

# Special Council Meeting Minutes

**28 November 2022**

## **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** 7.00pm

**PRESENT**

**Council Members** Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Claire Clutterham  
Cr Garry Knoblauch  
Cr Hugh Holfeld  
Cr Josh Robinson  
Cr Kevin Duke  
Cr Connie Granozio  
Cr Victoria McFarlane  
Cr Scott Sims  
Cr Grant Piggott  
Cr Sue Whittington  
Cr John Callisto  
Cr Christel Mex

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Lisa Mara (General Manager, Governance & Civic Affairs)  
Sharon Francis (Manager, Finance)  
Teri Hopkins (Manager, Governance & Legal)  
Simonne Whitlock (Manager, Communications & Community Relations)  
Aerken Kuerban (Manager, Information Services)  
Chris McDermott (Manager, City Services)  
Eleanor Walters (Manager, Urban Planning & Sustainability)  
Gayle Buckby (Manager, Traffic & Integrated Transport)  
Geoff Parsons (Manager, Development Assessment)  
Jared Barnes (Manager, City Projects)  
Keke Michalos (Manager, Economic Development & Strategy)  
Navian Iseut (Manager, Arts, Culture & Community Connections)  
Nicole Newton (Manager, Organisational Development & Performance)  
Paul Mercorella (Manager, City Assets)  
Rosanna Busolin (Manager, Community Services)  
Sean Faulkner (Manager, WHS & Risk)  
Skye Grinter-Falzun (Manager, Chief Executive's Office)  
Tina Zullo (Administration Assistant, Governance & Civic Affairs)

**APOLOGIES** Nil

**ABSENT** Nil

**1. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 7 NOVEMBER 2022**

*Cr Moorhouse moved that the minutes of the Council meeting held on 7 November 2022 be taken as read and confirmed. Seconded by Cr Callisto and carried unanimously.*

**2. STAFF REPORTS**

## 2.1 2022 LOCAL GOVERNMENT ELECTIONS

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**REPORT AUTHOR:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA84479  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding the 2022 November Local Government Elections.

### BACKGROUND

The 2022 Local Government Elections (the Election) were held on Saturday, 12 November 2022.

The Electoral Commission of South Australia conducted the election which was conducted by postal voting. The Council's General Manager, Governance & Civic Affairs was appointed by the Electoral Commissioner to the position of Council Liaison Officer to assist with the conduct of the election.

Voting closed on Thursday, 10 November 2022 at 5.00pm. The counting of votes commenced at 9.00am on Saturday, 12 November 2022, in the Don Pyatt Hall, Norwood Town Hall and concluded Sunday, 13 November 2022.

An election was held for the position of Mayor and Elected Members for five (5) of the six (6) Wards of the Council.

An election was not held for the West Norwood/Kent Town Ward as Sue Whittington and Grant Piggott were declared Elected (unopposed), by the Deputy Returning Officer at the close of nominations on 6 September 2022.

### RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

### FINANCIAL IMPLICATIONS

The Council has allocated \$200,000 as part of the 2022-2023 Budget for the conduct of the election. However, the final costs associated with the 2022 Local Government Election for the City of Norwood Payneham & St Peters are unknown at this stage.

Details of the costs will be forwarded to Elected Members when this information becomes available.

### DISCUSSION

The Voter Turnout for the 2022 City of Norwood Payneham & St Peters Election was 34.23%, with the St Peters Ward receiving the highest percentage of Ballots Returned based on the number of electors per ward. Table 1 below sets out the number of Ballots Returned for each Ward.

**TABLE 1: NUMBER OF BALLOTS RETURNED PER WARD**

Ward	Number of Electors	Ballots Returned	Percentage
St Peters	3,825	1,485	38.82
Torrens	4,227	1,407	33.29
Payneham	3,963	1,289	32.53
Maylands/Trinity	6,055	1,965	32.45
West Norwood/Kent Town	4,350	1,454	33.43
Kensington/East Norwood	3,791	1,371	36.16
<b>Total</b>	<b>26,211</b>	<b>8,971</b>	<b>34.23</b>

The Declaration of Results has been made by the Returning Officer (as required by Section 50 of the *Local Government (Elections) Act 1999*) and are set out below:

**Mayor**

Robert Bria

**St Peters Ward**

Kester Moorhouse

Claire Clutterham

**Torrens Ward**

Hugh Holfeld

Garry Knoblauch

**Payneham Ward**

Kevin Duke

Josh Robinson

**Maylands/Trinity Ward**

Victoria McFarlane

Connie Granozio

Scott Sims

**West Norwood/Kent Town Ward**

Sue Whittington

Grant Piggott

**Kensington/East Norwood Ward**

Christel Mex

John Callisto

A copy of the letter dated 17 November 2022, from the Returning Officer, Electoral Commission of South Australia and the Deputy Returning Officer's report on the number of Votes Received for the City of Norwood Payneham & St Peters, is contained within **Attachment A**.

**RECOMMENDATION**

That the report be received and noted.

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*Cr Duke moved:*

*That the report be received and noted.*

*Seconded by Cr Granozio and carried unanimously.*

## 2.2 APPOINTMENT OF DEPUTY MAYOR

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** fA926  
**ATTACHMENTS:** Nil

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### PURPOSE OF REPORT

The purpose of this report is to provide the Council with relevant information to assist with its deliberations in respect to the appointment of a Deputy Mayor, as set out in Section 51(3) of the *Local Government Act 1999*.

### BACKGROUND

Section 51 of the *Local Government Act 1999* (the Act), makes provision for a Council to appoint a Deputy Mayor, to be chosen by the Elected Members of the Council, for a term as determined by Council. The term, however, must not exceed four (4) years.

The Council has not traditionally appointed a Deputy Mayor. However in 2003, due to circumstances at the time, the Council did appoint a Deputy Mayor for a brief period of time (ie until the 2005 Supplementary Election for the position of Mayor).

Following the 2006, 2010, 2014 and 2018 Local Government Elections, the Council considered the appointment of a Deputy Mayor, however the Council determined not to appoint a Deputy Mayor on those occasions.

It is at the discretion of the Council whether or not to appoint a Deputy Mayor, as there is no legal requirement to do so.

### RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

### FINANCIAL IMPLICATIONS

The Remuneration Tribunal determines the level of allowances for all Elected Members prior to each Local Government General Election, including the allowance payable to the position of Deputy Mayor.

The Remuneration Tribunal has determined that the allowance applicable to the position of Deputy Mayor will be equal to one and a quarter (1.25) times the annual allowance for Elected Members.

In respect to this Council, the allowance applicable to the position of Deputy Mayor is \$23,887.50 (ie \$19,110.00 x 1.25).

### DISCUSSION

Section 51 (6) of the Act specifies the role of the Deputy Mayor as:

*'In the absence of the mayor or chairperson, the deputy mayor or deputy chairperson may act in the office of mayor or chairperson.'*

The role, therefore, of the Deputy Mayor is to represent the Mayor when the Mayor is required to perform a duty and is unable to do so. The Deputy Mayor may be called upon at short notice to participate in an official capacity on behalf of the Mayor, during both the day and evening.

The Act stipulates that the term of the Deputy Mayor must not exceed four (4) years, however, it is at the discretion of the Council to specify the term, should the Council determine to appoint a Deputy Mayor for a term which is less than four (4) years.

For example, the Council may resolve to appoint one (1) Member as the Deputy Member for the four (4) year term or appoint two (2) Members for an equal term of two (2) years each or resolve to appoint four (4) Members for an equal term of 12 months each.

Notwithstanding the above, it is the usual practice of this Council for the Mayor to share opportunities to represent the Mayor at various functions and events if the Mayor is unable to attend. This has worked well in the past and provided all Elected Members with an opportunity to represent the Mayor in an official capacity.

If the Mayor seeks leave from official duties and there is no Deputy Mayor, the Council can appoint a Deputy Mayor for the period leave at the relevant time.

## **OPTIONS**

The Council is not obliged to appoint a Deputy Mayor. Therefore, there are two (2) options available to the Council in respect to this matter:

- appoint a Deputy Mayor: or
- determine not to appoint a Deputy Mayor.

## **CONCLUSION**

Nil.

## **COMMENTS**

Nil.

## **RECOMMENDATION**

To assist the Council, two (2) model Recommendations are set out below:

### **Recommendation 1**

That pursuant to Section 51 of the *Local Government Act 1999*, Councillor/s \_\_\_\_\_ be appointed to the position of Deputy Mayor for the City of Norwood Payneham & St Peters for a term of \_\_\_\_\_.

**OR**

### **Recommendation 2**

That pursuant to Section 51 of the *Local Government Act 1999*, the Council resolves to not appoint a Deputy Mayor for the term of this Council.

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*Cr Whittington moved:*

*That pursuant to Section 51 of the Local Government Act 1999, the Council resolves to not appoint a Deputy Mayor for the term of this Council.*

*Seconded by Cr Mex and carried.*

## 2.3 SCHEDULE OF COUNCIL MEETINGS FOR 2023

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**REPORT AUTHOR:** General Manager, Governance & Civic Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA66130  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to present for the Council's approval, the draft 2023 Schedule of Council Meetings and the proposed date for the January 2023 Council meeting.

### BACKGROUND

Pursuant to Sections 81 and 87 of the *Local Government Act 1999*, the Council is required to appoint the times and places for Ordinary Meetings of the Council.

Previously and most recently at its meeting held on 1 November 2021, the Council resolved that Ordinary Meetings of the Council, are held in the Council Chambers, Norwood Town Hall, commencing at 7.00pm on the first Monday of each month, unless otherwise determined by the Council. In addition, the Council has determined that Council Meetings will conclude by 11.00pm.

In the event of a Public Holiday occurring on the first Monday of the month, all meetings regularly scheduled for the first Monday, have been held on the first Tuesday of the month, unless otherwise determined by the Council.

A draft Schedule of Meetings for 2023 has been prepared for consideration by the Council, based on the convention (ie previous Council resolutions), of conducting Council meetings on the first Monday of the month.

A copy of the Schedule of Meetings for 2023 is contained in **Attachment A**.

### RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

### DISCUSSION

Current arrangements in respect to the scheduling of meetings has worked well and in order to ensure consistency and stability, it is recommended that this schedule be followed in 2023, with one exception, that being, the date of the January 2023 Ordinary Council meeting.

To this end, the Council has scheduled its January meeting for the third Monday of the month. This usually provides for a two (2) week gap between the January Ordinary Meeting of the Council and the scheduled Ordinary Council Meeting in February. In 2023, however, there will be a three (3) week gap between the January and February meeting.

The Schedule of Council Meetings for 2023, reflects this convention and includes Monday, 16 January 2023, as the recommended date of the first Ordinary Meeting of the Council for 2023, however this can be amended to reflect whatever date the Council determines for the first Ordinary Meeting of the Council.

During 2023, there is one (1) Ordinary Meeting of the Council which will be affected by a Public Holiday, namely, the October Council meeting, which is the Labour Day Public Holiday. The attached Schedule of Meetings for 2023, therefore, in keeping with past practice, indicates that the October meeting will be held on Tuesday, 3 October 2023.



## OPTIONS

The Council can determine that the January 2023 Ordinary Meeting of the Council be held on Monday, 16 January 2023 and determine the Schedule of Council meetings in accordance with the attached Schedule of Meetings 2023 or it can determine an alternative date for the January 2023 Council meeting and an alternative schedule for Council meetings during 2023.

## CONCLUSION

Determination of the times and places for ordinary meetings of the Council, will ensure compliance with the requirements of the *Local Government Act 1999* and enables these dates and times to be communicated to the community.

## COMMENTS

Nil.

## RECOMMENDATION

1. That the first Ordinary Meeting of the Council for 2023, be held on Monday, 16 January 2023, commencing at 7.00pm in the Council Chambers, Norwood Town Hall.
  2. That the Ordinary Meetings of the Council be held on the first Monday of each calendar month, in accordance with the Schedule of Council Meetings 2023 (Attachment A).
  3. That the Council meetings affected by a Public Holiday, be held on the first Tuesday of the month, in accordance with the Schedule of Council Meetings 2023 (Attachment A).
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*Cr Sims moved:*

1. *That the first Ordinary Meeting of the Council for 2023, be held on Monday, 16 January 2023, commencing at 7.00pm in the Council Chambers, Norwood Town Hall.*
2. *That the Ordinary Meetings of the Council be held on the first Monday of each calendar month, in accordance with the Schedule of Council Meetings 2023 (Attachment A).*
3. *That the Council meetings affected by a Public Holiday, be held on the first Tuesday of the month, in accordance with the Schedule of Council Meetings 2023 (Attachment A).*

*Seconded by Cr Granozio and carried unanimously.*

**3. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 7.24pm.

\_\_\_\_\_  
**Mayor Robert Bria**

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