

TERMS OF REFERENCE

ECONOMIC DEVELOPMENT AND ROCKHAMPTON AIRPORT COMMITTEE



1 PURPOSE

The Economic Development and Rockhampton Airport Committee is a formal standing committee of Rockhampton Regional Council and is to provide strategic governance oversight, policy leadership and performance assurance in relation to:

- Economic development and investment attraction;
- Destination development and tourism;
- Regional major events; and
- The Rockhampton Airport, as a commercial business unit of Council.

2 AUTHORITY AND ACCOUNTABILITY

The Committee is established under section 264(1)(a) of the *Local Government Regulation 2012* and operates in accordance with Council's Meeting Procedures Policy and governance framework.

3 MEMBERSHIP

The Committee comprises all Councillors of Rockhampton Regional Council.

The Mayor is an ex-officio member of the Committee in accordance with section 12(4)(f) of the *Local Government Act 2009*.

4 SCOPE OF RESPONSIBILITY

The Committee is primarily responsible for overseeing Strategy, Advocacy and Communication together with Policy and Performance in the following areas:

- Regional Partnerships and Advocacy
- Economic Development and Investment Attraction
- Tourism and Destination Development
- Major Events Economy
- Airport – Strategy, Governance and Performance
- Aviation Route Development and Airline Attraction
- Airport Infrastructure, Commercial Development and Leasing
- Airport Master Planning and land use
- Capital Works Progress Reporting and funding opportunities
- Airport Performance Reporting (budgets, passenger numbers, routes, etc)

5 FUNCTIONS

The main functions of the Committee are to:

1. Consider and decide on the most appropriate forms of advocacy pertaining to the above scope.
2. Review and decide on relevant strategies as they relate to the areas of operation listed in the scope of this Terms of Reference.
3. Consider the best forms of communication for the betterment of the organisation and community in line with the scope listed above.
4. Receive a report from the relevant Portfolio Councillor for the following Portfolios:
Economic Development and Airport
5. Receive reports from the Chief Executive Officer and appropriately delegated officers.
6. Consider the material in the reports from officers and seek further information from relevant officers, if necessary.

6 DELEGATIONS AND LIMITATIONS

Council delegates authority to the Committee to make resolutions on its behalf in accordance with section 257(1)(c) of the *Local Government Act 2009*, subject to a majority vote which may include the Chairperson using their casting vote.

7 MEETINGS

Meetings will be held in accordance with Council's meeting schedule or as required. A quorum shall be in accordance with s269 of the *Local Government Regulation 2012*.

In accordance with s267(1) of the *Local Government Regulation 2012*, the Mayor be appointed as Chair of the Committee. The Committee Chair will assume overall responsibility for the good governance and order of the Committee meeting.

The Executive Officer for the Committee meeting is the General Manager Organisational Services.

8 REVIEW OF TERMS OF REFERENCE

These Terms of Reference will be reviewed at least once every four years, or earlier if required, to ensure continued alignment with legislative requirements, Council priorities, and better-practice governance.