

LOGAN CITY COUNCIL

TERMS OF REFERENCE *HEALTH, SPORT & COMMUNITY SERVICES COMMITTEE*

PURPOSE

The Health, Sport & Community Services Committee provides direction and leadership on the functional responsibilities listed below.

SCOPE AND LIMITATIONS

This Committee deals with issues across the range of community services and activities, health plan and immunisation. The Health, Sport & Community Services Committee makes recommendations to the Ordinary Council meeting. The Health, Sport & Community Services Committee has no delegated authority.

The main functions of the Committee are to:

1. Receive reports from the Chief Executive Officer and appropriately delegated officers.
2. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.
3. Formulate recommendations to the Ordinary Council Meeting.

RESPONSIBILITIES

The following is a list of functions assigned to the Health, Sport & Community Services Committee:

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- Immunisation Services and Compliance with Queensland Health Protocols
- Legislation Review & Policy Development
- Logan Public Health Plan
- Communicable Disease Management
- Aquatic Centres
- Council properties, their security, maintenance and leasing
- City & Suburban Entry Statements
- Community and neighbourhood centres
- Community development
- Community Renewal Program (CRP)
- Crime prevention & community safety
- Cultural activities
- Employment development
- Art Gallery
- Illuminating Logan

- Leases of parkland to sporting clubs and other organisations
- Libraries
- Logan Entertainment Centre
- Public Art
- Regional Arts Development Fund (RADF)
- Safety cameras
- Social planning
- Social policy
- Sport & recreation
- Sporting venues
- Youth programs

MEMBERSHIP

Council at its Special meeting held on 18 May 2009 (Minute No. 160/2009), resolved that the membership of the Health, Sport & Community Services Committee be appointed as follows:-

Chairperson: Cr P W Pidgeon
Members: Cr L C Bradley
Cr R B Lutton
Cr J B Grant
Cr S D Black
Cr G J Able
Cr T L Smith
Cr L J Clarke
Cr C M Dalley
Cr D R Power
Cr H D Ban
Cr R W Hackwood

DELEGATE MEMBER

Council at its Special meeting held on 18 May 2009 (Minute 160/2009), resolved that in accordance with Section 454 of the *Local Government Act 1993*, Her Worship the Mayor, Councillor P L Parker be appointed as a delegate member to the Health, Sport & Community Services Committee.

QUORUM

Council at its Special meeting of 18 May 2009 (Minute No. 160/2009) resolved that in accordance with Section 455 of the *Local Government Act 1993* the quorum for Council's Standing Committees be fixed as follows:

- (a) The quorum of a Standing Committee is a majority of its Councillors;
- (b) However, if the number of Councillors is an even number, one-half of the number is the quorum.

FREQUENCY

Section 1(4) of Council's Policy entitled 'Days and Times for Local Government Committee Meetings' states as follows:

"Health, Sport & Community Services Committee

Meets on the Wednesday in the week preceding the Council's Ordinary meeting, commencing at 8.30am."

A 'Calendar of Meetings' is forwarded to Council at least twice per annum, for adoption detailing dates and times for these meetings.

The Health, Sport & Community Services Committee meeting is held in at the Logan City Council Administration Centre, 150 Wembley Road, Logan Central.

NOTE: Please refer to Section 12 (Time of meetings) of Local Law No 1 (Meetings) 1997, and s457 (Committee meetings) of the *Local Government Act 1993*.

AGENDA DISTRIBUTION TIME

The agenda for this committee will be distributed in accordance with s450 (Notice of meetings) of the *Local Government Act 1993*.

CONDUCT OF MEETINGS

The Health, Sport & Customer Services Committee operates in accordance with s457 (Committee meetings) and Part 3 of Local Law No. 1 (Meetings) 1997.

RECORDING OF MINUTES

Council at its Special meeting of 18 May 2009 (Minute No. 160/2009) resolved as follows:

1. That in accordance with section 459(3) of the *Local Government Act 1993*, Council resolves to exempt its standing and advisory committees from keeping minutes of its proceedings.
2. That in accordance with section 459(4) of the *Local Government Act 1993*, the Logan City Council resolves to continue with the current practice of providing a written report of the committee recommendations to the Ordinary Meeting for Council's consideration.

CONFLICT OF INTEREST

In accordance with s229(3)(Councillor's role), s244 (Exclusion from meeting of councillor with material personal interest) and 246A (Recording a conflict of interest) of the *Local Government Act 1993*, committee members must declare their interest, whether Material or Personal.

SUPPORTING LEGISLATION

This document should be read in conjunction with the following:

- *Local Government Act 1993*; and
- Local Law No. 1 (Meetings) 1997.

This document should be read in conjunction with the following Council policies:

- Appointment of Local Government Committees at Post-Election Meetings;
- Days and Times for Local Government Committee Meetings;
- Open Local Government Committee Meetings; and
- Order of Business for Local Government Committee Meetings.

Adopted by Council on 2 June 2009.

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