteer recruitment and on-boarding procedures were implemented by digital technologies, such as a new volunteer management portal and online recruitment, enabling Council’s Volunteer Services improved ability and efficiency to recruit volunteers.

The strength of the City of Norwood Payneham & St Peters Volunteer Programs has encouraged recruitment of prospective volunteers and retain of existing volunteers.

Every level of the organisation, from the Mayor and Elected Members to Executive Leadership and staff who lead Volunteers, consistently demonstrate appreciation for the Volunteer contribution to the organisation and community by assisting in a variety of Volunteer reward, recognition and well-being endeavours including but not limited to:

- City of Norwood Payneham & St Peters Volunteer Christmas Dinner;
- Volunteer service mile-stones;
- Volunteer Week events;
- Reimbursement for out-of-pocket expenses;
- Training and equipment provisions; and
- Free access to counselling services and flu immunisations.

# Models of Volunteer Engagement

The City of Norwood Payneham & St Peters designs the Volunteer Service around the delivery of specific services and Council programs; a model that is common across Adelaide metropolitan councils.

The Council also recognises the broader value of volunteering and the various forms in which this is undertaken, examples of which are listed in the below table:

**Table: Examples of models of volunteer engagement**

| Model         | Approach  | Examples  |
|---------------|---|---|
| Formal        | Volunteering within organisations and groups (including institutions and agencies) in a structured way.<br><br>Organised around the delivery of specific services, structured roles, often long term or regular attendance.   | <ul style="list-style-type: none"><li>• Cataloguing service in a library.</li><li>• Community bus driver.</li></ul>   |
| Non-formal    | Volunteering outside the context of a formal organisation or group. This includes assisting people in the community, excluding one's own family members.<br><br>Community members, with a shared interest, coming together to address specific community needs. Relatively unstructured and occurring in a range of settings. | <ul style="list-style-type: none"><li>• Volunteering for a neighbourhood group or organisation.</li><li>• Giving someone professional advice.</li><li>• Looking after children, property, or pets.</li><li>• Providing home or personal assistance.</li></ul> |
| Governance    | Defined board member or management committee roles to provide leadership and direction for the organisation which are required by the <i>Associations Incorporated Act 1985</i> (or other legislative requirements).  | <ul style="list-style-type: none"><li>• President of an Incorporated Association.</li><li>• Treasurer of a sporting club.</li></ul>   |
| Project       | Outcome driven with a defined period of engagement, often short term, to achieve a particular project. Often attracting a range of demographics that utilise volunteers' specific skills and knowledge.   | <ul style="list-style-type: none"><li>• Planning and delivering an event.</li><li>• Environmental education project.</li></ul>  |
| Social action | Shared interest and passion in a social cause and bringing about defined changes. These groups are relatively unstructured.   | <ul style="list-style-type: none"><li>• Lobbying for change for a specific target group of people or cause.</li></ul>   |



An assessment of local government volunteer programs nationally indicates that some local governments in other Australian capital cities have begun to adopt alternative models of volunteering in an effort to reposition volunteer programs from direct service delivery to facilitator and supporter of volunteer-involving organisations (VIOs), short term community projects and community led action.

In these instances, local governments support this activity through:

1. Creating community awareness about VIOs, and their associated volunteering opportunities, in their community.
2. Partnering with community groups to reach a common objective or project outcome.
3. Reducing red tape and barriers to community led action to create an enabling environment.
4. Facilitating programs and initiatives that build community capacity and confidence to act.
5. Acting as a connector, connecting community members to work together to achieve community outcomes.

## *Measuring success*

The City of Norwood Payneham & St Peters has traditionally measured the success of its volunteer service using the following outputs and data collection methods:

- number of active volunteers;
- number of programs;
- number of hours contributed by Volunteers;
- volunteer tenure; and
- volunteer feedback forms and surveys.

Whilst these outputs communicate what was provided, they do not necessarily reflect the outcome or impact achieved.

Well-designed targeted programs and evaluation methods are therefore required to accurately measure the success of the volunteer programs delivered by the Council.

This includes, but is not limited to:

- clearly stated goal(s) (what problem is the program trying to solve);
- target group(s) (who is the program trying to reach?);
- desired outcome(s) (what does success look like?);
- defined role of Council and the volunteer;
- program partners;
- outputs and resources required; and
- quantitative and qualitative measures of individual, community and organisational impact(s) (is anyone better off?).

Understanding and measuring success will provide improved clarity of the impact of volunteer programs and assist in informing future program priorities.

In addition, sharing the positive impact of a volunteer program can positively influence a volunteer's decision to commence and/or to continue volunteering.

Whilst not the only motivator, it is well documented that volunteers are often motivated by the opportunity to give back to the community.

# What We Heard

Development of the Volunteer Strategy 2025–2030 has been informed by ideas and feedback from Council volunteers (72 volunteers provided comments, representing 35% of Council total volunteers), Volunteer Program Coordinators, Local Government Volunteer Managers Network and volunteer-involving organisations (15 organisations, 32% of identified VIOs in the City).

An overview of the feedback is outlined below:

## Volunteering and paid work

27% of Council Volunteers are actively engaged in paid work while volunteering and hence, volunteering opportunities need to provide the flexibility to accommodate Volunteer's commitments.

## Barriers to volunteering

21% of Council Volunteers reported paperwork and procedures as being arduous which could represent as a barrier to volunteering with the City.

## Challenges for volunteer-involving organisations

1. Recruitment and promotion.
2. Reduced commitment to ongoing formal volunteering.
3. People willing to pay for service rather than volunteer.

## Volunteer experience

Council Volunteers suggested the Council consider social connection and mentor programs with inter-generational participants to increase interaction, decrease loneliness and provide practical life and work skills in the community.

## Ageing population

Consider the impact of ageing in Council's Volunteer workforce and strategically plan to assist ageing Volunteers to transition out of roles and replace with new Volunteers.

## Respond to changing patterns of volunteering

Consider adopting a flexible approach to models of volunteering, beyond formal volunteering, to increase non-formal, short term and project-based volunteering and community led action.

## Top volunteer program ideas

- Elderly Support Programs
- Social Inclusion Programs
- Environment Programs
- Life Skills Programs

## Volunteering and capacity building

Consider capacity building initiatives to target hard to reach groups and provide a pathway to volunteering (e.g. young people and people from CALD backgrounds). Moving away from the formal 'giving/charitable' approach to a community development approach.





**Feedback provided by Volunteers relating to their motivation to volunteer with the Council includes:**

- geographic location and the size of City makes it physically accessible;
- interest in a specific program;
- reputation of the City of Norwood Payneham & St Peters and its volunteer services
- have previously been a resident within the City; and
- knew someone who is currently involved as a volunteer and was asked to participate.

35% of Volunteers said they learnt about volunteering with the City by word of mouth, followed by 33% who indicated they learnt about volunteer opportunities through the internet. The remaining Volunteers learned about volunteering with Council via other means such as flyers and posters.

*"I believe that contributing to the community is my way of giving back and the skills I have may be useful to the community. I also enjoy interacting with people socially."*

# Volunteer Strategy Framework

## *Vision*

An inclusive community service that enables everyone to participate and contribute to their community and environment in a meaningful way.

**The Volunteer Strategy 2025–2030 has been informed by the following five key inputs:**

- Listening to our Volunteers, volunteer-involving organisations and staff.
- The demographic profile of the City.
- Volunteer sector research into key influences, challenges and trends.
- The City's current state of volunteering.
- An understanding of Local Government Volunteer Service best practice models.

## *Guiding principles*

To assist Council to operationalise its volunteering vision and to shape and prioritise actions, the Strategy is guided by the following principles:

### **Access and participation**

We believe everyone has the right to access volunteering participation opportunities. We will seek to engage people of all abilities and ages in meaningful experiences and will support equitable access, active participation, and contribution to our community.

### **Collaboration**

We appreciate that the work of many organisations, clubs, local government and peak bodies, can overlap or help to inform and deliver volunteering programs and initiatives. Taking a broad view of these interconnections we will identify partnership opportunities to work as a coherent system to achieve our shared goals.

### **Continuous improvement**

We recognise that volunteering requires innovative initiatives to meet the challenges volunteer-involving organisations face.

With volunteer needs continually evolving, volunteer management must adapt to help support volunteers to be engaged through experiences that match their expectations.

### **Recognition and support**

We understand and appreciate the value volunteers contribute to our organisation and the community. It is our responsibility to ensure volunteers are provided adequate support to perform their role and the impact of our Volunteers' efforts is celebrated.



## Our commitment

Our community can expect the City of Norwood Payneham & St Peters to:

- Implement best practice standards guided by the National Standards for Volunteer Involvement and advocate for community needs.
- Partner and collaborate with key stakeholders to strengthen the culture of volunteerism and identify opportunities for joint efforts to achieve shared goals.
- Promote volunteering opportunities and the importance volunteering plays in the community.
- Improve the experience volunteers have when volunteering with the Council.
- Support the well-being of Council volunteers and include volunteers in decisions that affect them.
- Advocate for improved access to training and resources that support volunteers and volunteer-involving organisations.

## Focus areas

The strategic objectives of the Volunteer Strategy are mapped under the three interconnected focus areas identified in the National Strategy for Volunteering 2023–2033:

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### 1. Individual potential and the volunteer experience

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### 2. Community and social impact

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### 3. Conditions for volunteering to thrive

Underpinning these focus areas, the Council has developed strategic objectives that are relevant to its local context.

Aligning these objectives with the national framework re-affirms and advances the shared agenda of enhancing community well-being, ensuring volunteering continues to be sustainable and an integral part of the social and cultural fabric.

# Action Plan

The actions outlined below inform and guide the Council's Volunteer Service priorities over the five-year period of the strategy to achieve the vision, focus areas and objectives of the service.

## Focus area 1: Individual potential and the volunteer experience

### Outcome

*A City known for excellence in volunteering services.*

| Strategy 1.1 | Create an accessible, inclusive, interactive, and easy to navigate Volunteer Lifecycle.  | Timeframe                 | Budget estimate    | Council role               |
|--------------|--|---------------------------|--------------------|----------------------------|
| Action 1.1.1 | Review the Council's Volunteer Program procedures and create an online alternative and/or more effective and easier to navigate process.                                       | Year 1 (review)<br>Year 2 | Existing resources | Involved                   |
| Action 1.1.2 | Understand and document the intended tenure and 'retirement' timeframes of volunteers and identify the 'at risk' roles of volunteers which may be facing higher vacancy rates. | Year 2                    | Existing resources | Involved                   |
| Action 1.1.3 | Explore ways to actively increase the visibility of volunteering opportunities within our City (internal and external opportunities).  | Ongoing                   | \$1,500            | Involved                   |
| Strategy 1.2 | Raise community awareness of the value of volunteering.  | Timeframe                 | Budget             | Council role               |
| Action 1.2.1 | Explore ways to actively promote the personal and community benefits and impact of volunteering.   | Ongoing                   | Existing resources | Involved                   |
| Action 1.2.2 | Develop a marketing plan to target younger adult audiences, including exploring ways to promote volunteering.  | Year 1                    | Existing resources | Involved                   |
| Action 1.2.3 | Trial a 'share your story' initiative on the Council's website or other online platform, where volunteers can share real life stories about their volunteering experience.     | Year 3                    | Existing resources | Involved but community-led |
| Action 1.2.4 | Develop volunteer social media guidelines to support volunteers to actively utilise social media to share their stories and experiences.                                       | Year 1                    | Existing resources | Involved                   |

| <b>Strategy 1.3</b> | <b>Support and encourage broad demographic representation across Council volunteers.</b>   | <b>Timeframe</b> | <b>Budget</b>      | <b>Council role</b>                   |
|---------------------|--|------------------|--------------------|---------------------------------------|
| Action 1.3.1        | Work with the community to explore barriers to volunteering and generate ideas to overcome them.   | Ongoing          | Existing resources | Involved via surveys/ focus groups    |
| Action 1.3.2        | Identify and trial opportunities to mentor and develop young person specific community led volunteer projects.   | Years 2 & 3      | Existing resources | Involved but community based          |
| Action 1.3.3        | Identify collaborative partnerships to increase sustainability of the Volunteer Program, increase volunteer participation and develop new volunteer initiatives where both parties contribute and receive mutual benefit.  | Ongoing          | Existing resources | Involved                              |
| Action 1.3.4        | Explore ways to make community led action easier by reducing red tape, building community capacity and supporting co-design volunteer initiatives that collectively utilise local resources, skills, and expertise to foster local solutions to address local needs and aspirations. | Years 2 & 3      | Existing resources | Involved with partnerships            |
| Action 1.3.5        | Explore programs that enable young people to gain credits towards their tertiary education .   | Years 1 & 2      | Existing resources | Involved                              |
| <b>Strategy 1.4</b> | <b>Recognise, communicate and celebrate volunteers' positive contribution to the community.</b>  | <b>Timeframe</b> | <b>Budget</b>      | <b>Council role</b>                   |
| Action 1.4.1        | Develop a Volunteer Recognition Plan to publicly recognise and celebrate volunteers' contribution.   | Years 1 & 2      | Existing resources | Involved                              |
| Action 1.4.2        | Include Volunteers in decisions that affect them.  | Ongoing          | Existing resources | Involved by surveys and discussion    |
| Action 1.4.3        | 'Close the loop' by providing information to volunteers on the results of their involvement.   | Ongoing          | Existing resources | Involvement via quarterly newsletters |
| Action 1.4.4        | Establish an e-newsletter to keep volunteers informed and connected to the Council and their volunteering community.   | Year 1           | Existing resources | Direct involvement and responsibility |
| Action 1.4.5        | Engage with volunteers to identify ways to strengthen Volunteer connections  | Years 1 & 2      | Existing resources | Involved                              |

## Volunteer Strategy 2025–2028

### Focus area 2: Community and social impact

#### Outcome

*A supportive City that delivers a diverse Volunteer Program aligned with community needs and implemented to a high standard.*

| Strategy 2.1 | Regularly review the Council's Volunteer Program to identify program gaps, ensure the program aligns with the Council's vision, and is continuing to deliver outcomes for the community.                                  | Timeframe   | Budget             |
|--------------|---|-------------|--------------------|
| Action 2.1.1 | Design and implement program evaluation measures to assess the outcomes and impact of volunteer programs to inform future planning.   | Years 2 & 3 | Existing resources |
| Action 2.1.2 | Conduct a community needs assessment to inform the development of new initiatives to better fulfill community needs and respond to service gaps.  | Years 2 & 3 | Existing resources |
| Action 2.1.3 | Continue to research emerging trends in program development and delivery and consider their application to the Council's Volunteering Program.  | Ongoing     | Existing resources |
| Action 2.1.4 | Develop a new Volunteer Program Procedure.  | Year 2      | Existing resources |
| Strategy 2.2 | Advocate to meet community needs.   | Timeframe   | Budget             |
| Action 2.2.1 | Work with key stakeholders to share knowledge, expertise, and resources to strengthen the culture and best practice delivery of volunteering in the City.   | Ongoing     | Existing resources |
| Action 2.2.2 | Advocate and partner with peak bodies and training providers to deliver governance and other relevant training for volunteer-involving organisations in the City to build stronger and more resilient community services. | Ongoing     | Existing resources |
| Action 2.2.3 | Include volunteer-involving organisations, where relevant, in Council led business networks and training.   | Ongoing     | Existing resources |
| Action 2.2.4 | Ensure the Council is represented on volunteering networks, committees, and relevant working groups, as appropriate.  | Ongoing     | Existing resources |
| Action 2.2.5 | Monitor and share volunteering data and trends with the organisation to inform planning.  | Ongoing     | Existing resources |



### Focus area 3: Conditions for volunteering to thrive

#### Outcome

*A thriving, active, satisfied and participating volunteer-force.*

| Strategy 3.1 | Invest in volunteer training to improve capacity and capability of volunteers.  | Timeframe   | Budget             |
|--------------|---|-------------|--------------------|
| Action 3.1.1 | Conduct a Training Needs analysis to inform the development of an annual Volunteer Training Program.  | Years 1 & 2 | Existing resources |
| Action 3.1.2 | Improve access to training and resources that support volunteers to excel in their roles and further develop their skills and knowledge to respond to emerging community needs. | Years 2 & 3 | TBC                |
| Strategy 3.2 | Use innovative and leading practices to support volunteering in the City.   | Timeframe   | Budget             |
| Action 3.2.1 | Maintain and enhance volunteer management software and platforms to maximise resource use and explore options for including external volunteer-involving organisation.          | Years 2 & 3 | Existing resources |
| Action 3.2.2 | Identify opportunities for collaborative projects with Volunteer Involving Organisations to meet community needs.   | Years 2 & 3 | TBC                |
| Action 3.2.3 | Explore ways to share knowledge, available volunteering resources and sector opportunities with volunteer-involving organisations.  | Year 2      | Existing resources |
| Action 3.2.4 | Be guided by the National Standards for Volunteer Involvement to inform Council Volunteer service planning and actions.   | Ongoing     | Existing resources |
| Action 3.2.5 | Monitor and be responsive to volunteer trends and emerging needs.   | Ongoing     | Existing resources |
| Strategy 3.3 | Establish volunteer feedback and record management processes.   | Timeframe   | Budget             |
| Action 3.3.1 | Continue to train Volunteers in volunteer management software to assist Volunteers to easily maintain accurate record keeping and provide critical information and updates.     | Ongoing     | Existing Resources |
| Action 3.3.2 | Establish a Volunteer feedback and review process to gather, analyse and implement feedback to improve the Volunteer Service.   | Year 2      | Existing Resources |
| Action 3.3.3 | Host Volunteer focus groups and forums to inform Volunteer Service planning and development.  | Years 2 & 3 | Existing Resources |



## Implementation and Monitoring

The Council is committed to maintaining detailed records and timely and transparent reporting of activities, progress and outcomes.

Each year throughout the lifecycle of the Strategy, an Annual Implementation and Management Plan will be developed. The Plan will identify actions from the Volunteer Strategy 2025–2030 that the Council will focus on during that year and map projects, resources, budget, stakeholders, collaborative partners, project team members and timelines against each action to ensure efficient and effective delivery.

The Strategy has been developed and will be delivered through, close working relationships with the Council's volunteering community, volunteer-involving organisations

and program participants. To continue this two-way dialogue, key outcomes and progress updates will be reported annually and shared via the Council's website and the Council's Annual Report.

The success of this strategy may be influenced by external factors and changes in the external environment, legislation and the volunteer sector.

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## Acknowledgements

Thank you to Council volunteers, Local Government Volunteer Managers Network and volunteer-involving organisations who contributed to the development of this Strategy.

## Further information

**For information on the Volunteer Strategy 2025–2030, please visit [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au) or phone 8366 4555.**

You can also visit the Council's Citizen Service Centre at the Norwood Town Hall, 175 The Parade, Norwood.

## Additional copies

The Volunteer Strategy 2025–2030 can be viewed online at [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au)

Copies may also be obtained by:

- emailing [townhall@npsp.sa.gov.au](mailto:townhall@npsp.sa.gov.au)
- contacting the Council on 8366 4555
- writing to the Council at PO Box 204, Kent Town SA 5074

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## Thinking of the environment

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City of  
Norwood  
Payneham  
& St Peters



## Attachment B

# 2026-2030 Volunteer Strategy Consultation Summary

**Consultation Period:** 3 September 2025 to 13 October 2025

**Method:** Online survey via the Council's website.

**Total Responses:** 28

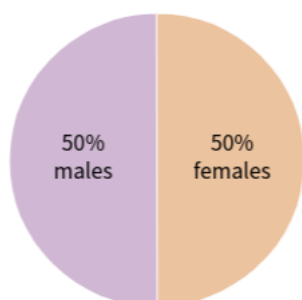
This consultation invited members of the community to review and comment on the Council's draft *2026-2030 Volunteer Strategy*.

An online survey was hosted on the Council's website to collect feedback from residents, volunteers and stakeholders. The survey sought to capture the views, priorities and suggestions regarding the future direction of the Council's Volunteer Service.

## Demographic Breakdown

A summary of the participants demographics is provided below:

Gender:



Percentage of Participants who are Volunteers:

- Council volunteer – 85%
- Not a volunteer – 14%

## Respondents Age:

|          |       |
|----------|-------|
| Under 18 | 0     |
| 19-30    | 3.5%  |
| 31-40    | 0     |
| 41-50    | 21.4% |
| 51-60    | 7%    |
| 61-70    | 21.4% |
| Over 70  | 46.4% |

## Survey Promotion

The survey was actively promoted across the Council's social media platforms to maximise community reach and engagement.

In addition, targeted email promotions were sent to a range of key stakeholder groups including community organisations, sporting groups, Council registered volunteers and local government organisations, resulting in a total reach of 386 people. These communications provided detailed information about the community engagement process and outlined how the community could participate in the consultation process.



## Summary of Key Findings

### 1. Level of Support

Of the 28 responses received 28 people agreed with the key actions of the draft Action Plan. However, two (2) responses indicated a preference for re-ordering the actions, as per the below comments:

- *"I don't DISAGREE with the Key Areas - but, as I feel most volunteers give of their time/skills to help out/help others - rather than be celebrated and recognised - I would like to see the first Area - pushed to the third spot. I'm sure it's not listed by priority - but it just felt like that"*
- *"Different order- celebrate after you have captured your volunteers."*

### 2. Key Themes

The survey data was analysed to identify themes within the qualitative data.

Five key themes emerged from this thematic analysis:

#### Theme 1: Employment Skill Development

This theme relates to encouraging and having planned consistent professional development workshops available to volunteers which also includes employment pathway training opportunities. Responses included:

- *"That the council supports and collaborates with newly arrived migrants who volunteer to strengthen their skills and become more engaged with the community, helping them progress towards future goals such as finding a job."*
- *"Provide opportunities to gain units from Certificate courses by pairing with an RTO e.g. Marden / OAC."*

#### Theme 2: Mentoring Between Volunteers

Feedback from current volunteers indicated a desire for a **"buddy system"** to support new volunteers through an informal induction and ongoing mentorship during their service. Feedback included:

- *"Actively promote the different types of volunteer programs available; have "try out volunteering " sessions for the different volunteer programs; establish volunteer mentors for each program."*

#### Theme 3: Increased Marketing and Promotion

Enhancing the visibility of the Council's Volunteer Program through improved marketing and promoting will support volunteer recruitment outcomes and strengthen the Program's connection with the community.





A number of responses included ideas on how to improve the effectiveness of marketing and promotion, as illustrated below:

mothers groups  
gyms-activities  
communicate with non English speaking  
noticeboards  
Citizen Ceremonies  
music events  
Council library  
keep it simple - posters  
internet and Facebook  
prizes for kids interest activities  
have a stand at the Royal Show  
have a reasonable budget

#### Theme 4: Collaborative Partnerships

A number of respondents expressed a desire for the Council's Volunteer Program to explore collaborative partnerships. Feedback included:

- *More formal engagement with community groups/organisations, with the Council proactively encouraging partnership projects. Rotary and the Norwood Residents Association are examples of community volunteer organisations.*
- *Be explicit in supporting students completing Duke of Edinburgh Award as service/leadership as a key component. young people, school age, do duke of Edinburgh and if council are familiar with Duke of Edinburgh award, they will be able to help these people contribute meaningfully and safely and regularly in the community, and achieve this criterion in their duke of Edinburgh award. perhaps have a liaison worker handling these students' progress/ contributions in volunteering, so it is also more formalised and recognised.*

#### Theme 5: Community Connections

A range of feedback indicated that volunteers wished to feel more connected to their community through their volunteering. Fostering this connection can promote inclusivity and provide meaningful social interaction. Feedback included:

- *Yes, to share experiences with volunteers from other Councils who do a similar job from time to time, to visit exhibitions, museums, some organised professional development programs, etc.*

### **3. Why do people volunteer? (Multiple choice question response)**

The consultation survey provided respondents with an opportunity to identify their motivation for volunteering. Responses discovered that the main reasons for volunteering within our Community are: To help others, to improve my community & to give back.



**4. Ideas for Engaging and Supporting Younger Volunteers (survey question)**

- *Volunteer collaborations with local schools and education providers, such as School planting days, Come & try volunteering, etc.*
- *Mentoring volunteer to volunteer, for newly recruited volunteers to match them with another volunteer within their age bracket.*
- *Promote the benefits of volunteering and the impacts externally, via social media and publicity.*
- *Tailor marketing to attract younger volunteers, aim at Universities and education providers to gain traction.*
- *Create a program where volunteering can achieve credits towards Tertiary education and Duke of Edinburgh award.*

**5. Key issues preventing volunteer participation (survey question)**

- **Time constraints**, we have 32,156 residents within our Council area with 19,359 that are currently employed and 4,576 that are parents with children. These statistics from Remplan reflect that majority of our residents may have time constraints due to their personal circumstances.
- **Not aware of current volunteer opportunities**, from this feedback we should encourage marketing & promotion of what volunteer opportunities are within our Council area (Not just what Council can offer).



## 13.2 COMMEMORATING THE 100TH BIRTHDAY OF THE FORMER PREMIER DON DUNSTAN AC QC

**REPORT AUTHOR:** Cultural Heritage Coordinator  
**APPROVED BY:** General Manager, Community Development  
**ATTACHMENTS:** Nil

### PURPOSE OF THE REPORT

The purpose of this report is to present opportunities to commemorate the 100<sup>th</sup> birthday of the former Premier of South Australia, The Hon. Don Dunstan AC QC for the Council's consideration.

### BACKGROUND

At its meeting held on 1 September 2025, the Council considered a Notice of Motion regarding the potential opportunities to commemorate the centenary of the birth of the Hon Don Dunstan AC QC, former Premier of South Australia and longtime Member for Norwood, in 2026.

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

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.*

A number of opportunities have been considered and are now presented to the Council for consideration.

### STRATEGIC DIRECTIONS

#### *CityPlan 2030 Alignment*

#### **Outcome 1: Social Equity**

*An inclusive, connected, accessible and friendly community.*

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

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

*Objective 1.4: A strong, healthy, resilient and inclusive community.*

*Strategy 1.4.3: Provide spaces and programs for people to meet, share knowledge and connect with each other.*

*Objective 2.2: A community embracing and celebrating its cultural diversity and heritage.*

*Strategy 2.2.3: Promote understanding of and respect for our cultures and heritage.*

*Objective 2.5: Dynamic community life in public spaces and precincts.*

*Strategy 2.5.2: Host and facilitate community events and activities.*

### FINANCIAL AND BUDGET IMPLICATIONS

A range of opportunities have been outlined in this report which the Council can elect to progress to commemorate the 100<sup>th</sup> anniversary of Don Dunstan. Where possible, the options that have been recommended can be achieved within, or leverage, existing budget allocations. An overview of the estimated costs for the options outlined in this report are detailed in Table 1 below.

**TABLE 1 - OPTIONS TO COMMEMORATE THE 100<sup>TH</sup> ANNIVERSARY OF DON DUNSTAN**

| <b>ACTIVITY</b>                                 | <b>ESTIMATED COST</b>  |
|---|--|
| Exhibition, Opening Event and Look East article | Within existing budget   |
| Author talk                                     | \$2,500  |
| Commemorative public seat                       | \$15,000   |
| Plaque and event                                | \$5,000-\$15,000   |
| Norwood Concert Hall three (3) night event      | \$37,000<br>(noting a \$9,000 loss of revenue per night from potential other hirers) |

Further information regarding the options is set out in the Discussion section of this report.

## **RISK MANAGEMENT**

The principal event recommended within this report includes the delivery of an exhibition at the Council's Cultural Heritage Centre. This exhibition is contingent on sourcing and utilising objects to tell a story. In this instance, the most likely sources of such objects would be from Mr Steven Cheng, the Dunstan Family and the Centre of Democracy (History Trust).

Before progressing, it is necessary to first understand which objects, if any, are available to the Council for inclusion within the exhibition. Whilst staff have sought to gain an informal understanding of support from key stakeholders to assist with the proposed exhibition, access to appropriate objects remains a key risk.

To mitigate this risk, subject to the Council's approval, staff will prepare a formal invitation under the signature of the Mayor to invite Mr Cheng, members of the Dunstan Family and the Centre of Democracy to partner the Council with the proposed exhibition.

## **CONSULTATION**

### **Elected Members**

Not applicable.

### **Community**

- Mr Steven Cheng
- Mr Graham Clarke

### **Staff**

Consultation has been undertaken with various staff from across the organisation, including the Manager, Library Services, Norwood Concert Hall Manager, Manager, Strategic Communications & Advocacy, Manager, Marketing & Place Activation, Project Manager, City Projects, and the Manager, Governance.

### **Other Agencies**

- David Washington, Executive Director, Don Dunstan Foundation
- Dr Amy Morrison Curator, Centre of Democracy

## **DISCUSSION**

Don Dunstan is widely regarded one of South Australia's most influential and visionary Premiers.

Don Dunstan's achievements include significant social reform in areas such as sex discrimination, Aboriginal land rights and consumer protection, which were considered the first of their kind in Australia. In addition, Don Dunstan was a leading campaigner for immigration reform and was instrumental in the elimination of the White Australia Policy.

In addition to being a long-time resident and restaurant owner in Norwood and a long-serving member for the State seat of Norwood, some of Don Dunstan's policy reforms would go on to have a direct and positive impact within the City of Norwood Payneham & St Peters.

For example:

- the changes to hospitality laws, such as “6 o’clock closing”, non-existent outdoor dining and austere liquor licensing rules, transformed the State into a cultural and hospitality haven. To this day, The Parade is an exemplar of a cultural hotspot and café culture; and
- similarly, Don Dunstan’s support of the arts (e.g. formation of The Festival Centre and SA Film Corporation), led to the establishment of the Jam Factory in St Peters in 1974, where it remained for 20 years before moving to Adelaide’s west end. It remains as one of Australia’s renowned not-for-profit arts and design centres with studios, galleries and retail spaces and produces a constant flow of quality artisans, designers and makers.

Recognising Don Dunstan’s connection and contribution is currently memorialised within the City through:

- the Dunstan Playground, which was recently upgraded in 2024, at an approximate cost of \$1.9 million and includes a wayfinding element that outlines Don Dunstan’s involvement in the establishment of the original playground 50 years ago; and
- a plaque located on The Parade, in front of the Norwood Town Hall, installed in 1997 as part of The Parade Cultural Plaque Walk.

2026 represents the 100<sup>th</sup> anniversary of Don Dunstan’s birthday (21<sup>st</sup> September) and serves as a prominent moment to reflect and celebrate his contributions which helped the suburb of Norwood and the City of Norwood Payneham & St Peters generally become the highly liveable City it is today.

## Commemoration

As a former Premier, it is assumed that other organisations or indeed the State Government may also seek to recognise the 100<sup>th</sup> anniversary of the birth of Don Dunstan. In this respect, for the purposes of this report, consideration has focussed on his relationship with the City of Norwood Payneham & St Peters and the opportunities available to the Council to recognise his contribution at a local level.

It is understood that the Don Dunstan Foundation has plans to commemorate Dunstan’s 100<sup>th</sup> birthday with a one-day conference with national and international speakers which will be held somewhere in Adelaide. The Centre of Democracy (History Trust) is working on an exhibition about the Dunstan Decade. Both organisations are hoping to produce some publications (including one in conjunction with a literary journal).

Set out below are a number of options, in order of preference, for the Council to consider should it resolve to commemorate the 100<sup>th</sup> anniversary of Don Dunstan’s birthday:

### 1. Exhibition

The Council’s Cultural Heritage Program is an important initiative that seeks to connect the community with the City’s cultural heritage. Through this Program, there is an opportunity to produce an exhibition which would be displayed at the Council’s Cultural Heritage Centre.

It is proposed that the exhibition would focus on “the man about town”, linking Don Dunstan’s pathway as a long-term resident, to a politician on the campaign trail going door to door in Norwood, his succession to being the Premier of South Australia and eventually, the restaurateur, etc. Reforms made during Don Dunstan’s political term will be anchored around the effects these had on the City of Norwood Payneham & St Peters with the aim of keeping it a local story about a local identity. This work will also form the basis for a story to be published in Look East and promoted to local media agencies, (i.e. InDaily etc).

The success of the proposed exhibition is reliant on access to relevant objects, artefacts etc. In this respect, staff have written to Don Dunstan’s widower, Mr Steven Cheng. Whilst no response has been received to date, staff will continue to seek to engage as appropriate.

In addition, staff have undertaken discussions with the Centre of Democracy (History Trust) and the Don Dunstan Foundation and will continue to reach out to other relevant stakeholders. There is an informal in-principle agreement to collaborate, where possible, with Centre of Democracy and the Don Dunstan Foundation as the two organisations are planning their own commemorations.

Whilst at this early stage it is not possible to outline the specific inclusion of objects, stories and the associated display infrastructure, it is intended that the exhibition would be delivered within the existing Cultural Heritage Program's budget. In this respect, it is noted that some objects/artefacts may not be able to be included due to:

- specific and specialised storage/display infrastructure requirements (e.g. items such as Dunstan's pink shorts necessitate display in environmentally controlled conditions which are not available in the Cultural Heritage Centre); and
- the likely inclusion of such objects in the Centre of Democracy's planned commemoration. Other potential objects from the History Trust will be explored.

In addition, to support the exhibition, it is proposed to host an opening event at the Cultural Heritage Centre. There is an opportunity for the Council to invite Dunstan's family and the South Australian Premier to participate and attend the opening. In this respect, letters will be drafted for the Mayor's consideration once staff have clarity about the specifics of the proposed exhibition. It is envisaged that the opening event would reflect other recent opening events held within the Cultural Heritage Centre/Gallery and this will be funded through the Cultural Heritage Program's budget.

This is a recommended option.

## **2. Author Talk**

Ms Angela Woollacott, a Professor at the Australian National University (ANU), authored the first comprehensive biography of Don Dunstan, titled *Don Dunstan: The visionary who changed Australia*.

When first published, in partnership with the South Australian History Trust and the Centre for Democracy, the book was launched by Senator the Hon Penny Wong and accompanied by a lecture from Ms Woollacott. It was subsequently launched again by Professor the Hon Gareth Evans AC KC FASSA FAIA at the ANU.

Staff have confirmed with Ms Woollacott her interest in providing an author talk to assist the commemoration activity.

Given the significance of the author's book and her role as Australian National University's Manning Clark Distinguished Professor of History, it is anticipated that an author event would attract strong community interest.

In this regard, use of the Norwood Concert Hall for such an event would mirror the Council's existing practice when hosting similarly popular author talks in partnership with Dillon's Bookshop.

To progress this event, the Council would need to allocate a budget of \$2,500 that includes:

- approximately \$1,000 to reimburse Ms Woollacott's travel and accommodation expenses; and
- \$1,500 to support production and staffing costs associated with the Norwood Concert Hall.

As the author has flexibility about the timing of the event, it could be programmed at a time which did not materially impact on the Norwood Concert Hall's programming.

The author has agreed to forgo a speaking fee.

The event would be promoted as a Library initiative and utilise the Council's and Library communications.

This is a recommended option.

## **3. Commemorative Public Seat with the Council's Public Artwork**

Consideration has been given to recognising Don Dunstan's advocacy for and contribution to, the arts and the correlation with the Council's significant public artwork collection.



A memorialisation could be achieved through the installation of a public seat/park bench, which includes a plaque and which is situated in viewing proximity of one of the Council's public artworks. In this respect, a location within the median strip along Osmond Terrace is suggested as it would provide visitors visibility of a number of the Council's Public Artworks and an opportunity to reflect upon both the artwork and Dunstan's contribution to the arts.

The cost of installation of a public seat/park bench which incorporates a plaque is estimated at \$15,000.

This option is not recommended.

#### 4. Plaques

A plaque commemorating Don Dunstan was installed on The Parade adjacent to the Norwood Town Hall in 1997, with Don Dunstan himself present. It remains a fitting memorial. The design of the plaque is consistent with other plaques that have been laid along The Parade which collectively form part of the Council's Cultural Plaque Walk.

As part of works that are proposed to be undertaken through implementation of The Parade Masterplan it is intended to polish and where required, refurbish all the plaques. As a part of this process, emphasis of Don Dunstan's plaque could be achieved through the utilisation of a different/bordering brick treatment.

However, as renewal of The Parade is still in the design stage, there is limited clarity in terms of the final scope and construction schedule for The Parade. On this basis, it is unclear whether such treatment would occur within a timeframe that would align with commemoration efforts.

As an alternative, consideration could be given to a virtual 're-laying' of the plaque at which guests, such as Don Dunstan's family and the Premier of South Australia, could be invited to participate. The estimated cost of this is \$5,000 - \$15,000 depending on the size of the event and the need for traffic management/road closures. In this respect, the attendance of the Premier of South Australia and other dignitaries may attract a crowd necessitating traffic management/road closure. It is suggested however, noting the prior discussion relating to an opening event to support the proposed exhibition, that events which include the participation of the Premier of South Australia and Dunstan's family be minimised to ensure their involvement is not unwittingly diluted.

This option is not recommended.

#### 5. Theatrical Performance at the Norwood Concert Hall

Neil Cole, an Australian playwright and former Member of the Victorian Parliament, has written a play about Don Dunstan's political life, titled *'An Audience with Don Dunstan' and told through drama, music and poetry. It tells of the challenges Dunstan overcame to change Australian society, from a post-colonial backwater to a vibrant, socially aware multicultural nation that believed in fairness, equal opportunity, and the right to wear pink shorts to Parliament*.

The play was most recently performed in Adelaide at Ayers House as a part of the History Festival in May 2025. Whilst the event was successful, it is noted that Ayer's House is a significantly smaller and simpler complex in comparison to the Norwood Concert Hall.

Initial discussions with Neil Cole suggest a willingness to perform his play on a fee for service basis, at a cost of \$20,000. Under this arrangement, Mr Cole would provide the performers, flights and accommodation.

The Council would be responsible for ticket sales, promotion, production and delivery.

In addition, this arrangement would require the Council to provide:

- a minimum budget of \$4,000 per night to cover wages, etc.
- a budget of \$3,000 - \$5,000 to draft associated contracts etc.

To recover the costs of this option, based on a three-night season (subject to negotiation with Mr Cole), the Council would need to sell approximately 800 tickets at \$40 (plus booking fee) in total (noting that the Concert Hall when set up under Cabaret style seats approximately 250 people).

In addition, consideration needs to be given to the impact to the Norwood Concert Hall's potential loss of revenue which is estimated at approximately \$9,000 per night (noting that September 2026 already has 18 nights booked for other events).

Whilst Mr Cole's proposal enables the Council an opportunity to recover some costs through the proceeds from tickets sales, staff are unable to reliably forecast demand for ticket sales. Under this arrangement the Council would carry both the financial and reputational risk resulting from poor ticket sales.

It should be noted that the Council operates the Norwood Concert Hall as a venue for hire and hence, its operations do not include promotional, ticketing or production capabilities or infrastructure. Whilst the Council could consider the engagement of production and ticketing services, this would introduce additional cost, which may not materially impact the commercial risk. On this basis, to progress this initiative, the Council would need to be prepared to carry the entirety of the financial and reputational risk and hence, the option is not recommended.

This option is not recommended.

## Summary

A summary of the options is detailed in Table 3 below:

**TABLE 3 - OPTIONS TO COMMEMORATE THE 100<sup>TH</sup> ANNIVERSARY OF DON DUNSTAN**

| Item | Activity  | Estimated Cost  | Recommendation  |
|------|---|---|-----------------|
| 1.   | Exhibition, opening event and Look East article | Within existing budget  | Recommended     |
| 2.   | Author talk                                     | \$2,500   | Recommended     |
| 3.   | Commemorative Public Seat                       | \$15,000  | Not Recommended |
| 4.   | Plaques and event                               | \$5,000 - \$15,000  | Not Recommended |
| 5.   | Norwood Concert Hall three (3) night event      | \$37,000<br>(noting a \$9,000 loss of revenue per night from potential other hirers). | Not Recommended |

## OPTIONS

A broad range of suggestions and opportunities have been solicited during the development of this report. Consideration has been given to options which:

- achieve a strong level of local community impact;
- leverages the Council's existing services and resources;
- recognises the Council's budget environment; and
- is sympathetic to the interests of other stakeholders to commemorate the 100<sup>th</sup> anniversary of Don Dunstan's birthday.

In this respect, in summary, the Council has the following options:

### Option 1

The Council can choose to deliver the *exhibition, opening event and Look East article* in combination with the *Author talk*. This option provides a significant opportunity to combine ceremony, education and recognition to a broad and diverse audience.

Option 1 is recommended.

## Option 2

In addition to Option 1, as outlined above, the Council could also:

1. instal a commemorative public seat/park bench on the median strip on Osmond Terrace in view of the Council's public art. Whilst this option has merit, its impact is realised subtly over a longer period of time when compared Option 1;
2. emphasise the existing plaque on The Parade and host a virtual 're-laying'. Design work associated with the renewal of The Parade is currently underway. However, there is currently no clarity relating to the delivery schedule and hence, there is uncertainty whether this option would materialise to coincide with the 100<sup>th</sup> anniversary. Further, it is considered that the proposed opening event associated with Option 1 would have a greater level of community impact.

## Option 3

Separately, or in combination with one of the other options, engage Mr Neil Cole to deliver his play '*An Audience with Don Dunstan*' in the Norwood Concert Hall. This option is supported, however it introduces a range of complicated logistics and risks.

This Option is not recommended.

## Option 4

Alternatively, the Council can elect not to progress one of the identified options or, identify an alternate way to commemorate the 100<sup>th</sup> anniversary of Don Dunstan.

## CONCLUSION

While the possibilities of what the Council can do to commemorate the 100<sup>th</sup> anniversary of Don Dunstan are diverse, it is suggested that any activity should be:

- meaningful and respectful of Don Dunstan's legacy and his family's wishes;
- not replicate or be counter to other organisation's responsibilities or desire to implement commemorative activities;
- cost effective and in line with existing budgets;
- relevant to contemporary City of Norwood Payneham & St Peters; and
- contributes to the celebration and sharing of the cultural heritage of the City.

In this respect, a range of options to commemorate the 100<sup>th</sup> anniversary of Don Dunstan have been outlined for the Council's consideration.

The options of hosting an exhibition and associated opening event and, separately, an author talk, are considered to offer significant impact and provides the best value to the community and the Council.

## RECOMMENDATION

1. *In recognition of the 100<sup>th</sup> Birthday of former Premier Don Dunstan AC QC, the Council approves, the hosting of an exhibition and associated opening event and separately, an author talk in recognition of the 100<sup>th</sup> anniversary of Don Dunstan and an article in Look East.*
2. *That a budget of \$2,500 be approved for the delivery of the exhibition and associated opening event and the author's talk.*

### 13.3 APPOINTMENT TO THE Highbury Landfill Authority Board of Management

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

#### PURPOSE OF THE REPORT

The purpose of this report is to seek the Council's appointment of a Member to the Highbury Landfill Authority Board of Management.

#### BACKGROUND

The Highbury Landfill Authority Inc (HLA) is a Regional Subsidiary which has been established pursuant to Section 43 of the *Local Government Act 1999*, by the Cities of Burnside, Norwood Payneham & St Peters and the Town of Walkerville.

The purpose of the Authority is to:

- facilitate the closure and post-closure of the Highbury Landfill site;
- manage the joint interests and liability of the Constituent Councils in relation to the closure of the Highbury Landfill site;
- undertake all manner of things relating to and incidental to the management function of the Authority; and
- provide a forum for the discussion and consideration of issues related to the joint obligations and responsibilities of the Constituent Councils in respect of the closure (and post-closure) of the Highbury Landfill site.

Clause 2.2 of the HLA Charter sets out the following in respect to the membership arrangements of the Board:

- 2.2.1 The Board shall consist of three members being one person appointed by each Constituent Council;*  
*2.2.2 A Board Member shall be appointed for a term not exceeding three years specified in the instrument of appointment and at the expiration of the term of office will be eligible for re- appointment.*

The Council is also required to appoint a Deputy Member to the Board.

The Board currently meets quarterly at the Town of Walkerville, on a Thursday, with meetings commencing at 11.00am. However, the schedule of meetings of the Board for 2026 has not been determined at this stage.

At its meeting held in January 2023, the Council appointed Cr Grant Piggott as the Board Member and Cr Josh Robinson as the Deputy Board Member.

Cr Piggott has advised that he does not wish to continue as this Council's Board Member on the Highbury Landfill Authority Board.

Cr Robinson has advised that he would like to continue as this Council's Deputy Board Member on the Highbury Landfill Authority Board.

The Charter of the Authority, provides that the Constituent Councils can appoint an Elected Member or a staff member to the Board.

Should an Elected Member not be interested in being appointed, the General Manager, Governance & Civic Affairs is willing to be appointed.

## **STRATEGIC DIRECTIONS**

### ***CityPlan 2030* Alignment**

Not Applicable.

## **FINANCIAL AND BUDGET IMPLICATIONS**

As no sitting fees are payable to Board Members there are no financial implications associated with this matter.

## **RECOMMENDATION**

1. *That \_\_\_\_\_ be appointed to the Board of the Highbury Landfill Authority Inc for a term of three (3) years.*
2. *That \_\_\_\_\_ be appointed as the Deputy Member of the Highbury Landfill Authority for a term of three (3) years.*

### 13.4 ROAD PROCESS ORDER - LITTLE FLINDERS STREET, KENT TOWN

**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**APPROVED BY:** Chief Executive Officer  
**ATTACHMENTS:** A-G

#### PURPOSE OF THE REPORT

The purpose of this report is to present to the Council the *Road Process Order* for the closure of a portion of Little Flinders Street, Kent Town and the transfer of this land to the adjoining landowner.

#### BACKGROUND

At its meeting held on 16 January 2023, the Council considered a request from Prince Alfred College to commence the process to declare a portion of Little Flinders Street, Kent Town (the Land), as public road to facilitate the transfer of the Land to the College under the *Roads (Opening and Closing) Act 1999*.

This request was made on the basis that the Land, located at the continuation of Little Flinders Street, Kent Town was a deceased estate, owned by a Mr Thomas Bourne in fee simple, however the College has been exclusively using and maintaining the land for 56 years.

It is the College's intention to develop the Land to accommodate a playing field to support the College's educational activities and existing facilities.

An aerial image of the Land is contained within **Attachment A**.

The Council was supportive of the College's request on the basis of the following conditions:

- that the existing stormwater draining infrastructure located underneath the Land, be relocated and constructed at the cost of the College;
- that an easement over the Land be obtained by the Council to access the stormwater drainage infrastructure;
- the College meets all costs associated with the preparation and lodgement of documents regarding the easement;
- the Council retains ownership of the upgraded stormwater drainage infrastructure; and
- the Council continues to be responsible for the ongoing maintenance, repair and replacement of the stormwater drainage infrastructure.

Following consideration of the matter, the Council resolved to commence the process under Section 210 of the *Local Government Act 1999*, to declare the privately owned Land (contained in Certificate of Title Volume 5841 Folio 584), as a public road to vest in the Council and transfer the Land to the College under an Agreement pursuant to Section 12 of the *Roads (Opening and Closing) Act 1991*.

The required procedures as set out in the *Roads (Opening and Closing) Act 1991* (the Act), have been followed, including preparation and lodgement of the Preliminary Plan with the Surveyor-General and completion of the required 28-day public notification period. A public notice with respect to the proposed *Road Process Order* was published in the SA Government Gazette on 9 October 2025.

A copy of the Gazette notice is contained within **Attachment B**.

A copy of the Preliminary Plan showing the portion of road to be closed and marked 'A' is contained within **Attachment C**.

The Council can now proceed to make the *Road Process Order* contained within **Attachment D**, to close a portion of Little Flinders Street, Kent Town and transfer this land to the private landowner.

#### STRATEGIC DIRECTIONS

Not Applicable.

## **FINANCIAL AND BUDGET IMPLICATIONS**

The costs associated with the request that has been made by the College will be met by the College. This includes the legal costs associated with the preparation and the lodgement of documents with the Land Services Group and the Office of the Surveyor-General.

In addition, the College is responsible for the costs associated with the relocation and reconstruction of the existing stormwater drainage infrastructure located underneath the Land. Further information regarding the drainage works and costs is set out in the Discussion section of this report.

## **RISK MANAGEMENT**

Not Applicable.

## **CONSULTATION**

### **Elected Members**

Elected Members considered this matter at the Council Meeting held on 16 January 2023 and this matter has been progressed in accordance with the Council's resolution.

### **Community**

Public notification of the road closure was conducted in accordance with Section 10 of the Act, which included publication of a notice in the SA Government Gazette, together with notification of the Surveyor-General and the prescribed public utilities and authorities.

Upon final confirmation of the *Road Process Order* to close the road by the Minister, the Surveyor-General is required to publish notice of the order in the Gazette, in accordance with Section 24(4) of the Act.

### **Staff**

Manager, Assets & Projects  
Project Manager, Assets

### **Other Agencies**

Surveyor-General  
Public utilities and authorities

## **DISCUSSION**

As stated previously, the Council was supportive of the College's request on the basis of a number conditions which included the relocation and construction of the existing stormwater drainage infrastructure that is owned by the Council which is currently located under the Land.

To this end, a number of discussions have been undertaken between Council staff and representatives from the College regarding the infrastructure upgrade works to be undertaken within their land. As the proposed works have the potential to impact the existing Council-owned stormwater drainage infrastructure located within a Council easement on the Land, a condition assessment of the stormwater drainage infrastructure was undertaken using CCTV inspection methods. The assessment identified that several sections of the existing drainage system are approaching the end of their serviceable life and can be reasonably justified for renewal.

Taking into consideration the finds of the CCTV assessment and noting that the proposed works may alter existing ground levels (thereby affecting the levels and function of the stormwater drainage system) it was determined that renewal of the entire Council-owned stormwater drainage system within the Land is required.



In addition, to ensure the continued functionality of the renewed stormwater drainage system, it was determined that the stormwater drainage network will be extended to align with the new end of the termination point of the laneway, at which point, a new pit will be constructed, and new pipework installed to connect to the existing drainage system.

It has been agreed that all costs associated with these works (including drainage, minor kerbing, traffic management and contingency costs) will be met by the College. The cost for these works is approximately \$125,000 (excluding GST).

Pursuant to Section 15 of the Act, the Council must, as soon as practicable after the expiration of the 28-day notice period and having considered any objections or applications made during this period, proceed to make the *Road Process Order* to close the designated portion of Little Flinders Street, Kent Town and to transfer the land to the adjoining landowner. One (1) objection was received during the notice period.

In determining whether to make a *Road Process Order*, the Council must have regard to the criteria set out in Section 16 of the Act, which are outlined in Table 1 below.

One (1) objection to the proposed road closure was received during the notification period. The objection to the proposed closure was lodged by SA Water who advised that:

*If the process is to proceed the following will be required: -*

1. *An easement for "Sewerage Purposes" being 4m wide (2m either side of the main) is needed within the area marked "A" to be closed.*

*or*

2. *SA Water is also willing to accept an easement over the width of the road should that suit.*

*This easement will need to be granted on a Final Plan free of cost.*

A copy of the correspondence (email) dated 9 October 2025, from SA Water is contained in **Attachment E**.

In response to SA Water's submission on the road closure on the basis that a sewerage easement is required, this has been addressed in the Road Process Order. As such, SA Water's requirements do not impact on the Council in terms of making the Road Process Order.

In addition, the Road Process Order makes provision for the granting of an easement to the Council for stormwater drainage purposes.

In determining whether to make a *Road Process Order*, the Council must have regard to the criteria set out in Section 16 of the Act, which are outlined in Table 1.

**TABLE 1: ROAD PROCESS ORDER – SECTION 16 ROADS (OPENING AND CLOSING) ACT 1991  
CRITERIA**

| Section 16 Criteria   | Comments   |
|---|--|
| <ul style="list-style-type: none"> <li>any objections made by any person pursuant to this Act;</li> </ul>   | As set out above, SA Water lodged an objection to the proposal to close the road subject to granting an easement for Sewerage Purposes. The easement for this purpose has been granted.  |
| <ul style="list-style-type: none"> <li>the plans, principles, regulations and other matters to which regard must be had by assessment authorities for determining applications for development authorisation under the <i>Planning, Development and Infrastructure Act 2016</i> in relation to developments in the area to which the proposed <i>Road Process Order</i> relates;</li> </ul> | There are no outstanding development assessment matters with respect to the Land.  |
| <ul style="list-style-type: none"> <li>whether the land subject to the road process is reasonably required as a road for public use in view of present and likely future needs in the area;</li> </ul>  | <p>The portion of Little Flinders Street, Kent Town proposed to be closed and transferred to the private landowner is not currently used by the public as a road. All adjacent properties to the subject Land are owned by the private landowner who the land will be transferred to.</p> <p>No future needs for this section of Land have been identified or are envisaged.</p> |
| <ul style="list-style-type: none"> <li>alternative uses of the land subject to the road process that would benefit the public or a section of the public; and</li> </ul>  | The Land is landlocked by the private landowner and due to its size and location there are no anticipated alternatives uses that would be of benefit to the public.  |
| <ul style="list-style-type: none"> <li>any other matter the authority considers relevant.</li> </ul>  | <p>The Land was previously in the ownership of a deceased estate.</p> <p>The Land has been underutilised and dormant as no person is legally responsible for the maintenance, upgrade, replacement or repair of infrastructure on the Land.</p> <p>Whilst not legally responsible, Prince Alfred College has used and maintained the Land for over 50 years.</p>                 |

Following the Council's resolution to make the *Road Process Order* to close the designated portion of Little Flinders Street and to transfer this land to the adjoining landowner (Prince Alfred College), the Council must, within three (3) months, deposit the required documents with the Surveyor-General and the Registrar-General, as required by Section 20 of the Act. This includes a copy of the *Road Process Order* to close the road, a certified copy of the Council minutes, the Road Plan (Final Plan) and a copy of the Agreement for Transfer with the adjoining landowner.

A copy of the Road Plan (Final Plan) is contained within **Attachment F**.

A copy of the Agreement for Transfer with the adjoining landowner is contained within **Attachment G**.

Following lodgement of the above documents, the Surveyor-General must review the Council's *Road Process Order* and must, as soon as practicable, make a recommendation to the Minister as to whether the Order should be confirmed by the Minister, pursuant to Section 23 of the Act. The Minister must then confirm or

decline to confirm the *Road Process Order*, in accordance with Section 24 of the Act. If confirmed, the Surveyor-General must place a notice of the *Road Process Order* and its confirmation in the SA Government Gazette.

Upon publication in the Government Gazette, the closure of the Land will become effective and the Land will be transferred to Prince Alfred College and vested in them for an estate in fee simple, pursuant to Section 25(2)(a) of the Act. A new Certificate of Title will then be issued by the Registrar-General to the College.

This will result in an alteration to the Prince Alfred College property boundary to include an additional 158m<sup>2</sup> of land that will enable the College to construct new playing fields.

## OPTIONS

The Council could determine not to make the recommended *Road Process Order* to close the designated portion of Little Flinders Street, Kent Town and to transfer that land to the adjoining owner.

However, on the basis that the Council has previously agreed to undertake this process and transfer the Land to Prince Alfred College and that the only submission that has been received in respect to the proposal has been responded to and satisfied and that the Land holds no value to the public, both now and in the future, it is recommended that the Council proceeds with the proposal.

## CONCLUSION

Following the completion of the Road Process Order, staff will work with the College to undertake the drainage works which will be scheduled to commence in 2026.

## RECOMMENDATION

1. That pursuant to Section 15 of the *Roads (Opening and Closing) Act 1991 (the Act)*, and having regard to the criteria set out in Section 16 of the Act, the Council hereby makes the Road Process Order contained within Attachment D, namely:
  - to close a portion of Allotment 37 in Filed Plan 3654 contained in Certificate of Title Volume 6299 Folio 486, commonly known as Little Flinders Street Kent Town, being the area marked 'A' in Preliminary Plan No. 25/0024; and
  - that in accordance with the Agreement for Transfer dated 10 September 2025, entered into between the Corporation of the City of Norwood Payneham & St Peters (**Council**) and Prince Alfred College of 23 Dequetteville Tce, Kent Town, the whole of the land subject to the road closure marked 'A' in the said Preliminary Plan be transferred and merged with the adjoining land comprised in Certificate of Title Volume 5871 Folio 440 owned by Prince Alfred College,
2. That the Council grants the following easements over the whole of land to be closed marked 'A' in the Preliminary Plan:
  - an easement to the Council for stormwater drainage purposes; and
  - an easement to the South Australia Water Corporation (ABN 69 336 525 019) for sewerage purposes.

and that the Mayor and Chief Executive Officer be authorised to sign and seal the Road Process Order on behalf of the Council.

3. That the Chief Executive Officer be authorised to execute and lodge all required documents with the Office of the Surveyor-General to effect the road closure and transfer and merger of the land subject to the road closure in accordance with the Act, including the final road closure plan D139944, contained within Attachment F and the Agreement for Transfer contained within Attachment G.



City of  
Norwood  
Payneham  
& St Peters



9 October 2025

THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

No. 58 p. 4053

## LOCAL GOVERNMENT INSTRUMENTS

CITY OF NORWOOD PAYNEHAM & ST PETERS

ROADS (OPENING AND CLOSING) ACT 1991

*Road Opening—Little Flinders Street, Kent Town*

Notice is hereby given, pursuant to Section 10 of the *Roads (Opening and Closing) Act 1991* that the City of Norwood Payneham & St Peters proposes to make a Road Process Order to close and merge with the adjoining landowner the northern end of Little Flinders Street adjoining allotment 53 in D26374, allotment 36 in F3654 and Strata Plan 3503, more particularly delineated and lettered 'A' on Preliminary Plan 25/0024.

The Preliminary Plan is available for public inspection at the offices of the City of Norwood Payneham & St Peters, 175 The Parade Norwood, and the Adelaide Office of the Surveyor-General located at Level 10, 83 Pirie Street Adelaide, during normal office hours. The Preliminary Plan can also be viewed at [www.sa.gov.au/roadsactproposals](http://www.sa.gov.au/roadsactproposals).

Any application for easement or objection must set out the full name, address and details of the submission and must be fully supported by reasons. The application for easement or objection must be made in writing to the City of Norwood Payneham & St Peters, PO Box 204 Kent Town SA 5071; within 28 days of this notice and a copy must be forwarded to the Surveyor-General at GPO Box 1815, Adelaide 5001. Where a submission is made, the applicant must be prepared to support their submission in person upon the Council giving notification of a meeting at which the matter will be considered.

Dated: 2 October 2025

MARIO BARONE PSM  
Chief Executive Officer



## 25/

TITLE REFERENCE FOR ROAD CT 6299/486

A vertical scale bar with the word 'SCALE' at the top and 'METRES' at the bottom. The scale has markings at 0, 40, 80, 160, 240, 320, and 400. The bar is a simple horizontal line with tick marks pointing downwards.

## ROAD TO BE CLOSED LETTERED A

CLOSED ROAD A TO MERGE WITH CT 5871/440

SUBJECT TO AN EASEMENT FOR SEWERAGE TO SA WATER  
OVER THE WHOLE OF THE ROAD

SUBJECT TO AN EASEMENT FOR DRAINAGE TO COUNCIL  
OVER THE WHOLE OF THE ROAD

AERIAL PHOTO SUPPLIED BY METROMAP. FLOWN 19/05/2025.

CERTIFIED CORRECT AS TO INTENT

DATED 21/8/2025

City of Norwood, Payneham & St Peters

I HEREBY CERTIFY THAT THE PORTION OF ROAD TO BE CLOSED  
HEREON IS ROAD WITHIN THE MEANING OF SECTION 3 OF THE  
ROADS (OPENING & CLOSING) ACT, 1991

AUTHORITY REFERENCE: GG 21/03/2024 Pg 498

/ /2025

**DAMIAN HOLLAND**  
LICENSED SURVEYOR

Alexander & Symonds Pty.Ltd.

62 THE PARADE, NORWOOD,

SOUTH AUSTRALIA

Tel (08) 8130 1666

A.B.N. 93 007 753 988

JEA 17/07/2025



# ROAD PROCESS ORDER

Deposited Plan

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## ORDER TO CLOSE ROAD

UNDER THE ROADS (OPENING AND CLOSING) ACT 1991

***Allotment 37 in F3654, Little Flinders Street, Kent Town***

**ORDER MADE BY: THE CORPORATION OF THE CITY OF NORWOOD  
PAYNEHAM & ST PETERS**

**COUNCIL AREA: KENT TOWN**

### 1. ORDER TO CLOSE ROAD

The following part of a road is hereby **CLOSED**:

Allotment 37 in F3654, more particularly delineated and lettered 'A' on Preliminary Plan 25/0024.

### 2. ORDER FOR DISPOSAL OF CLOSED ROAD

The road closed by this order must be dealt with in accordance with the following order:

The whole of the land subject to closure marked 'A' to be transferred to Prince Alfred College in accordance with agreement for transfer dated 10 September 2025, entered into between the Corporation of the City of Norwood Payneham & St Peters (Council) and Prince Alfred College.

Subject to the grant of easement described in order 3 of this order.

### 3. ORDER(S) FOR GRANT OF EASEMENT(S)

The following easement(s) are granted over the whole of the road closed by this order:

Grant to the Council an easement for drainage purposes marked E.

Grant to SA Water Corporation easement for sewerage supply purposes marked F.

Signed and dated this                      day of                      202

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
MAYOR

---

Certified Correct

Confirmed

*Authorised delegate for*  
**SURVEYOR-GENERAL**

*Authorised delegate for*  
**MINISTER FOR PLANNING**



**From:** Property Services  
**Sent:** Thu, 27 Nov 2025 01:10:49 +0000  
**To:** Jason Arnold  
**Cc:** Lisa Mara; Property Services  
**Subject:** RE: Notification under the Roads (Opening & Closing) Act 1991 - PP 25/0024  
Kent Town  
**Attachments:** 25A1232LTO-R1(A) D139944.pdf

You don't often get email from propertyservices@sawater.com.au. [Learn why this is important](#)

**OFFICIAL**

Hi Jason,

I refer to the attached "Not Yet Approved" survey plan being D139944 showing easement marked "F" to the South Australian Water Corporation "For Sewerage Purposes".

As our requirements over the proposed road closing having been met, SA Water's objection is now withdrawn.

Thank you.

Regards,

Chris Kalatzis  
Property Consultant  
SA Water  
T 08 7424 1427  
F 08 7003 1427  
M 0455 086 184  
[chris.kalatzis@sawater.com.au](mailto:chris.kalatzis@sawater.com.au)  
250 Victoria Square, Adelaide SA 5000  
GPO Box 1751, Adelaide SA 5001

**please consider the environment before printing this email.**

\*\*\*\*\*South Australian Water Corporation disclaimer\*\*\*\*\*

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---

**From:** Jason Arnold <jarnold@alexander.com.au>  
**Sent:** Thursday, 27 November 2025 10:05 AM  
**To:** Property Services <PropertyServices@sawater.com.au>  
**Cc:** Lisa Mara <lmara@npsp.sa.gov.au>  
**Subject:** RE: Notification under the Roads (Opening & Closing) Act 1991 - PP 25/0024 Kent Town



**External sender**  
Think before you click, open with caution

The council are prepared to grant SA Water an easement for sewerage over the whole of the road to be closed.

Please find attached the final road plan.

Can you please withdraw your objection.

Regards,

ment Coordinator  
[jarnold@alexander.com.au](mailto:jarnold@alexander.com.au)

: Parade, Norwood SA 5067

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er the Christmas and New Year period starting from close of business Friday 19<sup>th</sup>  
ay 5<sup>th</sup> January 2026.

stive season and look forward to working with you again in 2026.

Proudly Supporting



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**From:** Property Services <[PropertyServices@sawater.com.au](mailto:PropertyServices@sawater.com.au)>  
**Sent:** Thursday, 9 October 2025 9:35 AM  
**To:** roads <[roads@alexander.com.au](mailto:roads@alexander.com.au)>  
**Cc:** Property Services <[PropertyServices@sawater.com.au](mailto:PropertyServices@sawater.com.au)>  
**Subject:** RE: Notification under the Roads (Opening & Closing) Act 1991 - PP 23/00?? Location

**OFFICIAL**

Dear Jason,

I wish to advise a desktop review has determined a sewer main and supporting infrastructure are located in the area marked "A" and as such objects to the proposed road closing process.

If the process is to proceed the following will be required: -

1. An easement for "Sewerage Purposes" being 4m wide (2m either side of the main) is needed within the area marked "A" to be closed.
- or
2. SA Water is also willing to accept an easement over the width of the road should that suit.

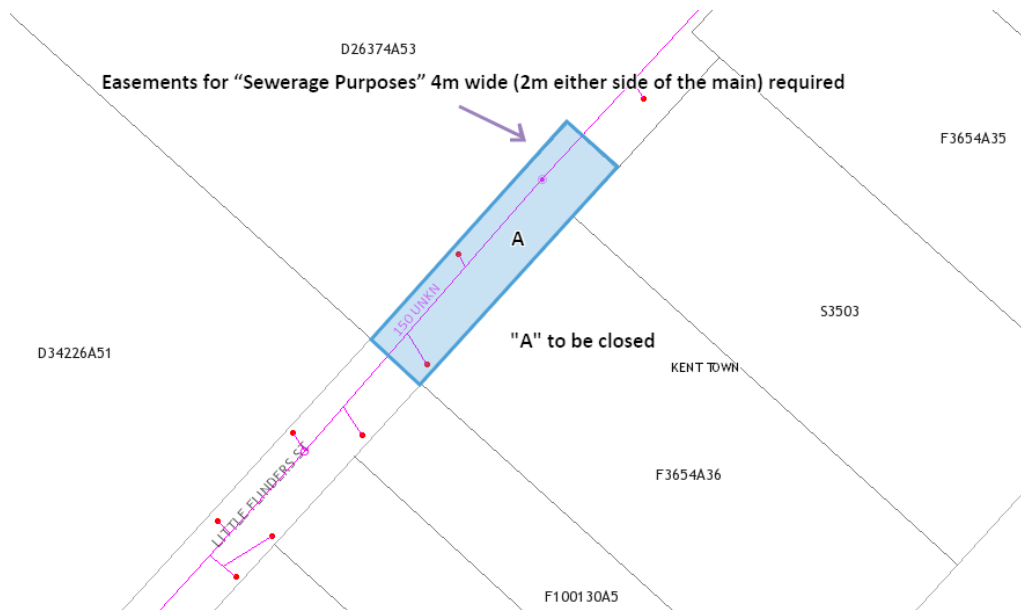
This easement will need to be granted on a Final Plan free of cost.

The below plan shows the approximate location of the SA Water infrastructure and easement requirements.

It is recommended that the SA Water infrastructure be picked up via survey to confirm its actual location in relation to the section proposed to be closed for easement plan production purposes.

Council and any future landowners should be informed about some of the critical guidelines regarding SA Water easements. –

- It is imperative that access to easements be maintained and unrestricted, unobstructed access into, over or under easements be preserved at all times to facilitate the construction, maintenance and ongoing operations of infrastructure assets when needed in the future.
- No permanent structure is to be built over easements without prior approval from SA Water.



Regards,

Chris Kalatzis  
Property Consultant  
SA Water  
T 08 7424 1427  
F 08 7003 1427  
M 0455 086 184  
[chris.kalatzis@sawater.com.au](mailto:chris.kalatzis@sawater.com.au)  
250 Victoria Square, Adelaide SA 5000  
GPO Box 1751, Adelaide SA 5001

**please consider the environment before printing this email.**

\*\*\*\*\*South Australian Water Corporation disclaimer\*\*\*\*\*

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**From:** roads <[roads@alexander.com.au](mailto:roads@alexander.com.au)>  
**Sent:** Wednesday, 8 October 2025 3:58 PM  
**To:** Property Services <[PropertyServices@sawater.com.au](mailto:PropertyServices@sawater.com.au)>; [easements@electranet.com.au](mailto:easements@electranet.com.au); [realestateadmin@sapowernetworks.com.au](mailto:realestateadmin@sapowernetworks.com.au); [brain.o'callaghan@epic.com](mailto:brain.o'callaghan@epic.com); [daniel.cooper@apa.com.au](mailto:daniel.cooper@apa.com.au); [F0501488@team.telstra.com](mailto:F0501488@team.telstra.com); [dunstan@parliament.sa.gov.au](mailto:dunstan@parliament.sa.gov.au); IntegritySA <[IntegritySA@apa.com.au](mailto:IntegritySA@apa.com.au)>  
**Cc:** DHUD:Road Opening Closing <[dhud.roadopeningclosing@sa.gov.au](mailto:dhud.roadopeningclosing@sa.gov.au)>; Lisa Mara <[lmara@npsp.sa.gov.au](mailto:lmara@npsp.sa.gov.au)>; Jenny McFeat <[jmcfeat@npsp.sa.gov.au](mailto:jmcfeat@npsp.sa.gov.au)>  
**Subject:** Notification under the Roads (Opening & Closing) Act 1991 - PP 23/00?? Location



**External sender**  
Think before you click, open with caution



#### Notification

RE: Road Closure at Little Flinders Street, Kent Town

Ref: 25A1232

Dear Sir/Madam,

The City of Norwood Payneham St Peters proposes to close and sell to the adjoining landowner the road to be closed shown lettered and delineated on the accompanying preliminary plan and described in the copy of the advertised public notice.

Please do not hesitate to contact us should you have any queries.

Regards,

**Jason Arnold** | Senior Development Coordinator  
D 08 8130 1647 M 0416 719 920 E [jarnold@alexander.com.au](mailto:jarnold@alexander.com.au)



T (08) 8130 1666  
+ Karna Country Level 1 62 The Parade, Norwood SA 5067  
[www.alexander.com.au](http://www.alexander.com.au)  
[LinkedIn](#) | [Facebook](#) | [Instagram](#)

ce has relocated to Level 1 62 The Parade, Norwood.

Please update your records with our new address shown above, our telephone numbers and email addresses remain the same.

Proudly Supporting



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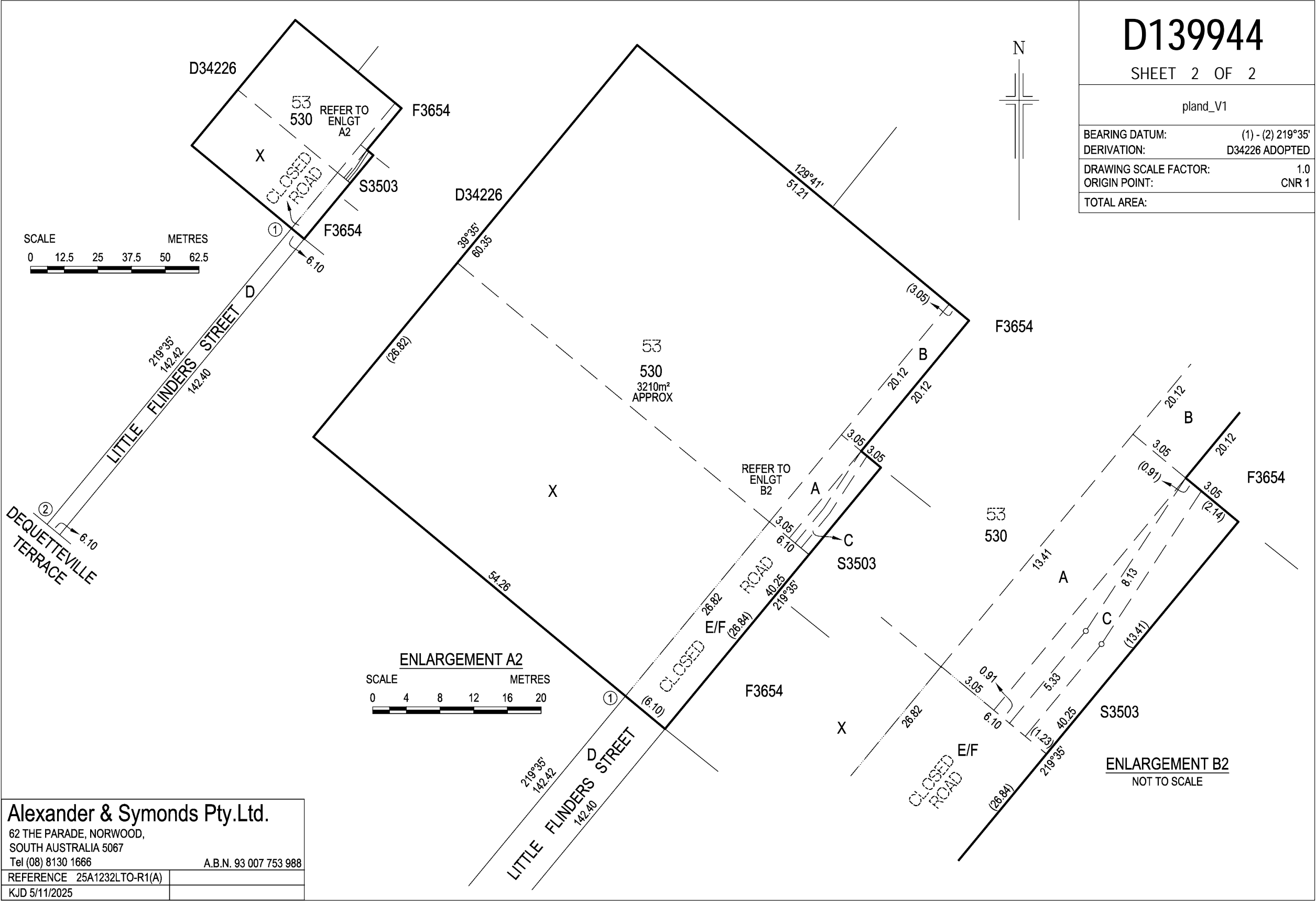
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DRAFT

|                        |   |                             |                                       |                     |                       |                                    |                                |                                       |
|------------------------|---|-----------------------------|---------------------------------------|---------------------|-----------------------|------------------------------------|--------------------------------|---------------------------------------|
| PURPOSE:               | ROADS (OPENING & CLOSING) ACT 1991  | AREA NAME:                  | KENT TOWN                             | APPROVED:           | D139944               |                                    |                                |                                       |
| COUNCIL:               | THE CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM AND ST. PETERS                           | DEVELOPMENT NO:             |                                       | DEPOSITED/FILED:    |                       |                                    |                                |                                       |
| LAST PLAN:             |   |                             |                                       |                     |                       |                                    |                                |                                       |
| AGENT DETAILS:         | ALEXANDER & SYMONDS PTY LTD<br>POST OFFICE BOX 1000<br>KENT TOWN, SA 5067<br>PH: 81301666 | SURVEYORS<br>CERTIFICATION: |                                       |                     |                       |                                    |                                |                                       |
| AGENT CODE:            | ALSY  |                             |                                       |                     |                       |                                    |                                |                                       |
| REFERENCE:             | 25A1232LTO-R1(A)  |                             |                                       |                     |                       |                                    |                                |                                       |
| SUBJECT TITLE DETAILS: |   |                             |                                       |                     |                       |                                    |                                |                                       |
| PREFIX                 | VOLUME  | FOLIO                       | OTHER                                 | PARCEL              | NUMBER                | PLAN                               | NUMBER HUNDRED / IA / DIVISION | TOWN                                  |
| CT                     | 5871  | 440                         |                                       | ALLOTMENT(S)        | 53                    | D                                  | 26374 ADELAIDE                 |                                       |
| CT                     | 6299  | 486                         |                                       | ALLOTMENT(S) (ROAD) | 37                    | F                                  | 3654 ADELAIDE                  |                                       |
| OTHER TITLES AFFECTED: |   |                             |                                       |                     |                       |                                    |                                |                                       |
| EASEMENT DETAILS:      |   |                             |                                       |                     |                       |                                    |                                |                                       |
| STATUS                 | LAND BURDENED   | FORM                        | CATEGORY                              | IDENTIFIER          | PURPOSE               | IN FAVOUR OF                       |                                | CREATION                              |
| EXISTING               | 530   | LONG                        | EASEMENT(S)                           | C                   |                       | THE COUNCIL FOR THE AREA           |                                | T 1154922                             |
| EXISTING               | 530   | LONG                        | EASEMENT(S)                           | A.B                 |                       | MINISTER FOR INFRASTRUCTURE        |                                | T 210491 AND T 311282<br>RESPECTIVELY |
| EXISTING               | 530   | SHORT                       | FREE AND UNRESTRICTED RIGHT(S) OF WAY | D                   |                       |                                    |                                |                                       |
| NEW                    | 530   | SHORT                       | EASEMENT(S)                           | E                   | FOR DRAINAGE PURPOSES | THE COUNCIL FOR THE AREA           |                                |                                       |
| NEW                    | 530   | SHORT                       | EASEMENT(S)                           | F                   | FOR SEWERAGE PURPOSES | SOUTH AUSTRALIAN WATER CORPORATION |                                |                                       |
| ANNOTATIONS:           |   |                             |                                       |                     |                       | APPROVED BY THE COUNCIL            |                                |                                       |
| PP 25/0024             |   |                             |                                       |                     |                       | <div><div>/ / .....</div></div>    |                                |                                       |



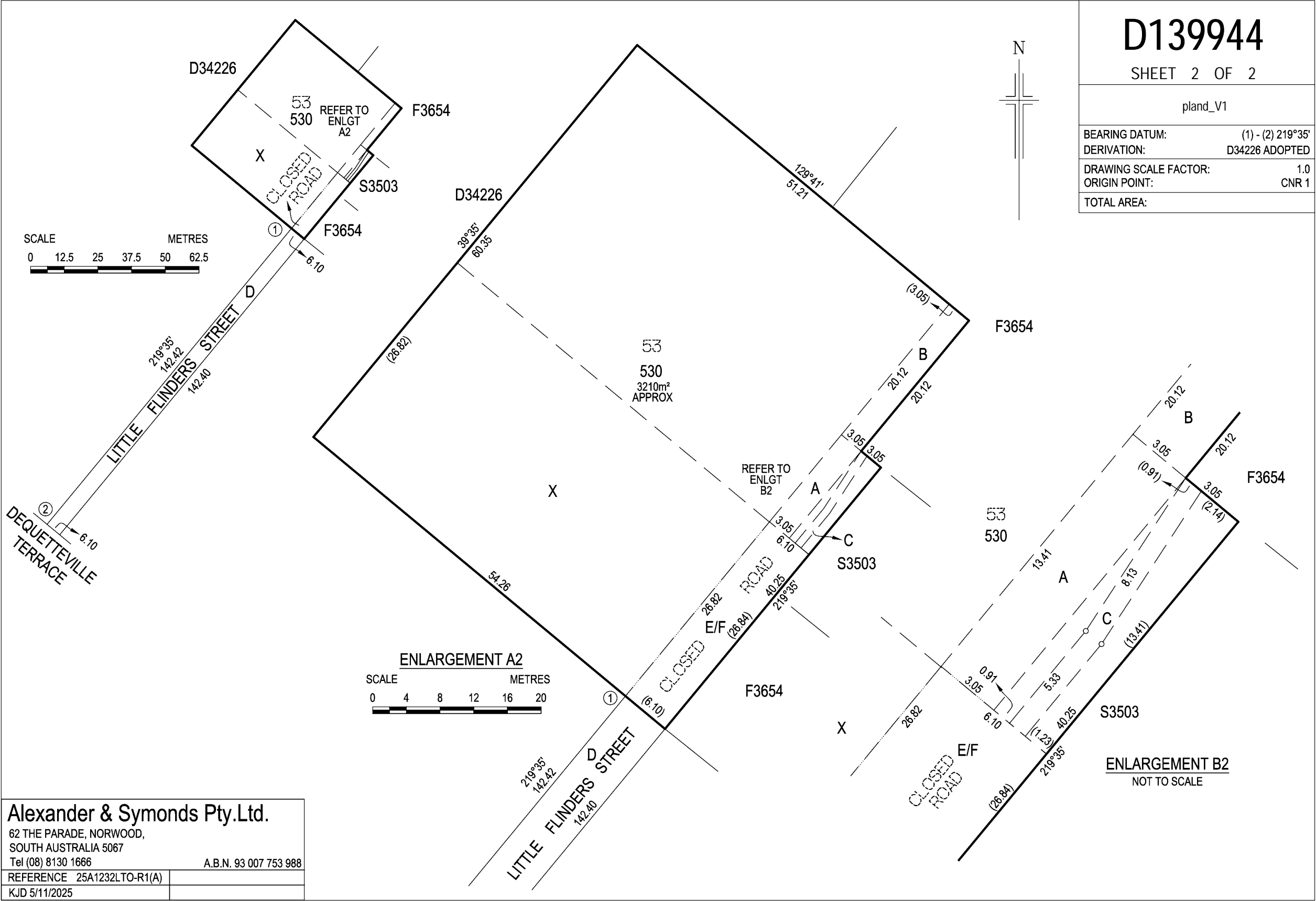
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|  |   |                 |                                       |                     |                       |                                    |                                |                                    |
|--|---|-----------------|---------------------------------------|---------------------|-----------------------|------------------------------------|--------------------------------|------------------------------------|
| PURPOSE:   | ROADS (OPENING & CLOSING) ACT 1991                              | AREA NAME:      | KENT TOWN                             | APPROVED:           | D139944               |                                    |                                |                                    |
| COUNCIL:   | THE CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM AND ST. PETERS | DEVELOPMENT NO: |                                       | DEPOSITED/FILED:    |                       |                                    |                                |                                    |
| LAST PLAN:   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| AGENT DETAILS: ALEXANDER & SYMONDS PTY LTD<br>POST OFFICE BOX 1000<br>KENT TOWN, SA 5067<br>PH: 81301666 |   |                 |                                       |                     |                       |                                    |                                |                                    |
| SURVEYORS CERTIFICATION:   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| AGENT CODE: ALSY   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| REFERENCE: 25A1232LTO-R1(A)  |   |                 |                                       |                     |                       |                                    |                                |                                    |
| SUBJECT TITLE DETAILS:   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| PREFIX   | VOLUME  | FOLIO           | OTHER                                 | PARCEL              | NUMBER                | PLAN                               | NUMBER HUNDRED / IA / DIVISION | TOWN                               |
| CT   | 5871  | 440             |                                       | ALLOTMENT(S)        | 53                    | D                                  | 26374 ADELAIDE                 |                                    |
| CT   | 6299  | 486             |                                       | ALLOTMENT(S) (ROAD) | 37                    | F                                  | 3654 ADELAIDE                  |                                    |
| OTHER TITLES AFFECTED:   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| EASEMENT DETAILS:  |   |                 |                                       |                     |                       |                                    |                                |                                    |
| STATUS   | LAND BURDENED   | FORM            | CATEGORY                              | IDENTIFIER          | PURPOSE               | IN FAVOUR OF                       |                                | CREATION                           |
| EXISTING   | 530   | LONG            | EASEMENT(S)                           | C                   |                       | THE COUNCIL FOR THE AREA           |                                | T 1154922                          |
| EXISTING   | 530   | LONG            | EASEMENT(S)                           | A.B                 |                       | MINISTER FOR INFRASTRUCTURE        |                                | T 210491 AND T 311282 RESPECTIVELY |
| EXISTING   | 530   | SHORT           | FREE AND UNRESTRICTED RIGHT(S) OF WAY | D                   |                       |                                    |                                |                                    |
| NEW  | 530   | SHORT           | EASEMENT(S)                           | E                   | FOR DRAINAGE PURPOSES | THE COUNCIL FOR THE AREA           |                                |                                    |
| NEW  | 530   | SHORT           | EASEMENT(S)                           | F                   | FOR SEWERAGE PURPOSES | SOUTH AUSTRALIAN WATER CORPORATION |                                |                                    |
| ANNOTATIONS:   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| PP 25/0024   |   |                 |                                       |                     |                       |                                    |                                |                                    |
| <div>APPROVED BY THE COUNCIL</div> <div>/ / .....</div>  |   |                 |                                       |                     |                       |                                    |                                |                                    |

DRAFT





## **Agreement for Transfer Pursuant to the *Roads (Opening and Closing) Act 1991***

Portion of Little Flinders Street, Kent Town

The Corporation of the City of Norwood Payneham & St Peters

Prince Alfred College

**Norman Waterhouse Lawyers Pty Ltd ACN 621 909 395**

Level 11, 431 King William Street, Adelaide SA 5000

GPO Box 639, Adelaide SA 5001

[www.normans.com.au](http://www.normans.com.au)

T +61 8 8210 1200



DATE 10 September 2025

## PARTIES

The Corporation of the City of Norwood Payneham & St Peters of 175 The Parade,  
NORWOOD SA 5067 (Council)

Prince Alfred College of 23 Dequetteville Terrace, KENT TOWN SA 5067 (PAC)

## BACKGROUND

- A. By virtue of section 208 of the Local Government Act 1999 (SA), the Council is the proprietor in fee simple of the road known as 'Little Flinders Street', Kent Town SA 5067 (Road).
- B. PAC owns various parcels of land adjoining the Road, including the whole of the land comprised in Certificate of Title Volume 5871 Folio 440 (PAC Land).
- C. PAC wishes to acquire portion of the Road marked A in the Preliminary Plan, for its own purposes (Road Portion).
- D. The Council has agreed to close the Road Portion and merge it with the PAC Land on the terms and conditions set out in this agreement.
- E. The Council and PAC have agreed to enter into this agreement pursuant to section 12 of the Act for the transfer of the Road Portion if and when the Road Portion is closed as a public road pursuant to the Act.

## AGREED TERMS

### 1. DEFINITIONS AND INTERPRETATION

#### 1.1 Definitions

In this agreement:

**Act** means the *Roads (Opening and Closing) Act 1991* (SA).

**Authority** means any government or any governmental, semi- governmental or judicial entity or authority including local government and statutory organisations (including the Registrar-General and where applicable Council in its separate capacity as a relevant statutory authority).

**Business Day** means a day that is not a Saturday, Sunday or public holiday in South Australia.

**Conditions Precedent** means the conditions precedent set out in clause 3 of this agreement.

**Costs Agreement** means the undated agreement between the parties entitled "Costs agreement – proposed private to public road conversion and road closure" signed prior to this agreement.

**Council** means the Corporation of the City of Norwood, Payneham and St Peters of 175 The Parade Norwood SA 5067 including its agents and employees.

**Council's Costs** means all costs incurred by the Council in fulfilling its obligations under this agreement, including:

- (i) In the event the parties agree that the Council is to undertake the Drainage Works, the actual cost of the Drainage Works (estimated to be \$125,000.00 exclusive of GST);
- (ii) Legal fees and disbursements relating to the obtaining of advice, negotiation, preparation and execution of this agreement, estimated to be \$12,000 (exclusive of GST);
- (iii) Surveying costs associated with the road closure process, estimated to be \$2,250.00 + GST
- (iv) Surveyor-General's fees of \$834.00 + GST
- (v) Land Titles Office lodgement fees of \$598.00 + GST
- (vi) All "Costs" as defined in the Costs Agreement, whether or not such costs are expressly included in subclauses (i) to (v) above.

**Drainage Works** means all works undertaken by the Council or the Council's contractors (including contractors engaged by PAC on behalf of or with the consent of the Council) in relation to the installation, relocation or renewal of existing drainage infrastructure in, under or above the Road Portion and any adjoining land as detailed in the document described "Little Flinders Street Drainage Concept Sketch Simplified Drainage Layout" in Annexure B including any minor modifications to the works described in this document.

**Easement** means an easement for drainage purposes as described in Schedule 6 of the Real Property Act 1886 (SA) in connection with the Drainage Works.

**PAC** means Prince Alfred College of 23 Dequetteville Terrace Kent Town SA 5067 and its successors and permitted assigns.

**PAC Land** means the whole of the land comprised in Certificate of Title Volume 5871 Folio 440.

**Preliminary Plan** means the plan in Annexure A to this agreement and includes the approved version of the plan.

**Road** means the road comprised in Certificate of Title Volume 6299 Folio 486 known as 'Little Flinders Street'.

**Road Portion** means that portion of the Road marked A in the Preliminary Plan.

## 1.2 Interpretation

In this agreement, unless the context otherwise requires:

- 1.2.1 headings do not affect interpretation;



- 1.2.2 singular includes plural and plural includes singular;
- 1.2.3 words of one gender include any gender;
- 1.2.4 a reference to a party includes its executors, administrators, successors and permitted assigns;
- 1.2.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.2.6 a reference to this agreement includes any schedules and annexures to this agreement;
- 1.2.7 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;
- 1.2.8 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;
- 1.2.9 a reference to a document includes that document as varied, novated or replaced from time to time;
- 1.2.10 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;
- 1.2.11 a provision is not construed against a party only because that party drafted it;
- 1.2.12 an unenforceable provision or part of a provision may be severed, and the remainder of this agreement continues in force, unless this would materially change the intended effect of this agreement;
- 1.2.13 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- 1.2.14 an expression defined in the *Corporations Act 2001* (Cth) has the meaning given by the Act at the date of this agreement.

### 1.3 Background

The Background forms part of this agreement and is correct.

## 2. CLOSURE AND MERGER OF ROAD PORTION

- 2.1 Subject to the Conditions Precedent being satisfied, the Road Portion will be closed as a road under the Act and merged with the PAC Land (**Settlement**).
- 2.2 In consideration of the Road Portion being merged with the PAC Land, PAC is to grant the Easement in favour of the Council and be fully responsible for the Council's Costs (**Consideration**).

## 3. CONDITIONS PRECEDENT

Settlement of the closure of the Road Portion and merger with the PAC Land is subject to and conditional upon all of the following Conditions Precedent being satisfied:





**3.1 Road Closure**

- 3.1.1 The Council has invited offers from the owners of land adjoining the Road and has not received any offers for an amount higher than the Consideration.
- 3.1.2 The Council makes a Road Process Order in respect of the closure of the Road Portion as a public road and a closed road title certificate is issued by the relevant Minister and approved by the Registrar-General under the Act.

**3.2 Payment of Council's Costs**

PAC must pay all of Council's Costs at or prior to Settlement as demanded by the Council.

**4. DRAINAGE WORKS**

- 4.1 The parties agree to undertake the Drainage Works as soon as reasonably practicable following Settlement.
- 4.2 The parties will communicate in good faith to determine whether PAC or the Council is to undertake the Drainage Works and the manner and timing of the Drainage Works.
- 4.3 In the event the parties agree for PAC to undertake the Drainage Works, whether as part of their broader development in the vicinity or in isolation, PAC agrees to undertake the Drainage Works in accordance with:
  - 4.3.1 the plan in Annexure B or any amended plan as a result of any necessary variations to the Drainage Works;
  - 4.3.2 applicable industry standards; and
  - 4.3.3 all reasonable directions of the Council.

**5. LICENCE TO CARRY OUT DRAINAGE WORKS**

In the event the parties agree for the Council to undertake the Drainage Works:

- 5.1 PAC hereby grants the Council (including the Council's agents and contractors) a full and unrestricted licence to enter onto and access the Road Portion and all adjoining land owned by PAC as reasonably required by the Council for the purposes of carrying out the Drainage Works to completion.
- 5.2 PAC will remove or relocate any buildings or other structures as reasonably required by the Council to complete the Drainage Works.
- 5.3 The Council will reinstate or repair (as the case may be) any part of the Road Portion and land owned by PAC (excluding any buildings) which is damaged or disturbed by the Council during the Drainage Works.

**6. PAC'S ACKNOWLEDGEMENTS**

PAC hereby acknowledges and agrees that:

- 6.1 the Council will be undertaking a road closure process in respect to the Road Portion in order to effect the transfer of the Road Portion to PAC at Settlement;

- 6.2 on the date of this agreement, the Council has not resolved to make a Road Process Order to close the Road Portion as a public road and may not do so;
- 6.3 any Road Process Order to close the Road Portion as a public road may not be approved by the Surveyor-General;
- 6.4 the Easement will be created in favour of the Council in respect of the Road Portion and other parcels of land owned by PAC in conjunction with the Drainage Works;
- 6.5 there are no particulars available for disclosure by the Council under section 7 of the Land and Business (Sale and Conveyancing) Act 1994 in respect to the Road or Road Portion;
- 6.6 by virtue of the matters referred to in subclause 4.5, the Council is unable to serve a statement in the form required by section 7 of the Land and Business (Sale and Conveyancing) Act 1994 and its Regulations on PAC at least 10 clear Business Days before the date of Settlement; and
- 6.7 to the full extent permitted by law, PAC waives its right to be served with the statement described in subclause 4.6.

**7. NO WARRANTY**

The Council does not warrant that the Road Portion is fit for the use or purpose to which PAC intends to use it.

**8. RISK**

Upon Settlement being completed, the risk in all things in respect of the Road Portion is on PAC.

**9. RELEASE AND INDEMNITY**

As and from the date of Settlement, PAC hereby releases, holds harmless and indemnifies the Council with respect to any claims, demands, rights or entitlements made by PAC or any third parties in relation to the Road Portion.

**10. TERMINATION**

**10.1 Termination**

A party may terminate this agreement with immediate effect by giving notice to the other party if:

- 10.1.1 Any of the Conditions Precedent are not satisfied;
- 10.1.2 that other party fails to pay any sum of money within 10 Business Days after that date such payment fell due under this agreement;
- 10.1.3 that other party breaches any other provision of this agreement and fails to remedy the breach within 10 Business Days after receiving notice requiring it to do so;
- 10.1.4 that other party breaches a material provision of this agreement where that breach is not capable of remedy; or



- 10.1.5 any event referred to in the following subclause happens to that other party.

**10.2 Notification of events**

PAC must notify the Council immediately if:

- 10.2.1 there is any change in the direct or indirect beneficial ownership or control of PAC;
- 10.2.2 PAC disposes of the whole or part of its assets, operations or business other than in the ordinary course of business;
- 10.2.3 PAC ceases to carry on business;
- 10.2.4 PAC ceases to be able to pay its debts as they become due;
- 10.2.5 any step is taken by a mortgagee to take possession or dispose of the whole or part of PAC's assets, operations or business;
- 10.2.6 any step is taken to enter into any arrangement between PAC and its creditors; or
- 10.2.7 any step is taken to appoint a receiver, a receiver and manager, a trustee in bankruptcy, a provisional liquidator, a liquidator, an administrator or other like person of the whole or part of PAC's assets, operations or business.

**10.3 Accrued rights and remedies**

Termination of this agreement under this clause does not affect any accrued rights or remedies of either party.

**11. MISCELLANEOUS**

**11.1 Alteration**

This agreement may be altered only in writing signed by each party.

**11.2 Assignment**

PAC must not assign this agreement or any right under it without the written consent of the Council.

**11.3 Entire agreement**

This agreement:

- 11.3.1 constitutes the entire agreement between the parties about its subject matter;
- 11.3.2 supersedes any prior understanding, agreement, condition, warranty, indemnity or representation about its subject matter.

**11.4 Waiver**

A waiver of a provision of or right under this agreement:



11.4.1 must be in writing signed by the party giving the waiver;

11.4.2 is effective only to the extent set out in the written waiver.

**11.5 Exercise of power**

11.5.1 The failure, delay, relaxation or indulgence by a party in exercising a power or right under this agreement is not a waiver of that power or right.

11.5.2 An exercise of a power or right under this agreement does not preclude a further exercise of it or the exercise of another right or power.

**11.6 Survival**

Each indemnity, obligation of confidence and other term capable of taking effect after the expiration or termination of this agreement, remains in force after the expiration or termination of this agreement.

**11.7 Counterparts**

This agreement may be executed in counterparts. All executed counterparts constitute one document.

**11.8 Governing law**

11.8.1 This agreement is governed by the law in South Australia.

11.8.2 The parties irrevocably submit to the [exclusive/non-exclusive] jurisdiction of the courts in South Australia.

**12. GST**

12.1 In this clause an expression defined in the *A New Tax System (Goods and Service Tax) Act 1999* (Cth) has the meaning given to it in that Act.

12.2 If a party makes a supply under or in connection with this agreement in respect of which GST is payable, the consideration for the supply is increased by an amount equal to the GST payable by the supplier on the supply.

12.3 A party need not make a payment for a taxable supply under or in connection with this agreement until it receives a tax invoice for the supply.

**13. NOTICES**

13.1 A notice, demand, consent, approval or communication under this agreement (**Notice**) must be:

13.1.1 in writing, in English and signed by a person authorised by the sender; and

13.1.2 hand delivered or sent by pre paid post, electronic mail or facsimile to an address of the recipient specified below, as varied by any Notice given by the recipient to the sender.

13.2 At the date of this agreement, the addresses for Notices are:

**Council**

Address: 175 The Parade Norwood SA 5067.

Email: [LMara@npsp.sa.gov.au](mailto:LMara@npsp.sa.gov.au)

Attention: Lisa Mara, General Manager, Governance & Civic Affairs.

**PAC**

Address: 23 Dequetteville Terrace Kent Town SA 5067

Email: [SBacon@pac.edu.au](mailto:SBacon@pac.edu.au)

Attention: Steven Bacon

13.3 A Notice is deemed to be received:

13.3.1 if hand delivered, on delivery;

13.3.2 if sent by prepaid mail, four Business Days after posting (or seven Business Days after posting if posting to or from a place outside Australia);

13.3.3 if sent by electronic mail, at the time and on the day shown in the sender's electronic mail delivery report, if it shows that the Notice was sent to the recipient's electronic mail address last Notified by the recipient to the sender;

13.3.4 if sent by facsimile, at the time and on the day shown in the sender's transmission report, if it shows that the entire Notice was sent to the recipient's facsimile number last Notified by the recipient to the sender.

However if the Notice is deemed to be received on a day that is not a Business Day or after 5:00pm, the Notice is deemed to be received at 9:00am on the next Business Day.

13.4 If two or more people comprise a party, Notice to one is effective Notice to all.

13.5 Each party authorises its solicitor to sign Notices on its behalf.

14. **OTHER COSTS**

14.1 PAC must pay (within the time permitted by statute) any stamp duty and other government charges in respect of this agreement and any document required by it.

EXECUTED as an agreement

Signed for The Corporation of the City  
of Norwood, Payneham and St Peters  
by its authorised delegate in the  
presence of:

Signature of witness

Name of witness (print)

Signature of authorised delegate

Name of authorised delegate (print)

Position of authorised delegate

Signed by Prince Alfred College by its  
authorised officer(s):

Signature of witness

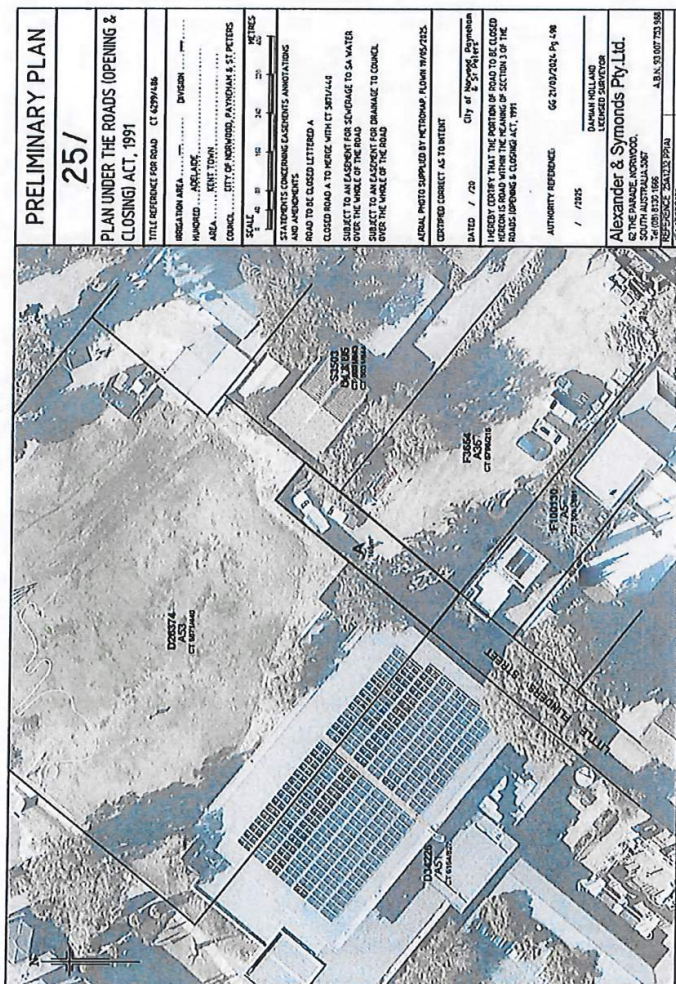
Name of witness (print)

Signature of Authorised Officer

Name of Authorised Officer (print)

Position of Authorised Officer





EZK/EZK/13933-514263/





**14 COMMITTEE REPORTS & RECOMMENDATIONS**

Nil

**15 OTHER BUSINESS**

## **16 CONFIDENTIAL REPORTS**

### **16.1 MARDEN PRACTICE PITCHES**

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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:*

- (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.**
- (h) legal advice.*

*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 3**

*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.*

## **16.2 AUSTRALIA DAY AWARD NOMINATIONS - 2026**

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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:

- (o) information relating to a proposed award recipient before the presentation of the award;

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 3**

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 26 January 2026.

### **16.3 CONSTRUCTION OF BLUESTONE AND CONCRETE KERBING CONTRACT**

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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:*

*(k) tenders for the supply of goods, the provision of services or the carrying out of works.*

*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 3**

*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 seven (7) years and that this order be reviewed every twelve (12) months.*

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the minutes be kept confidential until the contract has been entered into by all parties to the contract*

#### **16.4 EAST WASTE GREEN ORGANICS TENDER**

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## **18 CLOSURE**