



City of  
**Ipswich**

## **AGENDA**

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### **ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE**

Tuesday, 3 September 2024

10 minutes after the conclusion of the Community and Sport Committee or  
such later time as determined by the preceding committee

Council Chambers, Level 8  
1 Nicholas Street, Ipswich

<b><u>MEMBERS OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE</u></b>	
Councillor Pye Augustine ( <b>Chairperson</b> ) Councillor David Cullen ( <b>Deputy Chairperson</b> )	Mayor Teresa Harding Deputy Mayor Nicole Jonic Councillor Andrew Antonioli

## ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE AGENDA

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**ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(04)**

**3 SEPTEMBER 2024**

AGENDA

**WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY**

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

**BUSINESS OUTSTANDING**

**CONFIRMATION OF MINUTES**

1. CONFIRMATION OF MINUTES OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(03) OF 13 AUGUST 2024

**RECOMMENDATION**

That the minutes of the Economic and Cultural Development Committee held on 13 August 2024 be confirmed.

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2. CONFIRMATION OF MINUTES OF THE SPECIAL MEETING OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(03) OF 20 AUGUST 2024

**RECOMMENDATION**

That the minutes of the Special Economic and Cultural Development Committee meeting held on 20 August 2024 be confirmed.

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**OFFICERS' REPORTS**

3. 2025 NETBALL QUEENSLAND STATE AGE EVENT SPONSORSHIP

This is a report concerning an Event Sponsorship application by Netball Queensland Ltd for \$40,000 excl. GST in financial support and in-kind support by way of venue fees for the 2025 Senior Netball State Age competition to be held Saturday 12 to Tuesday 15 April 2025 at Limestone Park netball courts.

RECOMMENDATION

That Council provide Event Sponsorship of \$25,000 (excl. GST) financial support and in-kind support to the value of \$5,400 to Netball Queensland Ltd for the 2025 Senior Netball State Age competition.

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4. 2024 CELEBRATE '25 AT TIVOLI DRIVE-IN - MAJOR COMMUNITY EVENT SPONSORSHIP

This is a report concerning a Major Community Event Sponsorship application by Tivoli Social Enterprises Limited for \$20,000 ex GST financial support of Celebrate '25! at the Tivoli Drive-In to be held on Sunday 31 December 2024.

RECOMMENDATION

That Tivoli Social Enterprises receive \$15,000 ex GST financial support for the 2024 Celebrate '25! at the Tivoli Drive-In.

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5. IPSWICH REGION CHAMBER OF COMMERCE PARTNERSHIP AGREEMENT FY2024-2025 AND FY2025-2026

This is a report concerning Council's partnership with the Ipswich Region Chamber of Commerce (IRCC) for the FY2024-2025 and FY2025-2026 at \$35,000 plus GST per annum.

RECOMMENDATION

That Council approve the partnership with the Ipswich Region Chamber of Commerce for the FY2024-2025 and FY2025-2026 at \$35,000 plus GST per annum.

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6. NICHOLAS STREET PRECINCT PROJECT CONTROL GROUP

A report on the Nicholas Street Venue Building Contract Review was presented at the Council Ordinary Meeting held on 23 May 2024. The report made ten (10) recommendations all of which were approved by the Council.

In response to approved Recommendations 4 and 5, this report now recommends the abolition of the Retail Sub Project Steering Committee and noting of the establishment of a Nicholas Street Precinct Project Control Group (NSP PCG).

Subject to Council approval of recommendation B, this report also recommends that the Council write to the Minister for Housing, Local Government and Planning and Minister for Public Works to advise of the amended governance arrangements.

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**RECOMMENDATION**

- A. That Council note the establishment of the Nicholas Street Precinct Project Control Group and associated Terms of Reference in line with the Council resolution of 23 May 2024.
- B. That Council abolish the existing Retail Sub Project Steering Committee which is now replaced by the Nicholas Street Precinct Project Control Group.
- C. That Council write to the Minister for Housing, Local Government and Planning and Minister for Public Works to advise of the amended governance arrangements.

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**NOTICES OF MOTION**

7. **NOTICE OF MOTION - WELCOME HOME CIVIC EVENT FOR IPSWICH'S OLYMPIANS AND PARALYMPIANS**

This is a joint notice of motion submitted by Mayor Teresa Harding and Councillor Pye Augustine concerning a welcome home civic event for Ipswich's Olympians and Paralympians.

Mayor Teresa Harding and Councillor Pye Augustine gave notice of their intention to move the following motion at the Economic and Cultural Development Committee Meeting of 3 September 2024:

**RECOMMENDATION**

**MOTION**

That Ipswich City Council organise a civic event in September that provides the community an opportunity to honour the remarkable achievements of Ipswich's Olympians and Paralympians.

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**MATTERS ARISING**

**ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(03)**

**13 AUGUST 2024**

**MINUTES**

**COUNCILLORS' ATTENDANCE:**

Councillor Pye Augustine (Chairperson); Councillors David Cullen (Deputy Chairperson) (via audio-link), Mayor Teresa Harding, Andrew Antonioli, Jim Madden (Observer), Marnie Doyle (Observer) and Jacob Madsen(Observer)

**COUNCILLOR'S APOLOGIES:**

Deputy Mayor Nicole Jonic

**OFFICERS' ATTENDANCE:**

Chief Executive Officer (Sonia Cooper), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Corporate Services (Matt Smith), General Manager Planning and Regulatory Services (Brett Davey), General Manager Environment and Sustainability (Kaye Cavanagh), Chief Financial Officer (Jeff Keech), Manager Media Communications and Engagement (Mark Strong), Manager Marketing and Promotions (Carly Gregory), Senior Community Education and Engagement Officer (Paul Tanko), Resource Recovery Manager (David McAlister), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Senior Communications and Policy Officer (Jodie Richter), Precinct Director – Nicholas Street Precinct (James Hepburn), Precinct Governance Manager – Nicholas Street Precinct (Mitchell Grant), Disaster and Natural Hazards Manager (Matthew Pinder) and Theatre Technician (Harrison Cate)

**LEAVE OF ABSENCE - DEPUTY MAYOR NICOLE JONIC**

**RECOMMENDATION**

Moved by Councillor Pye Augustine:

Seconded by Councillor Andrew Antonioli:

**That a Leave of Absence be granted for Deputy Mayor Nicole Jonic.**

**AFFIRMATIVE**

Councillors:

Augustine

Cullen

Harding

Antonioli

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY**

Councillor Pye Augustine (Chairperson) delivered the Acknowledgement of Country

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **CONFIRMATION OF MINUTES OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(02) OF 16 JULY 2024**

**RECOMMENDATION**

Moved by Councillor Pye Augustine:

Seconded by Councillor Andrew Antonioli:

**That the minutes of the Economic and Cultural Development Committee held on 16 July 2024 be confirmed.**

**AFFIRMATIVE**

Councillors:

Augustine

Cullen

Harding

Antonioli

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

2. **CONFIRMATION OF MINUTES OF THE SPECIAL MEETING OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE NO. 2024(03) OF 25 JULY 2024**

**RECOMMENDATION**

Moved by Councillor Pye Augustine:

Seconded by Mayor Teresa Harding:

**That the minutes of the Special Economic and Cultural Development Committee meeting held on 25 July 2024 be confirmed.**



AFFIRMATIVE

Councillors:

Augustine]

Cullen

Harding

Antoniolli

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**OFFICERS' REPORTS**

3. **GALVANIZED - A FESTIVAL OF HERITAGE 2024 PREVIEW**

This is a report concerning Galvanized – A Festival of Heritage which runs over 11 days across the city from 29 August – 8 September. The 2024 program curates 30 events, tours, workshops, open days and experiences allowing visitors and residents the opportunity to connect with the heritage and history of the city.

**RECOMMENDATION**

Moved by Councillor Pye Augustine:

Seconded by Mayor Teresa Harding:

**That the preview report for the Galvanized – A Festival of Heritage 2024 to be received and contents noted.**

Councillor Andrew Antoniolli left the meeting at 1.12pm.

Councillor Andrew Antoniolli returned to the meeting at 1.12pm.

AFFIRMATIVE

Councillors:

Augustine

Cullen

Harding

Antoniolli

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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4. **NICHOLAS STREET PRECINCT - JULY 2024 RETAIL SUB-PROJECT STEERING COMMITTEE REPORT**

This is a report concerning the July 2024 Retail Sub-Project Steering Committee focussing on the status of the leasing program and associated developments for the retail component of the Nicholas Street Precinct redevelopment.

**RECOMMENDATION**

Moved by Councillor Pye Augustine:  
Seconded by Mayor Teresa Harding:

**That the July 2024 Retail Sub-Project Steering Committee Report be received  
and the contents noted.**

**AFFIRMATIVE**

Councillors:

Augustine

Cullen

Harding

Antoniolli

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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**NOTICES OF MOTION**

Nil

**MATTERS ARISING**

Nil

**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 1.01 pm.

The meeting closed at 1.23 pm.

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**SPECIAL MEETING OF THE ECONOMIC AND CULTURAL DEVELOPMENT COMMITTEE**  
**NO. 2024(03)**

**20 AUGUST 2024**

MINUTES

**COUNCILLORS' ATTENDANCE:**

Councillor Pye Augustine (Chairperson); Councillors David Cullen (Deputy Chairperson) (via-teams), Mayor Teresa Harding, Nicole Jonic (via-teams) and Andrew Antonioli and Councillor Marnie Doyle (Observer)

**COUNCILLOR'S APOLOGIES:**

Nil

**OFFICERS' ATTENDANCE:**

Chief Executive Officer (Sonia Cooper), General Manager Planning and Regulatory Services (Brett Davey), Precinct Director Nicholas Street (James Hepburn), Leasing Manager Nicholas Street Precinct (Melissa Annis), Precinct Governance Manager Nicholas Street (Mitchell Grant), Theatre Technician (Harrison Cate) and Theatre Technician (Trent Gray)

**WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY**

Councillor Pye Augustine (Chairperson) delivered the Acknowledgement of Country

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**OFFICERS' REPORTS**

**MOVE INTO CLOSED SESSION**

**RECOMMENDATION**

Moved by Councillor Pye Augustine:

Seconded by Mayor Teresa Harding:

**That in accordance with section 254J(3)(c,g and i) of the *Local Government Regulation 2012*, the meeting move into closed session to discuss Item 1 titled Nicholas Street Precinct – Approval of a Lease for Lower Ground Floor 143 Brisbane Street, Item 2 titled Nicholas Street Precinct – Approval of an Agreement for Lease for Tanancy K1 Venue (37) Nicholas Street, and Item 3 titled Nicholas Street Precinct – Approval of an Agreement for Lease for Tenancy 2B16 Tulmur Walk (8 Nicholas Street).**

**The meeting moved into closed session at 9.04 am.**

AFFIRMATIVE

Councillors:

Augustine

Cullen

Harding

Jonic

Antoniolli

NEGATIVE

Councillors:

Nil

The motion was put and carried.

MOVE INTO OPEN SESSION

RECOMMENDATION

Moved by Councillor Pye Augustine:

Seconded by Councillor Andrew Antoniolli:

**That the meeting move into open session.**

**The meeting moved into open session at 9:29 am.**

AFFIRMATIVE

Councillors:

Augustine

Cullen

Harding

Jonic

Antoniolli

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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1. NICHOLAS STREET PRECINCT - APPROVAL OF A LEASE FOR LOWER GROUND FLOOR 143 BRISBANE STREET

This is a report concerning a lease for Council's consideration associated with the Lower Ground Floor Tenancy at 143 Brisbane Street, Nicholas Street Precinct, Ipswich.

"The attachment/s to this report are confidential in accordance with section 254J(3)(c), (g),(i) of the Local Government Regulation 2012."

RECOMMENDATION

Moved by Councillor Pye Augustine:

Seconded by Mayor Teresa Harding:

- A. That Council enter into a Lease (and any ancillary documentation) with the proposed lessee of the Tenancy Lower Ground Floor, 143 Brisbane Street (impacting Lots 1 and 2 on RP50109) (“Tenancy Lower Ground Floor”) within the Nicholas Street Precinct (under the commercial terms detailed in the confidential report and attachments by the Leasing Manager dated 12 August 2024).
- B. That Council note, that in relation to Council’s disposal of its leasehold interest in the Tenancy Lower Ground Floor to the proposed lessee, that the Ministerial exemption under s236 (f) of the *Local Government Regulation 2012* applies to the disposal of Council’s interest in the Tenancy Lower Ground Floor (Ministerial exemption contained in Attachment 1 of this report).
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take “contractual action” pursuant to section 238 of the Regulation, in order to implement Council’s decision at Recommendation A.
- D. That Council be kept informed as to the progress and outcome of the execution and publication of details.

AFFIRMATIVE

Councillors:

Augustine

Cullen

Harding

Jonic

Antoniolli

NEGATIVE

Councillors:

Nil

The motion was put and carried.

Attachments

1. Updated Attachment - CONFIDENTIAL

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2. NICHOLAS STREET PRECINCT - APPROVAL OF AN AGREEMENT FOR LEASE FOR TENANCY K1 VENUE (37 NICHOLAS STREET)

This is a report concerning an Agreement for Lease for Council’s consideration associated with Tenancy K1 on the Ground Level of the Venue building at 37 Nicholas Street, Nicholas Street Precinct, Ipswich.

“The attachment/s to this report are confidential in accordance with section 254J(3)(c), (g),(i) of the Local Government Regulation 2012.”

RECOMMENDATION

Moved by Councillor Pye Augustine:

Seconded by Councillor Andrew Antonioli:

- A. That Council enter into an Agreement for Lease and associated documentation of the Agreement for Lease with the proposed lessee for Tenancy K1 on the Ground Level of the Venue Building (impacting part of Lot 1 on RP209886) (“Tenancy T5 and Tenancy T6”) within the Nicholas Street Precinct (under the commercial terms detailed in the confidential report and attachments by the Leasing Manager dated 14 August 2024).**
- B. That conditional upon Council satisfactorily executing the Agreement to Lease with the proposed lessee, (contained in recommendation A of this report), Council enter into a lease for Tenancy K1 with the proposed lessee (as detailed in the confidential report and attachments by the Leasing Manager dated 4 August 2024).**
- C. That Council note, in relation to Council’s disposal of its leasehold interest in the Tenancy K1 to the proposed lessee, that the Ministerial exemption under s236 1(f) of the *Local Government Regulation 2012* applies to the disposal of Council’s interest in Tenancy K1 (Ministerial exemption contained in Attachment 1 of this report).**
- D. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take “contractual action” pursuant to section 238 of the Regulation, in order to implement Council’s decision at Recommendation A and B.**
- E. That Council be kept informed as to the progress and outcome of the execution and publication of details.**

**AFFIRMATIVE**

Councillors:

Augustine

Cullen

Harding

Jonic

Antonioli

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

3. NICHOLAS STREET PRECINCT - APPROVAL OF AN AGREEMENT FOR LEASE FOR TENANCY 2B16 TULMUR WALK (8 NICHOLAS STREET)

This is a report concerning an Agreement for Lease for Council's consideration associated with Tenancy 2B16 within Tulmur Walk at 8 Nicholas Street, Nicholas Street Precinct, Ipswich.

"The attachment/s to this report are confidential in accordance with section 254J(3)(c), (g),(i) of the Local Government Regulation 2012."

RECOMMENDATION

Moved by Councillor Pye Augustine:

Seconded by Mayor Teresa Harding:

- A. **That Council enter into an Agreement for Lease and associated documentation of the Agreement for Lease with the proposed lessee for Tenancy 2B16, Tulmur Walk Building, 8 Nicholas Street (impacting part of Lot 1 RP157021) ("Tenancy 2B16") within the Nicholas Street Precinct (under the commercial terms detailed in the confidential report and attachments by the Leasing Manager dated 14 August 2024).**
- B. **That conditional upon Council satisfactorily executing the Agreement to Lease with the proposed sub-lessee, (contained in recommendation A of this report), Council enter into a sub-lease for Tenancy 2B16 with the proposed sub-lessee (as detailed in the confidential report and attachments by the Leasing Manager dated 14 August 2024)**
- C. **That Council note, that in relation to Council's disposal of its leasehold interest in the Tenancy 2B16 to the proposed lessee, that the Ministerial exemption under s236 1(f) of the *Local Government Regulation 2012* applies to the disposal of Council's interest in Tenancy 2B16 (Ministerial exemption contained in Attachment 1 of this report).**
- D. **That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "contractual action" pursuant to section 238 of the Regulation, in order to implement Council's decision at Recommendation A.**
- E. **That Council be kept informed as to the progress and outcome of the execution and publication of details.**

AFFIRMATIVE

Councillors:

Augustine

Cullen

Harding

NEGATIVE

Councillors:

Nil

Jonic  
Antoniolli

The motion was put and carried.

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.01 am.

The meeting closed at 9.36 am.

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Doc ID No: A10529310

ITEM: 3

SUBJECT: 2025 NETBALL QUEENSLAND STATE AGE EVENT SPONSORSHIP

AUTHOR: EVENT SPONSORSHIP AND ATTRACTION OFFICER

DATE: 15 AUGUST 2024

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### EXECUTIVE SUMMARY

This is a report concerning an Event Sponsorship application by Netball Queensland Ltd for \$40,000 excl. GST in financial support and in-kind support by way of venue fees for the 2025 Senior Netball State Age competition to be held Saturday 12 to Tuesday 15 April 2025 at Limestone Park netball courts.

### RECOMMENDATION/S

**That Council provide Event Sponsorship of \$25,000 (excl. GST) financial support and in-kind support to the value of \$5,400 to Netball Queensland Ltd for the 2025 Senior Netball State Age competition.**

### RELATED PARTIES

- Netball Queensland, whose Executive Members include: Kate Davies, Mike Anderson, Jane Henry, Adrian Thompson, Glenn Dennis and Paul Delugar.
- There are no discernible related party conflicts of interest associated with this report and its recommendation.

### IFUTURE THEME

Vibrant and Growing

### PURPOSE OF REPORT/BACKGROUND

Council's Event Sponsorship Program is a direct outcome and delivery action of the City Events Plan:

- Attract, support and produce a diverse program of annual events that engage the community, promote Ipswich as a destination, drive visitation and positively impact on business and industry.

Council's Event Sponsorship program is a direct outcome and delivery action of the Ipswich Economic Development Strategy:

- Prioritise sporting partnerships to attract high quality events to the city

The attraction of this event also aligns with the Active Ipswich Strategy 2031 element of Formal Participation, with a focus of maintaining the commitment needed for the continuation of formal recreation and supporting clubs, organisation and community groups.

Netball Queensland Ltd submitted an Event Sponsorship application for the 2025 Senior Netball State Age competition to be held at Limestone Park netball courts between Saturday 12 April to Tuesday 15 April 2025.

Noteworthy details:

- Competition estimated to attract 2,288 participants with 99% from out of region
- Estimated economic impact for Ipswich of more than \$2,500,000
- The local Ipswich Netball Association will benefit from the event through:
  - a projected \$40,000 in canteen earnings,
  - a \$6,400 hosting fee paid to them by Netball Queensland,
  - financial food vendor contributions for participation during the carnival and,
  - development opportunities for coaches and officials
- Netball Queensland is focused on engaging local food and drink vendors, security, first aid, cleaning, and waste management services for the event
- Held during the Easter school holidays, the event time is considered “off-peak” in the City Events calendar, falling outside the major event times scheduled within the city

As per the Event Sponsorship Policy, a panel assessment of the application was undertaken, with the recommended outcome to provide \$25,000 excl. GST in cash support, and in-kind support to the value of \$5,400 for venue hire.

Netball Queensland Ltd will utilise council’s financial contribution to assist with the significant costs of event security and traffic management.

The recommendation is consistent with the Community Funding and Support Program Guidelines criteria and Event Attraction program, which support applications that can demonstrate significant business patronage and economic benefit to the city.

Further the event’s economic benefit for the city, Netball Queensland propose to deliver the following marketing benefits to ICC:

- Council acknowledgement and branding on all communications prior to event
- Council acknowledgement in press releases, media articles, and across social media platforms
- Council branding and signage at event across the four-day competition

- Opportunity to promote iTON members through a global livestream of the event

## **LEGAL IMPLICATIONS**

This report and its recommendations are consistent with the following legislative provisions:  
*Local Government Act 2009*

Section 109 of the *Local Government Act 2009* provides local governments with the ability to use discretionary funds in accordance with the requirements prescribed under the *Local Government Regulation 2012*.

Section 202 of the *Local Government Regulation 2012* prescribes a number of requirements for a local government making discretionary funds available.

## **POLICY IMPLICATIONS**

This report recommendation meets the principles of the Event Sponsorship Policy. It also delivers on council's Community Development Strategy and is aligned with one of the priority areas of this plan relating to social, recreational, cultural, sporting and wellbeing inclusion.

## **RISK MANAGEMENT IMPLICATIONS**

If council did not support the 2025 Senior Netball State Age competition, it would still proceed, with potential effects to the long-term viability of these major community participation events.

## **FINANCIAL/RESOURCE IMPLICATIONS**

Netball Queensland secure additional sponsorship through commercial partners and sponsors for this event.

The outlined financial support will be covered by dedicated Event Sponsorship funding allocated within the 2024-2025 City Events budget.

## **COMMUNITY AND OTHER CONSULTATION**

- Pre-lodgement meetings and email communications with Netball Queensland
- Consultation with Sport and Recreation Officers
- Panel assessment completed

## **CONCLUSION**

The four-day 2025 Senior Netball State Age event has strong alignment to Council's strategic goals and presents opportunity for significant economic benefits to Ipswich, while supporting an active and healthy city through sports participation at a Council facility.

## HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	The recommendation states that council support Netball Queensland Ltd for the 2025 Senior State Age Competition with \$25,000 excl. GST financial support, and in-kind support to the value of \$5,400.
(b) What human rights are affected?	No human rights are affected by this decision. The subject matter of the agreement will not impact on the human rights of any third parties.
(c) How are the human rights limited?	Not applicable
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not applicable
(e) Conclusion	The decision is consistent with human rights.

Nikki Christian

### EVENT SPONSORSHIP AND ATTRACTION OFFICER

I concur with the recommendations contained in this report.

Lauren Roche

### CITY EVENTS MANAGER

I concur with the recommendations contained in this report.

Carly Gregory

### MANAGER, MARKETING AND PROMOTIONS

I concur with the recommendations contained in this report.

Ben Pole

### GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT

*"Together, we proudly enhance the quality of life for our community"*



Doc ID No: A10529400

ITEM: 4

SUBJECT: 2024 CELEBRATE '25 AT TIVOLI DRIVE-IN - MAJOR COMMUNITY EVENT  
SPONSORSHIP

AUTHOR: EVENT SPONSORSHIP AND ATTRACTION OFFICER

DATE: 15 AUGUST 2024

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### **EXECUTIVE SUMMARY**

This is a report concerning a Major Community Event Sponsorship application by Tivoli Social Enterprises Limited for \$20,000 ex GST financial support of Celebrate '25! at the Tivoli Drive-In to be held on Sunday 31 December 2024.

### **RECOMMENDATION/S**

**That Tivoli Social Enterprises receive \$15,000 ex GST financial support for the 2024 Celebrate '25! at the Tivoli Drive-In.**

### **RELATED PARTIES**

Tivoli Social Enterprises, whose Executive Members include: Fred Muys and Greg Braithwaite and Board Members: Colin Grant, David Cullen and Willem Muys.

Tivoli Social Enterprises have declared that Cr David Cullen is a Board Member of the organisation. Cr Cullen has not been involved in the application, assessment process or any meetings regarding the support (for Tivoli Enterprises or Ipswich City Council).

### **IFUTURE THEME**

Vibrant and Growing

### **PURPOSE OF REPORT/BACKGROUND**

Council's Event Sponsorship Program is a direct outcome and delivery action of the City Events Plan:

- Attract, support and produce a diverse program of annual events that engage the community, promote Ipswich as a destination, drive visitation and positively impact on business and industry.

Tivoli Social Enterprises has submitted a Major Community Event Sponsorship application to for the 2024 New Year's Eve event Celebrate '25! at the Tivoli Drive-In to be held Sunday 31 December 2024. This event will feature in the Christmas in Ipswich program.

Celebrate '25! at the Tivoli Drive-In is an annual New Year's Eve event that aims to bring together the Ipswich community to celebrate the beginning of a new year through music, dance and food.

The free entry, family friendly, drug and alcohol-free event is estimated to attract more than 5,000 attendees to the Drive-In at Chuwar and is broadcast into aged care villages and homes across the city.

Featuring on-stage entertainment, rides, markets, family activities, food trucks and displays by local emergency services, the event also includes a 9pm fireworks display.

In line with the Major Community Event Sponsorship guidelines, a panel assessment of the application was undertaken with the recommended outcome to provide \$15,000 in cash support to assist with engaging local performers and delivering a fireworks display, to be co-ordinated as part of the Christmas in Ipswich New Year's Eve city-wide fireworks program.

The assessment for this event reflects the number of attendees, the re-emergence of additional New Year's Eve events across the city, and the expectation that events with high levels of community engagement become increasingly self-sustainable over time.

Council will also provide marketing support of the event through the promotion of the 2024 Christmas in Ipswich program and New Year's Eve celebrations offering.

Council has provided financial support to the event with Community Grants in 2017 through to 2019, and through Major Community Event Sponsorship financial and in-kind contributions since 2020 - \$15,000 in 2020, \$25,000 in 2021, 20,000 in 2022 and \$20,000 in 2023.

The sponsorship benefits to be negotiated for Council include:

- Council acknowledged as a Major Sponsor on all printed, digital and radio advertising and by MC at the event
- Promotion of Council via social media and printed collateral
- Scheduling of future Ipswich Festival's content on the big screen at the event and at the Tivoli Drive-In movies for the month of December 2024
- Opportunity for Council to display signage at the event including external perimeter fencing on Coal Road and internally facing fencing
- Opportunity for the Mayor (or relevant elected representative if Mayor is unavailable) to make an address from the stage during the event
- Invitation to Divisional Elected Representatives to attend event

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

Section 109 of the *Local Government Act 2009* provides local governments with the ability to use discretionary funds in accordance with the requirements prescribed under the Local Government Regulation 2012.

Section 202 of the *Local Government Regulation 2012* prescribes a number of requirements for a local government making discretionary funds available.

POLICY IMPLICATIONS

This report recommendation meets the principles of the Event Sponsorship Policy.

RISK MANAGEMENT IMPLICATIONS

If council did not support the event, it would still proceed in a reduced capacity with potential affects to the long-term viability of the event.

FINANCIAL/RESOURCE IMPLICATIONS

Council is not the sole supporter of this event. Tivoli Social Enterprises propose to secure additional corporate sponsors and funding sources to fund this initiative.

The outlined financial support will be covered by dedicated Major Community Event Sponsorship funding allocated within the 2024-2025 City Events budget.

COMMUNITY AND OTHER CONSULTATION

Meetings have been held with representatives from Tivoli Social Enterprises prior to the submission of the Event Sponsorship Application

CONCLUSION

This annual event delivers significant cultural and community outcomes, positively impacting the city and its residents, and is a well-positioned location for a fireworks display as part of the city-wide New Year’s Eve fireworks program.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	The recommendation states that council support Tivoli Social Enterprises for the 2024 Celebrate '25 at Tivoli Drive-In event with \$15,000 ex GST.



(b) What human rights are affected?	No human rights are affected by this decision. The subject matter of the agreement will not impact on the human rights of any third parties.
(c) How are the human rights limited?	Not applicable
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not applicable
(e) Conclusion	The decision is consistent with human rights.

Nikki Christian  
**EVENT SPONSORSHIP AND ATTRACTION OFFICER**

I concur with the recommendations contained in this report.

Lauren Roche  
**CITY EVENTS MANAGER**

I concur with the recommendations contained in this report.

Carly Gregory  
**MANAGER, MARKETING AND PROMOTIONS**

I concur with the recommendations contained in this report.

Ben Pole  
**GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT**

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Doc ID No: A10500538

ITEM: 5

SUBJECT: IPSWICH REGION CHAMBER OF COMMERCE PARTNERSHIP AGREEMENT  
FY2024-2025 AND FY2025-2026

AUTHOR: PROJECT OFFICER

DATE: 9 AUGUST 2024

### **EXECUTIVE SUMMARY**

This is a report concerning Council's partnership with the Ipswich Region Chamber of Commerce (IRCC) for the FY2024-2025 and FY2025-2026 at \$35,000 plus GST per annum.

### **RECOMMENDATION/S**

**That Council approve the partnership with the Ipswich Region Chamber of Commerce for the FY2024-2025 and FY2025-2026 at \$35,000 plus GST per annum.**

### **RELATED PARTIES**

Ipswich Region Chamber of Commerce.

### **IFUTURE THEME**

Vibrant and Growing

### **PURPOSE OF REPORT/BACKGROUND**

Council's partnership with the Ipswich Region Chamber of Commerce is a direct delivery action of the City of Ipswich Economic Development Strategy 2023-2027:

Pillar 4 – Partnerships

- Continue to work collaboratively with the Ipswich Region Chamber of Commerce and Greater Springfield Chamber of Commerce
- Deliver Small Business Friendly Council actions

### Pillar 3 – Prosperity

- Develop local business capacity through education, resilience and mentoring to drive business success and growth

Ipswich City Council has a productive working relationship with the Ipswich Region Chamber of Commerce.

The renewal of Council's partnership with the Ipswich Region Chamber of Commerce for both the FY2024-2025 and FY2025-2026 will see that work continue in areas such as engagement, networking, business awards, workshops, and training. The Ipswich Region Chamber of Commerce Partnership Proposal 2024-2026 is provided at attachment 1.

A summary table of key deliverables is provided below.

- 1) Ipswich Region Business Excellence Awards- ICC Award Category Sponsor
- 2) Business Skilling Workshops - Sponsor
- 3) Ipswich Region Business and Careers Expo- Sponsor
- 4) Ipswich Business Survey – Collaboration
- 5) Business Engagement (including ICC membership, tickets to networking events)

The current version of partnership with the Ipswich Region Chamber of Commerce has now been in place for over 3 years. As such there is support from officers and the Ipswich Region Chamber of Commerce for this next partnership agreement to be for an extended period of two financial years instead of one year. The Office of Economic Development will continue to meet monthly with the Ipswich Region Chamber of Commerce to monitor progress and partnership deliverables.

### LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions:  
*Not Applicable*

### POLICY IMPLICATIONS

Collaboration with the Ipswich Region Chamber of Commerce is a deliverable of the Economic Development Strategy 2023-2027.

### RISK MANAGEMENT IMPLICATIONS

There are no discernible risk management implications associated with this report and its recommendation.

## FINANCIAL/RESOURCE IMPLICATIONS

Chambers of Commerce Partnerships have been allocated within the FY2024-2025 and FY2025-2026 Budget.

## COMMUNITY AND OTHER CONSULTATION

Mr Phillip Bell (President) and Ms Kit Philp (CEO) from the Ipswich Region Chamber of Commerce attended the Councillor Briefing and Workshop Session on Tuesday 6 August 2024.



## CONCLUSION

The signing of the Ipswich Region Chamber of Commerce Partnership Agreement for FY2024-2025 and FY2025-2026 will enable a productive partnership that continues and builds on work to support delivery of diverse activities to foster positive growth and development for the local business community.

## HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	Council is entering into a partnership with the Ipswich Region Chamber of Commerce for the FY2024-2025 and FY2025-2026 at \$35,000 plus GST per annum.
(b) What human rights are affected?	No human rights are affected by this decision.
(c) How are the human rights limited?	Not Applicable.
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not Applicable.
(e) Conclusion	The decision is consistent with human rights.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Ipswich Region Chamber of Commerce Partnership Proposal 2024 - 2026  
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Naomi George  
**PROJECT OFFICER**

I concur with the recommendations contained in this report.

Dan Heenan  
**ECONOMIC DEVELOPMENT MANAGER**

I concur with the recommendations contained in this report.

Ben Pole  
**GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT**

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Level 1, 164 Brisbane Street  
PO Box 251  
Ipswich Qld 4305

ABN 65 328 844 554

8<sup>th</sup> May 2024

Dan Heenan  
Economic Development Manager  
Ipswich City Council  
Via email: dan.heenan@ipswich.qld.gov.au

Dear Dan

#### **Ipswich City Council 2024-26 Partnership Agreement Proposal**

Thank you for the opportunity to present a partnership agreement proposal for your consideration. The Ipswich Region Chamber of Commerce seeks to assist Council to connect with local businesses and to collectively grow, inform and strengthen the economy across the entire Ipswich region.

The purpose of this proposal is to highlight to you the opportunities that exist in partnering with the Ipswich Region Chamber of Commerce to enhance and compliment your deliverables, endorsing Ipswich City Council as champion of business in the region.

The Ipswich Region Chamber of Commerce is the largest, fastest-growing and most active business group in the region and our members include a diverse range of industries including advanced manufacturing, defence, retail, professional services, training and education, agribusiness, food and tourism businesses.

An independent, not-for-profit organisation with a strong governance structure, the Chamber is a trusted by local business to provide information, advocacy and support.

In the current economic environment, small and medium businesses in particular are facing significant challenges and the Chamber is well-placed to support them. We are seeking Ipswich City Council to renew its annual investment of \$35,000, for the following activities:

#### **1. Major Event Sponsor – Ipswich Region Business Excellence Awards**

The Business Excellence Awards are the most anticipated event on the Ipswich business calendar. The Awards showcase the best of local business across a variety of award categories at a gala dinner held in October at the Events Centre at Ipswich Showgrounds. Extensive promotion of the event and the awards and nomination process occurs across the Ipswich region and beyond. A targeted social media campaign, tied to a broad marketing strategy, further enhances the recognition and prestige associated with the Ipswich Region 2024 Business Excellence Awards.



This large-scale event requires considerable investment of time and resources by the Ipswich Region Chamber of Commerce, most of which is underpinned by the contribution of our members. The Chamber cannot continue to deliver this event for the business community without significant sponsorship support from other stakeholders.

Sponsorship will provide Ipswich City Council with Award naming rights: Ipswich City Council Small Business of the Year Award and recognition as Major Event sponsor. In addition, Ipswich City Council will receive the following benefits:

- Social media:
  - 6 posts during the promotional period
  - 3 posts with finalists of the Small Business of the Year award
  - 1 post with award winner
  - 3 posts following the event
- Logo on all event promotional materials (including billboards, posters, newspaper advertising, event program, event AV screen)
- Direct quotes and photographs in media releases distributed before and after the event
- Promotion in 8 direct emailers to Chamber subscribers (over 1200 recipients)
- 5 minutes on stage to officially open the event and welcome guests
- 2 minutes on stage to promote Council and present the Small Business of the Year Award
- Certificate and photograph to display at Council's office
- Recognition on the event webpage as major event sponsor

## **2. Sponsorship of Business Skilling Workshops**

Additionally we are seeking in-kind support of two workshops aimed at increasing business owner/manager skills in relevant aspects of their business, eg *Managing Psychosocial Hazards in the Workplace* and *Accessing Finance for your Business*. Support would be through provision of the venues (Level 1, 1 Nicholas Street) and catering for these events. This will also enable promotion of Council venues to the business community.

## **3. Ipswich Region Business & Careers Expo**

In 2024, the Chamber introduced a new event, the Ipswich Region Business, Careers and Jobs Expo, aimed at developing a workforce to meet the future needs of industry. The event connects business and industry with current and future job seekers, and education and training providers. We expect that the event will grow in 2025, attracting more exhibitors and attendees. The Chamber is again seeking Council's sponsorship of, and collaboration on, the planning and delivery of this event.

## **4. Ipswich Business Survey**

The Chamber seeks to collaborate with Council to develop an annual survey of Ipswich businesses to identify challenges facing local businesses and what support they need to grow their businesses. Data obtained through this survey will help to inform Council and Chamber activities as well as provide a useful engagement tool.

## 5. Business Engagement

To support Council's engagement with local business and industry, the Ipswich Region Chamber of Commerce proposes to provide an annual briefing to Council to report on the priorities and concerns of local business, along with the plans and activities of the Chamber. Through this forum, it is envisaged that opportunities for collaboration on the economic development activities can be identified and progressed.

In addition to sponsorship obligations outlined above, Ipswich City Council will receive the following benefits from its partnership with Ipswich Region Chamber of Commerce:

### **Membership:**

Complimentary Annual Chamber Membership and inclusion in the private Facebook group.

### **Brand Exposure:**

Recognition as a Platinum Partner on all Chamber marketing material; logo recognition, profile and link on Chamber website and social media over a 12 month period including Facebook, Instagram and LinkedIn.

### **Social Media:**

Ipswich City Council will be provided with four (4) direct marketing e-mailers to Chamber database and 6 posts on social media outlets including Facebook, LinkedIn, and Instagram in addition to the promotion of the agreed sponsorship events each year.

### **Tickets:**

Ipswich City Council will receive:

- Two (2) complimentary tickets to all Chamber networking events and may distribute such tickets as it sees fit in its absolute discretion.
- Two (2) representatives to attend the half yearly Chamber Partner Round Table Boardroom Breakfasts. These invitation-only events provide access to other leading Ipswich businesses, as well as State and Federal Government representatives.

Please don't hesitate to contact me if you would like further details on any of the items outlined above. I look forward to discussing these options with you further.

Yours sincerely



**Kit Philp**

Chief Executive Officer  
Ipswich Region Chamber of Commerce



Doc ID No: A10511379

ITEM: 6

SUBJECT: NICHOLAS STREET PRECINCT PROJECT CONTROL GROUP

AUTHOR: CHIEF EXECUTIVE OFFICER

DATE: 13 AUGUST 2024

### **EXECUTIVE SUMMARY**

A report on the Nicholas Street Venue Building Contract Review was presented at the Council Ordinary Meeting held on 23 May 2024. The report made ten (10) recommendations all of which were approved by the Council.

In response to approved Recommendations 4 and 5, this report now recommends the abolition of the Retail Sub Project Steering Committee and noting of the establishment of a Nicholas Street Precinct Project Control Group (NSP PCG).

Subject to Council approval of recommendation B, this report also recommends that the Council write to the Minister for Housing, Local Government and Planning and Minister for Public Works to advise of the amended governance arrangements.

### **RECOMMENDATION/S**

- A. That Council note the establishment of the Nicholas Street Precinct Project Control Group and associated Terms of Reference in line with the Council resolution of 23 May 2024.**
- B. That Council abolish the existing Retail Sub Project Steering Committee which is now replaced by the Nicholas Street Precinct Project Control Group.**
- C. That Council write to the Minister for Housing, Local Government and Planning and Minister for Public Works to advise of the amended governance arrangements.**

### **RELATED PARTIES**

Nil

### **IFUTURE THEME**

A Trusted and Leading Organisation

### **PURPOSE OF REPORT/BACKGROUND**

### **BACKGROUND**

Council resolved on 26 May 2020 to establish the Ipswich Central Redevelopment Steering Committee. The Terms of Reference (ToR) for the Retail Sub-Project Steering Committee was considered at the then Ipswich Central Redevelopment Committee on 21 July 2020 and approved by Council on 28 July 2020.

At the Special Council Meeting on 11 May 2023 a recommendation requesting: *That Council conduct a review of the contract management process in relation to the Contract over the last 12 months and provide a report to Council identifying financial, operational and legal risks that may have arisen and how they were addressed or could still be addressed, associated with development which is the subject of the Contract.*

The report of the review was presented at the Council Ordinary Meeting held on 23 May 2024. The report made ten (10) recommendations all of which were resolved and approved by the Council.

This report to the Economic and Cultural Development Committee specifically addresses approved recommendations 4 and 5 from the report being:

- Recommendation 4: It is recommended that in line with council's Project Management Administrative Directive, the Retail Sub Project Steering Committee be replaced by an overarching Project Control Group with relevant Executive Leadership Team members to be chaired by the Chief Executive Officer, noting this recommendation will need to be approved by the relevant Standing Committee and Council; and
- Recommendation 5: It is recommended that a review of the Nicholas Street Precinct Project Control Group (NSP PCG) be completed ensuring a clearly defined terms of reference (ToR) incorporating the above, in addition to defining and distinguishing the authority of the PCG from the relevant powers under delegation ensuring all decision are formally recorded in the relevant minutes and decision register and that decisions align with council's internal policies and procedures.

## PURPOSE

In response to approved Recommendations 4 and 5 from the report presented at the Council Ordinary Meeting of 23 May 2024, this report now recommends the abolition of the Retail Sub Project Steering Committee and noting of the establishment of a Nicholas Street Precinct Project Control Group (NSP PCG).

In line with Council's resolution, the Terms of Reference for NSP PCG (Attachment 1) outlines the Chief Executive Officer as Chairperson, the authority of the PCG and that minutes and decisions will be formally recorded and be in line with policies and procedures.

The NSP PCG will report monthly to the Economic and Cultural Development Committee.  
The NSP PCG:

- Provides oversight to all aspects of planning, delivery, management and operation of the NSP retail and commercial assets including procurement activities (within

individual member financial delegation), property management, leasing and sub-leasing, for approval by the Economic and Cultural Development Committee and Council resolution.

- Ensures alignment to the strategic objectives as approved by Council.
- Manages the project within the approved project budget and timeframe.
- Ensures appropriate reporting and reviews are in place to provide good governance, value for money and transparency in the project's delivery.
- Reviews the project decision register on a monthly basis.
- Manages and mitigates risks, including escalation where required.
- Provides regular governance and progress reports on the project to the Economic and Cultural Development Committee and to the Minister for Local Government.

## **LEGAL IMPLICATIONS**

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

*Local Government Regulation 2012*

## **POLICY IMPLICATIONS**

Nil

## **RISK MANAGEMENT IMPLICATIONS**

The NSP Redevelopment Project is a significant and complex project that carries key risks for Council that require active management and mitigation. Significant risk management and mitigation has been deployed throughout the project and risk management will be improved by the implementation enhanced risk and decision registers and the expanded membership of the PCG.

The governance arrangements outlined within this report, allow the PCG to update the Terms of Reference as required, to enable the PCG to evolve alongside the NSP Redevelopment Project in the transition from construction to complete activation of the precinct. Minutes of the NSP PCG will be reported to the Economic and Cultural Development Committee.

## **FINANCIAL/RESOURCE IMPLICATIONS**

There will be no financial implications arising from the implementation of this report.

## **COMMUNITY AND OTHER CONSULTATION**

There has been no community engagement in the preparation of this report.

## **CONCLUSION**


The NSP is a unique and major project in the history of this Council, undertaken at a time of uncertainty both within Council and in the wider community, particularly when considering market conditions impacted by post-COVID-19 environment and economic volatility.

The proposed change to governance arrangements within this report will further improve Council's approach and processes to managing the NSP Redevelopment, supporting improved project governance (including an overarching Project Control Group, document control and management of relevant decision and risk registers).

## HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	That Council consider the report which is to implement a number of recommendations from the review of the Nicholas Street Precinct Venue Building Contract.
(b) What human rights are affected?	No human rights are affected by this decision. This is because the relevant human right is privacy and reputation for individuals and organisations and this been managed through maintaining commercial-in-confidence and legally professionally privileged information while ensuring a thorough review and transparent reporting of the recommendations arising.
(c) How are the human rights limited?	Not applicable
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not applicable
(e) Conclusion	The decision is consistent with human rights.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1	Nicholas Street Precinct Redevelopment Project Control Group Terms of Reference <a href="#">↓</a> 
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Sonia Cooper  
**CHIEF EXECUTIVE OFFICER**

I concur with the recommendations contained in this report.

Sonia Cooper  
**CHIEF EXECUTIVE OFFICER**

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# Nicholas Street Precinct Redevelopment

## Project Control Group

### Terms of Reference

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File name: NSP PCG Terms of Reference		Objective Reference: A10511298	
Version	Approved by	Date	Comments
0.1		13 August 2024	
0.2	Sonia Cooper	23 August 2024	

## 1 Purpose

The Nicholas Street Precinct (NSP) Project Control Group (PCG) provides governance and strategic direction for the planning, development and delivery of the retail and commercial assets included in the project. The PCG is responsible to report relevant matters to the Economic and Cultural Development Committee providing recommendations and advice to Council.

The PCG's purpose is to support the Sponsor in making decisions (within delegated authority) on any matter that could have a material impact on the NSP project.

The PCG:

- Provides oversight to all aspects of planning, delivery, management and operation of the NSP retail and commercial assets including procurement activities (within individual member financial delegation), property management, leasing and sub-leasing, for approval by the Economic and Cultural Development Committee and Council resolution.
- Ensures alignment to the strategic objectives as approved by Council.
- Manages the project within the approved project budget and timeframe.
- Ensures appropriate reporting and reviews are in place to provide good governance, value for money and transparency in the project's delivery.
- Manages and mitigates risks, including escalation where required.
- Reviews the project decision register on a monthly basis.
- Provides regular governance and progress reports on the project to the Economic and Cultural Development Committee and to the Minister for Local Government.

## 2 Role Statement

<b>Membership</b>	<ul style="list-style-type: none"><li>• Chief Executive Officer – Project Sponsor and Chair (Voting)</li><li>• General Manager, Community, Cultural and Economic Development – Project Sponsor Delegate (Voting)</li><li>• General Manager, Corporate Services – Member (Voting)</li><li>• General Manager, Planning and Regulatory Services – Member (Voting)</li><li>• Precinct Director – Member (Voting)</li><li>• Precinct Governance Manager – Member (No voting rights)</li><li>• Observers (No voting rights), including but not limited to, subject matter experts including the Chief Financial Officer, General Counsel, council officers, council contracted service providers and Strategic Advisors</li></ul>
<b>Scope</b>	Council's retail and commercial assets within the Nicholas Street Precinct (bound by Bell Street, Bremer Street, Ellenborough Street, Brisbane Street and Bell Street) and including adjacent roadways and civic spaces.
<b>Role Summary</b>	The role of the PCG is to provide assurance that the project is being governed and delivered correctly. The PCG is responsible for ensuring that the project meets its objectives, delivers benefits, and that risks are actively managed.
<b>Key Responsibilities</b>	<p>The Project Control Group is responsible for:</p> <ul style="list-style-type: none"><li>• Providing the Project Sponsor with stakeholder or technical input into the management and delegated decision making affecting the project</li><li>• Approvals within the delegated authority of the positions of the relevant officers</li><li>• Escalation of relevant matters to the Economic and Cultural Development Committee and to Council</li><li>• Communicating information about the project to stakeholder groups</li><li>• Ensuring required resources are available</li><li>• Identifying and resolving strategic issues and risks escalated by the project team including identifying a course of action required</li></ul>

	<ul style="list-style-type: none"><li>• Providing a forum for information sharing by the project team, including requesting the preparation of relevant information/reporting.</li><li>• Providing overall strategic direction for the project</li><li>• Providing direction and oversight of divestment planning and implementation</li></ul>
<b>Governance Structure</b>	<pre>graph BT; A[Sub-Project Working Groups and Advisory Groups] --&gt; B[Nicholas Street Precinct Project Control Group]; B --&gt; C[Economic and Cultural Development Committee]; C --&gt; D[Council]</pre>

3 Decision-making

The PCG is a control and escalation group. Decision-making shall preferably be by consensus otherwise a quorum is acceptable. However, the Sponsor is the final arbiter of each decision (within individual delegation authority), as they are accountable for the success of the project.

A quorum is at least two-thirds of the PCG voting members in attendance and must include the Sponsor or Sponsor Delegate.

The PCG makes decisions regarding:

- Approval or otherwise of key documents submitted and assurance that these align with council’s policies and procedures
- Management of issues and risks
- Any matters that may have a material impact on the project
- Items to be reported to the Economic and Cultural Development Committee

All decisions will be recorded in the minutes and decision register.

Out-of-session decisions by the Project Sponsor are acceptable; however, all reasonable efforts must be made to discuss the matter under consideration with the PCG members. Out-of-session decisions shall be recorded in the minutes of the next scheduled meeting and decision register.

The PCG must escalate to the Executive Leadership Team:

- Any decision that may have a material impact on the portfolio (e.g. Annual Plan, Information and Communications Technology Portfolio or Capital Portfolio)
- Any escalated decisions that cannot be resolved by the PCG and Project Sponsor



The PCG must escalate to the Economic and Cultural Development Committee:

- Any decisions that are outside the delegation of individual members
- Reports on the status of the planning, delivery and operation of the NSP, at a frequency determined by the Project Sponsor but not less than six (6) monthly.

#### 4 Procedures

- **Meeting frequency:** Meetings shall be held monthly, unless notified by the Project Sponsor.
- **Quorum:** A quorum is at least two-thirds of the PCG voting members in attendance and must include the Project Sponsor or the Project Sponsor Delegate.
- **Use of proxies:** Members of the PCG shall nominate a proxy to attend a meeting if a member is unable to attend – recognising, however that the proxy will be required to fulfil the same duties as the member, including participation in decision-making.
- **Secretariat:** secretariat functions shall be provided by the Nicholas Street Precinct Branch.
- **Agenda, papers and minutes:**
  - All agenda items and papers must be forwarded by close of business 4 working days prior to the next scheduled meeting.
  - The agenda with attached meeting papers, will be distributed to members at least 2 working days prior to the next scheduled meeting.
  - Minutes, including attachments, actions, risk register and decisions register, shall be provided to PCG members no later than 3 working days following each meeting.
- **Review:** This document should be reviewed to ensure currency at least annually.

#### 5 Project Control Group Standing Agenda

- Attendance and apologies
- Confirmation of minutes of previous meeting and review of open action items
- Monthly status updates (discussion on an exception basis)
- Forward agenda items for the Economic and Cultural Development Committee
- Items for decision
- Risk and issues register
- Any other business
- Next meeting

Doc ID No: A10574884

ITEM: 7

FROM:

RE: NOTICE OF MOTION - WELCOME HOME CIVIC EVENT FOR IPSWICH'S  
OLYMPIANS AND PARALYMPIANS

DATE: 27 AUGUST 2024

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This is a joint notice of motion submitted by Mayor Teresa Harding and Councillor Pye Augustine concerning a welcome home civic event for Ipswich's Olympians and Paralympians.

Mayor Teresa Harding and Councillor Pye Augustine gave notice of their intention to move the following motion at the Economic and Cultural Development Committee Meeting of 3 September 2024:

#### MOTION

That Ipswich City Council organise a civic event in September that provides the community an opportunity to honour the remarkable achievements of Ipswich's Olympians and Paralympians.