



Meeting	Transparent Governance Community Reference Group		
Date	25 June 2019	Time	6 - 8pm
Location	University of Southern Queensland – Ipswich Campus		

List of Council Attendees

Greg Chemello – Interim Administrator
David Farmer – Chief Executive Officer (CEO)
Ben Pole – General Manager, Community, Cultural & Economic Development
Charlie Dill – General Manager, Infrastructure & Environment
Brett Davey – General Manager (Acting), Planning and Regulatory Services
Sean Madigan – General Manager, Coordination & Performance
Andrew Knight – General Manager, Corporate Services
Abbey Richards – Community Engagement Manager
Staff from the Community Engagement Team

Agenda Item		Supporting Information	Participants	Time Allocation
1	Convenor’s official welcome Acknowledgement of Country Overview of Community Reference Groups	NA	Greg Chemello – Interim Administrator	30 mins
<i>Community Reference Groups to then meet separately for the remainder of the meeting</i>				
2	Facilitator’s introduction	NA	Andrew Knight - General Manager, Corporate Services & Sean Madigan – General Manager, Coordination & Performance	5 mins
3	Member introductions & group check-in	NA	Andrew Knight - General Manager, Corporate Services & Sean Madigan – General Manager, Coordination & Performance Community Reference Group members	10 mins
4	Meeting practices: - Guidelines - Terms of Reference - Shared Principles	Guidelines for Community Reference Groups Terms of Reference – Transparent Governance Community Reference Group	Andrew Knight - General Manager, Corporate Services & Sean Madigan – General Manager, Coordination & Performance Community Reference Group members	20 mins
<i>Short refreshment break - 10 mins</i>				
5	Scope of Transparent Governance Community Reference Group	Terms of Reference – Transparent Governance Community Reference Group	Andrew Knight - General Manager, Corporate Services & Sean Madigan – General Manager, Coordination & Performance	5 mins
6	Discussion – <i>The closure of the 10 community offices will save approximately \$2m on an ongoing basis. How might Ipswich City Council best apply these savings?</i>	Media Release – <i>Library-based customer service centres set to save ratepayers \$2 million a year</i>	Community Reference Group members	20 mins
7	Close & check-out	NA	Andrew Knight - General Manager, Corporate Services & Sean Madigan – General Manager, Coordination & Performance Community Reference Group members	5 mins