

Special Council Meeting Minutes

13 November 2019

Our Vision

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

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

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City of
Norwood
Payneham
& St Peters

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VENUE Council Chambers, Norwood Town Hall

HOUR 7.30pm

PRESENT

Council Members Mayor Robert Bria
Cr Kester Moorhouse
Cr Evonne Moore
Cr Garry Knoblauch
Cr John Minney
Cr Carlo Dottore
Cr Kevin Duke
Cr Connie Granozio
Cr Scott Sims
Cr Fay Patterson (entered the meeting at 7.33pm)
Cr Sue Whittington
Cr John Callisto (entered the meeting at 7.37pm)

Staff Mario Barone (Chief Executive Officer)
Carlos Buzzetti (General Manager, Urban Planning & Environment)
Lisa Mara (General Manager, Governance & Community Affairs)
Sharon Perkins (General Manager, Corporate Services)
Keke Michalos (Manager, Economic Development & Strategic Projects)
Jared Barnes (Project Manager, Urban Design & Special Projects)
Tina Zullo (Administration Officer, Governance & Community Affairs)

APOLOGIES Cr Mike Stock, Cr Christel Mex

ABSENT Nil

1. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 4 NOVEMBER 2019

Cr Dottore moved that the minutes of the Council meeting held on 4 November 2019 be taken as read and confirmed. Seconded by Cr Sims and carried.

2. STAFF REPORTS

2.1 CITY OF NORWOOD PAYNEHAM & ST PETERS ANNUAL REPORT 2018-2019

REPORT AUTHOR: General Manager, Governance & Community Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: S/4569
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of the report is to present the draft 2018-2019 Annual Report to the Council for consideration and endorsement.

BACKGROUND

The *Local Government Act 1999*, sets out the legislative requirements regarding a Council's Annual Report, with one of the key areas being reporting on the Council's performance in achieving the objectives set out in its Strategic Management Plan. The Council's Strategic Management Plan is *CityPlan 2030: Shaping Our Future*.

An Annual Report is also an important tool which is used to communicate with the local and wider community, current and potential employees, other councils and prescribed bodies, about the Council's operations, its services, activities, performance and achievements. Annual Reports are principally documents of accountability and form part of the Council's Governance Framework.

Annual Reports also provide a historical record of the Council's activities and achievements.

A copy of the draft 2018-2019 Annual Report is contained within **Attachment A**.

RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

The costs associated with the preparation, production and distribution will be funded from existing Budget lines.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

The Annual Report document will be printed in accordance with the Council's environmental standards.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

The draft 2018-2019 Annual Report has been prepared in accordance with the provisions of the *Local Government Act 1999*, and in doing so, ensures the Council meets its legislative requirements.

CONSULTATION

- **Elected Members**
Not Applicable.
- **Community**
Not Applicable.
- **Staff**
All General Managers have been consulted in the preparation of the 2018-2019 Annual Report.
- **Other Agencies**
Not Applicable.

DISCUSSION

The draft 2018-2019 Annual Report, has been produced in accordance with the relevant statutory requirements.

The Annual report is an important document as in addition to the required financial reporting the Report also sets out all of the activities of the Council over the relevant financial year. As such, it is an important communication document for our community and other stakeholders. By implication therefore from a legislative perspective and completeness perspective the document contains details about all of the activities undertaken by the Council in a consolidated form.

Elected Members may recall that the Council's 2015-2016 Annual Report was awarded a Bronze Award and the 2016-2017 Annual Report was awarded a Silver Award by the Australasian Reporting Awards Association.

The Council's 2017-2018 Annual Report was awarded a Gold Award by the Australasian Reporting Awards Association.

The Awards are administered by Australasian Reporting Awards Limited, an independent not-for-profit organisation run by volunteer professionals from the business, government and not-for-profit sectors, with the support of professional bodies concerned with the quality of financial and business reporting.

The Australasian Reporting Awards are open to all organisations in Australia, New Zealand and countries in the Asia-Pacific region, which prepare an annual report (private sector, public sector and the not-for-profit sector).

As part of the Australasian Reporting Awards, comments are provided to organisations to consider elements of the Annual Report which can be improved and/or areas which are no longer considered relevant in terms of reporting standards today. Based on the comments which were provided to staff regarding the structure of the Council's 2017-2018 Annual Report, the 2018-2019 Annual Report has been structured slightly differently this year to align with the comments which have been received and ensure that the Annual Report reflects best practice in terms of reporting.

Following the Council's adoption of the 2018-2019 Annual Report, copies will be forwarded to all relevant persons and/or bodies, including the Presiding Members of both Houses of Parliament, in accordance with their requirements.

Whilst it is not a legislative requirement, a summary printed version will be included within the December edition of *Look East*.

A copy of the 2018-2019 Annual Report will also be made available on the Council's website.

The draft Annual Report will undergo some further editorial adjustments and formatting amendments prior to printing.

OPTIONS

Not Applicable.

CONCLUSION

The City of Norwood Payneham & St Peters 2018-2019 Annual Report provides a comprehensive review of highlights, activities and achievements during the reporting period.

The Annual Report also complies with the legislative requirements contained in the *Local Government Act 1999*.

COMMENTS

Nil.

RECOMMENDATION

1. That the draft City of Norwood Payneham & St Peters Annual Report for the 2018-2019 financial year be approved.
 2. That the Chief Executive Officer be authorised to make any required editorial changes prior to the printing of the City of Norwood Payneham & St Peters 2018-2019 Annual Report.
-

Cr Dottore left the meeting at 7.32pm.
Cr Patterson entered the meeting at 7.33pm.
Cr Dottore returned to the meeting at 7.34pm.
Cr Granozio left the meeting at 7.35pm.
Cr Callisto entered the meeting at 7.37pm.
Cr Granozio returned to the meeting at 7.40pm.

Cr Sims moved:

1. *That the draft City of Norwood Payneham & St Peters Annual Report for the 2018-2019 financial year be approved with the inclusion of the following:*
 - *Cr Sims' profile (as tabled at the meeting);*
 - *Information regarding the Council's Corporate Greenhouse Gas Emissions (as tabled at the meeting), under the heading 'Our Performance Outcome 4: Environmental Sustainability' on page 165; and*
 - *the addition of the ERA Water Annual Report, once it becomes available.*
2. *That the Chief Executive Officer be authorised to make any required editorial changes prior to the printing of the City of Norwood Payneham & St Peters 2018-2019 Annual Report.*

Seconded by Cr Dottore and carried unanimously.

3A. ADOPTION OF CONFIDENTIAL COMMITTEE MINUTES

- **Chief Executive Officer's Performance Review Committee**

Cr Moorhouse moved:

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

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

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

Seconded by Cr Whittington and carried.

Cr Sims moved:

That the minutes of the meeting of the Chief Executive Officer's Performance Review Committee held on 11 November 2019, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council.

Seconded by Cr Duke and carried unanimously.

Cr Dottore moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the discussion be kept confidential until the Performance Review of the Chief Executive Officer has been finalised.

Seconded by Cr Sims and carried unanimously.

3B. CONFIDENTIAL REPORTS

3B.1 TENDER SELECTION REPORT – SYD JONES RESERVE UPGRADE

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, and consideration of the information confidential.

RECOMMENDATION 2

That under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders this report and discussion be kept confidential for a period not exceeding five (5) years, after which time the order will be reviewed.

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.

Cr Minney moved:

That pursuant to Section 90(2) and (3) of the Local Government Act 1999, the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer, General Manager, Governance & Community Affairs, General Manager, Urban Planning & Environment, General Manager, Corporate Services, Manager, Economic Development & Strategic Projects, Project Manager, Urban Design & Special Projects and Administration Officer, Governance & Community Affairs], 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, and consideration of the information confidential.

Seconded by Cr Duke and carried.

Cr Knoblauch moved:

That under Section 91(7) and (9) of the Local Government Act 1999, the Council orders this report and discussion be kept confidential for a period not exceeding five (5) years, after which time the order will be reviewed.

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.

Seconded by Cr Moore and carried unanimously.

4. CLOSURE

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

Mayor Robert Bria

Minutes Confirmed on _____
(date)