

# Special Council Meeting Agenda & Reports

**9 October 2023**

## **Our Vision**

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

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

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City of  
Norwood  
Payneham  
& St Peters

5 October 2023

## To all Members of the Council

### NOTICE OF SPECIAL MEETING OF COUNCIL

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

**Monday 9 October 2023, commencing at 7.30pm.**

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



Lisa Mara  
**ACTING CHIEF EXECUTIVE OFFICER**

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City of  
**Norwood  
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**VENUE** Council Chambers, Norwood Town Hall

**HOUR**

**PRESENT**

**Council Members**

**Staff**

**APOLOGIES**

**ABSENT**

1. **CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 3 OCTOBER 2023**

2. **STAFF REPORTS**

## 2.1 RE-ESTABLISHMENT OF THE CITY OF NORWOOD PAYNEHAM & ST PETERS HERITAGE GRANT SCHEME

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA1039  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to present the motion regarding the Re-establishment of the Heritage Grant Scheme to the Council for determination.

### BACKGROUND

At its meeting held on Tuesday, 3 October 2023, the Council considered a Notice of Motion which was submitted by Mayor Bria regarding the re-establishment of the Heritage Grant Scheme.

A copy of the Notice of Motion and Reasons in Support of the Motion is contained within **Attachment A**.

During the debate a Formal Motion was moved as follows:

*Cr Sims moved:*

*That the motion be put.*

*Seconded by Cr Duke and carried.*

The *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations) set out the following in respect to a formal motion:

- (14) *If the formal motion is*
- (b) *that **the question be put**, then the effect of the motion, **if successful**, is that debate is terminated and the question put to the vote by the presiding member without further debate; or*
- (15) *If seconded, a formal motion takes precedence and will be put by the presiding member without discussion unless the motion is for an adjournment (in which case discussion may occur (but only occur) on the details for resumption).*
- (16) *A formal motion does not constitute an amendment to a substantive motion.*
- (17) *If a formal motion is lost—*
- (a) *the meeting will be resumed at the point at which it was interrupted; and*
  - (b) *if the formal motion was put during debate (and not at the end of debate) on a question, then a similar formal motion (ie a motion to the same effect) cannot be put until at least 1 member has spoken on the question.*

Following the resolution of the Formal Motion, the substantive motion was not considered by the Council at the meeting.

The Formal Motion, once declared Carried, came into effect and therefore on the basis that the motion before the Council regarding the Re-establishment of the Heritage Grant Scheme had been moved and seconded, all debate regarding the Heritage Grant Scheme Report motion was required to cease and the motion regarding the Heritage Grant Scheme was required to be put to Members to vote upon.

As this did not occur, the motion regarding the Re-establishment of the Heritage Grant Scheme (as set out below), has not been formally determined (ie. voted upon) by the Council:

*Cr Callisto moved:*

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

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

*Seconded by Cr Whittington.*

## **DISCUSSION**

The motion regarding the Re-establishment of the Heritage Incentive Scheme has been moved and seconded, and therefore a new mover and seconder are **not** required.

In order to finalise the Council's position regarding this matter, Elected Members are required to vote on the motion.

It is important to note that the Formal Motion still applies to the motion and therefore **no debate** can be entered into by Elected Members at the meeting regarding this item.

## **OPTIONS**

Not Applicable.

## **CONCLUSION**

The Council is required to determine its position in respect to this matter.

## **COMMENTS**

Nil.

## RECOMMENDATION

*Cr Callisto moved:*

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

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

*Seconded by Cr Whittington and*

# Attachment A

## Re-establishment of the City of Norwood Payneham & St Peters Heritage Grant Scheme



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

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

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

**NOTICE OF MOTION**

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

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

**REASONS IN SUPPORT OF MOTION**

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

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

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

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

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

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

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

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

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*Cr Callisto moved:*

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

- a) scope of a re-established Scheme (types of restoration works considered appropriate for grant funding);*
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- d) eligibility criteria;*
- e) broadening access to the Scheme to allow owners of residential and commercial properties to apply (under the previous Scheme, only owners of residential properties were eligible to apply); and*
- f) any other matters considered relevant.*

*Seconded by Cr Whittington.*

*Cr Sims moved:*

*That the motion be put.*

*Seconded by Cr Duke and carried.*

Cr Sims left the meeting at 7.36pm.

Cr Sims returned to the meeting at 7.37pm.

**3. CONFIDENTIAL REPORTS**

### 3.1 COUNCIL RELATED MATTER

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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:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information; and
  - (ii) would, on balance, be contrary to the public interest;

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

#### RECOMMENDATION 2

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

### 3.2 COUNCIL RELATED MATTER

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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:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which —
  - (i) could reasonably be expected to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest;

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

#### RECOMMENDATION 2

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

**4. CLOSURE**