

Ipswich City Council Standing Committees

TERMS OF REFERENCE

Adopted at Council Ordinary Meeting of 27 July 2023

File name	ICC Standing Committees Terms of Reference
Version	5.0
Date	27/07/2023
Release state	APPROVED
Approved by	Ordinary Council Meeting
Reviewed by	Governance & Transparency Committee
Approved date	27/07/2023
Objective reference	A9221757



Table of Contents

1. Establishment	3
2. Supporting Legislation and Policy	3
3. Purpose	3
4. Scope and Limitations	4
5. Authority / Delegation	4
5.1 Responsibilities	4
6. Membership	5
6.1 Role of Committee Members	5
6.2 Appointment of Chairperson	5
6.3 Role of Chairperson	5
6.4 Role of Deputy Chairperson	6
6.5 Admission of Non-members to Debate	6
7. Meetings	6
7.1 Conduct	6
7.2 Frequency and Location	6
7.3 Voting	7
7.4 Quorum	7
7.5 Conflicts of Interest	7
7.6 Agenda Distribution	7
7.7 Reporting	7
7.8 Livestreaming	7
8. Review and Performance Evaluation	7
8.1 Terms of Reference	8
8.2 Performance Evaluation	8
Annexure 1 - Growth, Infrastructure and Waste Committee (has delegated power)	9
Annexure 2 – Governance and Transparency Committee	11
Annexure 3 – Community, Culture, Arts and Sport Committee	12
Annexure 4 – Economic and Industry Development Committee	13
Annexure 5 – Environment and Sustainability Committee	14
Annexure 6 – Ipswich Central Redevelopment Committee	15

1. Establishment

Ipswich City Council has established the following Standing Committee structure:

- Growth, Infrastructure and Waste Committee*
- Governance and Transparency Committee
- Community, Culture, Arts and Sport Committee
- Economic and Industry Development Committee
- Environment and Sustainability Committee
- Ipswich Central Redevelopment Committee

They are established in accordance with [section 264 of the Local Government Regulation 2012](#).

* in accordance with [section 257 \(1\) \(c\) of the Local Government Act 2009](#) (Delegation of Local Government Powers), the Growth, Infrastructure and Waste Committee has delegated power.

2. Supporting Legislation and Policy

This document should be read in conjunction with the following legislative instruments:

- *Local Government Act 2009* ("the Act")
- Local Government Regulation 2012 ("the Regulation")
- Code of Conduct for Councillors in Queensland
- Ipswich City Council's Meeting Procedure Policy
- Ipswich City Council's Code of Conduct
- Ipswich City Council's Good Governance Policy

All committee members must abide by the local government principles as outlined in the Act which are:

- (a) Transparent and effective processes, and decision-making in the public interest
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services
- (c) Democratic representation, social inclusion and meaningful community engagement
- (d) Good governance of, and by, local government
- (e) Ethical and legal behaviour of councillors and local government employees.

3. Purpose

Council is committed to deliver increased transparency and accountability to its decision making process. This Terms of Reference for Standing Committees is intended to provide clear and specific information on the purpose, functions and services that each committee is responsible for, as well as the scope, membership and delegated authority (if any). The committees carry some broad alignment with the iFuture Corporate Plan:

- Vibrant and Growing
- Safe, Inclusive and Creative
- Natural and Sustainable
- A Trusted and Leading Organisation.

Refer relevant Annexure for the purpose of each committee.

4. Scope and Limitations

Refer relevant Annexure for the scope of each committee.

For a matter requiring a decision to be made by Council, it is necessary for a report to be prepared, to be initially considered by the relevant Committee. Committees make recommendations for consideration of the full council at its Ordinary meeting.

Matters may only proceed straight to an Ordinary Council Meeting if:

- a. it does not relate to the scope of services of any Committee, or
- b. requires an urgent Council resolution (with express written authorisation by the Chair, Mayor and CEO).

Standing Committees have no delegated authority unless council delegates its authority to a committee in accordance with Section 257(1)(c).

The committees will follow the procedures for meetings of council as outlined in the Meeting Procedures Policy with the exception of the following matters which will not apply:

- Opening Prayer
- Public participation
- Mayoral Minute
- No standing to speak

The main function of the committees are to:

- provide a forum to enable complex or strategic issues to be discussed;
- receive and consider officer's reports in order to provide a recommended course of action to council to determine matters within the scope of the committee;
- where a committee has been delegated decision making authority, to determine matters within the scope of the committee at the discretion of the committee; and
- ensure the principles of good governance are applied to the decision making process.

Where matters being considered are of a wider interest to the community and require/or attract media attention, contact with media will only be undertaken in accordance with Council's Media and Corporate Communications Policy.

5. Authority / Delegation

The committees listed in section 1 have the power to only recommend a course of action to Council unless specifically noted.

Council may, by resolution, delegate powers under the Local Government Act or another Act to a committee to decide matters.

The powers delegated may be specific to an individual matter or in general terms to provide lasting authority to determine nominated issues. Such delegations must be in accordance with [section 257 \(Delegation of Local Government Powers\)](#) and [section 260 \(Local Government Delegations Register\)](#) of the Act.

5.1 Role and Responsibilities

The committees are charged with considering matters of policy, strategy and performance relating to the responsibilities and services outlined in the relevant Annexure. This in turn assists councillors to achieve their responsibilities as detailed in [Section 12 of the Act](#).

Refer relevant Annexure for the role and responsibilities of each committee.

6. Membership

Membership of the committees is outlined in the relevant Annexure.

Councillors may request appointment or removal from committee membership via the Committee. To enact the change, the Chair will move a motion at Committee recommending that the Councillor be appointed or removed. With the support of the committee, and upon Council resolution, the membership change will be enacted. Changes to appointments will be considered permanent for the remainder of the term of Council.

Where [section 162 \(When a Councillor's office becomes vacant\)](#) of the Act, applies to any member of a committee, the membership immediately ceases.

6.1 Role of Committee Members

The role of a Committee Member is to consider and make recommendations on matters relating to the scope and responsibilities of the committee, as they align to council's Corporate and Operational Plans. Committee members will participate in policy development relevant to the achievement of council's corporate functions in relation to the current and future interests of the residents of the local government area.

Committee members are responsible for reading the agenda papers and accompanying reports in advance of committee meetings to:

- identify matters of particular interest to the council, committee or community;
- identify any matters which need clarification or additional information to help inform their view, and to contact the Chair or relevant Department Head for further information or advice before the meeting; and
- identify any agenda items where they may have a conflict of interest and take appropriate action as required by legislation.

6.2 Appointment of Chairperson

The chairperson of the relevant committee shall be appointed by the council in accordance with [section 267 \(Chairperson of Committee\)](#) of the Regulation.

In the absence of the appointed Chairperson from a meeting, the Deputy Chairperson will Chair the meeting. In the absence of both the Chairperson and Deputy Chairperson, the members present will appoint an Acting Chairperson for the duration of that particular meeting.

6.3 Role of Chairperson

The Chairperson is to ensure that the committee agenda meets the priorities set by the council for the committee and that processes adhere to Council's Meeting Procedure Policy.

Each Chair of a Standing Committee is required to:

- a. In consultation with senior management, set the meeting agenda
- b. Meet formally with senior management directly involved in the committee's area of responsibility
- c. Liaise and meet with subject matter experts, on an as required basis, on emerging council issues in relation to the Standing Committee's area of responsibility
- d. Peruse and consider all reports, papers and proposed recommendations before the meeting and consult with senior leaders and councillors as appropriate
- e. Lead Committee Members and meeting proceedings
- f. Ensure any powers delegated to the committee by council are properly exercised
- g. Be the point of contact for other councillors, and where appropriate, members of the public in relation to the Standing Committee's areas of responsibility.

In relation to the interaction of the Chairperson and members of the committee with staff, the committee members are to adhere to the Councillor Acceptable Requests Guidelines and Staff Interaction Policy.

The Chairperson is to facilitate open and constructive communication amongst committee members, encouraging their contribution to deliberations.

All requests for information and clarification are to be conducted within the committee meeting, as agreed by the committee.

The role of Chairperson allows that councillor to specialise in the areas relating to the relevant committee.

6.4 Role of Deputy Chairperson

The Deputy Chairperson will assume the roles and responsibilities of the Chairperson should the Chairperson be unable to fulfill their role.

The Chairperson in consultation with committee members may assign the Deputy Chairperson one or more service categories to support achievement of the committee's responsibilities.

6.5 Admission of Non-members to Debate

The Chairperson may invite a non-member to participate in the discussion of a particular item of business relating to the relevant committee in accordance with Council's Meeting Procedure Policy. Where possible, non-members should sit in the observers gallery.

7. Meetings

All meetings of the committee shall be open to the public unless permitted under an Act or Regulation or as resolved by the relevant committee that the meeting be closed to the public for the purpose of discussing a matter deemed to be confidential in terms of [section 254J \(Closed Meetings\)](#) of the Regulation.

7.1 Conduct

Meetings must be conducted in accordance with the provisions of the Act and the Regulation. If there is a dispute regarding meeting procedure or the conduct of an individual, the Chairperson must refer to the Meeting Conduct Policy and the Meetings Procedure Policy as well as the Code of Conduct for Councillors in Queensland.

7.2 Frequency and Location

Council's committee meetings will be held at the Council Chambers located at 1 Nicholas Street, Ipswich, pursuant to [section 257 \(Frequency and Place of Meetings\)](#) of the Regulation.

The Committees will meet on a schedule as resolved by the Council and in accordance with the council and committee meeting calendar.

Although the committee shall meet monthly, the committee can also decide to meet more frequently as and when required by the members.

The schedule of meetings is to be adopted in November/December of each year for the following calendar year.

In accordance with [section 254B \(Public Notice of Meetings\)](#) of the Regulation the schedule of meetings must be published on the local government's website, and in other ways the local government considers appropriate.

It should be noted that from time to time it may be necessary to hold a committee meeting outside the adopted committee meeting dates. In such circumstances, any changes will be advised in accordance with legislative provisions.

7.3 Voting

The following practices apply to voting at the committee meeting:

- Each councillor is entitled to one vote and must be participating in the meeting in accordance with the Meetings Procedures Policy or the Local Government Regulation 2012.
- Voting at the committee meeting can be conducted by open means (such as on the voices, by show of hands or such other electronic means as determined by council).
- A councillor who is present at a committee meeting and entitled to vote but fails to vote (abstains) on a motion put to the meeting, that vote is counted as a vote in the negative. The councillor who abstains to vote may provide a reason for the minutes.
- For all motions on the agenda and business paper the committee will record the names of those councillors who supported the motion and those who opposed (or are taken to have opposed) the motion with the exception of Procedural Motions.
- This clause extends to a meeting or part of a meeting that is closed to the public, noting that all motions must be moved in open session.
- Council will record all voting in a voting register managed by Meetings Coordination Section.

7.4 Quorum

A quorum of a committee is defined in accordance with [section 259 \(Quorum\)](#) of the Regulation:

- A quorum of a committee is a majority of its members.
- However, if the number of members is an even number, one-half of the number is a quorum.

7.5 Conflicts of Interest

All Members are required to deal with any conflict of interest in accordance with the [Local Government Act 2009, Chapter 5B - Councillors' conflicts of interest](#).

7.6 Agenda Distribution

The Agenda for all committees will be distributed in accordance with [section 254C \(Notice of Meetings\)](#) of the Regulation. Committee meeting agendas will be provided to councillors no later than close of business on the Friday prior to the meeting date.

The Agenda will be made available to the public in accordance with [254D \(Public availability of agendas\)](#) of the Regulation.

7.7 Reporting

The committees are required to keep formal minutes of their proceedings in accordance with [section 254F](#) of the Local Government Regulation 2012. Each committee will also provide a written report of its deliberations to the Ordinary Council Meeting.

7.8 Livestreaming

Meetings of all Standing Committees will be livestreamed. Committee recordings may differ to recordings of the Council Ordinary Meeting.

8. Sub-Committees

In accordance with [section 265 of the Regulation](#), an Advisory Committee (or Sub-Committee) may be established by a Standing Committee from time to time or as an ongoing arrangement to allow a greater focus on a particular service area, initiative, or project of the Council. A terms of reference, approved by the overarching committee, will define the sub-committee's role, membership, meeting arrangements (including who is responsible for meetings coordination and secretariat functions) and reporting.

The committee may elect to include councillors, council officers or external representatives as sub-committee members where a subject matter expert is required. Meetings will occur on a frequency and schedule as determined by the committee.

The nature and type of reports made to a sub-committee will be in line with the service areas it is responsible for. The lead committee may also refer reports back to a sub-committee where further work or deliberation is required.

Sub-Committees are required to keep formal minutes of their proceedings in accordance with [section 254F of the Regulation](#) and must provide a written report of the committee's deliberations and its advice or recommendations to the relevant responsible committee.

Sub-Committees may be disbanded when they have fulfilled their role as outlined in the terms of reference or at the request of the overarching Committee Chair.

Where appropriate, a less formal advisory group may be formed in lieu of a sub-committee (determined by the advice of the committee chair).

9. Review and Performance Evaluation

9.1 Terms of Reference

Each committee shall review these Terms of Reference once per calendar year or as and when required. The purpose, scope and roles and responsibilities of each committee as detailed in the relevant annexures should be reviewed for ongoing accuracy and to ensure the committee is receiving reports that are related to its areas of responsibility.

9.2 Performance Evaluation

Each committee shall undergo a self-assessment process to ensure alignment with these Terms of Reference to enhance the effectiveness and relevance of the committee. The Chairperson in consultation with the members of the committee will advise the Meetings Coordination Manager at least annually of the ongoing performance of the committee and make any recommendations for considerations by the full council.

10. Definitions

Ipswich City Council Core Business Services means the core business services listed in the current financial year Annual Plan adopted by Council. The Core Business Services is a section of the Annual Plan available on Council's website.

Version control

VERSION	REASON FOR CHANGE	COUNCIL/COMMITTEE CONSIDERATION DATE	COUNCIL ADOPTION DATE
V1		Ordinary Council Meeting	28 July 2020
V2	Revised Committee Structure	Ordinary Council Meeting	27 August 2020
V3	Administrative TOR Review	Ordinary Council Meeting	9 December 2021
V3.1	Reviewed in response to Notice of Motion by Cr Madsen, Council Ordinary Meeting, 24/02/2022	Governance and Transparency Committee 13 October 2022	-
V4	Adopted	Ordinary Council Meeting	27 October 2022
V4.1	Membership change	Ordinary Council Meeting	8 December 2022
V4.2	Update to GIW Committee delegation	Ordinary Council Meeting	19 January 2023
V5.0	Membership and scope change	Ordinary Council Meeting	27 July 2023

Annexure 1 - Growth, Infrastructure and Waste Committee

1. Purpose of the Committee

The Growth, Infrastructure and Waste Committee has been established to allow a focus on the delivery of programs from primarily the Departments of Planning and Regulatory Services and Infrastructure and Environment and to provide strategic direction and leadership on matters detailed in the Scope (section 2) and Roles and Responsibilities (section 3).

This Committee allows Councillors to be fully appraised of matters for the service areas listed below and demonstrates the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance.

2. Scope and Limitations

The Growth, Infrastructure and Waste Committee is charged with responsibility for the following core business service categories*:

<ul style="list-style-type: none"> • Animal Management Services** • City Maintenance – Facilities • City Maintenance – Roads and Drainage • City Maintenance – Technical Support and Aquatic 	<ul style="list-style-type: none"> • Construction City Assets • Infrastructure Strategy and Planning • Local Laws and Regulatory Compliance Services • Planning and Development • Resource Recovery
--	--

* Refer to the [Ipswich City Council Core Business Services](#) for further detail.

** Responsibility for this service category is shared with the Environment and Sustainability Committee

Sub-committees may be established to assist the Growth, Infrastructure and Waste Committee to focus on a particular service area. The committee is charged with monitoring the activities of any convened sub-committees relating to the committee's responsibilities.

Council has resolved that in accordance with the *Local Government Act 2009*, the Growth, Infrastructure and Waste Committee has the delegated authority to determine matters as if it were a full meeting of the council. This authority can be applied to planning decisions made under the *Planning Act 2016* and the *Economic Development Act 2012*, at the discretion of the committee in accordance with Section 257 of the Act.

3. Responsibilities

The role of the Growth, Infrastructure and Waste Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officer) and to provide recommendations and advice to Council.

Its responsibilities include:

- policy formulation and review as it relates to the scope of services above;
- building, engineering and development approvals executed in line with the *Planning Act 2016*, the Planning Scheme and council policies;
- preparing and implementing plans, strategies and policies to ensure integrated and sustainable development outcomes for the city as a whole and within specific local areas;
- place making and social planning;
- health and Local Laws licensing and approvals;
- regulatory matters;
- parking operations and animal management;
- heritage and cemeteries;
- identifying and protecting important natural environment areas through appropriate planning scheme mechanisms and development assessment processes;
- responding to emerging and urgent operational matters and special construction programs (e.g. Flood Recovery Programs);
- providing adequate infrastructure to support growth;

- providing a safe, reliable and sustainable transport system;
- delivering Council's Capital Works Program, managing projects through their entire lifecycle;
- managing the traffic signals network and associated systems;
- maintaining an appropriate and efficient regulatory environment for development assessment and compliance;
- providing efficient, reliable and sustainable waste management and recycling services;
- managing waste as a resource within a circular economy framework; and
- provision of transport infrastructure to align with iGO the City of Ipswich Transport Plan.

4. Membership

Chairperson: Mayor Teresa Harding

Deputy Chairperson: Councillor Paul Tully

Members:

- Councillor Sheila Ireland
- Councillor Jacob Madsen
- Councillor Nicole Jonic
- Councillor Marnie Doyle
- Councillor Andrew Fechner
- Councillor Kate Kunzelmann
- Councillor Russell Milligan

5. Frequency

The Growth, Infrastructure and Waste Committee will meet on a schedule set in accordance with section 7.2.

6. Reporting

The Growth, Infrastructure and Waste Committee is required at each meeting to confirm the minutes of the previous meeting. To ensure transparency in decision making, the committee will provide a report of the decisions made to the following ordinary council meeting for adoption and noting (for matters made under delegated authority).

Annexure 2 – Governance and Transparency Committee

1. Purpose of the Committee

The Governance and Transparency Committee has been established to provide strategic direction and leadership on matters detailed in the Scope (section 2) and Roles and Responsibilities (section 3).

This Committee allows Councillors to be fully appraised of matters for the service areas listed below and demonstrates the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance.

2. Scope and Limitations

The Governance and Transparency Committee is charged with responsibility for the following core business service categories*:

<ul style="list-style-type: none"> • Elected Council Support • Financial Services • Governance • ICT Services, Strategy and Project Delivery • Media and Communications 	<ul style="list-style-type: none"> • People and Culture • Procurement • Property and Facilities • Strategic and Corporate Planning • Workplace Health and Safety
--	---

* Refer to the [Ipswich City Council Core Business Services](#) for further detail.

Sub-committees may be established to assist the Governance and Transparency Committee to focus on a particular service area. This committee is charged with monitoring the activities of any convened sub-committees relating to the committee's responsibilities.

This Committee has the power only to recommend a course of action to Council (unless otherwise delegated by Council).

3. Role and Responsibilities

The role of the Governance and Transparency Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officers) and to provide recommendations and advice to Council.

Its responsibilities include:

- policy formulation and review as it relates to the services above;
- providing sound and sustainable financial management and budgeting;
- development of strategic goals and strategies for Council's corporate plans;
- receiving reports on progress and achievement towards Council's corporate plans; and
- providing good governance and leadership.

4. Membership

Chairperson: Councillor Jacob Madsen

Deputy Chairperson: Councillor Russell Milligan

Members:

- Mayor Teresa Harding
- Councillor Marnie Doyle
- Councillor Kate Kunzelmann

5. Frequency

The Governance and Transparency Committee will meet on a schedule set in accordance with section 7.2 of the Terms of Reference.

Annexure 3 – Community, Culture, Arts and Sport Committee

1. Purpose of the Committee

The Community, Culture, Arts and Sport Committee has been established to provide strategic direction and leadership on the community's priorities in relation to the matters detailed in Scope (section 2) and Roles and Responsibilities (section 3).

This Committee allows Councillors to be fully appraised of matters for the service areas listed below and demonstrates the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance.

2. Scope and Limitations

The Community, Culture, Arts and Sport Committee is charged with responsibility for the following core business service categories*:

<ul style="list-style-type: none"> • Arts and Cultural Services • City Events (City Events Plan, Event Attraction and Supported Community Events) and Marketing Services • Community Development and Research • Community Health and Education 	<ul style="list-style-type: none"> • Community Safety • Library and Customer Services • Sport and Recreation
--	---

* Refer to the [Ipswich City Council Core Business Services](#) for further detail.

This committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

3. Role and Responsibilities

The role of the Community, Culture, Arts and Sport Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officers) and to provide recommendations and advice to Council.

Its responsibilities include:

- policy formulation and review as it relates to the services above;
- community development, strategy, programming, partnerships, research, reporting and capacity building;
- arts and cultural development, programming, collection management, partnerships and capacity building;
- sport and recreational development, programming and capacity building;
- customer service and customer experience;
- libraries and integrated council services;
- Ipswich Art Gallery, Civic Centre and other facilities;
- Community centres and other facilities;
- Sport and recreational facilities management, activation, engagement, infrastructure planning, contract management, arrangements and partnerships

4. Membership

Chairperson: Councillor Andrew Fechner

Deputy Chairperson: Councillor Kate Kunzelmann

Members:

- Mayor Teresa Harding
- Councillor Jacob Madsen
- Councillor Sheila Ireland
- Councillor Marnie Doyle

5. Frequency

The Community, Culture, Arts and Sport Committee will meet on a schedule set in accordance with section 7.2.

Annexure 4 – Economic and Industry Development Committee

1. Purpose of the Committee

The Economic and Industry Development Committee has been established to provide strategic direction and leadership on matters detailed in the Scope (section 2) and Roles and Responsibilities (section 3).

This committee allows Councillors to be fully appraised of matters for the service areas listed below and demonstrates the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance.

2. Scope and Limitations

The Economic and Industry Development Committee is charged with responsibility for the following core business service categories*:

• Destination Development	• Economic Development
---------------------------	------------------------

* Refer to the [Ipswich City Council Core Business Services](#) for further detail.

Sub-committees may be established to assist the Economic and Industry Development Committee to focus on a particular service area. The committee is charged with monitoring the activities of any convened sub-committees relating to the committee's responsibilities.

The Committee has the power only to recommend a course of action to Council (unless otherwise delegated by Council).

3. Responsibilities

The role of the Economic and Industry Development Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officers) and to provide recommendations and advice to Council.

Its responsibilities include:

- policy formulation and review as it relates to services above;
- local business growth;
- adapting to economic, industry and workforce disruption;
- key industry development;
- tourism;
- advocacy and promotion for economic development;
- advocacy services; and
- 2032 Olympics and Paralympics services.

4. Membership

Chairperson: Councillor Kate Kunzelmann

Deputy Chairperson: Councillor Jacob Madsen

Members:

- Mayor Teresa Harding
- Councillor Andrew Fechner
- Councillor Marnie Doyle

5. Frequency

The Economic and Industry Development Committee will meet on a schedule set in accordance with section 7.2.

Annexure 5 – Environment and Sustainability Committee

1. Purpose of the Committee

The Environment and Sustainability Committee has been established to provide strategic direction and leadership on matters detailed in the Scope (section 2) and Roles and Responsibilities (section 3).

This committee allows Councillors to be fully appraised of matters for the service areas listed below and demonstrates the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance.

2. Scope and Limitations

The Environment and Sustainability Committee is charged with responsibility for the following core business service categories*:

<ul style="list-style-type: none"> • Animal Management Services** • City Maintenance – Open Space • City Maintenance – Urban Forest and Natural Area • Fleet 	<ul style="list-style-type: none"> • Natural Environment and Land Management • Sustainability and Emergency Management
--	--

* Refer to the [Ipswich City Council Core Business Services](#) for further detail.

** Responsibility for this service category is shared with the Growth, Infrastructure and Waste Committee

Sub-committees may be established to assist the Environment and Sustainability Committee to focus on a particular service area. The committee is charged with monitoring the activities of any convened sub-committees relating to the committee's responsibilities.

The Committee has the power only to recommend a course of action to Council (unless otherwise delegated by Council).

3. Responsibilities

The role of the Environment and Sustainability Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officers) and to provide recommendations and advice to Council.

Its responsibilities include:

- policy formulation and review as it relates to the services above;
- conservation of important areas of native habitat and vegetation;
- implementation of Ipswich Enviroplan;
- develop conservation partnerships with key community and government stakeholders;
- protection of waterways, wetlands and floodplains;
- enhance urban greening;
- effective and sustainable use of resources including waste reduction, re-use and recycling;
- improving environmental awareness and education;
- recognising and managing Cultural Heritage and Native Title values in accordance with legislation;
- planning of the open space network;
- management, maintenance and operations services/activities to the whole of Council asset base.;
- biosecurity planning and education services; and
- disaster and emergency planning, response and recovery

4. Membership

Chairperson: Councillor Russell Milligan

Deputy Chairperson: Councillor Andrew Fechner

Members:

- Mayor Teresa Harding
- Councillor Jacob Madsen
- Councillor Kate Kunzelmann

5. Frequency

The Environment and Sustainability Committee will meet on a schedule set in accordance with section 7.2.

Annexure 6 – Ipswich Central Redevelopment Committee

1. Purpose of the Committee

The Ipswich Central Redevelopment Committee enables Council to provide an appropriate and effective governance structure to oversee and manage the Ipswich Central Redevelopment Project within the constraints of the budget approved by whole of Council.

2. Scope and Limitations

This committee provides the governance structure and strategic direction for the planning and delivery of the Ipswich Central Redevelopment Project ensuring that the strategic objectives of Council are delivered.

In addition to the above, the committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

The committee has the power only to recommend a course of action to Council (unless otherwise delegated by Council).

3. Role and Responsibilities

The role of the Ipswich Central Redevelopment Committee is to receive and consider reports from the Chief Executive Officer (or delegated authorised officers) and to provide recommendations and advice to Council.

Its responsibilities include:

- management of the Ipswich Central Redevelopment Project;
- oversee and guide the activities for the Ipswich Central retail and commercial assets and the precinct's future activation;
- ensure appropriate reporting and reviews are in place to provide confidence and transparency in the project's delivery and future operational success; and
- identify any strategic program risks.

4. Membership

Chairperson: Councillor Marnie Doyle

Deputy Chairperson: Councillor Kate Kunzelmann

Members:

- Mayor Teresa Harding
- Councillor Russell Milligan

5. Frequency

The Ipswich Central Redevelopment Committee will meet on a schedule set in accordance with section 7.2.

This committee may convene a special meeting in accordance with the provisions of section 254C of the Local Government Regulation 2012 to ensure the scope of the committee is undertaken where time constraints apply.