

Banana Shire Local Reference Group (BSLRG) Member ROLE DESCRIPTION

POSITION DETAILS

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| Position Title: | Banana Shire Local Reference Group (BSLRG) Member |
| Appointment: | Voluntary position, 24-month term (with half-spill rotations every 12 months) |
| Reporting To: | Co-Chairs - Mayor, Banana Shire Council & Chief Executive Officer, Coexistence Queensland |

PURPOSE OF THE ROLE

The Banana Shire Local Reference Group (BSLRG) is an advisory committee to Banana Shire Council. Members provide input and advice on:

- Priorities for the 10 Year Legacy Plan.
- Recommendations for the Community Legacy Fund (once established).
- Broader community perspectives on the energy transition, coexistence, and development impacts/opportunities in the Shire.
- Members act as a communication channel between the community, Council, and project developers, ensuring that local values and priorities are represented.

RESPONSIBILITIES

By accepting membership to BSLRG, members agree to:

- Attend and actively participate in quarterly meetings.
- Actively support community engagement and other activities as required outside the quarterly meeting schedule.
- Represent the interests of the wider community, not individual or organisational agendas.
- Contribute to advice that reflects fairness, inclusivity, and long-term community benefit.
- Declare any conflicts of interest at application stage and at meetings.
- Maintain confidentiality of group discussions and documents.
- Respect Council's role as the decision-maker – the LRG is advisory only.
- Collaborate constructively with other members and stakeholders.

SKILLS AND ATTRIBUTES

Members should demonstrate:

- Strong understanding of community values, opportunities, and challenges.
- Commitment to fairness, inclusion, and collaboration.
- Willingness to listen to and represent diverse perspectives.
- Familiarity with regional issues relating to land use, energy transition, and community benefit (desirable).

MEMBER BEHAVIOURAL EXPECTATIONS

Members are required to:

- Act with honesty, integrity, and in good faith at all times.
- Adhere to the BSLRG Terms of Reference.
- Avoid using the group for lobbying, political, or personal gain (including via social media).
- Not speak to the media on behalf of the group or Council unless authorised.
- Use information provided only for group purposes – not for personal or financial advantage.
- Maintain respectful conduct and a solutions-focused approach in meetings.
- Accept that material breaches of conduct requirements may result in removal from the group.

CONFLICTS OF INTEREST

- Members must declare any actual, potential, or perceived conflicts of interest at application and at the start of meetings.
- Examples include: financial interests in project developments or developers, family or business links to developers, or association with groups with direct stakes in outcomes.
- Conflicts will be managed under the ToR – members may be asked to abstain from discussions or recommendations.
- Failure to disclose conflicts may result in removal from the group.

TIME COMMITMENT

- In person participation in 4 meetings per year (quarterly, up to three hours in duration each). Proxies or nominating a substitute attendee in the event of a member's absence is not permitted.
- Participation in additional meetings or community engagement activities (as required).
- Some out-of-session review of documents or provision of feedback.

SUPPORT PROVIDED

- Induction session and information pack (ToR, Legacy Plan context, Fund overview).
- Secretariat support (agendas, minutes, distribution of materials).
- Costs of in-person meetings (venue, refreshments, materials).
- Members to fund their own travel unless otherwise approved.
- No additional expenses are expected to be incurred by Members on behalf of BSLRG.

For more information, please contact:

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Site URL: www.banana.qld.gov.au