



# COUNCIL ASSESSMENT PANEL

# Minutes

for the meeting  
Monday, 24 August 2026  
at 5.30 pm  
in the Colonel Light Room, Adelaide Town Hall



## Minutes of the Meeting of the Council Assessment Panel

Held on Monday, 24 August 2026, at 5.30 pm,  
Colonel Light Room, Adelaide Town Hall

|                  |                    |                                                                              |
|------------------|--------------------|------------------------------------------------------------------------------|
| <b>Present -</b> | Presiding Member - | Nathan Cunningham                                                            |
|                  | Panel Members -    | Colleen Dunn, Councillor Eleanor Freeman,<br>Robert Gaggioli and Julian Rutt |

### Opening and Acknowledgment of Country

At the opening of the Panel Meeting, the Presiding Member stated:

‘The City of Adelaide acknowledges the Kaurna People of the Adelaide Plains as the Traditional Custodians of the land on which we meet today.

We acknowledge and honour their spiritual and cultural stewardship of this Country and recognise their deep and enduring relationship with its lands, waters, the sky, and all living things.

We pay our respects to Kaurna Elders past and present and recognise the important role of emerging leaders in sustaining and strengthening culture.’

## 1 Confirmation of Minutes

### Decision

That the Minutes of the meeting of the City of Adelaide Council Assessment Panel held on 22 June 2026, be taken as read and be confirmed as an accurate record of proceedings subject to the following paragraph under Item 3.1 on page 3 being amended to:

Members of City of Adelaide Administration not directly involved with the matter and members of the public, apart from Council's legal representative, left the Colonel Light Room at 6.31pm.

## 2 Declaration of Conflict of interest

Nil

## 3 Applications assessed under PDI Act 2016 (SA) with Representations

### 3.1 17 Wilson Street, Adelaide

#### Representations listed to be heard

Representors:

- Peter Allcroft of 34 Tomsey Court, Adelaide
- Stuart Potter of 38 Tomsey Court, Adelaide (did not attend)

Applicant:

- Greg Vincent of Masterplan on behalf of applicant

#### Decision

It is recommended the Council Assessment Panel resolve that:

1. Pursuant to Section 107(2)(c) of the *Planning, Development and Infrastructure Act 2016*, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and

It is recommended the Council Assessment Panel resolve that:

2. Development Application Number 26007948 by Tom Pierce is GRANTED Planning Consent subject to the following reserved matter, conditions and advices:

#### **RESERVED MATTER**

**Pursuant to section 102 (3) of the *Planning, Development and Infrastructure Act of 2016*, the following matter shall be reserved for further assessment, to the satisfaction of Council's Assessment Manager, prior to the granting of Development Approval:**

1. **Details regarding SAPN light pole relocation in Tomsey Court shall be provided and approved by Council with the applicant responsible for all associated costs**

**Pursuant to Section 127 of the *Planning, Development and Infrastructure Act 2016*, Council's Assessment Manager reserves a decision on the form and substance of any further condition/s of Planning Consent considered appropriate to impose in respect of the Reserved Matter outlined above.**

**CONDITIONS**

1. The development granted Planning Consent shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below (if any).
  - Floor Plans, prepared by D'Andrea Architects, Drawing No. A 2201, dated 24 October 2025
  - Elevations, prepared by D'Andrea Architects, Drawing No. A 2202, dated 24 October 2025

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2. The privacy screening, obscured glazing and upper level window sill heights as depicted on the plans granted consent described as Drawing No. A 2202 shall be installed prior to the occupation or use of the development and thereafter shall be maintained to the reasonable satisfaction of the Relevant Authority at all times.

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3. The applicant or the person having the benefit of this consent shall ensure that all storm water run-off from the development herein approved is collected and then discharged to the storm water discharge system. All down pipes affixed to the Development which are required to discharge the storm water run-off shall be installed within the property boundaries of the land to the reasonable satisfaction of the Relevant Authority.

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4. The landscaping depicted on the plans shall be maintained in good health and condition at all times to the reasonable satisfaction of the Relevant Authority. Any dead or diseased plants or trees shall be replaced forthwith to the reasonable satisfaction of the Relevant Authority.

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5. Rainwater tank(s) must be installed in accordance with DTS/DPF 1.1 of the Stormwater Management Overlay in the Planning and Design Code (as at the date of lodgement of the application) within 12 months of occupation of the dwelling(s).

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6. Where provided for by any relevant off-set scheme established under section 197 of the *Planning, Development and Infrastructure Act 2016* (as at the date of lodgement of the application), payment of an amount calculated in accordance with the off-set scheme may be made in lieu of planting/retaining 1 or more trees as set out in the Urban Tree Canopy Overlay in the Planning and Design Code (as at the date of lodgement of the application). Payment must be made prior to the issue of development approval.

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7. The finished floor level at the boundaries of the site at all pedestrian and vehicular access locations shall match the existing back of footpath levels at the boundaries.

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**ADVISORY NOTES**

**1. Development Approval Required**

No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.

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**2. Expiration of Consent**

Pursuant to the provisions of Regulation 67 of the Planning, Development and Infrastructure (General) Regulations 2017, this consent / approval will lapse at the expiration of 2 years from the operative date of the consent / approval unless the relevant development has been lawfully commenced by substantial work on the site of the development within 2 years, in which case the approval will lapse within 3 years from the operative date of the approval subject to the proviso that if the development has been substantially or fully completed within those 3 years, the approval will not lapse.

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**3. Commencement and Completion**

Pursuant to Regulation 93 of the Planning, Development and Infrastructure (General) Regulations 2017, the Council must be given one business days' notice of the commencement and the completion of the building work on the site. To notify Council, contact City Planning via [d.planner@cityofadelaide.com.au](mailto:d.planner@cityofadelaide.com.au) or phone 8203 7185.

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**4. Appeal Rights**

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone 8204 0289).

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**5. Consultation with Adjoining Owners**

In addition to notification and other requirements under the Planning, Development and Infrastructure Act and Fences Act, it is recommended that the applicant / owner consult with adjoining owners and occupiers at the earliest possible opportunity after Development Approval, advising them of proposed development work so as to identify and discuss any issues needing resolution such as boundary fencing, retaining walls, trees/roots, drainage changes, temporary access, waste discharges, positioning of temporary toilets etc.

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## 6. Boundaries

It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.

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## 7. Certificate of Title

The owner/applicant is advised that consent from any relevant easement, LMA or encumbrance owner may be required prior to any construction.

Easements may include, but are not limited to: drainage, Council easements (i.e. stormwater, encroachments, access etc), power transmission (SA Power Networks), telecommunications, or other forms of access (such as vehicle) rights of way. Easements and encumbrances would be registered on the relevant Certificate of Title. The location of easements on the land would be shown on the Deposited Plan. A copy of the Certificate of Title and Deposited Plan can be obtained from the South Australian Integrated Land Information System (SAILIS) at:  
<https://sailis.lssa.com.au/home/auth/login>

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## 8. City Works Permit

Any activity in the public realm, whether it be on the road or footpath (including the Adelaide Park Lands), requires a City Works Permit. This includes activities that have received Development Approval.

The City Works Guidelines detailing the requirements for various activities and fee calculator and online application form can all be found on Council's website at <https://www.cityofadelaide.com.au/business/permits-licences/city-works/>

When applying for a City Works Permit you will be required to supply the following information with the completed application form:

- A Traffic Management Plan/Site Plan (a map which details the location of the works, street, property line, hoarding/mesh, lighting, pedestrian signs, spotters, distances etc.);
- Description of equipment to be used;
- A copy of your Public Liability Insurance Certificate, noting the City of Adelaide as an interested party (minimum cover of \$20 Million required);
- Copies of consultation with any affected stakeholders including businesses or residents.

Applications will require a minimum notice period of five business days. For more information, contact [cityworks@cityofadelaide.com.au](mailto:cityworks@cityofadelaide.com.au)

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## 9. Vehicle Crossover Made Obsolete

The vehicle crossing place(s) made redundant as a result of this development will be closed by Council and the applicant will be charged directly for the work. A quotation for the work will be provided by Council to the applicant prior to the work being undertaken.

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**10. Stormwater Entry Pit**

Any potential works to the stormwater entry pit on Tomsey Court to accommodate the proposed crossover shall be subject to approval from Council and shall be at cost to the developer.

**4 Applications assessed under PDI Act 2016 (SA) without Representations**

**5 Appeal to CAP for Assessment Manager's Decision Review**

**6 Other Business**

**6.1. Planning Policy Updates including Suggestions from Panel**

Council's Assessment Manager discussed the following:

- Adoption of the Adult Entertainment Premises Code Amendment on 20 August 2026 with key changes identified
- Development Planning Transparency Motion on Notice at Council Meeting on 11 August 2026 with access to documents matter referred to in detail

**6.2. Other Business raised at Panel Meeting**

Nil

**6.3. Next Meeting – 28 September 2026**

**7 Exclusion of the Public from attendance to Receive, Discuss or Consider Information/Matter on a Confidential Basis**

Item 8.1 – 1-7 Cairns Street, Adelaide

Section 13(2) (a) (ix) information relating to actual litigation, or litigation that the assessment panel believes on reasonable grounds will take place [*Planning, Development and Infrastructure (General) Regulations 2017 (SA)*]

**Decision**

That the public be excluded from this part of the meeting of the City of Adelaide Council Assessment Panel dated 24 August 2026, (with the exception of members of Corporation staff who are hereby permitted to remain) to enable the Panel to receive, discuss or consider information relating to actual litigation, or litigation that the assessment panel believes on reasonable grounds will take place associated with Item 8.1 – 1-7 Cairns Street, Adelaide.

No members of the public were present and all Members of City of Adelaide staff not directly involved with the matter left the Colonel Light Room at 6.29pm.

**8 Matters for Consideration on a Confidential Basis**

**8.1 CONFIDENTIAL - 1-7 Cairns Street, Adelaide**

The meeting re-opened to the public at 6.50pm.

**Closure**

The meeting closed at 6.51 pm

**Nathan Cunningham**  
**Presiding Member**  
**City of Adelaide Council Assessment Panel**

Documents Attached:

Nil