



MEETING OF THE PORT PHILLIP CITY COUNCIL

SUPPLEMENTARY AGENDA

19 NOVEMBER 2025



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MEETING OF THE PORT PHILLIP CITY COUNCIL

SUPPLEMENTARY AGENDA

Meeting of the Port Phillip City Council

Wednesday, 19 November 2025

12 An Engaged and Empowered Community

12.4 Appointments of Councillors to the CEO Employment Matters Committee 3

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12.4 APPOINTMENTS OF COUNCILLORS TO THE CEO EMPLOYMENT MATTERS COMMITTEE

EXECUTIVE MEMBER: ROBYN BORLEY, GENERAL MANAGER, GOVERNANCE AND PERFORMANCE

PREPARED BY: JULIE SNOWDEN, HEAD OF RISK AND ASSURANCE

1. PURPOSE

- 1.1 To update the appointment of Councillor delegates to the CEO Employment Matters Committee following the Mayoral election.

2. EXECUTIVE SUMMARY

- 2.1 The CEO Employment Matters Committee is comprised of an independent member and four Councillor delegates. Of the Councillor delegates, the Mayor and Deputy Mayor are standing appointments. Two other Councillors are appointed by Council resolution.
- 2.2 Following the recent Mayoral election there is a need to update the Councillor delegates.
- 2.3 This report facilitates Council's appointment of Councillor representatives to the CEO Employment Matters Committee.

3. RECOMMENDATION

That Council:

- 3.1 Appoints the Mayor, Deputy Mayor, Cr Halliday and one other Councillor appointee (name to be confirmed) to the CEO Employment Matters Committee as per Table 1, effective from the date of this resolution until the end of the Council Term (unless otherwise resolved by Council) and publishes the respective appointments to Council's website.

4. KEY POINTS/ISSUES

- 4.1 Council participates in various delegated and advisory committees, panels and boards of external bodies. Each requires Council to nominate Councillor representation. This report facilitates appointments to the CEO Employment Matters Committee.
- 4.2 The Local Government Act 2020 (the Act) specifies three types of committees, and the powers and administrative arrangements related to those committees. These committees include delegated committees, joint delegated committees and Community asset committees.
- 4.3 Council currently has one delegated committee, being the Planning Committee (comprised solely of Councillors).
- 4.4 The Act also specifies that Council must establish and maintain a CEO Employment Matters Committee.

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- 4.5 Advisory committees have no delegated authority. They are established by way of Council resolution and provide strategic or technical advice in a manner that complements staff competencies. Advisory Committees can make recommendations to Council via their appointed councillor delegate (delegates report). Advisory Committees are governed by a Terms of Reference / Charter and council officer support is provided.

4.6 Recent Mayoral Election and Committee Membership Review

Following the Mayoral election held on Wednesday, 12 November 2025, and the swearing-in of the new Mayor, it is necessary to review and confirm the membership of the CEO Employment Matters Committee. This ensures that committee representation accurately reflects the current Council leadership and any changes in Councillor roles.

The proposed appointments are outlined in the table below.

Advisory Committee		Appointees			
CEO Employment Matters Committee	Mayor, Deputy & 2 Cllrs	Mayor Makin	Deputy Mayor Mears	Cr Justin Halliday	Cllr 2 TBC

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Councillors are requested to make use of the standing item on the Council agenda "Reports by Councillor Delegates" to report back to Council on the activities of respective advisory and external bodies.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 The CEO Employment Matters Committee and the CEO Employment and Remuneration Policy continue to support the Council to effectively manage the CEO employment lifecycle and employment related matters and meet its obligations under the Local Government Act 2020.

7. FINANCIAL IMPACT

- 7.1 There are no financial impacts arising as a result of this report.

8. ENVIRONMENTAL IMPACT

- 8.1 There are no environmental impacts as a result of this report.

9. COMMUNITY IMPACT

- 9.1 Appointments to the CEO Employment Matters Committee will promote transparent and accountable decision making and enhance community confidence in Council's decision making around CEO employment matters.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The appointment of Councillors to committees is consistent with Council's strategic direction and commitment to the community of a financially sustainable, high performing, well governed organisation that puts the community first.

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11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

11.1.1 The appointments will take effect from the date of this resolution.

11.2 COMMUNICATION

11.2.1 Once the appointments are determined, relevant Council staff will ensure that Councillors' calendars are updated with the appropriate meeting dates. Arrangements will be made to ensure induction occurs relative to the requirements of the appointment if required.

12. OFFICER MATERIAL OR GENERAL INTEREST

12.1 The Officer/s who prepared this report have a role in supporting the Mayor and Council administer CEO employment and remuneration processes and decisions and have a general interest as employees of the Council.

ATTACHMENTS **Nil**