

Queensland Resources Industry Development Plan

Ministerial Advisory Group

Terms of Reference

1. Scope

On 24 June 2022, the Queensland Government released the [Queensland Resources Industry Development Plan](#), a plan that sets out a pathway for a resources industry to continue to create jobs and prosperity for generations to come – responsibly and sustainably.

The QRIDP Ministerial Advisory Group has been established to monitor, guide and advise on implementation of government and industry actions and expectations agreed to in QRIDP.

QRIDP is intended to be a living document, reviewed and iterated at intervals to respond to emerging industry and community stakeholder needs. The [actions in the plan](#) will be monitored and progress will be reported on a [public website](#), with new actions added as requested by the chair.

On 7 November 2023, the remit of the QRIDP Ministerial Advisory Group was expanded to include monitoring and advising on implementation of the Queensland Critical Minerals Strategy. The Queensland Critical Minerals Strategy was developed to capitalise on the demand for Queensland's critical minerals and to ensure quick and purposeful action is taken for new industries to be developed, sustainable economic growth, and to align the state's efforts to respond to climate change and decarbonising the economy.

2. Purpose

The QRIDP Ministerial Advisory Group will provide strategic advice to ensure actions agreed to in both QRIDP and the Queensland Critical Minerals Strategy continue to progress, and emerging policy and reforms continue to be developed in collaboration with industry and community. The advisory group will be the key mechanism to ensure ongoing engagement with industry and community to assist in fulfilling the ambitions of QRIDP and the Queensland Critical Minerals Strategy.

Meeting frequency and location:

- It is intended the standing membership group will meet at least twice per year.
- Each meeting will be held at rotating locations across Queensland, and other participants will be invited based on the meeting location.

3. Membership

The QRIDP Ministerial Advisory Group will consist of a core membership of representatives from government and from resources industry peak bodies. Other stakeholders will be invited by the Minister for Resources and Critical Minerals to join the advisory group where the focus of the agenda is relevant to those stakeholders.

The membership will consist of nominated representatives from:

- Chair: Minister for Resources and Critical Minerals and supporting advisors
- Standing members:
 - Director-General, Department of Resources
 - Deputy Director-General, Department of Resources
 - Industry, which may include representation from companies and peak industry bodies
- Other participants:

- Regional stakeholders – to be selected by the chair where focus of agenda is relevant (may include but not limited to local government, industry, community, First Nations stakeholders)
- Other senior government representatives
- Academia

There will be approx. 15 members per session.

From time to time, members may nominate additional persons to participate in the QRIDP Ministerial Advisory Group with the agreement of the chair.

4. Functions and deliverables

The standing members will:

- Meet at least twice per year to engage with stakeholders and discuss actions needed to address key global emerging trends and help accelerate growth in the resources industry.
- Monitor, guide and advise on implementation of government and industry actions and expectations agreed to in the plan.
- Serve as a consultative body for further initiatives that are developed.
- Provide advice and feedback on how the government and industry are delivering on expectations.
- Ensure all discussion items end with an action or definite outcome.

The chair will be responsible for:

- Inviting members to the meetings.
- Hosting meetings.

The secretariat will be responsible for:

- Preparing agenda papers and issue notices for meetings, ensuring all necessary documents requiring discussion or comment are provided to members.
- Ensuring all relevant agenda items have the necessary supporting documentation requiring discussion or comment during the meeting.
- Taking notes from meetings.

The secretariat to the QRIDP Ministerial Advisory Group will be provided by the Department of Resources.

5. Administrative guidelines

Meeting frequency and location	<ul style="list-style-type: none"> • At least twice per year (for standing members) or once per year for other members, as invited • Rotating locations across Queensland.
Proxies	<ul style="list-style-type: none"> • Attendance at meetings by proxies is subject to approval by the chair.
Payments	<ul style="list-style-type: none"> • Members are not paid fees and will need to meet their own costs for attendance at the meetings.
Out-of-session	<ul style="list-style-type: none"> • Non-contentious issues • Secretariat will coordinate paper distribution and collate feedback.
Amendments	<ul style="list-style-type: none"> • The Terms of Reference may be altered by the Department of Resources as appropriate in consultation with the QRIDP Ministerial Advisory Group.
Records	<ul style="list-style-type: none"> • Secretariat maintains all documentation in accord with the Public Records Act • The secretariat will prepare an agenda for each meeting • Notes from meetings will be recorded • Financial records should be monitored by those agencies incurring costs.