

**Redlands
Development Industry
Reference Group**

TERMS OF REFERENCE

Building a Sustainable Future in Redlands

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Building a sustainable future in Redlands

1.0 Vision

The Redlands Development Industry Reference Group (DIRG) aims to provide an open forum for Council and industry representatives to share information and ideas that contribute to the effective, efficient and consistent delivery of development within the Redlands. The vision of the DIRG is:

A group committed to promoting a partnership approach to development, aimed at improving outcomes for all parties involved.

2.0 Objectives

Through encouraging open and honest discussion and constructive-criticism, the DIRG intends to identify and discuss improvements, initiatives and opportunities for development in the Redlands and the assessment processes that are followed. The DIRG is focussed on improving the operations of, and outcomes for, ALL parties involved. There are opportunities for improvement within both Council and industry, and the DIRG aims to adopt a common sense approach to achieving these improvements within the development assessment environment while encouraging innovation, cooperation and collaboration.

The area of focus within Council is the City Planning and Assessment group which incorporates the following disciplines:

- Building and Plumbing Services
- Engineering and Environment
- Planning Assessment
- Strategic Planning
- Economic Development.

Each of these teams will actively participate in the DIRG to meet the group objectives.

3.0 Membership

Membership reflects the objectives and vision of the DIRG with representatives from the development industry and Council. Membership of the DIRG is on a voluntary basis and no payment is made or required for participation. Members are expected to attend the scheduled DIRG meetings and constructively participate in discussions.

Current Membership		
Organisation	Contact	
Ausbuild	Michael Loney	
Cardno Pty Ltd	Michael Anderson	
Fiteni Homes	Adam Souter	
Fox and Bell	Garry Hargrave	
JFP Urban Consultants Pty Ltd	Shane Talty/John Pappas	
Redland Constructions	Peter Endacott	
Sheehy & Partners	Phil Cockerill	
VillaWorld	Peter Johnson	
Redland City Council Group Manager City Planning & Assessment	David Jeanes	
Redland City Council Projects	Kim Peeti	
Redland City Council Strategic Planning	Stephen Hill	
Redland City Council Economic Development	Douglas Hunt	

4.0 Meetings

Meetings will be held bi-monthly. Each meeting will be held in the Council administration building on the corner of Middle and Bloomfield Streets Cleveland, unless otherwise advised. Notification of any change of venue will be provided at the time the meeting agenda is distributed.

The regular meeting chair is the Group Manager City Planning and Assessment with the option for the role of meeting chair to be rotated to other members of the DIRG.

With the agreement of the group, guest speakers or representatives may be invited to attend from time to time for the consideration of specific matters.

5.0 Agendas and Minutes

RCC will provide business support services to the DIRG, which will include the preparation of agendas, minutes and reporting.

All members of the DIRG are encouraged to put forward agenda items for discussion. Agendas will be distributed by RCC at least one week prior to a scheduled meeting.

Minutes from DIRG meetings will be documented and distributed by RCC to members within one week of the meeting being held.

6.0 Reporting

A report will be provided to Council's Executive Leadership Group every 6 months to outline the activities of the DIRG.

7.0 Action Items and Target Dates

Any initiatives that are discussed and targeted for implementation, whether as a direct result of an idea put forward by the DIRG or an action identified outside of the group but directly related to the aims of the group, will be appropriately planned and communicated.

Target dates will be set and representatives allocated specific tasks with key deliverables and milestones to be reported back to the DIRG according to the project timeframes established.

8.0 Conflict of Interest

All members of the DIRG are responsible for identifying and managing any real or perceived conflicts of interest that may arise during meetings or as a result of participation in the DIRG.

9.0 Confidentiality and Free-Discussion

Open discussion is encouraged with members free to express their views and provide constructive criticism, either as individuals or as a representative of their particular organisation or industry. Discussions will remain confidential within the confines of the DIRG. Individual speakers will not be identified or named outside of the DIRG so that anonymity will be maintained at all times. However it is agreed that the topic or outcome of a discussion may be referred to outside of the DIRG in order for action items to be addressed.

10.0 Council Contact

The Council contact for the DIRG is the Group Manager City Planning and Assessment – David Jeanes. David can be contacted directly on:

☎ 07 3829 8863
✉ david.jeanes@redland.qld.gov.au

Alternative contact, including forwarding any items to be listed on meeting agendas, can be achieved through the Group Support Officer, Jill Driscoll on:

☎ 07 3829 8112
✉ jill.driscoll@redland.qld.gov.au

11.0 Definitions and Acronyms

DIRG means development industry reference group

RCC means Redland City Council

ToR means terms of reference