

TERMS OF REFERENCE FOR

FNQROC NAVUA SEDGE SELECT COMMITTEE – 2018

PREAMBLE

The recommendation to convene a select committee to progress the delivery of a staged and regional approach to the management and response to Navua sedge across impacted and participating councils was adopted by the FNQROC Board, meeting #130 Action item 2527, Minute item 2520(a). The following six recommendations from the Natural Asset Management Advisory Committee were endorsed by the Board. Items 4 and 5 relate directly to the select committee.

1. FNQROC not actively seek declaration of Navua sedge under the Biosecurity Act; but rather focus on the instruments delivered through Local Laws; local/regional biosecurity plans and strategies; and partnerships with key sectors;
2. FNQROC/NAMAC continues to support R&D applications and proposals into the control and management of Navua sedge;
3. The FNQROC commission an appropriately qualified consultancy to collate a benefit/cost analysis to better understand the resource and economic implications of managing Navua sedge within council controlled lands prior to determining a long-term regional course of action;
4. FNQROC in collaboration with NAMAC and Biosecurity Queensland facilitate a regional local government select committee comprised of representatives including Councillors, executive and technical officers to receive deputations from relevant expertise from research, industry/sector, agency legislative/legal, service providers and operational entities;
5. That the outcomes of the regional select committee of enquiry be collated as an R&D prospectus; and agreed regional priorities; and
6. TRC and FNQROC collate comparative data across the period of management investment within TRC to ascertain its suitability for use in other studies.

PURPOSE

Given the complex and cross-regional nature of the situation as well as the lack of any singularly effective management options, Navua sedge is a biosecurity issue which warrants a two part approach. In the first instance councils need to consider the immediate risks and impacts which are within the scope of their influence; and at the same time maintain an informed and future focused outlook which considers the management scenarios they may encounter in the long-term. It is acknowledged that there are actions we can take which reduce risk and impact immediately and these should be considered by councils individually. Any such deliberations should be commensurate with their capacity and the priorities determined within local pest advisory groups and biosecurity plans.

The duplication of consultation, advocacy and at times disconnect between key stakeholders has been identified as barrier to progressing management. The select committee has been identified as a method to establish a universal understanding across councils of the **opportunities; obligations; resource requirements; economic impacts** and

control biology relating to Navua sedge to better inform the commitments we make in both the short term and long term.

The investment which has been made by Tablelands Regional Council over several years in the management of roadside Navua sedge has been identified as useful platform for a case study which may be able to provide the basis of a benefit-cost analysis. The program was identified as an opportunity to provide information on the effectiveness and economics of management in roadside situations and as such would be a useful contribution to recommended studies and future recommendations for management.

COMPOSITION OF SELECT COMMITTEE

Membership of the proposed committee is comprised of elected representatives or officers of FNQROC member councils and; officers or leadership team of Biosecurity Queensland, Invasive Plants and Animals.

STAKEHOLDER CONVERSATIONS AND SUBMISSIONS

By request of the committee relevant stakeholders will be invited to make submissions in an informal committee-to-stakeholder conversation. The purpose of these conversations is to allow individual stakeholders to table relevant observations, experience, technical advice and recommendations to the committee for consideration.

ATTENDANCE

It is acknowledged that:

- Council resources may limited opportunities for attendance at meetings;
- Attendance is voluntary and could be any number of councils with an interest in the agenda
- Councillors with relevant portfolios are most welcome but it is not an expectation that each member council will provide this level of representation.

QUORUM

Where the FNQROC Board has not directed the committee, a quorum is not required.

Where the FNQROC Board has directed the committee, a quorum of 50% plus 1 of actively participating councils is required. (Note: active participation may only include a portion of FNQROC Member Councils and this will be determined project by project).

FACILITATION AND LOGOSTICS

The planning and running of the meetings will be facilitated by FNQROC. Once the composition of the select committee is determined an EOI for the position of committee chair will be circulated to participating councils.

PLANNED SITTINGS OF SELECT COMMITTEE

The committee will convene over several sittings in order to both receive and process information, deputations and submissions from relevant stakeholders.

- An agenda will be circulated prior to each sitting.
- Any proceedings or recommendations arising from will be circulated to the committee for comment and correction prior or adoption.

PROCEEDINGS AND RECOMMENDATIONS

Minutes will only be recorded by exception i.e. to report back on directions from the FNQROC Board or to provide information of relevance to the FNQROC Board. No other minutes will be recorded.

Attendance will be recorded within proceedings.

Proceedings of the committee and individual deputations from key stakeholders will be collated into a proceedings document which outlines research recommendations and agreed regional priorities for investment.

COMMITTEE RECOMMENDATIONS

Any recommendations from the committee for the FNQROC Board will be documented and included in the FNQROC Board agenda for consideration.

- A research and development prospectus.
- Tabled agreed regional priorities for investment.

REPORTING

A one page summary from the committee will be provided for inclusion within the FNQROC Annual Report.

ROLE OF MEMBER COUNCILS

To ensure the benefits are received by all committee members are encouraged to:

- Participate in meetings either face-to-face, via phone or video conferencing.
- Provide agenda items for meetings or review proceedings.
- Complete tasks and actions identified within any minutes and;
 - Be the point of contact for their council.
 - Disseminate information within their individual councils to the appropriate officers and elected members.

ROLE OF FNQROC

FNQROC will:

- Collaborate with member councils and BQ to Coordinate an agenda and invite relevant presenters;
- Document recommendations to be put before the FNQROC Board and include in the next FNQROC Board agenda;
- Document progress of directions given by the FNQROC Board for inclusion in the next FNQROC Board Agenda;

DISPUTE RESOLUTION

Where a dispute cannot be resolved between councils and the FNQROC Executive Officer the issue will be elevated to the FNQROC Board for resolution.

TERMS OF REFERENCE REVIEWS

Date	Amended by:	Reason	Approval Date
27 July 2018	Travis Sydes	First Draft	
15 October	Travis Sydes	Adopted TOR	September 13, 2018