



<b>Meeting</b>	Economic Development Community Reference Group		
<b>Date</b>	25 June 2019	<b>Time</b>	6 - 8pm
<b>Location</b>	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	<b>Convenor’s official welcome</b>  <b>Acknowledgement of Country</b>  <b>Overview of Community Reference Groups</b>	NA	Greg Chemello – Interim Administrator	30 mins
<i>Community Reference Groups to then meet separately for the remainder of the meeting</i>				
2	<b>Facilitator’s introduction</b>	NA	Ben Pole - General Manager, Community, Cultural & Economic Development	5 mins
3	<b>Member introductions &amp; group check-in</b>	NA	Ben Pole - General Manager, Community, Cultural & Economic Development  Community Reference Group members	10 mins
4	<b>Meeting practices:</b> - <b>Guidelines</b> - <b>Terms of Reference</b> - <b>Shared Principles</b>	Guidelines for Community Reference Groups  Terms of Reference – Economic Development Community Reference Group	Ben Pole - General Manager, Community, Cultural & Economic Development  Community Reference Group members	20 mins
<i>Short refreshment break - 10 mins</i>				
5	<b>Scope of Economic Development Community Reference Group</b>	Terms of Reference – Economic Development Community Reference Group	Ben Pole - General Manager, Community, Cultural & Economic Development	5 mins
6	<b>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></b>	Media Release – <i>Library-based customer service centres set to save ratepayers \$2 million a year</i>	Community Reference Group members	20 mins
7	<b>Close &amp; check-out</b>	NA	Ben Pole - General Manager, Community, Cultural & Economic Development Community Reference Group members	5 mins