

Special Council Meeting

Minutes

Monday 8 September 2025

Commenced at 7:00 PM

Council Chambers
20 Siding Avenue, Officer
Victoria

Members: Cr Jack Kowarzik Mayor
Cr Alanna Pomeroy Deputy Mayor
Cr Liz Roberts (Online Attendance)
Cr Samantha-Jane Potter
Cr Casey Thomsen
Cr David Nickell
Cr Trudi Paton

Officers: Peter Harris Manager Governance, Safety & Property
Melissa Humphrey Manager People & Culture

Meeting opened at 6.59pm.

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1 Opening And Reflection

I would ask those gathered to join us now for a few moments of silence as we reflect on our roles in this chamber. Please use this opportunity for reflection, Prayer or thought, to focus on our shared intention to work respectfully together for the well-being of our whole community.

2 Acknowledgements

Cardinia Shire Council acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past, present and emerging.

3 Apologies

Cr Collin Ross
Cr Brett Owen

4 Declaration Of Interests

Nil

5. Confidential Business

The *Local Government Act 2020* (the Act), section 66 provides that if a council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection:

- a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of ***confidential information*** in section 3(1); and
- b) an explanation of why the specified ground or grounds applied.

The Act defines ***confidential information*** in s.3(1)(a)-(l), and includes information that may prejudice or impact; commercial negotiations, the security of Council, land use planning, law enforcement, legal privilege, personal information, private commercial information, confidential meeting information, internal arbitration, Councillor conduct panel information and information specified under s.77 of the previous *Local Government Act 1989*.

Once confidential information has been considered and decided in a closed session of a Council Meeting, a further resolution to resume open Council is required.

Resolution

Moved Cr Thomsen, seconded Cr Pomeroy.

That Council pursuant to section 66(5)(a) and (b) of the *Local Government Act 2020* close the Council Meeting to the public to consider the following confidential information:

1. Agenda Item 5.1 – Personnel Matter is designated confidential on the grounds that it relates to s.3(1)(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

For: Cr Kowarzik, Cr Nickell, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts and Cr Thomsen

Against: Nil

Carried

5.1 APPOINTMENT OF CHIEF EXECUTIVE OFFICER

Author:	Peter Harris & Melissa Humphrey
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Public Resolution

4. Pursuant to s 125(2) of the *Local Government Act 2020*, determines that the:
 - 4.1 name of the preferred candidate, Mr James Collins, appointed as Council's Chief Executive Officer; and
 - 4.2 commencement date of 13 October, 2025 as Council's new Chief Executive Officer,

should be publicly available upon the Contract of Employment being signed by both parties, or upon such later date agreed by the Mayor and Mr James Collins.
5. Authorises the Mayor to publicly announce the appointment of Mr James Collins as Council's Chief Executive Officer as soon as practicable after the Contract of Employment is signed by both parties, or after such later date agreed by the Mayor and Mr James Collins.

6 Meeting Closure

Meeting closed at 7.18pm.

Minutes confirmed
Mayor