

# Special Council Meeting Minutes

**30 November 2020**

## **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

Page No.

1. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 11 NOVEMBER 2020 .....	1
2. STAFF REPORTS.....	1
2.1 CITY OF NORWOOD PAYNEHAM & ST PETERS ANNUAL REPORT 2019-2020 .....	2
3. CONFIDENTIAL REPORTS.....	5
3.1 COUNCIL RELATED MATTER .....	6
4. CLOSURE .....	7

**VENUE** Council Chambers, Norwood Town Hall

**HOUR** 7.00pm

**PRESENT**

**Council Members** Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Evonne Moore  
Cr Garry Knoblauch  
Cr John Minney (entered the meeting at 7.03pm)  
Cr Carlo Dottore  
Cr Kevin Duke  
Cr Connie Granozio  
Cr Scott Sims  
Cr Fay Patterson  
Cr Sue Whittington  
Cr John Callisto  
Cr Christel Mex

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Community Affairs)  
Tina Zullo (Administration Officer, Governance & Community Affairs)

**APOLOGIES** Cr Mike Stock

**ABSENT** Nil

**1. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 11 NOVEMBER 2020**

*Cr Knoblauch moved that the minutes of the Special Council meeting held on 11 November 2020 be taken as read and confirmed. Seconded by Cr Patterson and carried unanimously.*

**2. STAFF REPORTS**

## 2.1 CITY OF NORWOOD PAYNEHAM & ST PETERS ANNUAL REPORT 2019-2020

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA60093  
**ATTACHMENTS:** A

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### **PURPOSE OF REPORT**

The purpose of the report is to present the draft 2019-2020 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 2019-2020 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 are 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 2019-2020 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**  
Elected Members have provided their Profiles which are included in the draft Annual Report.
- **Community**  
Not Applicable.
- **Staff**  
All General Managers have been consulted in the preparation of the 2019-2020 Annual Report.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

The draft 2019-2020 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 a summary 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 and 2018-2019 Annual Reports were 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 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 current reporting standards. Based on the comments which were provided to staff regarding the Council's previous Annual Reports, the 2019-2020 Annual Report has been structured 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 2019-2020 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 will be included within the December edition of *Look East*.

A copy of the 2019-2020 Annual Report will also be made available on the Council's website.

Printed copies of the Annual Report will be minimal.

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 2019-2020 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 2019-2020 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 2019-2020 Annual Report.
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Cr Minney entered the meeting at 7.03pm.

*Cr Sims moved:*

1. *That the draft City of Norwood Payneham & St Peters Annual Report for the 2019-2020 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 2019-2020 Annual Report.*

*Seconded by Cr Minney.*

Cr Minney left the meeting at 7.15pm.  
Cr Minney returned to the meeting at 7.16pm.

*The motion was put and carried unanimously.*

**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:

- (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;

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

#### RECOMMENDATION 2

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

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*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 [Chief Executive Officer, General Manager, Governance & Community Affairs, General Manager, Urban Planning & Environment, General Manager, Urban Services and Administration Officer, Governance & Community Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

- (b) information the disclosure of which –*
  - (i) could reasonably be expected to 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;*

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

*Seconded by Cr Knoblauch and carried unanimously.*

*Cr Dottore moved:*

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

*Seconded by Cr Minney carried unanimously.*

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**4. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 7.21pm.

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**Mayor Robert Bria**

**Minutes Confirmed on** \_\_\_\_\_  
(date)