



Register of Membership & Responsibilities of Standing, Special & Advisory Committees & Delegates to External Organisations

As at July 2020



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Standing Committees

Committee Name	Review Date & Decision History	Members
Membership Of Committees		
Subordinate Local Law No 1.1 (Meetings), Section 43		<i>"The Mayor of the Local Government is to be a member of each committee."</i>
Planning & Environment	G16.0405.003	Cr Cameron M Caldwell (Chairperson)
Director responsible: Director Economy, Planning & Environment	GA17.0419.007	Cr Donna Gates (Deputy Chairperson)
	G17.1208.032	Mayor, Cr Tom R Tate
	G18.0529.006	Cr Mark W Hammel
Areas of Responsibility include:	G19.0920.004	Cr William M A Owen-Jones
▪ Building compliance	G20.0421.004	Cr Peter J Young
▪ Bushfire strategy and assessment		Cr Hermann H C Vorster
▪ City placemaking		Cr Pauline C Young
▪ Development assessment		Cr Gail M O'Neill
▪ Development compliance		
▪ Ecological assessment		
▪ Environmental conservation and management		
▪ Environment protection and planning		
▪ Environmental policy		
▪ Flood policy and mitigation planning		
▪ Industrial diversity		
▪ Landscape strategy and assessment		
▪ Local government Infrastructure plan and operation		
▪ Nature conservation		
▪ Planning appeals		
▪ Planning scheme review and amendments		
▪ Plumbing and drainage		
▪ Significant procurement activity relating to areas of responsibility of this Standing Committee.		
▪ State Government Regional Planning inputs		
▪ Strategic infrastructure planning		
▪ Strategic land use planning		
▪ Tree clearing		
▪ Urban design assessment		
▪ Urban Design, Architecture and Heritage		

Quorum is 5

Standing Committees

Committee Name	Review Date & Decision History	Members
Economy, Tourism & Events Director responsible – Director Economy, Planning & Environment and Director Lifestyle & Community	G20.0728.044 G20.0421.004	Cr Robert La Castra (Chairperson) Cr Glenn M Tozer (Deputy Chairperson) Mayor, Cr Tom R Tate Cr Donna Gates Cr Brooke A Patterson Cr Darren A Taylor Cr Daphne I McDonald Cr Pauline C Young
Areas of Responsibility include: <ul style="list-style-type: none">▪ City Events▪ City innovation▪ Economic and industry development▪ Economic development strategy▪ Export development▪ HOTA including performance reporting▪ International connections▪ Major City initiatives including Central Business District (CBD)▪ Major Events Gold Coast (MEGC) including performance reporting▪ Regional marketing▪ Tourism development▪ Tourism planning		Quorum is 4

Standing Committees

Committee Name	Review Date & Decision History	Members
Governance & Administration	G16.0405.003	Cr William M A Owen-Jones (Chairperson)
Director responsible – Chief Operating Officer, Director Organisational Services	GA17.0419.007 G17.1208.032 G20.0421.004	Cr Brooke A Patterson (Deputy Chairperson) Mayor, Cr Tom R Tate Cr Mark W Hammel Cr Donna Gates Cr Ryan D Bayldon-Lumsden Cr Darren A Taylor Cr Daphne I McDonald
Areas of Responsibility include:		Quorum is 4
<ul style="list-style-type: none">▪ Annual Report▪ Asset management▪ Audit Committee▪ City Reputation and Branding▪ Corporate / Operational Planning▪ Corporate governance matters▪ Corporate structure▪ Councillors' conferences and training attendance and reporting▪ Fleet and Plant▪ Gold Coast Insurance Company Ltd including performance reporting▪ Industrial relations▪ Information management▪ Local law development and review▪ Organisational performance management▪ Policy development and review▪ Procurement performance▪ Property matters▪ Rate recovery▪ Risk management▪ Significant procurement activity relating to areas of responsibility of this Standing Committee▪ Sundry debtors▪ Trust fund matters▪ Write off accounts		

Standing Committees

Committee Name	Review Date & Decision History	Members
Lifestyle & Community	G16.0405.003 GA17.0419.007 G17.1208.032 G20.0421.004	Cr Hermann H C Vorster (Chairperson) Cr Ryan D Bayldon-Lumsden (Deputy Chairperson) Mayor, Cr Tom R Tate Cr Donna Gates Cr Cameron M Caldwell Cr Robert La Castra Cr Glenn M Tozer Cr Gail M O'Neill
Director responsible – Director Lifestyle & Community		
Areas of Responsibility include:		Quorum is 4
<ul style="list-style-type: none">▪ Active and healthy program▪ Advertising devices▪ Animal control▪ Aquatic centres▪ Art & crafts markets▪ Arts and culture▪ Building certification▪ Cemeteries▪ City Laws approvals▪ Community and youth centres▪ Community safety including the safety camera network▪ Community sporting facilities (leases)▪ Disaster recovery▪ Environmental conservation and management including hazard reduction and bushfire mitigation▪ Environmental health (e.g. standards of specialised premises, food, hair, skin etc)▪ Libraries▪ Lifeguard services▪ Liveability programs (youth, junior council, disability, seniors, multicultural, community facilities planning, affordable housing and homelessness, community profiling, city connect, community relief, volunteering)▪ Local Law enforcement▪ Major sporting venues▪ Natural areas management▪ Off street car parking operations in facilities (e.g. Bruce Bishop, Mal Burke car parks)▪ Older persons▪ Park development including land acquisition▪ Parks and recreational services▪ Regulated parking▪ Significant procurement activity relating to areas of responsibility of this Standing Committee.▪ Social services▪ Sport and recreation▪ Tourist parks and camping grounds▪ Vector and biosecurity management		

Standing Committees

Committee Name	Review Date & Decision History	Members
Transport & Infrastructure	G16.0405.003 GA17.0419.007 G17.1208.032 G18.0529.006 G20.0421.004	Cr Pauline C Young (Chairperson) Cr Darren A Taylor (Deputy Chairperson) Mayor, Cr Tom R Tate Cr William M A Owen-Jones Cr Cameron M Caldwell Cr Peter J Young Cr Brooke A Patterson Cr Hermann H C Vorster
Director responsible – Director Transport & Infrastructure		
Areas of Responsibility include:		
<ul style="list-style-type: none">▪ Beaches and foreshores▪ Bikeways▪ Bus shelters▪ City cleaning▪ Disaster and emergency management▪ Drainage and stormwater management▪ Dredging▪ Flood mitigation works▪ Footpaths▪ Mowing and parks maintenance▪ Parking planning, policy and operations (except car parks in facilities)▪ Roads and drainage infrastructure▪ Significant procurement activity relating to areas of responsibility of this Standing Committee▪ Signs – directional▪ Stormwater maintenance▪ Street lighting▪ Streetscaping▪ Traffic matters▪ Transport planning, policy and operations		Quorum is 4

Standing Committees

Committee Name	Review Date & Decision History	Members
Water, Waste & Energy	G16.0405.003 GA17.0419.007 G17.1208.032 G20.0421.004	Cr Gail M O'Neill (Chairperson) Cr Mark W Hammel (Deputy Chairperson) Mayor, Cr Tom R Tate Cr Peter J Young Cr Ryan D Bayldon-Lumsden Cr Robert La Castra Cr Glenn M Tozer Cr Daphne I McDonald
Director responsible –Director Water & Waste		
Areas of Responsibility include:		
<ul style="list-style-type: none">▪ Community education and marketing (including demand management) related to water and waste management▪ Customer service, standards and charter related to water and waste management▪ Energy management▪ Sewage treatment, discharge and reuse▪ Significant procurement activity relating to areas of responsibility of this Standing Committee▪ Strategy implementation (including Solid Waste Strategy)▪ Tariffs, charges, fees and pricing structures for water and waste services▪ Total water cycle management including catchment management; waterway health; and other activities impacting on water quality and quantity▪ Waste collection, recycling and recovery;▪ Water and waste management policy▪ Water and waste reform, regulation and competition▪ Water quality - drinking, recycled, sewage and environmental▪ Water treatment and distribution▪ Water, sewerage and waste infrastructure planning		Quorum is 4

Special Committees

Committee Name	Review Date & Decision History	Members
Special Budget & Finance	G12.0514.004	Mayor, Cr Tom R Tate (Chairperson)
Director responsible -Chief Operating Officer	G13.0528.034	Cr Donna Gates (Deputy Chairperson)
	G16.0405.003	All Councillors
Areas of Responsibility include:	G17.1208.032	
▪ Discounts and rebates	G20.0421.004	Quorum is 8
▪ Draft Budget		
▪ Financial policies		
▪ Financial reporting		
▪ Long term financial modelling		
▪ Long term financial planning and modelling		
▪ Quarterly budget reviews		
▪ Rates and utility charges		

Advisory Committees

Committee Name	Review Date & Decision History	Members
Audit & Risk Committee (Corporate Assurance – Office of the Chief Operating Officer)	G20.0421.004 G20.0728.044	(Vacant) (Chair) Mr Bill Turner Mrs Kerry Phillips Mr Geoff King Cr William M A Owen-Jones Cr Pauline C Young

Role:

The primary role of the Audit & Risk Committee is to promote good corporate governance through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer on matters relating to fraud control, risk management, internal control, governance, compliance, audit, financial statement preparation and financial reporting.

As an advisory committee of Council, the Audit Committee is independent of management and does not have any executive powers, delegated responsibility or authority to implement actions over which management has responsibility. The committee liaises closely with management and Council's internal and external auditors to carry out its responsibilities in accordance with the Audit & Risk Committee Policy and Charter.

Responsibilities:

The Audit & Risk Committee's main responsibilities are to provide reasonable independent assurance that:

- the credibility and objectivity of internal and external financial reporting is enhanced;
- corporate governance responsibilities are addressed;
- internal control frameworks are appropriate;
- laws and regulations are complied with;
- best practice guidelines are implemented where cost-effective and possible;
- key business risks and opportunities are effectively managed;
- business systems and processes operate efficiently and effectively;
- the audit process (both internal and external) is effective; and
- the external reporting is effective.

The Committee will:

- Support measures to improve management performance and business systems and controls;
- Promote the need for public accountability to ratepayers and the community;
- Promote effective liaison between senior management, Internal Auditors and External Auditors;
- Oversee and appraise the quality of the audits conducted both by the Council's Internal and External Auditors; and
- Provide recommendations to Council via written report as soon as possible after each meeting of the committee.

Quorum is 4

Advisory Committees

Committee Name	Review Date & Decision History	Members
<p>World Surfing Reserve Local Stewardship Committee (Transport and Infrastructure)</p> <p>Role: To celebrate, promote, support and further the designation of WSR status on the southern Gold Coast beach breaks, while satisfying the annual reporting and oversight requirements of the Save the Waves Coalition peak body.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ▪ Guide the dedication ceremony of the WSR. ▪ The promotion of the WSR to local, state, national and international audiences to encourage the wider appreciation of these unique coastal environments and impressive surfing recreation resources. ▪ To support the WSR designation as part of the prestigious network of renown World Surfing Reserves. ▪ Furthering the designation of WSR status on the southern Gold Coast beach breaks with a wide range of interested stakeholder groups. ▪ Convey the issues raised from all the assembled key stakeholder groups within the LSC via the chairman to other levels of Government with direct responsibilities for management of the WSR designated coastal and surfing environments. <p>Scope:</p> <ul style="list-style-type: none"> ▪ To operate within the seven conditions of support for the WSR as outlined below: ▪ That the City of Gold Coast Ocean Beaches Strategy is the endorsed strategy for the management of the City's ocean beaches. ▪ That the World Surfing Reserve status does not fetter the rights and obligations of the City of Gold Coast in exercising its responsibilities. ▪ That the World Surfing Reserve status does not impinge upon the rights of other users of the beaches including swimming, surf lifesaving, fishing, recreational boating, and other water craft. ▪ That the local stewardship committee for the World Surfing Reserve is to be determined by Council. ▪ That the World Surfing Reserve status will not be used to lobby for any changes in legislation, either local, state or federal. ▪ That the City's endorsement of the World Surfing Reserve nomination is on the basis that the title is purely ceremonial only in nature. ▪ That the City reserves the right and discretion to withdraw its support for the World Surfing Reserve status if any of the above criteria are not met or maintained to its satisfaction. <p>(Refer Terms of Reference – Separate Document) #52337498</p>	<p>G16.0129.028 G16.0405.003 G17.1031.007 G20.0421.004</p>	<p>Cr Pauline C Young (Chairperson) (Division 12 Councillor)</p> <p>Mr Alton Twine, Director Transport and Infrastructure</p> <p>Prof Roger Tomlinson, Griffith Centre for Coastal Research</p> <p>Mr Kane Nielsen, Department Environment and Science</p> <p>Mr Peter Kleinig, Gold Coast Waterways Authority</p> <p>Hon Mr Michael Hart, State Member for Burleigh</p> <p>Hon Ms Karen Andrews, Federal Member for McPherson</p> <p>Mr Nathan Fife, Surf Life Saving Queensland</p> <p>Mr Adam Yates, Surfing Queensland</p> <p>Mr Rod Brooks, World Surfing League</p> <p>Mr Andy McKinnon, Gold Coast World Surfing Reserve Inc.</p> <p>Mr Wayne Bartholomew, Tweed River Entrance Sand Bypassing Project (TRESBP) Advisory Committee</p> <p>Ms Hilary Jacobs, Greater Southern Gold Coast Chamber of Commerce</p> <p>Mr Pearce Dougherty, Gold Coast Surf Council</p> <p>Mr Greg Howell, Surfrider Foundation</p> <p>Mr Gary Radcliff, Association of Surfing Lawyers</p> <p>Mr Mike Brooks, Volunteer Rescue Currumbin</p> <p>Mr Greg Turner, Maritime Safety Queensland</p> <p>Mr Jason Thomas, Gold Coast Tourism</p> <p>Mr Stuart Black, Currumbin RSL Fishing Club</p> <p>Mr John Drummond Montgomery, Tourism and Events Queensland</p> <p>Mr Chris Butler, National Surfing Reserve Inc</p> <p>Quorum 14</p>

Controlled Entities

Committee Name	Review Date & Decision History	Members
<p>HOTA Pty Ltd (Coordinator Controlled Entities & Community Grants – Office of the CEO)</p> <p>Role: Manage HOTA facility incorporating:</p> <ul style="list-style-type: none">▪ presentation & promotion of performing and visual arts at the venues for the benefit of residents and visitors to Gold Coast City▪ management and maintenance of the various venues (incl St Margaret's Chapel)▪ management of HOTA Fund and HOTA Art Gallery Gift Fund▪ promotion of donations for HOTA Fund, the HOTA Art Gallery Gift Fund or for any purpose conducted by HOTA▪ acquisition, collection and maintaining outdoor sculptures for the purpose of the sculpture walk at 135 Bundall Road, Surfers Paradise <p>Composition of Board: 8 Directors – including 1 Councillor Director and 1 Council nominated Official Observer</p>	GA12.0802.007 G13.0129.015 G16.0405.003 G18.0814.004 G20.0421.004	Cr Robert La Castra (Observer)

External Organisations

Committee Name	Review Date & Decision History	Members
Australian Local Government Women's Association (Queensland Division) (Office of the Chief Executive Officer)	G12.0514.004 G16.0405.003 G20.0421.004	Cr Daphne I McDonald
Role:		
To assist in furthering women's knowledge and understanding of the functions of Local Government and to encourage women to participate in Local Government.		
Council Of Mayors (SEQ) (Office of the Chief Executive Officer)	G20.0421.008	Mayor, Cr Tom R Tate Deputy Mayor Cr Donna Gates (Proxy)
Mission:		
<ul style="list-style-type: none"> - The Council of Mayors (SEQ) is a political advocacy organisation that represents the interests of 1 in 7 Australians. - We proactively influence Federal and State Governments to ensure the long term viability, wellbeing and sustainability of our communities. - We speak with one voice to ensure appropriate funding and delivery of infrastructure and services to the residents of South East Queensland. 		
Entitlement: 1 delegate		
Darling Downs – Moreton Rabbit Board (Lifestyle and Community)	G13.0326.005 G16.0405.003 G20.0421.004	Cr Glenn M Tozer
Comprises 6 directors with inclusion of nominees from local governments in the rabbit district. Director Specifications include the ability to monitor and make decisions, strong links to the rural industry and to be an owner or occupier of rural land.		
Gold Coast Catchment Management Association (Water and Waste)	G12.0514.004 G16.0405.003 G20.0421.004	Cr Mark W Hammel Gold Coast Catchment Management Liaison Officer
Role:		
<ul style="list-style-type: none"> ▪ To provide a forum for exchange of ideas and resources ▪ To provide a focus for catchment groups ▪ To promote education and awareness of catchment issues ▪ To encourage cooperation and coordination between landholders, industry and natural resource managers ▪ To develop catchment management strategies ▪ To provide input to strategic planning on catchment issues 		
Entitlement: 3 Councillors		

External Organisations

Committee Name	Review Date & Decision History	Members
<p>Gold Coast City Council Local Disaster Management Group (Transport and Infrastructure)</p>	<p>G12.0514.004 G13.0528.034 G14.0627.004 G16.0405.003 G19.1011.006 G20.0421.004</p>	<p>Members Mayor, Cr Tom R Tate (Chairperson) Cr Donna Gates (Deputy Chair) Cr Cameron M Caldwell Cr Hermann H C Vorster Director Transport and Infrastructure, Gold Coast City Council, Local Disaster Coordinator Chief Operating Officer City of Gold Coast Director Lifestyle and Community, Local Recovery Coordinator Manager Corporate Communication City of Gold Coast Executive Coordinator Disaster Management City of Gold Coast Officer in Charge, Queensland Ambulance Service Inspector, Queensland Fire and Emergency Service Local Controller, State Emergency Services Inspector Queensland Police Service Director of Nursing, Cancer Access and Support Queensland Health Principal Asset Officer, Energex Regional Manager Gold Coast, Surf Lifesaving Queensland Regional General Manager, Telstra Senior Community Recovery Officer, Department of Communities, Disability Services & Seniors Principal Designer, Department of Transport and Main Roads Chairs LDMG Sub-Groups</p>
<p>Functions:</p> <ul style="list-style-type: none"> ▪ to ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State; ▪ to develop effective disaster management, and regularly review and assess the disaster management; ▪ to help the local government for its area to prepare a local disaster management plan; ▪ to identify, and provide advice to the relevant district group about support services required by the local group to facilitate disaster management and disaster operations in the area; ▪ to ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster; ▪ to manage disaster operations in the area under policies and procedures decided by the State group; ▪ to provide reports and make recommendations to the relevant district group about matters relating to disaster operations; ▪ to identify, and coordinate the use of, resources that may be used for disaster operations in the area; ▪ to establish and review communications systems within the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens; ▪ to ensure information about a disaster in the area is promptly given to the relevant district group; ▪ to perform other functions given to the group under the Disaster Management Act 2003; ▪ to perform a function incidental to the above functions. 		

External Organisations

Committee Name	Review Date & Decision History	Members
Gold Coast Tourism Corporation Ltd (Destination Gold Coast) (Economy, Planning & Environment) Role: To provide cohesive leadership to focus the marketing of the Gold Coast Region as a leading visitor destination to achieve economic benefits to the members, region and community Entitlement: Council Director (and Alternate) on the Board	GA12.0802.007 G13.0528.034 G16.0405.003 G16.0607.002 G17.1208.032 G20.0421.004 G20.0728.044	Cr Hermann H C Vorster (Observer) Cr Robert La Castra (Alternate)

Local Government Association Queensland Executive Nominee Nominee for Executive District Representative for District Number 2 (SROC)	G12.0522.027 G16.0405.003 G20.0421.004	Mayor, Cr Tom R Tate Cr Donna Gates
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The LGAQ has a Policy Executive consisting of:
(a) 15 Executive Representatives elected and appointed; and
(b) a President.

The purpose of the Policy Executive is to:
(a) appoint 3 Directors of the LGAQ;
(b) appoint the Chief Executive Officer;
(c) approve the annual budget of the Organisation; and
(d) otherwise determine the method of implementation of the objectives of the Organisation.

For the South East District No.2, one Councillor is elected from Gold Coast, Redland and Logan Council nominees. The appointment is determined by preferential vote.

External Organisations

Committee Name	Review Date & Decision History	Members
Mayoral Safer Suburbs Forum (Lifestyle and Community) Role: To initiate and deliver actions to improve safety in the City of Gold Coast for residents, visitors, businesses and international students. Objectives: <ul style="list-style-type: none">▪ To identify existing and emerging safety issues, develop and implement innovative solutions.▪ To coordinate and execute collaborative responses to community safety issues.▪ To take action to foster a positive city image for residents, investors and visitors.▪ To share information, data and resources while ensuring open communication between agencies that have a direct role in making the city safer.▪ To collaborate in response to the community safety impacts of the COVID-19 pandemic. Scope: Key areas of interest to be discussed by Forum members include, but are not limited to: <ul style="list-style-type: none">▪ Management of public spaces including entertainment precincts (alcohol-related violence);▪ City reputation and image;▪ Major developments and town planning (e.g. crime prevention through environmental design);▪ Gold Coast Safety Camera Network;▪ Prevention and management of graffiti and vandalism;▪ Safety and security in crowded places; and▪ Related community safety issues (including homelessness, domestic and family violence, safety for young people, COVID-19 pandemic). (Refer Terms of Reference – Separate Document) #42743143	G14.0131.009 G16.0405.003 G17.1208.032 G20.0421.004	Mayor, Cr Tom R Tate (Chairperson) Cr Donna Gates (Alternate Chairperson) Cr Hermann H C Vorster (Chair of Lifestyle and Community Committee) (Alternate Chairperson) Cr Brooke A Patterson Assistant Commissioner Brian Wilkins Chief Superintendent Mark Wheeler Representative of Gold Coast District Neighbourhood Watch Representative of Destination Gold Coast Representative of Department of Child Safety, Youth and Women Representative of Office of Liquor and Gaming Regulation Representative of Major Events Gold Coast Representative of Study Gold Coast
Regional Mosquito & Biting Midge (Contiguous Local Authorities Group) (Lifestyle and Community) Role: To provide a regional approach to mosquito and biting midge control and provide a forum for member councils to make recommendations on mosquito control. Entitlement: 2 delegates	G12.0724.029 G16.0405.003 G20.0421.004	Cr Ryan D Bayldon-Lumsden

External Organisations

Committee Name	Review Date & Decision History	Members
Study Gold Coast (Economy, Planning and Environment)	G13.0514.020 G16.0405.003 G20.0421.004	Cr Brooke A Patterson
Role: Study Gold Coast is the peak education and training body for the Gold Coast promoting the Gold Coast as the ideal destination for education on a domestic and international scale.		
World Kindness Movement and Charter for Compassion (Lifestyle and Community)	G12.0612.004 G20.0421.004	To be Advised
Role: World Kindness Movement (WOK) is a coalition of various kindness movements around the world. The movement was initially conceptualized in 1997 with the aim of bringing like-minded kindness movements across the globe together. The current members of the movement are 20 kindness organisations with representatives from Australia, Brazil, Canada, France, India, Italy, Japan, Nepal, New Zealand, Nigeria, Oman, Scotland, Singapore, South Korea, United Arab Emirates, United Kingdom and the USA		
Objectives:		
<ul style="list-style-type: none">▪ To support WOK endeavours to create a kinder society for our children.▪ To appoint Goodwill Ambassadors to support events, schools, individuals and organisations and recognise them through the “Cool to be Kind Awards” and World Kindness Week.▪ To support all relevant initiatives relating to World Compassion in accordance with the Charter for Compassion		



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