

# **COUNCIL AGENDA ADDENDUM**

**ORDINARY COUNCIL MEETING**

**23 July 2025**

**BOOK 4**

## ADDENDUM ITEMS

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#### Committee Reports

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**CTTE 03****Minutes of the Governance Committee Meeting  
held 10 June 2025**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	214583.2025
<b>Report By</b>	Gabriella Rojas - Acting Councillor Executive and Support Officer
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

A Governance Committee Meeting was scheduled for 10 June 2025; however, the meeting did not proceed, as quorum was not achieved in accordance with Clause 10.1 of the Governance Advisory Committee Charter.

In accordance with Clause 5.12 and 20.22 of the Council's Code of Meeting Practice, this report includes a record of attendance, a copy of the minutes, and the rationale for why the meeting did not proceed.

**RECOMMENDATION**

That Council receives and notes the minutes.

**REPORT**

The Minutes of the Governance Committee Meeting held on Tuesday 10 June 2025 are attached for the information of Council.

The minutes note that a Governance Committee Meeting was scheduled for 10 June 2025; however, it did not proceed as quorum was not achieved.

In line with the resolution of the Council at its Ordinary Meeting on 18 June 2025, the report and minutes have been updated to ensure procedural correctness.

**FINANCIAL IMPLICATIONS**

None of the actions contained in the minutes will have a financial impact on Council.

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## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

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1. Minutes of the Governance Committee Meeting held 10 June 2025



## MINUTES OF THE GOVERNANCE COMMITTEE MEETING HELD ON 10 JUNE 2025

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**PRESENT:**

Deputy Mayor Harle  
 Councillor Dr Green  
 Councillor Ristevski  
 Mr Jason Breton, Chief Executive Officer  
 Mr Farooq Portelli, Director Corporate Support  
 Ms Tina Bono, Director Community & Lifestyle  
 Ms Michelle McIlvenny, Director Customer Experience & Business Performance  
 Mr David Galpin, Public Inquiry Lead  
 Ms Katrina Harvey, Councillor Executive and Support Officer  
 Ms Gabriella Rojas, Acting Councillor Executive and Support Officer

The meeting was opened by Deputy Mayor Harle at 10:02am.

Due to the absence of quorum for the Governance Committee Meeting, the Councillor Briefing Session was brought forward and the meeting was temporarily suspended.

As quorum was not achieved, Deputy Mayor Harle formally closed the meeting at 12:48pm.

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**2****APOLOGIES**

Mayor Ned Mannoun

Councillor Ammoun

Councillor Harte

Councillor Ibrahim

Councillor Karnib

Councillor Adjei

Councillor Macnaught

Councillor Monaghan

Mr Shayne Mallard, Director City Futures

Ms Lina Kakish, Director Planning &amp; Compliance

Mr Peter Scicluna, Acting Director Operations

Ms Justine Young, Acting Manager Civic and Executive Services

**CTTE 04**

**Minutes of the Governance Committee Meeting  
held 15 July 2025**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	239136.2025
<b>Report By</b>	Gabriella Rojas - Acting Councillor Executive and Support Officer
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

A Governance Committee Meeting was held on 15 July 2025.

This report attaches a copy of the minutes of the meeting for Council Endorsement.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Governance Committee Meeting held on 15 July 2025; and
2. Endorse the recommendations in the Minutes.

**REPORT**

The Minutes of the Governance Committee Meeting held on 15 July 2025 are attached for the information of Council.

**Item 03 - Liverpool Traffic Committee Endorsed Road/Traffic Facilities Tracking Update**

An amendment was made to point 2 of resolution.

**RECOMMENDATION**

That the Governance Committee:

1. Notes the status of items endorsed by the Liverpool Traffic Committee as shown in the Attachment.
2. Provides feedback on the way the information is to be presented at future meetings.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Macnaught**                      **Seconded: Cllr Harte**

That the Governance Committee:

1. Notes the status of items endorsed by the Liverpool Traffic Committee as shown in the Attachment.
2. Notes feedback on the way the information is to be presented at future meetings.

On being put to the meeting the motion was declared CARRIED.

**Item 06 – Draft Disaster Relief Policy**

Amendments were made to the resolution, updating point 1 and removing points 2 and 3.

**RECOMMENDATION**

That the Governance Committee:

1. Endorse the draft Disaster Relief Policy;
2. Direct the CEO to place the draft Disaster Relief Policy on public exhibition for a period of 28 days; and
3. Receive a further report on the outcome of the public exhibition process.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Harte**                      **Seconded: Cllr Macnaught**

That the Governance Committee:

1. Note the draft policy with minor amendments including revised name 'Donations Policy', to return to the August Governance Committee Meeting for further consideration.



On being put to the meeting the motion was declared CARRIED.

**Item 07 – Policy Review – Civic Awards Policy**

A new point 2 was added to the resolution, and the original point 2 became point 3.

**RECOMMENDATION**

That the Governance Committee:

1. Notes, the public notice period and feedback applied; and
2. Endorse the Civic Awards Policy.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Macnaught**                      **Seconded: Deputy Mayor Harle**

That the Governance Committee:

1. Notes, the public notice period and feedback applied;
2. Include Honorary Member of the Order of Liverpool categories for 5, 10, and 15 years of service; and
3. Endorse the Civic Awards Policy.

On being put to the meeting the motion was declared CARRIED.

**Item 08 – Policy Review – Councillor and Staff Interaction Policy**

A new point 2 was added to the resolution, and the original point 2 became point 3.

**RECOMMENDATION**

That the Governance Committee:

1. Notes, the Draft Councillor and Staff Interaction Policy; and
2. Endorse the Councillor and Staff Interaction Policy.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Macnaught**                      **Seconded: Cllr Harte**

1. Notes, the Draft Councillor and Staff Interaction Policy;
2. Notes an additional point under 6.6, that Councillors and staff will connect at business activities and events and courtesy and professionalism should remain with these professional interactions. Council business is not to be discussed and information provided at these activities, and if so, could be a breach of the Policy or Code of Conduct; and
3. Endorse the Councillor and Staff Interaction Policy.

On being put to the meeting the motion was declared CARRIED.

**Item 09 - Confirmation of Creation of Policy and Procedures for the Recruitment, Appointment, Performance Review and Management and Separation of the Chief Executive Officer by Council**

Point 2 was removed from the resolution.

**RECOMMENDATION**

That the Governance Committee:

1. Note the benefits of having a clearly defined Policy and relevant procedures in regard to the recruitment, appointment, management, performance review and separation of the CEO.
2. Recommend that Council adopt and implement the attached policy and procedures for the ongoing supervision and management of the Chief Executive Officer by the Mayor and Council.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Deputy Mayor Harle**                      **Seconded: Cllr Macnaught**

That the Governance Committee:

1. Note the benefits of having a clearly defined Policy and relevant procedures in regard to the recruitment, appointment, management, performance review and separation of the CEO.

On being put to the meeting the motion was declared CARRIED.

**FINANCIAL IMPLICATIONS**

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None of the actions contained in the minutes will have a financial impact on Council.

**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

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1. Minutes of the Governance Committee Meeting held 15 July 2025



## MINUTES OF THE GOVERNANCE COMMITTEE MEETING HELD ON 15 JULY 2025

### **PRESENT:**

Mayor Mannoun (online)  
 Deputy Mayor Harle (chairperson)  
 Councillor Ammoun (online)  
 Councillor Adjei (online)  
 Councillor Harte  
 Councillor Ibrahim  
 Councillor Macnaught  
 Mr Farooq Portelli, Director Corporate Support  
 Ms Tina Bono, Director Community & Lifestyle  
 Mr Peter Scicluna, Acting Director Operations  
 Ms Suzanne Kendall, Deputy General Counsel  
 Mr Justin Garcia, Senior Solicitor  
 Mr Tony Hadchiti, Planning Delivery Manager  
 Mr Mark Hannan, Manager City Planning  
 Siva Karthiges, Coordinator Contributions Planning  
 Patrick Bastawrous, Coordinator Traffic and Transport  
 M'Leigh Brunetta, Manager Civic and Executive Services  
 Ms Justine Young, Acting Manager Civic and Executive Services  
 Ms Katrina Harvey, Councillor Executive and Support Officer  
 Ms Gabriella Rojas, Acting Councillor Executive and Support Officer

The meeting commenced at 5:18pm with Deputy Mayor Harle as Chairperson.

**2****APOLOGIES**

Councillor Dr Green

Councillor Monaghan

Councillor Karnib

Councillor Ristevski

Mr Jason Breton, Chief Executive Officer

Ms Lina Kakish, Director Planning and Design

**DECLARATIONS OF INTEREST**

NIL.

## 3

**INFRASTRUCTURE AND PLANNING COMMITTEE****ITEM NO:** ITEM 01**FILE NO:** 184180.2025**SUBJECT:** Voluntary Planning Agreements (VPA) - Quarterly Status Report - July 2025**RECOMMENDATION**

That the Governance Committee receives and notes this Report.

**COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Macnaught                      **Seconded:** Deputy Mayor Harle

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

## 4

**ITEM NO:** ITEM 02  
**FILE NO:** 184181.2025  
**SUBJECT:** Contributions Planning Framework Reform Project – Quarterly Status Report

**RECOMMENDATION**

That the Governance Committee receives and notes this Report.

**COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Macnaught                      **Seconded:** Cllr Ibrahim

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

## 5

**ITEM NO:** ITEM 03  
**FILE NO:** 194582.2025  
**SUBJECT:** Liverpool Traffic Committee Endorsed Road/Traffic Facilities Tracking Update

**RECOMMENDATION**

That the Governance Committee:

1. Notes the status of items endorsed by the Liverpool Traffic Committee as shown in the Attachment.
2. Provides feedback on the way the information is to be presented at future meetings.

**COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Macnaught                      **Seconded:** Cllr Harte

That the Governance Committee:

1. Notes the status of items endorsed by the Liverpool Traffic Committee as shown in the Attachment.
2. Notes feedback on the way the information is to be presented at future meetings.

On being put to the meeting the motion was declared CARRIED.

**QTON from Cllr Harte:**

The pedestrian crossing project at Australis Park, Wattle Grove, was understood to have funding approved in this year's (2025/26) capital works program. However, the Local Traffic Committee's register of approved projects lists the status of this project as "for consideration" in the next financial year (2026/27).

Could the Traffic Management team please clarify the current status of the project and confirm whether it is scheduled to be completed in the 2025/26 financial year or deferred to 2026/27?

Councillor Ammoun joined the meeting at 5:34pm.



## 6

**ITEM NO:** ITEM 04  
**FILE NO:** 195373.2025  
**SUBJECT:** 14 Niland Way, Casula

**RECOMMENDATION**

That the Governance Committee:

1. Note the contents of the report.

**COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Macnaught                      **Seconded:** Cllr Harte

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**7****BUDGET COMMITTEE****ITEM NO:** ITEM 05**FILE NO:** 195372.2025**SUBJECT:** Interim Finance Report - June 2025**RECOMMENDATION**

That the Governance Committee receives and notes the report.

**COMMITTEE DECISION****Motion:****Moved: Cllr Macnaught****Seconded: Cllr Harte**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**STRATEGIC PRIORITIES COMMITTEE****ITEM NO:** ITEM 06**FILE NO:** 194585.2025**SUBJECT:** Draft Disaster Relief Policy**RECOMMENDATION**

That the Governance Committee:

1. Endorse the draft Disaster Relief Policy;
2. Direct the CEO to place the draft Disaster Relief Policy on public exhibition for a period of 28 days; and
3. Receive a further report on the outcome of the public exhibition process.

**COMMITTEE DECISION****Motion:****Moved:** Cllr Harte**Seconded:** Cllr Macnaught

That the Governance Committee:

1. Notes the draft policy with minor amendments including revised name 'Donations Policy', to return to the August Governance Committee Meeting for further consideration.

On being put to the meeting the motion was declared CARRIED.

Cllr Harte left the meeting at 6:06pm.

Cllr Harte returned to the meeting at 6:08pm.

Mayor Mannoun joined the meeting at 6:13pm.

**ITEM NO:** ITEM 07  
**FILE NO:** 219129.2025  
**SUBJECT:** Policy Review - Civic Awards Policy

### **RECOMMENDATION**

That the Governance Committee:

1. Notes, the public notice period and feedback applied; and
2. Endorse the Civic Awards Policy.

### **COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Macnaught                      **Seconded:** Deputy Mayor Harle

That the Governance Committee:

1. Notes, the public notice period and feedback applied; and
2. Include Honorary Member of the Order of Liverpool categories for 5, 10, and 15 years of service; and
3. Endorse the Civic Awards Policy.

On being put to the meeting the motion was declared CARRIED.

Councillor Ammoun left the meeting at 6:27pm.

## 10

**ITEM NO:** ITEM 08  
**FILE NO:** 219130.2025  
**SUBJECT:** Policy Review - Councillor and Staff Interaction Policy

**RECOMMENDATION**

That the Governance Committee:

1. Notes, the Draft Councillor and Staff Interaction Policy; and
2. Endorse the Councillor and Staff Interaction Policy.

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Macnaught**                      **Seconded: Cllr Harte**

1. Notes, the Draft Councillor and Staff Interaction Policy; and
2. Notes under 6.6 that Councillors and staff will connect at business activities and events and courtesy and professionalism should remain with these professional interactions. Council business is not to be discussed and information provided at these activities, and if so, could be a breach of the Policy or Code of Conduct; and
3. Endorse the Councillor and Staff Interaction Policy.

On being put to the meeting the motion was declared CARRIED.

## 11

**STRATEGIC PERFORMANCE COMMITTEE****ITEM NO:** ITEM 09**FILE NO:** 223385.2025**SUBJECT:** Confirmation of Creation of Policy and Procedures for the Recruitment, Appointment, Performance Review and Management and Separation of the Chief Executive Officer by Council**RECOMMENDATION**

That the Governance Committee:

1. Note the benefits of having a clearly defined Policy and relevant procedures in regard to the recruitment, appointment, management, performance review and separation of the CEO.
2. Recommend that Council adopt and implement the attached policy and procedures for the ongoing supervision and management of the Chief Executive Officer by the Mayor and Council.

**COMMITTEE DECISION****Motion:**                      **Moved: Deputy Mayor Harle**                      **Seconded: Cllr Macnaught**

That the Governance Committee:

1. Note the benefits of having a clearly defined Policy and relevant procedures in regard to the recruitment, appointment, management, performance review and separation of the CEO.

On being put to the meeting the motion was declared CARRIED.

Cllr Macnaught left the meeting at 7:00pm.

Cllr Macnaught returned at 7:03pm.

Cllr Harte left the room at 7:14pm.

Cllr Harte returned at 7:17pm.

## 12

**GENERAL BUSINESS**

An update was provided by the Civic and Executive Services team in response to Mayoral Minute 07, which was tabled at the June 2025 Council Meeting. This update outlined preliminary costs and considerations of implementing open-door Councillor Briefing Sessions, Governance Committee Meetings and Committee Meetings.

Councillors were encouraged to provide feedback to help shape the direction moving forward. It was noted that transparency remains the key outcome to be achieved.

Key considerations of the discussion included:

- Cost and logistical factors related to staffing, AV production, venue hire, catering, and security—especially if meetings are moved to the Chambers.
- The need to revise the structure of meetings, reports, and presentations to manage confidential or detailed information not suitable for open Council meetings due to time constraints or sensitivity. This includes the possibility that some staff may prefer not to present on camera or in public for personal reasons.
- Necessary legal and operational adjustments, such as updating committee charters and managing scheduling logistics.
- Benchmarking practices among surrounding councils to compare common approaches for public access to briefing and committee meetings.
- The current low public attendance at Council meetings (fewer than 10 community members per month) and whether opting for the same format is a worthwhile use of resources.

Following the feedback and guidance provided, a report will be presented to the August 2025 Council meeting. The report will include a recommendation to maintain the current approach and the existing mechanisms in place that support transparency.

Mayor Mannoun left the meeting at 7:47pm.

**THE MEETING CLOSED AT 8:02pm.**